

**Town of Minerva**  
**Town Board Meeting**  
**May 22, 2025**

The Semi-monthly meeting of the Minerva Town Board held on Thursday; May 22, 2025 was called to order at 7:00 PM.

Pledge of Allegiance

~Upon Roll Call~

Stephen McNally – Supervisor - Present

Douglas McCall – Councilmember - Present

Keith Dubay – Councilmember – Present

David LaBar – Councilmember – Present

Scott Fish – Councilmember – Present

Jonathan Fish - Highway Superintendent - Present

Public in attendance: Joe Connelly, Darlene Duffy, Claire Fish, James Fish, Eathan Galusha, Ed Healy, Joy Healy, Teresa B Strohmeyer

Public Comment #1:

E. Healy – noted at food pantry that people were driving over the lawn from one parking lot to the other over the leach field.

J. Connelly – Updated the Town Board on Johnsbury Emergency Squad; 48 calls with 48 first responders, roadside delivery in the back of the ambulance, fits aid responder and ALS bags have Epinephrin, Narcan, 1115 waiver, a state program using Medicaid funding to screen people using Medicaid coverage, state sectioned off into zones, , applied to be coverage for Johnsbury/Minerva, Cameron will be this person doing a lot of this “Para-Medicine” stuff through Healthy Alliance NY, Cameron applied for Stop the Bleed Grant, wants to do a lot of training classes and is hoping to do more Community CPR locally, presentations for the Minerva Youth Program.

Eathan Galusha – Updates from the Fire Department; heating system, reviewed the bids for replacement options with the Town Board.

#139 MOTION by LABAR and seconded by DUBAY to approve the May 1, 2025 Public Hearing and Town Board Meeting Minutes. Carried 5-0

Correspondence:

Review of the Code Officer’s proposal that the town start requiring an Operating Permit form for any vendors or events in town for the purpose of safety and following appropriate codes.

Letter of Interest and proposed menu received from Bridget Hamilton to operate the Stand for the summer season.

Financial Reports:

#140 MOTION by MCCALL and seconded by FISH to approve Audit of Vouchers 5-2025; starting with voucher number 2025-212 and ending with 2025-293. Carried 5-0

#141 MOTION by MCCALL and seconded by FISH to approve Operating Statements for APRIL 2025. Carried 5-0

**Town of Minerva  
Town Board Meeting**

**May 22, 2025**

#142 MOTION by DUBAY and seconded by LABAR to approve Cash Report Statement for APRIL 2025. Carried 5-0

New Business:

#143 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to award the right to operate the Donnelly Beach Concession Stand to Bridget Hamilton.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#144 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to authorize the hiring of the following employees for the Minerva Youth Program and Beach with successful completion of First Aid, CPR/AED and Lifeguard Certification with exemption for the positions of Summer Lunch Program Cooks:

<b>Title</b>	<b>Name</b>	<b>Wage</b>	<b>Weeks</b>	<b>Account</b>
Returning Counselor	Addison McCall	\$18.34/hour	6	A73101.01
Returning Counselor	Claire Fish	\$18.34/hour	6	A73101.01
Returning Counselor	Emma Wildermuth	\$18.34/hour	6	A73101.01
Returning Counselor	Xavier Cole	\$18.34/hour	6	A73101.01
Counselor	Macaylin Taylor	\$15.50/hour	6	A73101.01
Counselor	Killian Vandewarker	\$15.50/hour	6	A73101.01
Counselor	Kayla Gonyo	\$15.50/hour	3	A73101.01
Counselor	Breah Blake	\$15.50/hour	3	A73101.01
Counselor	Alexandria Lee	\$15.50/hour	4	A73101.01
Counselor	Camran Morehouse	\$15.50/hour	6	A73101.01
Summer Program Cook	Joanne Jenks	\$18.34/hour	6+	A76431.01
Summer Program Cook	Darlene Dubai	\$18.34/hour	6+	A76431.01
Lifeguard	Bailey Williams	\$21.50/hour	12	A71801.05
Lifeguard	Anastasia Lee	\$21.50/hour	12	A71801.05
Lifeguard	Lindsay Smith	\$21.50/hour	12	A71801.05
Lifeguard	Rowan Mayette	\$21.50/hour	12	A71801.05
Substitute Lifeguard	Alexandria Lee	\$21.50/hour	12	A71801.05
Substitute Lifeguard	Thomas Williams	\$21.50/hour	12	A71801.05

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#145 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to authorizes the payment of \$40 per child for 30 Town of Minerva Children who are participating with the Johnsbury youth t-ball, baseball and softball program to be paid from 73104.01.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

#146 MOTION by DUBAY and seconded by FISH approved RESOLUTION to hire Hayden Taylor as a temporary part-time placement beginning May 19, 2025 as detailed below:

