



Town of Minerva

*Stephen McNally, Supervisor
Douglas McCall, Councilman
Keith Dubay, Councilman
David LaBar, Councilman
Scott Fish, Councilman*

*Jon Fish, Highway Superintendent
Diana Mason, Town Clerk*

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<http://www.townofminerva.com>

Public service is a privilege. Thank you for allowing us to serve you.

Thank you for attending tonight's town board meeting. We will hold two public comment periods. The first, at the beginning of the meeting, will be limited to 10 minutes. The second, at the end of the meeting, will be as long as it needs to be.

Public comment, like public service, is a privilege. Thank you in advance for sharing your questions and concerns and for respecting your neighbors who are here as a member of the public or as a member of the board.

The Town of Minerva reserves the right to enter into executive sessions to consider issues allowable under the New York State Open Meetings Law. We will do our best to schedule those at the end of the meeting for the convenience of those attending. There may be times when it will be prudent for us to enter executive session earlier in the evening. We apologize in advance for any inconvenience that this may cause to those attending our meetings.

Corresponding meeting material is located in the blue binder and on our web page. We would be happy to make copies upon request during normal business hours.

Town of Minerva Organizational Meeting Agenda January 2nd, 2020

Pledge of Allegiance

Oath of Office

Open Organizational Meeting

Roll Call

Organizational Resolutions

Open Regular Meeting

Public Comment

Approval of December 19th regular meeting minutes

New Business

Resolution to Appoint Minerva Veterans-Memorial Day
Committee

Supervisor's Report

Highway Superintendent's Report

Department Reports

Minerva Food Pantry – December

Public Comment

Councilmen Comments

Adjournment

190

Town of Minerva
Town Board Meeting
December 19, 2019

The Semi-monthly meeting of the Minerva Town Board held on Thursday, December 19, 2019 was called to order at 7:00 PM ~Upon Roll Call~

Stephen McNally- Supervisor-present

Douglas McCall-Councilman-present

Keith Dubay-Councilman-present

David LaBar-Councilman-present

Elizabeth LeMay-Councilwoman-present

Pledge of Allegiance

Public Comment #1 Joy Healy has the new Historical Society Book with her if anyone would like to purchase one.

- #331 Motion by Dubay seconded by LeMay to approve the minutes of the December 5, 2019 semi-monthly meeting. Carried 5-0

Correspondence was read from: Minerva Fire and Rescue concerning the board of directors decision not to dissolve the rescue squad, the board of directors voted to sign the fire protection contract with the stipulation that the \$10,000 procurement policy be omitted. A letter from NYS Department of transportation was read informing the town that the state no longer uses the PERM 17, they now use PERM 1 and the town needs to pass a resolution agreeing to the terms.

- #332 Motion by Dubay seconded by LeMay to approve RESOLUTION to approve NYS DOT PERM I. Roll Call Vote~YES Dubay, McCall, LaBar, LeMay McNally. NO-none. Carried 5-0

- #333 Motion by Dubay seconded by McCall to approve the Abstract of Voucher #828-894 with General Fund \$28,328.13; Highway Fund \$57,311.36; Parks District \$2,283.93; Park & Playground Capital Improvement Fund: \$0; Water District \$615.89; Justice Court Cap Imp Fund: \$814.58; CC Capital Imp Fund \$2,851.00; Ice Rink Pavilion Capital: \$0; Minerva Lake Dam Repair Cap \$0; Prepaid: \$19,787.78 for Grand Total of \$109,518.08. Carried 5-0

- #334 Motion by LaBar seconded by Dubay to approve Operating statement dated 11/30/2019i with changes to which accounts the money for the dump trailer comes from. Carried 5-0

Superintendent report: none

Highway Superintendent report: work continues on roads affected by wash outs.

Town of Minerva
Town Board Meeting
December 19, 2019

#335 Motion by Dubay seconded by LaBar to accept the Town Clerk report dated November 2019. Carried 5-0

#336 Motion by McCall seconded by LeMay to accept the report for November 2019 from the transfer station. Carried 5-0

#337 Motion by Dubay seconded by LeMay to accept the report from MVFD&RS dated 11/11/2019. Carried 5-0

Public Comment #2-Randy Mason asked about the \$1500 Fire Department expense for hose testing; Ed Healy asked if 911 service will be by Johnsbury or Minerva after January 1, 2020.

Councilman comments:

LeMay-thanked everyone for allowing her to serve on the board.

LaBar-updated the board on Fire Department contract negotiations.

Dubay-thanked Betty for her service on the board.

McCall-also thanked Betty for her service.

McNally-Occupancy tax bill is on Governors desk, he has 10 days to sign and if he does, Minerva will get \$27,000.

#338 Motion by Dubay seconded by LeMay to adjourn at 7:44 PM. Carried 5-0

Diana Mason
Town Clerk

Resolution No. _____

TOWN OF MINERVA

January 2, 2020

Regular Board Meeting

Resolution to Create Veterans-Memorial Day Committee

The following resolution was offered by _____ who moved for its adoption:

Whereas The Town of Minerva has a Veterans Memorial Park; and

Whereas the Town of Minerva is interested in pursuing events to honor our veterans;

Now be it resolved that the Town Board of the Town of Minerva authorizes the formation of the Minerva Veterans-Memorial Day Committee, as a planning committee to plan and promote ceremonies for Memorial Day and Veterans Day at our Veterans Park to honor and remember those of the Minerva community past and present who have served our community, state and country; and

Be it further resolved that the Minerva Veterans-Memorial Day committee be formed with the following members:

Edward Healy, co-chair
Geoff Crouse
Andy Palmatier
Joseph Donaldson

Joy Healy, co-chair
Phil Johnson
Kathleen O'Malley

This resolution was duly seconded by _____. A roll call vote was taken with the following results:

AYES: _____Dubay
_____McCall
_____LaBar
_____Fish
_____McNally

NOES: _____Dubay
_____McCall
_____LaBar
_____Fish
_____McNally

As the duly elected Town Clerk of the municipality known as the Town of Minerva, I do hereby certify the following resolution was offered and duly seconded at the regular bimonthly board meeting held on _____ with the results of said resolution noted above.

Dated: _____

Signature _____

Diana Mason, Town Clerk

REGIONAL FOOD BANK OF NENY HPNAP Monthly report

Please submit this report by the 10th of the month following the month for which you are reporting.

Report Month/Year: 12/2019

Food Bank ID#: 1101F

Name of Agency/Program: Minerva Food Pantry

County: Essex

Total Individuals Served

(Shelters and Soup Kitchens: please count meals provided, not including seconds.)

Children (ages infant -17) 23

Adults (ages 18-64) 55

Elderly (age 65+) 38

Households 55

Submitted by: Kathleen DeGuilme

Date: 1/2/2020

Telephone: (518) 251-2644 or (518) 251-2869

Email:
lindunida@gmail.com

Street Address of Agency/Program site: Minerva Community Center, Lower Level,
1652 State Route 28N, Minerva NY 12851