

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
Fax: (518) 647-5692

REGULAR TOWN BOARD MEETING MINUTES

Date: Thursday, July 9, 2026

Time: 7:00 PM

Location: Community Center

CALL TO ORDER & SALUTE TO THE FLAG

- **Call to Order:** Called to order by Supervisor Matthew Stanley.
- **Salute to the Flag:** Led by Supervisor Matthew Stanley.

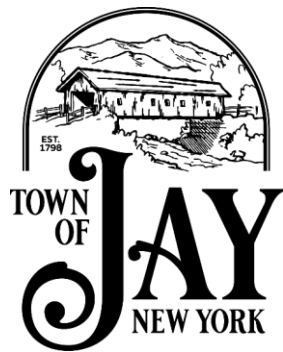
ROLL CALL & OFFICIALS PRESENT

- **Town Board:**
 - Matthew Stanley, Town Supervisor
 - Thomas McDonald, Deputy Town Supervisor / Councilman
 - Knut Sauer, Town Councilman
 - Olivia Dwyer, Town Councilor
 - Stephen Forbes, Town Councilman
- **Town Officials & Staff:**
 - Carol Greenley Hackel, Town Clerk
 - Paul Mintz, Water/Wastewater
- **Absent**
 - Chris Sorrell, Highway Superintendent

APPROVAL OF AUDITED BILLS

- **Abstract:** # 07-26A
- **Voucher Range:** # 2026-756 through # 2026-854 (Including Prepays)
- **Total Amount Audited: \$167,496.57**
- **Breakdown by Fund:**
 - **1. General:** \$48,315.69
 - **2. Highway:** \$19,855.07
 - **3. SW1 (Water Dist 1):** \$2,088.84
 - **4. SW2 (Water Dist 2):** \$1,578.91
 - **5. SW3 (Water Dist 3):** \$1,527.27
 - **6. SS (Sewer):** \$3,537.19
 - **7. CDBG Housing Grant:** \$64,132.00
 - **8. Trust & Agency:** \$778.36
 - **9. Water District Upgrades:** \$4,440.00
 - **10. EMS:** \$21,243.24

Motion to approve audited bills made by: Councilman McDonald | Seconded by: Councilman Forbes, all in favor, duly passed
Resolution # 2026-151



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ACCEPTANCE OF MINUTES

- June 11, 2026 – Regular Board Meeting
- June 22, 2026 – Public Hearing
- June 22, 2026 – Special Board Meeting
- July 1, 2026 – Special Board Meeting

Motion to accept 6/11 minutes made by: Councilman Sauer | Seconded by: Councilman McDonald, all in favor, duly passed

Resolution # 2026-152

Motion to accept 6/22 PH minutes made by: Councilman McDonald | Seconded by: Councilor Dwyer, all in favor, duly passed

Resolution # 2026-153

Motion to accept 6/22 SB minutes made by: Councilman Forbes | Seconded by: Councilman McDonald, all in favor, duly passed

Resolution # 2026-154

Motion to accept 7/1 SB minutes made by: Councilor Dwyer | Seconded by: Councilman Sauer, all in favor, duly passed

Resolution # 2026-155

INTRODUCTION OF GUESTS

- *No guests at this time]*

AUDIENCE COMMENTS (First Session)

DEPARTMENT HEAD REPORTS

Code Enforcement – Rodger Tompkins

- *No report submitted*

Dog Control – Dan McDonald

- *Written report provided (read by Supervisor Stanley)*

Assessor – Tim Gay

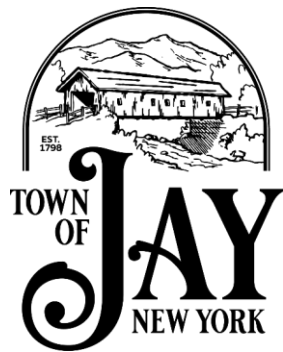
- *No report submitted*

Water & Wastewater Department Report Summary

Submitted by Paul Mintz, Superintendent of Water/Wastewater

DEC Inspection & Disinfection Status: DEC performed an inspection at the Wastewater Treatment Facility (WWTF) on July 8. The town remains under the order of consent for disinfection pending three consecutive months of effective results. July re-testing may be necessary due to banks being accidentally de-energized by the UV installer on the planned sample date; otherwise, no other concerns were raised.

