



P.O. Box 730, 11 School Lane
Au Sable Forks, NY 12912

TOWN OF JAY

Office of the Town Clerk

Carol Greenley Hackel
townclerk@townofjayny.gov

Telephone: (518) 647-2204
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TOWN OF JAY BOARD MEETING MINUTES OUTLINE

Date: August 13, 2026 | **Time:** 7:00 PM | **Location:** Community Center

Roll Call

Present

Councilman Tom McDonald
Councilman Knut Sauer
Councilman Steve Forbes
Councilor Olivia Dwyer
Town Clerk Carol Greenley Hackel
Water/Sewer Superintendent Paul Mintz

Absent

Supervisor Matt Stanley
Hwy Superintendent Chris Sorrell

Present Via “Go To” Meeting

Eh
J
Oops

Call to Order & Salute to the Flag

Meeting called to order at 7:00 pm by Deputy Supervisor McDonald

Pledge to the Flag led by Deputy Supervisor McDonald

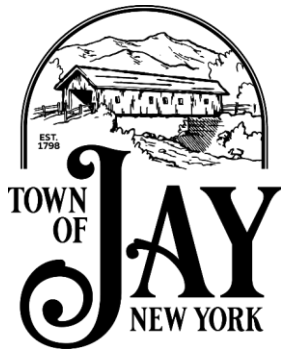
Approve Audited Bills (Abstract # 08-26A)

- Vouchers Audited & Allowed: #2026-855 through #2026-983 (including prepaids)
- Total Abstract Amount: \$606,445.17

Motion to approve the following Audited Bills as presented made by Councilman Sauer, second by Councilman Forbes, all in favor, duly passed

Resolution # 2026-178

Fund / Account	Total Amount
1. General	\$55,151.89
2. Highway	\$261,069.23
3. SW1	\$2,419.40
4. SW2	\$3,810.64
5. SW3	\$63,842.46
6. SS	\$5,864.96
7. CDBG Housing Grant	\$46,702.00
8. Trust & Agency	\$1,054.87



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Fund / Account	Total Amount
9. Water District Upgrades	\$6,660.00
10. EMS	\$8,768.19
11. AFVAS	\$113,213.75
12. Jay EV	\$954.90
13. Upper Jay EV	\$954.88
14. EECDBG	\$14,500.00
15. WWTP Upgrades	\$21,508.00

Accept Minutes

July 9, 2026 – Regular Board Meeting

Motion to accept made by Councilor Dwyer, second by Councilman Forbes, all in favor, duly passed

Resolution # 2026-179

July 22, 2026 – Public Hearings (AFWD, JWD, UJWD)

Motion to accept made by Councilman Forbes, second by Councilman Sauer, all in favor, duly passed

Resolution # 2026-180

July 22, 2026 – Special Board Meeting

Motion to accept made by Councilman Forbes, second by Councilor Dwyer, all in favor, duly passed

Resolution # 2026-181

Introduction of Guests

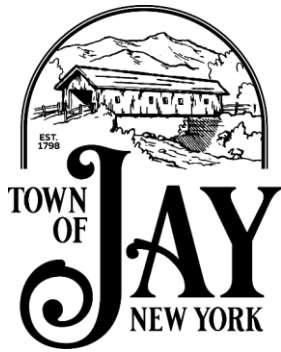
- ADK Civics Club – rescheduled for next month
- Chelsea Sprague- Director of Jay/ Black Brook Youth Summer Day Camp gave a program summary presentation for Summer 2026

Audience Comments

None at this time

Department Head Reports

- **Code Enforcement:** Rodger Tompkins-written report submitted
- **Dog Control:** Dan McDonald – written report submitted
- **Assessor:** Tim Gay- no report this month
- **Water/Wastewater:** Paul Mintz
 - *Water Main Break:* Hydrant flushing caused a main break on Springfield Rd. Flushing procedures will now use of an auxiliary 2-1/2" gate valve to prevent drastic pressure surges. Special thanks to the Highway Department for assisting.
 - *Septic Tanks:* Inspection and pumping are nearly complete, with all influent lids raised to grade. Five tanks are currently leaking.
 - Trenchless repair quotes received from Precision Trenchless (\$6,438 for 1 most difficult tank; \$15,993 for 2 tanks; \$35,307 for 5 tanks; 10-yr warranty) and Insituform (\$11,075 for 1 tank; \$17,325 for 2 tanks; \$35,550 for 5 tanks; 1-yr warranty).



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Recommendation to use Precision Trenchless to repair tank #14190 (\$13,720 available in Sanitary Sewer Equipment) and tentatively repair the second tank (Holy Name School) using fund balance. Remaining 3 tanks to be repaired in-house.

