

**Town of Minerva
Town Board Meeting
November 6, 2025**

*Public Hearing for preliminary Budget was opened by Stephen McNally at 6:30pm.
In attendance – Darlene Duffy, Edward Healy, Joy Healy, Teresa Brannon Strohmeyer
No questions, regarding the budget, were asked to the board.
Public Hearing was closed at 6:59pm by Douglas McCall*

The Semi-monthly meeting of the Minerva Town Board held on Thursday; November 6, 2025 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

Jonathan Fish - Highway Superintendent – Excused

Public in attendance: Darlene Duffy, Edward Healy, Joy Healy, Teresa Brannon Strohmeyer
Public Comment #1: none

#281 MOTION by FISH and seconded by DUBAY to approve October 16, 2025 Town Board Meeting Minutes. Carried 4-0

Correspondence: Letter from Sleeping Giant Seniors requesting additional funds for their trips.

New Business:

#282 MOTION by DUBAY and seconded by LABAR to approve RESOLUTION to adopt the 2026 Preliminary Budget as the 2026 Adopted Budget.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubay, Fish. Nay – none Carried 4-0

#283 MOTION by DUBAY and seconded by FISH to approve RESOLUTION to introduce Local Law No. 2 of 2025 entitled “A Local Law amending Local Law 1 of 2025 Redefining Income for Persons 65 Years of Age or Older to Qualify for Partial Real Property Tax Exemption” and schedule a Public Hearing for Nov. 20, 2025 at 6:30pm.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubay, Fish. Nay – none Carried 4-0

#284 MOTION by MCCALL and seconded by DUBAY to approve RESOLUTION to prepay Northwoods Engineering for services on Minerva Lake Rd storm water drainage and mapping, in the amount of \$7,945.50 from account number 39894.01.

Vote was carried out by Roll Call.

Aye – McNally, McCall, Dubay, Fish. Nay – none Carried 4-0

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#285 MOTION by MCCALL and seconded by FISH to approve RESOLUTION to authorize budget line transfers; from Contingency/19904.01 to Unemployment/90508.01 in the amount of \$2,000.00, from Contingency/19904.01 to Justice C/E/11104.01 in the amount of \$150.00, from Contingency/19904.01 to Traffic Control C/E/33104.01 in the amount of \$250.00, from Contingency/19904.01 to Other Public Safety C/E/39894.01 in the amount of \$7,945.50, from Publicity C/E/64104.01 to Data Processing C/E/16804.01 in the amount of \$1,000.00, from Parks Campground C/E/71104.05 to Special Rec Facility C/E/71804.05 in the amount of \$1,000.00.

Vote was carried out by Roll Call.

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

#286 MOTION by MCNALLY and seconded by UNANIMOUS to approve RESOLUTION in memory of Philip Johnson.

Vote was carried out by Roll Call.

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

Supervisor's Report:

- Steve Colletti of It's about Thyme; offering 90 turkey dinners to be distributed to the Minerva Senior or any person in need, Wednesday November 26th at 3 pm.
- Had a meeting with Emily Kelly from ChargePoint about grants for a charge station.
- Roost is currently at a balance of \$106K.
- A group of mothers reached out and wish to do a weekly Storytime at the Comm. Center.
- Gym; stated that we have the funding.

#287 MOTION by MCNALLY and seconded by MCCALL to approve RESOLUTION to provide \$1,000.00 to the Sleeping Giant Seniors for their tourism trips, paid from ROOST.

Vote was carried out by Roll Call.

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

Highway Superintendent's Report: excused

Public Comment #2:

J. Healy – Thanked the Board for the extra funding for the Sleeping Giant Seniors.

T.B. Strohmeier – Asked what the board knew about Essex County & HEAP. Candice Husson suggested organizing a food drive at school, for the food pantry.

E. Healy – asked what is the legal and ethical procedure for municipalities for making decisions.

Councilman comments:

DUBAY – Requested that we get 3 bids on the foundation for the gym.

#288 MOTION by DUBAY seconded by FISH to adjourn meeting at 7:26. Carried 4-0
Theresa Fish / Town Clerk