Septic Maintenance: Completed 28 out of 48 septic tanks (including inspection, pumping, and raising lids). Identified two additional tanks requiring excavation and repair following normal maintenance completion.



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Maintenance: Annual fire hydrant flushing is underway, with 22 of 137 hydrants completed. Maintenance time per hydrant has significantly dropped from 1–2 hours down to 1–2 minutes due to prior year upkeep.

Staffing Schedule: Requesting to maintain Trevor Karl's 4-hour weekly Thursday coverage. This allows full coverage while providing extra time for primary staff to focus on WWTF tasks and septic lid projects. (Currently budgeted for the full year).

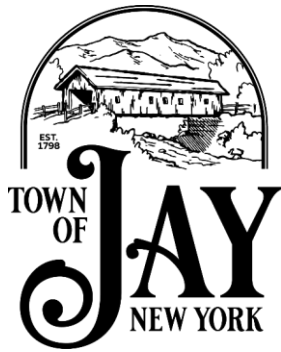
Jay Village Green Fountain Repair: Received a repair quote of \$9,500 from Hackett's Masonry. Recommends performing repairs in-house for approximately \$500 in materials and 2 days of labor over a month-long curing period.

Highway Superintendent – Chris Sorrell (*Absent - Report provided*):

- **Equipment:** Trailer completed (looks brand new). Discussion on including town equipment in Labor Day Parade.
- **Road Maintenance:** Mowing/branch trimming road sides (including revenue work for county roads); Shouldering roads and opening culverts.
- **Staff Updates:** 1 open position remaining.
- **Other Items:** Proposal to purchase a Defibrillator for the Grove YC Sports Field (Councilman Forbes/Supervisor Stanley to research waterproof case).

COMMITTEE REPORTS

- **Economic Development:** Matt Stanley
 1. NY Main Street Micro Enterprise Grant (NRDC): Still accepting applications. Awarding grant to Meadow Farmstand.
 2. Main Street Revitalization Grant-low applicant turn out- outreach underway
 3. Housing rehab-two current projects underway, one in Jay and one in Au Sable Forks
 4. STR Committee formed-chaired by Supervisor Stanley and Councilman McDonald
 5. Arts for the Forks event update
 6. Hamlets signage update
 7. History Group meeting at library- looking for officers
- **Youth Commission:** Matt Stanley
 1. Soccer sign ups underway
- **Parks:** Olivia Dwyer
 1. June 23rd Recreation Economy for Rural Communities steering committee meeting, technical assistance team meeting and community workshop
 2. June 14th meeting with Tech Assistant team
 3. Three new community volunteers onboard
 4. Reminder-workshop Sept 25-26
- **Climate Smart Task Force:** Knut Sauer
 1. Compost/ food scrap project update
 2. Battery storage update- moratoriums issued in several other towns
- **Human Services Committee:** Robin Licari-absent
 1. Per Supervisor Stanley- busy with food bank



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2. Meetings rescheduled to every other month
- **Comprehensive Plan Special Board:** Wally Walters
 1. Consultant presented findings and recommendations at June meeting
 2. Plans being made to send a newsletter to community
 3. Next meeting July 20th

SUPERVISOR'S REPORT & DISCUSSION ITEMS

1. Correspondence:

Visitor Center Monthly Report (June)

Jay Village Green – Facility use request – Motion to approve a Celebration of Life event for Nathan Farb on August 22 from 12-4 (no fee) made by Councilman McDonald, second by Councilman Forbes, all in favor, duly passed

Resolution # 2026-156

Updates & Business:

NY CLASS: Updates & Supervisor's Financial Report.

