

**Town of Jay Regular Town Board Meeting**  
**July 11, 2013**  
**Town of Jay "New" Justice Chambers @ 7:00 p.m.**  
**AGENDA (REVISED)**

1. Pledge to the Flag – Councilman Tom McDonald
2. Approve Minutes – 06/13/13 Public Hearing, Scriver Property and 06/13/13 Regular Board Meeting
3. Approval to Pay Audited Bills
4. Audience Comments
5. Correspondence Out:
  - a. Letter to Attorney Manning re; Procedure for possibly eliminating one Town Justice Position
  - b. Letter to Dr. Drake re; St. Joseph's Grand Opening in Keeseville
  - c. Thank you to Maxine Brow re; Food Shelf Donations
  - d. Thank You Letters to Hurricane Irene Distribution Committee Members Fran Snow, Kelly Tucker and John Nolan
  - e. NYS DOH Letter re; Key for Black Brook to Flow Meter Building
  - f. Letters on behalf of Barbara & Ernest Brinkley re; Irene Relief Fund Donations
  - g. Letter to AVCS re; Field Request for Fireworks Display (Au Sable Forks Softball Association) on 07/12/13
  - h. Letter to AFFD Requesting Fire Protection and Traffic Control Help for Softball Association Fireworks Display
  - i. Letter to Linda Deslauries re; Social Security Assistance
  - j. John Devlin re; UJFD AD Booklets
  - k. NYS Liquor Authority re; Permit for Holy Name Labor Day Celebration
  - l. John Bernardi re; Supervisor Douglas' Resignation from the United Way Board of Directors
  - m. Dan Canestrari re; DEC Dam Inspector Emergency Response Plan for Town of Jay Rogers/Pulp Mill Dam
  - n. Michael Rafferty – Community Service Hours- Great Help to the Supervisor's Office
  - o. Virginia Rock Letter- Information Request Clarification
  - p. RoseMary & Gerald Patnode Letter- Flooded Rate Request
  - q. Allison Haas – Lake Placid Hall of Fame Nomination Endorsement for Naj Wikoff
6. Correspondence In:

- a. NYS Parks & Rec- Keith & Branch Ford Factory and Showroom - placed on National Registry of Historic Places
  - b. ADK Action- Monarch Butterflies – Protection Request
  - c. Note from Melissa Heshmat re; how Professional Donna Bramer was
  - d. Thank You Card – Sue Pulitzer and Family
  - e. Shantz & Belkin – Lawyers for Selective Park Fall Case
  - f. Jan Ward – Card to Town Clerk Bea Pelkey
  - g. Workers Comp Board
  - h. Letter from Au Sable Forks Ambulance Certifying all Seasonal Employees trained in CPR/AED Professional Rescuing and Health Care Provider- DOH Notified
  - i. Tahawus Center Letter- Continue County Support – CAP Grant
7. Possible Resolutions Needed:
- a. Melissa Heshmat – Road Name Request
  - b. Susan Richards – Request for Over Night Travel to Saratoga for Comptrollers Training
  - c. Randall Douglas – Request for Over Night Travel to Saratoga for Comptrollers Training
  - d. Tahawus Center – CFA Grant Endorsement
  - e. Designating Secretary of State as the Agent for Notice of Claims
  - f. Appointing Amanda Rondeau – Youth Commission Soccer Co-Ordinator
  - g. Allen Fitz-Gerald Request
  - h. Recognition of Keene/AVCS Valedictorians and Salutatorians
8. Supervisor’s Report/Updates
- a. Governor’s White Water Challenge at Indian Lake – 07/21/13
  - b. Buyout Update
  - c. CRZ Zone Update
  - d. Henry’s Trails
  - e. Upper Jay Fire Department – Financial Gap Rebuilding Project
  - f. Elizabethtown Hospital
  - g. Grove Bridge – Swimmers Jumping (signs needed)
  - h. Porta-Potties – Issues and Updates
  - i. Phone Outage – Update
  - j. Memorial Day 2013
  - k. Charter Broadband Report/Update
9. Department Heads Report

- a. DPW Director Chris Garrow
  - i. Scriver Property
  - ii. Mr. Norat Request
  - iii. Chris' Letter to Craig Walton/ Black Brook Water Building
  - iv. KEK Excavating- Bid Withdrawn Letter
  - v. Community Center Roof Bids
  - vi. Au Sable Drive Campers – Water Hook- ups
- b. Assessor Donna Bramer
  - i. New Rules on STAR Exemptions
  - ii. Grievance Day Report
  - iii. State Letter –Equalization Rate at 100%
- c. Tax Collector Report – Jessie McDonald
- d. Attorney Daniel Manning III
  - i. Jay/Black Brook Sewer BAN
  - ii. JLKN Contract
  - iii. Elimination of one Judge Possibility Discussion
- e. Codes Office Update
  - i. Angela Lucey Certified Codes Officer- Approval to fill in until September 1<sup>st</sup> at \$20 Per Hour – Resolution Needed
  - ii. Advertise for \$15,000/3 day per week Position for new Code Officer – Resolution Needed
  - iii. Possible Executive Session Needed at End of Meeting
- f. Water & Sewer Billing
  - i. Accept July Sewer Billing – Resolution Needed
  - ii. Accept Sewer Billing Adjustments – Resolution Needed
  - iii. Accept Sewer Billing Penalties – Resolution Needed
  - iv. Accept Unpaid Sewer Accounts – Resolution Needed
- g. Clerk to Supervisor/ Budget Officer Report – Susan Richards
  - i. Back Room Copier Quote for Repairs
  - ii. Approve Report
  - iii. Disabilities – Resolution Needed
- h. Youth Commission Updates
  - i. Randall Douglas and Archie Depo – Meeting with Black Brook Supervisor Rick Nolan and Councilman Ron Wilkins to Discuss Future Board of Directors Appointments –Need to Advertise- Resolution Needed (Executive Session Needed at End of Meeting)

ii. Co-Ordinators Positions to be filled by Town Boards – Resolution Needed  
(Black Brook did theirs on Monday 07/08/13)

iii. Accept Bill Localio’s Letter of Resignation -Resolution Needed

i. Town Clerk Bea Pelkey – Monthly Report

j. Councilman Tom McDonald –Update on Phone System

10. Board Comments

11. Events

- 51<sup>st</sup> Fast Pitch Softball Tourney- Friday Evening 07/12/13
- JEMS Concerts – Saturday’s at 6:30 p.m.
- Farmers Market Cancelled – Not Enough Vendors Responded
- UJFD Oozeball Tournament 08/10/13 & 08/11/13
- Au Sable River Association Ride 07/21/13 – Contact Corrie Miller
- AFFD – Softball Tourney – 7/19-7/21/2013
- AFAS – Fund Drive for Defibrillators
- Essex County Fair – Opening Ceremonies 07/31/13 at 5:30 p.m. w/ Cow Milking Contest, Board of Supervisor’s
- Hollywood Theatre Fund Raiser – Susan Richards Live at 7:00 p.m. 08/04/13
- AFAS Open House 08/03/13- Details to Follow Soon
- NYS Covered Bridge Society at the Covered Bridge 08/11/13 12:00-2:00 p.m.

12. Audience Comments

13. Executive Session

14. Adjourn