

**Town of Minerva**  
**Town Board Meeting**  
**October 16, 2025**

The Semi-monthly meeting of the Minerva Town Board held on Thursday; October 16, 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: Ralph Deshetsky, Darlene Duffy, Audrey Hall, Lee Hall, Ed Healy, Joy Healy, Teresa B. Strohmeier

Public Comment #1: Ralph Deshetsky representing Minerva Snow Travelers; thanked the board for previous support, in process of replacing a bridge, maintaining the connecting trails to the town of Schroom, still trying to figure out how to get over slippery banks safely, Snow Travelers are there to help with cross country ski trails if there is still interest. Hopes the Town would consider continuing to support the Snow Travelers for the coming season.

*Supervisor McNally requested a moment of silence in remembrance of Philip Johnson, who has served the town for past 35+ years, who passed away earlier in the week.*

#265 MOTION by DUBAY and seconded by FISH to approve the October 2, 2025 Town Board Meeting Minutes. Carried 5-0

Correspondence:

- An email received from Ashley Christian requesting the use of the town van to transport the Class of 2026 to the airport for their class trip in April 2026.
- A letter received from Patricia Hart requesting a new water tap at 27 Beach Rd.

Financial Reports:

#266 MOTION by DUBAY and seconded by LABAR to approve Audit of Vouchers 10-2025; starting with voucher number 2025-581 and ending with 2025-630.

Vote was carried out by Roll Call.

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

#267 MOTION by MCCALL and seconded by FISH to approve Operating Statements for Sep-2025.

Vote was carried out by Roll Call.

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

#268 MOTION by LABAR and seconded by DUBAY to approve Cash Report Statement for Sep-2025.

**Town of Minerva  
Town Board Meeting  
October 16, 2025**

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none

Carried 5-0

New Business:

#269 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to hold a public hearing on the preliminary budget November 6, 2025 at 6:30 pm prior to the regularly scheduled board meeting.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none

Carried 5-0

#270 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to authorize a budget line transfer:

Account From	Account to	Amount
Contingency - 19904.01	Unemployment - 12304.01	\$2,000.00

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none

Carried 5-0

#271 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to authorize Loan from the General Fund 909.01 to Waterfront 200.17 in the amount of \$5,000.00 for the purpose of Local Waterfront Revitalization Planning.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none

Carried 5-0

#272 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to amend the 2019 contract, previously passed by Res. #302 in 2019, with NYS DOT and to extend the for another 5-years.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none

Carried 5-0

Supervisor’s Report:

- Resolution to allocate money to the snow travelers.

#273 MOTION by MCNALLY and seconded by FISH to approve RESOLUTION to allocate money to the Minerva Snow Travelers from ROOST 69894.18 in the amount of \$4,000.00 for snow mobile trail service, supplies which benefit both local and tourists of Minerva.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubai, LaBar, Fish; Nay – none

Carried 5-0

Highway Superintendent Report:

- While out for hip replacement, the crew did a great job, they helped out with Indian Lake, North Hudson, Schroon with road sand.
- Cut brush on Wamsley and Irishtown Rd
- Water tap on the Beach Rd. today

Department Reports:

**Town of Minerva  
Town Board Meeting**

**October 16, 2025**

#274 MOTION by MCCALL and seconded by DUBAY to approve the Town Clerk Report for SEPTEMBER 2025. Carried 5-0

#275 MOTION by LABAR and seconded by DUBAY to approve Water Collection Report for SEPTEMBER 2025. Carried 5-0

#276 MOTION by MCCALL and seconded by LABAR to approve the Transfer Station Reports for SEPTEMBER 2025. Carried 5-0

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

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

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

**Public Comment #2:**

T. B. Strohmeyer – Thanked the town for getting Emergency Preparedness committee going again, applying for a grant for historical signs and requesting to use the town tax id number.  
E. Healy –the Veterans sign outside the town hall is outdated, requested it be removed and veterans committee can work on something to replace it.

**Councilmember comments:**

MCCALL – working plans for the fitness center.

#280 MOTION by DUBAY seconded by LABAR to adjourn meeting at 7:36 pm. Carried 5-0

Theresa Fish / Town Clerk