TOWN OF JAY
Economic Development Committee
P.O. Box 730, 11 School Lane
Au Sable Forks, NY 12912
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Matthew Stanley
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Carol Greenley Hackel
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Town of Jay Economic Development Committee Minutes

Date: October 21, 2026
Time: 12:00 PM

Attendance:

- Matthew Stanley – Town Supervisor / Committee Chair
- Wally Walters – Comprehensive Plan Chair / Planning Board
- Jody Olcott – Director, Essex County Industrial Development Agency (IDA)
- Beth Rowland – Jay Community News / History Committee
- Tim Rowland – Comprehensive Planning / Recreation Committees

1. Call to Order & Opening Remarks

- Call to Order: Supervisor Matthew Stanley called the meeting to order at 12:05 PM.

2. Comprehensive Plan Update

- Open House Scheduled: The public Open House is taking place on Thursday, October 22, from 5:30 PM to 8:00 PM in the Community Center gymnasium.
- Draft Deliverables: The complete draft package includes a 300-page Community Profile, an approximate 160-page Comprehensive Plan, and approximate 100 pages of appendices, all available online at PlanJay.com.
- Public Engagement Timeline: Public feedback is being collected through December 1. A formal legal public hearing is scheduled for November 17. Drafts will then be sent for agency reviews, leading to final Town Board adoption anticipated around March or April 2027.
- Adirondack Park Agency (APA) Integration: The town has engaged in a 5-to-6-month effort with the APA to evaluate town-wide land use and draft updated, model planning regulations.

3. CDBG Microenterprise Program

- Training & Round 4/5 Submissions: One business attended the microenterprise training class held the prior week. Formal grant applications for Round 4/5 are due November 16, with up to two applications anticipated.
- Round 3 Closeout: The Round 3 grant recipient finalized equipment purchasing contracts and has until the end of November to spend down funds.

4. Infrastructure & Grant Updates

- Community Center Energy Efficiency (EPA Grant): The initial RFP bid window closed with no contractor proposals due to the combined scope of roof and window work. Town Attorney Dan Manning is splitting the bid into separate contracts (windows vs. roof) to re-bid for an early spring start prior to the July 2027 EPA grant deadline.

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- Douglas Memorial Park Courts: Bids opened with one proposal submitted by Fuller's Excavating. The Town is contracting with Fuller's for $160,000 (funded via a $125,000 grant and occupancy tax funds) to complete court resurfacing, new fencing, expanded perimeter, basketball hoops, and striped tennis/pickleball courts by July 1, 2027.
- Water Infrastructure Grants (WIA & EFC Revolving Funds):
    - The Town was notified it did not receive state WIA funding this cycle.
    - Concurrently, the Town was awarded up to $5,000,000 in federal IIJA (Infrastructure Investment and Jobs Act) revolving loan/grant funds through the Environmental Facilities Corporation (EFC). Supervisor Stanley is conferring with MJ Engineering and Community Resources to review requirements prior to an October 26 acceptance deadline.
- Project Management & Engineering Strategy: Following staff transitions at County Community Resources, Supervisor Stanley recommended exploring options to help to manage project timelines, pre-construction steps, and grant schedules.

5. Community Priorities & Ongoing Projects

- Short-Term Rental (STR) Task Force:
    - Following an inaugural meeting, a draft "Best Practices" quality-of-life guide was created covering noise, dark skies, trash, parking, outdoor fires, and emergency contact details.
    - The next task force meeting is scheduled for Tuesday, October 27 at 12:00 PM.
- Church Lane Property:
    - The Town Board released contract contingencies after completing the Phase 1 environmental study. Phase 2 testing will proceed over the next 4–6 months.
    - APA/DEC coordination confirms the site is suitable for a municipal salt shed, with the remaining 10 - 12 buildable acres targeted for affordable housing (e.g., Move in NY program).
- Old Fire Station Purchase:
    - Closing proceedings are moving forward with the fire department at a $100,000 purchase price.
    - The Town aims to retain the commercial kitchen facility as a culinary maker-space, with early interest expressed by a local bakery business.
- DRI / New York Forward Public Session: A G&G Consulting public information session on DRI and New York Forward grants is taking place October 21 at 6:00 PM in the gym.

6. Open Discussion & Community Events

- Recreational / Remote Work Initiatives:
    - Tim Rowland highlighted the networking value of the EPA Rural Recreation Economy program for trail planning.

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- Local resident Joe Vacca met with Supervisor Stanley to discuss an entrepreneurship model to convert local lodging (e.g., Brookside Motel) into 3-to-6-month extended-stay facilities tailored for remote workers, traveling nurses, and seasonal workforce housing.
- History Events: "Throwback Thursdays" continues October 29 at 1:00 PM at the library, featuring "Taverns and Restaurants," alongside the launch of Suanne's "Hometown Echoes" oral history project.

7. Adjournment

- Meeting adjourned at 12:50 PM.