Motion to authorize Supervisor Stanley to sign contract with Precision Trenchless for repairs in the total amount of \$15,993.00 made by Councilman Sauer, second by Councilman Forbes, a roll call vote was held with the following results:

Councilor Dwyer, yes, Councilman Sauer, yes, Deputy Supervisor McDonald, yes, Councilman Forbes, yes

Resolution # 2026-182

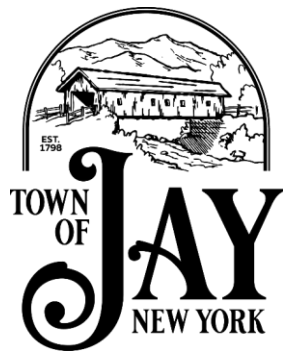
- *Village Green Fountain*: Currently in the process of removing degraded components, including parts of the main concrete bowl.
- **Highway Superintendent**: Superintendent Chris Sorrell, absent- no report this month

Committees

- Economic Development (Matt Stanley)- no meeting this month
- Youth Commission
 - Soccer has started
- Parks (Olivia Dwyer)
 - Presented an update on the Recreation Economy for Rural Communities Grant
 - Reminder- workshops and seminar being held Friday, September 25 from 5-8 pm and Saturday, September 26 from 9-4 pm at the Community Center
 - Next RERC Meeting- August 27
 - Next Parks Committee Meeting – August 1
- Climate Smart Task Force (Knut Sauer)
 - Going out to bid within a few weeks for Community Center roof insulation and windows
 - Food scrap project moving forward
 - Energy Fair being held at the Jay Green on September 12th
- Human Services Committee (Robin Licari) – absent- no report
- Comprehensive Plan Special Board (Wally Walters)
 - No meeting in July
 - Closing in on completion
 - Next meeting August 17th
 - Planning public roll out – newsletter, Jay News and open house
 - Meeting with APA August 25th

Supervisor's Report

- **Correspondence**: Visitor Center Monthly Report (July)
- **Updates**:
 - NYCLASS Financial Summary (July 2026): Total July Earnings (Dividends) of \$10,497.23; Total Year-to-Date Earnings (Dividends YTD) of \$70,366.54
 - Supervisor's Financial Report- included in board packets
 - Waste Water Facility Upgrade Update: No update



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- DEC Water Meter Mandate & Upgrades: WIIA Grant Application submitted.
- Jay & Upper Jay EV Charger: Cameras and public Wi-Fi operational; all chargers active
- Public Wi-Fi Initiative: Awaiting NYSEG.
- Main Street: NRDC accepting NY Main Street Grant applications
- Motion for RFP for DRI/NY Forward Application Preparation made by Councilman Sauer, second by Councilor Dwyer, a roll call vote was held with the following results:
Councilor Dwyer, yes, Councilman Sauer, yes, Deputy Supervisor McDonald, yes, Councilman Forbes, yes
Resolution # 2026-183
- Micro Enterprise Grant: Round 4 training held 8/11.
- Community Center Energy Grant: Preparing bid specs with Essex County Purchasing.
- Community Center Boiler: No update- follow up planned with Mountain Valley
- Land Bank/NRDC: Supervisor Stanley appointed to Board of Directors
- Financial Software Update: Working on bid specs
- Douglas Memorial Park Tennis/Basketball Court: Awaiting bid spec approval from Dan
- Old AFD: Waiting for closing date
- Au Sable Drive Property: Phase I Environmental finishing up; APA confirmed no wetlands except along shoreline
- AVCS: Met with regional supervisors; recommended Economic Impact Study Motion for RFP for impact study (please remove item #3 from formal Resolution per DM) made by Councilor Dwyer, second by Councilman Sauer, a roll call vote was held with the following results:
Councilor Dwyer, yes, Councilman Sauer, yes, Deputy Supervisor McDonald, yes, Councilman Forbes, yes
Resolution # 2026-184

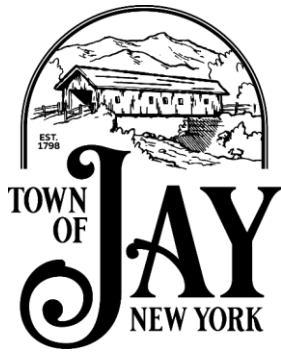
- Art in the Forks: Event planning updates

- **Resolutions:**

- Motion to authorize Supervisor Stanley to enter in a contract with Holy Name Parish for lawn/insurance for Art in the Forks made by Councilman Forbes, second by Councilman Sauer, a roll call vote was held with the following results:
Councilor Dwyer, yes, Councilman Sauer, yes, Deputy Supervisor McDonald, yes, Councilman Forbes, yes
Resolution # 2026-185
- Resolution to pay Mark Rust \$750 for entertainment for Art in the Forks made by Councilman Forbes, second by Councilor Dwyer, a roll call vote was held with the following results:
Councilor Dwyer, yes, Councilman Sauer, yes, Deputy Supervisor McDonald, yes, Councilman Forbes, yes
Resolution # 2026-186
- Motion to amend Resolution 2026-5-G to state to "accept current IRS mileage reimbursement rate" made by Councilman Forbes, second by Councilor Dwyer, a roll call vote was held with the following results:
Councilor Dwyer, yes, Councilman Sauer, yes, Deputy Supervisor McDonald, yes, Councilman Forbes, yes
Resolution # 2026-187

Board Comments

Nothing at this time



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Audience Comments

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Executive Session

Motion to leave for Executive Session to discuss the following made by Councilman Sauer, second by Councilman Forbes, all in favor, left at 8:44 pm:

Resolution # 2026-188

- Ambulance Purchase Contract
- Town of Jay & Northline Utilities Lease
- Assessment Legal Advice (Borbely)
- Mountain Meadows Driveway Legal Advice

Returned from Executive Session 9:28 pm with no decisions made

Next Meeting: Regular Board Meeting – September 10, 2026

Adjournment

Motion to adjourn by Councilman Forbes, second by Councilman Sauer, adjourned, 9:29 pm

Respectfully submitted,

Carol Greenley Hackel
Town of Jay Town Clerk