

Town of Minerva – Special Board Meeting Minutes – June 25, 2026

A Special Meeting of the Minerva Town Board was held on Thursday, June 25, 2026 in the Upper Level of the Minerva Town Hal. 5 Morse Memorial Hwy, Minerva, New York, for the purpose of discussing an urgent mater regarding the Minerva Youth Program.

The meeting was called to order at 7:00 p.m. by Supervisor Stephen McNally, followed by 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
Town Clerk - Theresa Fish

Not Present:

Public comments: none

Supervisor McNally requested that the Board enter into Executive Session to discuss staffing matters related to the Minerva Youth Program. He also requested that the Clerk to the Supervisor Stacie McNally be invited into Executive Session to provide information regarding payroll and compliance matters.

#196 Motion by FISH and seconded by MCCALL, to enter Executive Session at 7:01 p.m. to discuss staffing matters related to the Minerva Youth Program and invite Clerk to the Supervisor Stacie McNally to provide information regarding payroll and compliance matters.

Vote was carried out by Roll Call.

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

Carried 5-0

#197 Motion by MCCALL and seconded by FISH, to adjourn Executive Session and reconvene the Special Board Meeting at 7:45 p.m.

Vote was carried out by Roll Call.

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

Carried 5-0

Councilmember David LaBar explained the Board's position regarding the current situation and the factors considered in reaching its decision.

#198 Motion by DUBAY and seconded by MCCALL to approve:

RESOLUTION TO HIRE SUMMER STAFF FOR THE 2026 MINERVA YOUTH PROGRAM

WHEREAS, the Town of Minerva operates one of the longest-running municipal summer youth programs in New York State; and

WHEREAS, the 2026 Minerva Youth Program is scheduled to operate from July 8, 2026 through August 14, 2026; and

WHEREAS, the Town of Minerva requires qualified personnel to safely and effectively operate the Youth Program in compliance with New York State Department of Health (NYS DOH) regulations; and

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NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Minerva hereby authorizes the hiring of the following employees, to satisfy the certification requirements of the NYS DOH to be paid from Youth Program Personal Services Account A73101.01:

Title	Name	Wage	Weeks	Account
Assistant Director w. WFA	Grace Savarie	\$23.00/hr	6	A73101.01
EMT/ on-site Health Director	Reese Halavati	\$25.00/hr	6	A73101.01

Vote was carried out by Roll Call.

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

Carried 5-0

#199 Motion by MCCALL and seconded by LABAR to approve:

RESOLUTION TO AMEND HIRES FOR THE 2026 MINERVA YOUTH PROGRAM

WHEREAS, the Town of Minerva operates one of the longest-running municipal summer youth programs in New York State; and

WHEREAS, the 2026 Minerva Youth Program is scheduled to operate from July 8, 2026 through August 14, 2026; and

WHEREAS, the Town of Minerva requires qualified personnel to safely and effectively operate the Youth Program in compliance with New York State Department of Health (NYS DOH) regulations; and

NOW BE IT RESOLVED, the Town Board of the Town of Minerva hereby authorizes the amended hiring of the following employees, to allow employment without certifications, pending NYS Department of Health approval, to be paid from Youth Program Personal Services Account A73101.01:

Title	Name	Weeks	Account
Director	Ashley Christian	6	A73101.01
Assistant Director	Rebecca Pless	6	A73101.01

Vote was carried out by Roll Call.

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

Carried 5-0

#200 MOTION by FISH seconded by MCCALL to Adjourn the meeting at 7:58 pm.

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

Carried 5-0

Town Clerk - Theresa Fish