Monthly Dividends (June 2026): \$10,015.43
Year-to-Date Dividends (YTD): \$59,869.31

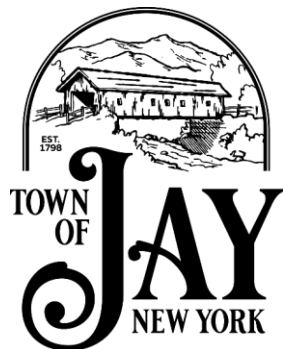
Wastewater Facility Upgrade:

Motion to prepay Orrick \$10,435 for services related to EFC bond issuance made by Councilman McDonald, second by Councilman Forbes, a roll call vote was held with the following results:

Councilor Dwyer – Y
Councilman Sauer – Y
Supervisor Stanley –Y
Councilman McDonald –Y
Councilman Forbes – Y
Resolution # 2026-157

Motion to Prepay MJ Engineering Invoice #22 (\$2,163) upon receipt of EFC funds made by Councilman Forbes, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – Y
Councilman Sauer – Y
Supervisor Stanley –Y
Councilman McDonald –Y
Councilman Forbes – Y
Resolution # 2026-158



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DEC Water Mandate & Upgrades:

Public Hearings set for 7/22 starting at 6:30 PM.

Motion to prepay MJ Engineering Invoice #22 (\$2,163) upon receipt of EFC funds made by Councilman Forbes, second by Councilor Dwyer a roll call vote was held with the following results:

Councilor Dwyer – Y

Councilman Sauer – Y

Supervisor Stanley –Y

Councilman McDonald –Y

Councilman Forbes – Y

Resolution # 2026-159

EV Chargers (Jay & Upper Jay): 1 charger currently operating at Village Green

Public Wi-Fi Initiative: Frontier Fiber drops (7/9 Village Green, 7/13 Upper Jay). Waterproof boxes expected 7/13; Wi-Fi operational target by end of month. Security cameras ordered for each location.

Motion to Award NY Main Street Micro Enterprise Grant to Meadow Farmstand in the amount of \$35,000 made by Councilman McDonald, second by Councilman Forbes a roll call vote was held with the following results:

Councilor Dwyer – Y

Councilman Sauer – Y

Supervisor Stanley –Y

Councilman McDonald –Y

Councilman Forbes – Y

Resolution # 2026-160

Motion to prepay L&S Invoice #260679 (\$14,500) for energy retrofit specs made by Councilman Sauer, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – Y

Councilman Sauer – Y

Supervisor Stanley –Y

Councilman McDonald –Y

Councilman Forbes – Y

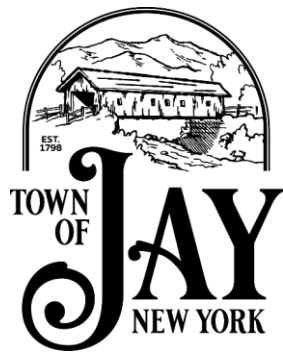
Resolution # 2026-161

Motion to go out to bid for accounting software per bid specs made by Councilman Sauer, second by Councilor Dwyer all in favor, duly passed

Resolution # 2026-162

Motion to designate Supervisor Stanley as Town Delegate for NYAOT Legislative Conference made by Councilman McDonald, second by Councilor Dwyer, all in favor, duly passed

Resolution # 2026-163



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Motion authorizing overnight travel for Supervisor Stanley to attend NYSAOT training in Albany and prepayment of registration fees made by Councilman McDonald, second by Councilman Forbes, all in favor, duly passed

Resolution # 2026-164

Motion to approve NYAOT Bill of Rights Resolution made by Councilman McDonald, second by Councilman Forbes, a roll call vote was held with the following results:

Councilor Dwyer – N

Councilman Sauer – N

Supervisor Stanley –Y

Councilman McDonald –Y

Councilman Forbes – Y

Resolution # 2026-165

Old AFFD walk through complete

Au Sable Drive Property: Walkthroughs complete; environmental Phase I started; APA site development follow-ups needed.

Placemaking Banners: Quotes reviewed (AMI Graphics recommended)

Motion authorizing the procurement of place maker banners for the three hamlets to the lowest responsible bidder made by Councilman Sauer, second by Councilor Dwyer, a roll call vote was held with the following results:

Councilor Dwyer – Y

Councilman Sauer – Y

Supervisor Stanley –Y

Councilman McDonald –Y

Councilman Forbes – Y

Resolution # 2026-166

Motion to purchase Children's Park Water Table from Playmart made by Councilor Dwyer, second by Councilman Sauer, a roll call vote was held with the following results:

