

Town of Minerva – Town Board Minutes

April 2, 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; April 2, 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:

#111 Motion by DUBAY and seconded by Fish to approve the minutes for the March 19, 2026 Town Board Meeting.

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

Carried 5-0

Correspondence: None

- Letter of Interest, with proposed menu, from Melissa Travis in running the Concession stand at Donnelly Beach for the Summer of 2026.
- Letter of Interest, with proposed menu, from Bridget Hamilton in running the Concession stand at Donnelly Beach for the Summer of 2026.
- Letter from David McNally detailing issues at the entrance of Edward Ryan Road.

#112 Motion by DUBAY and seconded by FISH to approve RESOLUTION to awards the contract for operating the concession stand at Donnelly Beach for the summer of 2026 to BRIDGET HAMILTON with the terms and conditions as set forth in the Town of Minerva Real Estate Lease Agreement.

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

Carried 5-0

#113 Motion by MCCALL and seconded by LABAR to approve RESOLUTION to authorize a contract and Pre-Pay \$800.00 from acct #69894.18, with the Keystone Band.

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

Carried 5-0

#114 Motion by DUBAY and seconded by FISH to approve RESOLUTION to authorize the purchase of 2 tracks for the

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

Carried 5-0

Supervisor Report:

- The road to Pottersville will not be closed for any extended length of time over the summer, only short closures to set the culverts.

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- Addressed John Williams Jr regarding the need to have the trees marked on the Transfer Station lot before putting harvesting out for bid; in regards to his previous request to log the town property.

Jon Fish, Highway Superintendent, invited Mark Rizzo and Glenn Plaisted to speak on their proposal to contract the purchase of HX620 SBA Chassis, Body & equipment. Discussed time frame, price, and other details.

Highway Superintendent Report:

- Discussed CHIPS Fund: Asphalt/paving prices from Jointa Lime Company, Peckhams, etc.
- Intentions to address the last mile of Northwoods Club Road, from the old Kellogg Camp/Charlie Barber Sr to town turnaround with remaining CHIPS.
- Hauled 25-30% of sand & 6 loads of salt, put over budget this year but will save for next yr. for next yr.; before prices increase
- Plan to place a 12” culvert on Beach Rd, near the tennis court, can place an expanded waterline, while it is open.
- Discovery regarding Hausman water; there is a water line that goes to his lot. Historically, it was a seasonal line. But it is in existence.

#115 Motion by DUBAY and seconded by LABAR to approve RESOLUTION to authorize and approve the issuance of a Letter of Intent to contract with HL Gage under Contract #10914 for the purchase of an HX620 SBA chassis, body, and equipment, total authorized expenditure is estimated at \$335,943.22, not including of any financing interest. The Town Supervisor and Highway Superintendent are hereby authorized to execute the Letter of Intent and any and documents necessary to this purchase. Payment for the cab and chassis may be made upon delivery to the body company, in accordance with the terms of the contract.

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

Carried 5-0

Public Comment: Keith Iversen notified the board to be aware that he and his neighbor’s intend to look into it what can be done about the noise issues from dirt bike trails on a neighboring property.

Councilman Comments:

LaBar - requested the lights at the skate rink to be turned off.

McCall – Asked when concrete was coming, so he can prepare an order for trusses, foam, and heat schedule. Will not be here for the March 16 meeting.

#116 MOTION by DUBAY seconded by MCCALL to Adjourn the meeting at 8:00pm.

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

Carried 5-0

Town Clerk

Theresa Fish