**Town of Minerva  
Town Board Meeting  
May 22, 2025**

Name	Position	Rate
Hayden Taylor	Parks and Recreation	\$15.50 per hour

#147 MOTION by LABAR and seconded by DUBAY to approve RESOLUTION to approve the agreement to spend town highway funds for the year of 2025.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubay, LaBar, Fish; Nay – none Carried 5-0

**Supervisor’s Report:**

- Did receive \$300,000 from the state budget, 2 months wait for contract, then enter all expenses into the portal, 1 month wait for authorizing, then we can spend the money and after we complete we can submit for reimbursement.
- Delinquent activity at the warming hut, 5 individuals involved, they have been notified will not be allowed on town property for 1 year.
- Receiving \$2000.00 from the county to help for funding of last years lifeguard expenses.
- Proposed to dispense the fire department their remaining balance of \$35,358.86 to pay for their repairs.

#148 MOTION by MCCALL and seconded by DUBAY approved RESOLUTION to authorize the dispense and pre-pay the Minerva Volunteer Fire & Rescue the remaining Contractual Change amount of 35,358.86 from 34104.06.

Aye – McNally, McCall, Dubay, LaBar, Fish; Nay – none Carried 5-0

- Went to the APA meeting with Dave LaBar in Ray Brook today, regarding ProcellaCOR spot treatment.
- Roost Funds needs to be spent, \$160,866 in the bank; paid for sign, will spend some for concerts, snowmobile club for helping with the sledding hill, fireworks, Irish Day. We need to continue to make tourism and economic improvements.
- Reviewed estimates on the bridge at the park needs to be replaced.

#149 MOTION by MCCALL and seconded by LABAR approved RESOLUTION to accept a bid from Garden Time for a replacement Bridge at Courtney Park, to be pre-paid, with expenses not to exceed \$7,000.00 paid from ROOST Funding.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubay, LaBar, Fish; Nay – none Carried 5-0

**Highway Superintendent Report:**

- Completed 3 water taps in the last few weeks, including the Owl at Twilight, Minerva Beach Rd, Irishtown Road. 1 left for John LaBar on CR 29.
- Sweeping roads, interrupted by the county availability to pave Donnelly Road.
- Chips balance is \$224,816.74 with carryover from last year; Donnelly took 44,356.20, Hardscrabble took 38,092.60 in blacktop, with estimated labor costs = estimated \$100,000.00 will come from chips. Would like to use remainder towards a new loader.
- Fixed breaks in water line at the beach.
- Spread the chips for Playground.
- Worked on Ricketson Road on parking area.

**Town of Minerva  
Town Board Meeting**

**May 22, 2025**

- Requested to contract with school for assistance in excavating to the school with a new water line at county rate for shared services.

Department Reports:

#150 MOTION by DUBAY and seconded by LABAR to approve the Town Clerk Report for APRIL 2025. Carried 5-0

#151 MOTION by MCCALL and seconded by FISH to approve Water Collection Report for APRIL 2025. Carried 5-0

#152 MOTION by LABAR and seconded by DUBAY to approve the Transfer Station Reports for MARCH and APRIL 2025. Carried 5-0

#153 MOTION by DUBAY and seconded by FISH to approve the Food Panty Report for APRIL 2025. Carried 5-0

#154 MOTION by MCCALL and seconded by DUBAY to approve the Building and Code Enforcement Report for APRIL 2025. Carried 5-0

#155 MOTION by LABAR and seconded by MCCALL to approve Minerva Volunteer Fire & Rescue APRIL 2025. Carried 5-0

#156 MOTION by DUBAY and seconded by LABAR approved RESOLUTION to make an agreement with Minerva Central School to assist with the excavation for the replacement of a new waterline and at cost and county rates.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none Carried 5-0

Councilmember comments:

LABAR – presented a proposal from Glen Sullivan/Ready Scout, LLC for a quote of preparing the permitting and pre/post surveying in preparation for spot treatments. Will attend the Adirondack Lake Alliance Annual Symposium at the end of June.

DUBAY – The loaded Tractor trailer being parked in the parking lot is going to damage the blacktop, alternative to park at the highway garage.

MCCALL – asked about the progress on the road abandonment

#157 MOTION by LABAR and seconded by DUBAY approved RESOLUTION to contract with Ready Solutions, LLC with the intent to hire for preparing the permitting and pre/post Milfoil surveying 2025/2026, in preparation for spot treatments.

Public Comment #2:

T. B. Strohmeyer – asked if all plants or only Milfoil are assessed with the lake survey.

#158 MOTION by DUBAY seconded by LABAR to adjourn meeting at 8:20 pm. Carried 5-0

Theresa Fish / Town Clerk