

Parks & Open Space Committee

Meeting MINUTES

Town of Jay Community Center

Thursday, March 5, 2026, at 7 p.m.

Present: Larry Hartson, Frank Krueger, Knut Sauer, Sarah Duheme, Olivia Dwyer, Tim Rowland

New Business:

Garden Club Update

- Diane Lassen, a community volunteer, held two preliminary meetings to gauge interest.
- 5 active participants attended; about 10 people expressed interest overall. (Committee member Sarah Duheme attended.)
- This group plans to alternate between weekend and weekday meetings.
- Diane coordinated with Town Clerk Carol Greenley-Hackel.

Action Items:

- ☐ Invite Diane Lassen to present at a future Parks & Open Space Committee meeting.
- ☐ Continue outreach to increase participation.

Old Business:

Comprehensive Plan Update

- Stakeholder interview notes have been compiled.
- Stakeholder interview to be shared with the committee for review.

Recreation Economy for Rural Communities Update

- Feb. 5, 2026: Virtual Peer Convening held with representatives from all 25 communities across the U.S. enrolled in the 2026 RERC cohort, along with representatives from communities that participated in the two previous rounds of RERC. Great opportunity to exchange ideas, present success stories, and ask questions of peers.
- Feb. 18: Introductory meeting held with RERC planning assistance team (from federal agencies, consultant firms, and nonprofits) and Town of Jay Steering Committee members. Reviewed the three phases of the project (assess, convene, implement) and discussed potential September 2026 dates for the community workshop.
- Olivia will continue to share progress and updates as project advances.

Au Sable Forks Dog Park Update

- Fiscal Sponsorship
 - Lake Placid Rotary Foundation approved as fiscal sponsor.

- Funds will be held by Lake Placid Rotary (no cash accepted).
- A 3 percent fee paid to Lake Placid Rotary covers bookkeeping and tax filing costs.
- Sarah is currently the only authorized individual to access funds held by Lake Placid Rotary.
- Governance & Administration
 - Need to formalize relationship between Town of Jay and project.
 - Backup representative for fund access required.
 - MOU between Lake Placid Rotary and ADK Civics Club needs Town review.
- Town of Jay — Resolution of Support?
 - Discussed asking the Town Board to vote on a resolution of support for the dog park at the regular March 2026 meeting.
 - This would support the concept without committing to final plans.
 - Avoids locking Town into specifics prematurely.
 - No official dog park name included in resolution at this stage.
- Project Components Identified
 - Fiscal sponsor (secured)
 - Site selection
 - Petition (copies needed from Town Clerk)
 - Fundraising plan
 - Community engagement/awareness
 - Media outreach (e.g., Sun Community News)
 - Feasibility study (technical drawings, partnerships, etc.)
- Name Ideas (As determined by vote publicized in Jay Community News)
 - Kendall Memorial Forks & Fetch
 - Kendall Memorial Two Rivers Bark Park
 - Kendall Hartson LeMay Memorial Dog Park
 - Kendall Memorial Ice Jam Dog Park

Action Items:

- ☐ Sarah to follow up with Lake Placid Rotary Foundation with outstanding questions.
- ☐ Supervisor Matt Stanley and Town Attorney Dan Manning to review MOU from Lake Placid Rotary.
- ☐ Identify and designate a backup project representative for fund access.
- ☐ Obtain copies of petition submitted after Jay Day (coordinate with Town Clerk).
- ☐ Share MOU and resolution draft with full committee before next meeting.

2026 Parks & Trails Volunteer Day Update

- Tentative structure:
 - 10:00–12:00 Volunteer work

- 12:30–1:30 Lunch
- 1:30 Site tour (dog park location)
- Logistics
 - Volunteer signup form to be created.
 - Outreach via email and posters.
- Food Sponsorship Options
 - Dogfather
 - Lance's Place (need headcount, capacity)
 - Stewart's Shops donation option
 - Other potential partners:
 - Adirondack Coffee Company
 - Rotary Club
 - Blend & Brew
- Next steps with planning:
 - By March 19:
 - Frank to scout Henry's Trail for trail work projects.
 - Sarah to ask Lance's Place about donations for lunch.
 - Olivia to contact coffee vendors.
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Action Items:

- ☐ Create and distribute volunteer signup form.
- ☐ Confirm food sponsor and requirements (headcount, timing).
- ☐ Send outreach emails and post promotional materials.
- ☐ Olivia to follow up with coffee vendors.

NEXT PARKS & OPEN SPACE COMMITTEE MEETING:

Thursday, April 2, 2026 at 7:00 p.m. at the Community Center in Au Sable Forks.