TOWN OF JAY
Office of the Planning Board

P.O. Box 730, 11 School Lane
Au Sable Forks, NY 12912
Telephone: (518) 647-2204
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Melinda Beuf
Planning Board Acting Chair
planning@townofjayny.gov

Carol Greenley Hackel
Town Clerk
townclerk@townofjayny.gov

Regular Planning Board Meeting – 9/10/25

Called to order: 6:01PM

Pledge of Allegiance

Roll Call: Present- Melinda Beuf, Matt Gillman, Mike Straight. Absent- Wally Walters, Frank Pagano, Dustin Frederick. Guests- Ralph Schissler, Steve Forbes, Dawn Delmont

Approval of August Minutes: Postponed to October, no quorum

Education & Training

• AARCH Training Videos - https://www.youtube.com/@adkarch

• NY DOS Training resources https://dos.ny.gov/training-assistance

• NY DOS online training https://dos.ny.gov/local-government-training-schedule

• Essex County Local Officials Presentations, Monday, September 22, 2025, 2:30 pm– 5:30 pm
- Melinda and Mike will attend

Applications: Vacca
Proposed 2 lot subdivision on Covered Bridge Lane

Frontage of both Covered Bridge Lane (accessible) and Glen Rd (not accessible)

Lot 1 - .75 acres with existing house, carport, septic and town water. Lot 2 - .45 acres – will be granted easement access over Lot 1 driveway, will need power, septic and water

Per APA – no wetlands, non-jurisdictional

Motion to declare unlisted action on SEQR by Matt Gillman, second by Mike Straight, all approved

Motion to declare as minor subdivision by Matt Gillman, second by Mike Straight, all approved

Public hearing set for 10/8/2025 at 5:30pm

Discussion:
2026 Budget – suggested to keep the same as 2025

Oaths – Need to be done every year, all members to see Town Clerk

Comprehensive Plan
-Next meeting 9/22

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-2nd survey – just over 200 responses, half of what the 1st survey received

-Big focus on STR regulations, not much interest in a dog park, low push for increased tourism

-Majority of the respondents aged 50+

Public Comments: None

Next Meeting:

Public Hearing – 10/8/2025 @ 5:30
Regular Meeting – 10/8/2025 @ 6:00

Motion to close meeting at 6:46 by Mike Straight, second by Matt Gillman, all approved