

**Town of Minerva**  
**Town Board Meeting**

**March 16<sup>th</sup>, 2023**

The Semi-monthly meeting of the Minerva Town Board held on Thursday, March 16<sup>th</sup>, 2023 was called to order at 7:00 PM.

Pledge of Allegiance  
~Upon Roll Call~

Stephen McNally – Supervisor - Present  
Douglas McCall – Councilman - Present  
Keith Dubay – Councilman – Present  
David LaBar – Councilman – Excused  
Scott Fish – Councilman – Present

Public in attendance:  
Grace Collett  
Larry Jordan  
Alisha Moses  
Tina Gregory

Public Comment #1: none

#81 MOTION by MCCALL and seconded by FISH to approve March 2<sup>nd</sup>, 2023  
Town Board Meeting Minutes. Carried 4-0

Correspondence:

Letter from Amanda Savarie received February 16, 2023, expressing appreciation for the available facilities the town offers and how they have been able to utilize them with their home-schooling group.

New Business:

Financial Reports:

#82 MOTION by MCCALL and seconded by DUBAY to approve Audit of  
Vouchers February 2023. Carried 4-0

#83 MOTION by MCCALL and seconded by FISH to approve Operating  
Statements for FEBRUARY 2023. Carried 4-0

#84 MOTION by DUBAY and seconded by FISH to approve Cash Report  
Statement for FEBRUARY 2023. Carried 4-0

New Business:

#85 MOTION by DUBAY and seconded by MCCALL to approve RESOLUTION  
to amend Resolution 79, not to advance monies to the Minerva Volunteer Fire  
Department, but to amend their contract for 2023. Carried 4-0

**Town of Minerva**  
**Town Board Meeting**  
**March 16<sup>th</sup>, 2023**

#86 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to authorize budget line transfer of \$1,728.00 from Contingency Acct. 19904.01 to Public Health Ambulance Contractual Acct. 40504.01. Carried 4-0

#87 MOTION by MCALL and seconded by DUBAY to approve RESOLUTION supporting the 2023 legislative agenda of the Adirondack Association of Towns & Villages. Carried 4-0

#88 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to approve agreement to spend Town Highway Funds. Carried 4-0

#89 MOTION by FISH and seconded by DUBAY to approve RESOLUTION to approve 2023 Concerts in the Park Performers. Carried 4-0

#90 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to pre-pay for the Minerva Day bounces houses. Carried 4-0

#91 MOTION by FISH and seconded by DUBAY to approve RESOLUTION introducing proposed Local Law 1 of 2023 entitled "A Local Law abolishing the elected positions of Assessor in the Town of Minerva and making provisions for one (1) single appointed Assessor in the Town of Minerva"

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, Fish; Nay – none Carried 4-0

Supervisor's Report:

- The town has been looking for a passenger van for the youth commission and seniors to use and found one a used van for about \$40,000.00 vs purchasing a new van, to see how it goes. Discussed how it could be a benefit to the youth/seniors. Proposed to move forward in the purchase of the used van.
- Previously, the highway department ordered a dump truck, which is now ready for pickup. Presented the 2 financing options available.
- Vern is finishing up the railings at the transfer station. They will need to be painted, but are fully functioning.
- Proposed reevaluating the Snow contract with MCS, and waiting on adjusting back to the same as previous contract and reevaluate next year. Discussed the best way to negotiate with MCS and not destroy the working relationship between town and school.
- Highway Department did a great job during the last snow storm.

#92 MOTION by FISH and seconded by DUBAY to approve RESOLUTION to approve purchase of 2019 Ford Transit 12 Passenger Van for youth commission and other authorized groups to use.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, Fish; Nay – none Carried 4-0

**Town of Minerva**  
**Town Board Meeting**  
**March 16<sup>th</sup>, 2023**

#93 MOTION by FISH and seconded by DUBAY to approve RESOLUTION to authorize fund transfer for ford transit van from general fund balance to youth program equipment account. Carried 4-0

#94 MOTION by FISH and seconded by DUBAY to approve RESOLUTION to authorize financing agreement with Kansas State Bank.  
Vote was carried out by Roll Call.  
Aye – McNally, McCall, Dubai, Fish; Nay – none Carried 4-0

#95 MOTION by FISH and seconded by DUBAY to approve RESOLUTION to amend the school snow contract from \$6500 to \$3500.  
Vote was carried out by Roll Call.  
Aye –, McCall, Dubai, Fish; Nay – McNally Carried 3-1

Highway Superintendent's Report:

- Discussed the quote for Hardscrabble & Donnelly Roads. Whether or not a topcoat is needed. Considerations were made with amounts expected to be received from CHIPS. McNally questioned the work on Hardscrabble vs the waterline work that may not be completed until at least September and what the best way to deal with water line work when the road may have just been redone?
- Requested a delivery from Peckham's.
- DEC approached (Jon) to have Town Board consider a resolution for a parking ordinance on the 14<sup>th</sup> road Moxham trailhead; issue with the road being blocked. This would allow forest rangers to act on violations and write tickets when necessary. Tried posting signs. It is an issue for emergency vehicles needs access.

Department Reports:

#96 MOTION by DUBAY and seconded by MCCALL to approve the Town Clerk Report for FEBRUARY 2023. Carried 4-0

#97 MOTION by MCCALL and seconded by FISH to approve Transfer Station Report for FEBRUARY 2023. Carried 4-0

#98 MOTION by MCCALL and seconded by FISH to approve the Building and Code Enforcement Report for FEBRUARY 2023. Carried 4-0

#99 MOTION by DUBAY and seconded by FISH to enter into Executive Session to discuss the concession stand contract. Carried 4-0

#100 MOTION by DUBAY and seconded by MCCALL to leave Executive Session. Carried 4-0

**Town of Minerva**  
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**March 16<sup>th</sup>, 2023**

#101 MOTION by DUBAY and seconded by MCCALL to approve RESOLUTION to appoint the operation of the concession stand to Kim Smith. Carried 4-0

Public Comment #2:

Larry Jordan – Questioned what they did wrong, swearing complaints?

McNally responded that they just wanted to go in another direction this year and they are welcome to apply again next year.

Alisha Moses – We plan to apply again.

Councilman comments:

Dubay – Received a safety recall for the Ambulance, and will have it taken care of this week, power load stretcher is going to be looked at.

#102 MOTION by DUBAY seconded by FISH to Adjourn Meeting at 8:10 pm.  
Carried 4-0

Theresa Fish  
Town Clerk