

Town of Minerva – Town Board Minutes
March 12, 2026

The Semi-monthly meeting of the Minerva Town Board held in the Upper Level of the Minerva Town Hall, 5 Morse Memorial Highway, Minerva, NY 12851 on Thursday; March 12, 2026 was called to order at 7:00 PM.

Supervisor McNally opened the Regular Town Board Meeting with the Pledge of Allegiance.

Roll Call taken by Town Clerk, Theresa Fish:

Present:

Town Supervisor - Stephen McNally
Councilmember - Doug McCall
Councilmember - Keith Dubay
Councilmember - David LaBar
Councilmember - Scott Fish
Highway Superintendent - Jonathan Fish
Town Clerk - Theresa Fish

Not Present:

#90 Motion by DUBAY and seconded by LABAR to approve the minutes for the February 19, 2026 Town Board Meeting.

Aye: McNally, McCall, Dubay, LaBar, Fish; Nay: none

Carried 5-0

Correspondence: None

- Letter from Jon Hausman contesting water district inclusion and the assessment for 2026, and a NYC Civil Court Statement of Claim.
- Thank You Card from the Messer Family thanking the Parks & Recs Dept. for their work on the Ice Rink this winter.
- Letter From the Building & Code officer requesting the town follow the standard requirements for a commercial project in regards to the pending Gym Project.
- Letter from Robert Kohrman expressing interest in placing a bid on the metal roving removed from the Town Hall Garage.

#91 Motion by MCCALL and seconded by DUBAY to approve RESOLUTION to authorize Metal Roofing removed from the storage garage at the Town Hall to be declared as Surplus, along with the sale of the surplus metal roofing through a local auction/bid process, advertising online and local posting, accepting sealed written bids beginning March 13, 2026 and closing March 19, 2026 at 4:00 PM, bids shall be submitted to the Town Clerk at the Town of Minerva Town Hall no later than the stated deadline, the bids will be opened at the March 19th Town Board meeting, and awarded to the highest bidder.

Aye: McNally, McCall, Dubay, LaBar, Fish; Nay: none

Carried 5-0

#92 Motion by MCCALL and seconded by LABAR to approve RESOLUTION to authorize a contract with, and Pre-Pay, \$600.00 to ALCA for their performance of “Romeo & Juliet” on July 29, 2026 at 7:00 pm, to be paid from #69894.18/ROOST.

Aye: McNally, McCall, Dubay, LaBar, Fish; Nay: none

Carried 5-0

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#93 Motion by LABAR and seconded by DUBAY to approve RESOLUTION to approve a Music Festival with the date of Saturday, July 25, 2026, for the purpose of providing musical entertainment to the community and visitors alike, not to exceed \$5,000.00, to be paid from 69894.18/ROOST.

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

Carried 5-0

#94 Motion by FISH and seconded by LABAR to approve RESOLUTION to authorize the purchase of a used 2017 444K Loader with accessories; bucket, 14' pusher, (2) forks, spare tire, rim, sander, extra cutting edge, and all replacement filters; from Highway Fund Balance in the amount of \$100,000 and Equipment E/Q 51302.02 in the amount of \$10,000.00.

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

Carried 5-0

Supervisor Report:

- Skate rink is done for the year.
- Town awarded \$100K to update comprehensive plan, updated plan is required to be eligible for grants. Will post for committee consisting of residents and board members.
- Kubota side-by-side motor is gone, getting estimate.

Highway Superintendent Report:

- Working on Mud season tasks, cutting brush and trees, waiting on the next storm.
- Went to NYS Association of Town Superintendents of Highways Advocacy Day; lobby for \$250M in funds statewide, to be distributed to towns based on miles of road.

Councilman Comments:

LaBar – Update on permit process for Milfoil Treatment; letters sent to all landowners on the lake. Minerva Snow Travelers have been recognized through the Adk. Community Fund to receive \$1,000.00 to gift to a nonprofit in the Town of Minerva. The Snow Travelers received a donation of \$7,000.00 from an anonymous donor to put towards the purchase of a groomer.

#95 MOTION by DUBAY seconded by LABAR to Adjourn the meeting at 7:33pm.

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

Carried 5-0

Town Clerk

Theresa Fish