Councilor Dwyer – Y

Councilman Sauer – Y

Supervisor Stanley –Y

Councilman McDonald –Y

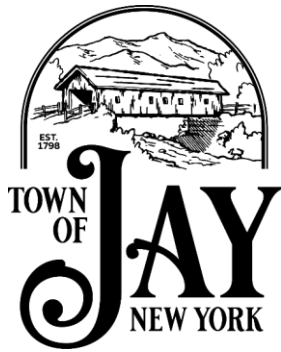
Councilman Forbes – Y

Resolution # 2026-167

Supervisor Stanley gave a presentation/summary regarding the Au Sable Valley Central School Budget and vote

Motion to accept 2nd Quarter 2026 Sewer Billing (\$18,325.00) made by Councilman McDonald, second by Councilman Forbes, all in favor, duly passed

Resolution # 2026-168



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Motion to accept 2026 Water Billing (\$73,885.19) made by Councilman Forbes, second by Councilor Dwyer, all in favor, duly passed

Resolution # 2026-169

EVENTS & BOARD COMMENTS

Upcoming Events:

JEMS Saturday night concert series

AF Fast Pitch this weekend

Board Member Comments:

Councilman Forbes

Welcome to the new veterinary business

After discussion, a motion was made by Councilman Forbes authorizing up to \$1500.00 from occupancy tax to be used for the purchase and installation of a time capsule in the Community Center front lawn, second by Councilman McDonald, a roll call vote was held with the following results:

Councilor Dwyer – Y

Councilman Sauer – Y

Supervisor Stanley –Y

Councilman McDonald –Y

Councilman Forbes – Y

Resolution # 2026-170

Councilman McDonald

Congratulations to JFD for a great 4th of July Celebration. Parks and flowers looked great

Councilman Sauer

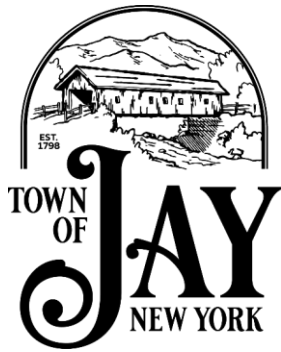
Thanks to JFD for a great 4th of July celebration
Would like to see TOJ equipment in the next parade
Upper Jay Park looks great

Councilor Dwyer

Thanks to JFD for a great 4th of July
Upper Jay Park looks great
Highways look great

AUDIENCE COMMENTS (Second Session)

Gerald Newman addressed the Board regarding the AVCS Budget



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NEXT MEETINGS

- **Public Hearing:** Wednesday, July 22, 2026 (starting at 6:30 PM)
- **Regular Board Meeting:** Thursday, August 13, 2026

ADJOURNMENT

- *Motion to Adjourn made by: Councilman McDonald, second by Councilor Dwyer*
- Meeting Adjourned at 9:30 pm

Minutes Prepared by:

Carol Greenley Hackel, Town Clerk

RESOLUTIONS PASSED / ACTIONS TAKEN

1. **Resolution:** Prepay Orrick \$10,435 for services related to EFC bond issuance.
2. **Resolution:** Prepay MJ Engineering Invoice #22 (\$2,163) upon receipt of EFC funds.
3. **Resolution:** Prepay MJ Engineering Invoice #2 (\$6,660) for district upgrade work.
4. **Resolution:** Award NY Main Street Micro Enterprise Grant to Meadow Farmstand in the amount of \$35,000.
5. **Resolution:** Prepay L&S Invoice (\$14,500) for energy retrofit specs.
6. **Resolution:** Go out to bid for accounting software per bid specs.
7. **Resolution:** Designate Supervisor Stanley as Town Delegate for NYAOT Legislative Conference.
8. **Resolution:** Approve overnight travel for Supervisor Stanley for NYAOT (9/22).
9. **Resolution:** Approve NYAOT Bill of Rights Resolution.
10. **Resolution:** Purchase Placemaking Banners from AMI Graphics (\$5,386.50).
11. **Resolution:** Purchase Children's Park Water Table from Playmart.
12. **Resolution:** Accept 2nd Quarter 2026 Sewer Billing (\$18,325.00).
13. **Resolution:** Accept 2026 Water Billing (\$73,885.19).