

**Regular Meeting of the Town of Wilmington Town Board,  
December 10, 2024, Community Center 7:00 PM – 9:25 PM**

To join virtual meeting please go to <https://meet.goto.com/townofwilmington> OR join on your phone by dialing, 1-408-650-3123 Access code:377-399-733

**Attending Officers**

*Favor Smith - Supervisor*

*Tina Terry-Preston – Deputy Supervisor*

*Darin Forbes - Board Member*

*Tim Follos - Board Member*

*Laura Hooker – Board Member*

*Dawn Stevens – Town Clerk*

*Also attending seventeen signed in residents, several did not sign in and two remote viewers.*

*The meeting was called to order by Town Supervisor Favor Smith and the Pledge of Allegiance was recited.*

**Guest Speaker**

*A representative of Wright-Pierce came to the meeting to give a report on the Wilmington Water System and answer questions from the Board and the attendees. The upgrades that will need to be made in the near future were discussed. This lasted thirty minutes followed by a short break.*

**Acceptance of the Minutes for the month of November**

Motion was made to accept the 11-7-2024 minutes.

**Moved by Favor Smith Seconded by Laura Hooker Carried**

Motion was made to accept the 11-12-2024 minutes.

**Moved by Tina Preston Seconded by Darin Forbes Carried**

Motion was made to accept the 11-27-2024 minutes.

**Moved by Darin Forbes Seconded by Tina Preston Carried**

**Summary of Department Reports**

*The Children’s Christmas Party will be held in Festival Field on Dec 14, 2024. Santa will be there to visit with the children, there will be a Parade and Refreshments and Fireworks after. There will also be Hot Chocolate and Cookies.*

*John Langford announced that he hopes to have the skating rink open by December 25,2024. Although it all depends on the weather.*

*Dog control officer Trevor Karl, spoke at the meeting. He voiced concern over the lack of Dog Shelters. Supervisor Smith said the problem is being worked on at the County level.*

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*The new water connection application was presented to the board for approval. Ed Orsi was asked if he approved of the changes. He said the application was fine.*

**Resolution 159-2024** Resolved to approve the **water connection application** as written with the new price changes.

**Moved by Tim Follos Seconded by Laura Hooker Carried all in favor**

### Summary of Board Member Reports

*Tim Follos read a letter from the Youth Group. Here is a copy of the letter;*

Dear Town Board Member's & Supervisor Smith

When the WYC initially requested a person be hired to assist with the Wilmington youth Ski Program, we intended for that person to be the lodge chaperone and also handle the registration and communication with Whiteface. When Pat volunteered, we knew she was volunteering to be the lodge chaperone. While that is greatly appreciated, we don't have anyone to do the rest of the responsibilities. Amy has agreed to continue this for one more year, but there are a few issues that need to be addressed.

Registration involves a significant amount of time and attention to gather the necessary information from each family and resolve any issues with Whiteface.

The person in charge of registration must verify that each participant is a Wilmington resident and enrolled in a local school program. In addition to ensuring all information and necessary waivers are submitted to Whiteface, they must also be able to check the final invoice before the town pays it.

Over the past few years, we have found errors in the amount charged and students from other towns on the paperwork. Settling the final lists involves numerous communications with Whiteface. Prior to paying the final invoice, it is important that the Town allows the Youth Commission to review as the town has overpaid in previous years.

Another issue that we have found over the past two years is that although Wilmington pays for a full youth commission pass for each child, some of the participants do not attend all of the sessions. While we understand that there will always be some reason that children cannot attend, it feels though some may be taking advantage of the program because they didn't invest money. Our suggestion is that a flat rate of \$50.00 per child be charged to encourage families to attend the program. Fee waivers could be available for families with financial need.

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This year students' passes are \$159., and rentals are \$ 40. Youth Commission adult passes are \$245. And rentals are \$99. We get one free chaperone pass for every 10 kids in the program.

We understand that the town is trying to rein in spending and hope to make you aware of what we have experienced in the past two winters. We hope this helps make the Wilmington Youth Ski Program more efficient and cost-effective and able to continue for years to come.

Please let us know if you have any questions.

Thank You,

Wilmington Youth Commission Board

The youth commission also asked for foam mats for the floors, it was decided to get quotes.

The Youth commission also asked to put a barrier up to keep individuals out of Youth Commission supplies and equipment.

The Commission asked the board for permission to put a Mural on the wall of the building. This resulted in the following;

**Resolution 160-2024** Resolved to allow the Youth Commission to put a mural on the wall/walls of the Building.

**Moved by Tim Follos Seconded by Laura Hooker Carried all in favor**

*Darin Forbes reported he requested quotes on the new generator for the Town Hall from two Company's but has only heard from one.*

*Laura Hooker is working with Doug Nemece on a new STR application which should be done soon. Laura also reported she turned over the bike rental proposal to the Visitor's Bureau. She presented this to the Board earlier this year.*

*Tina Preston gave a update on the Fire Department Election of Officer's*

**Chief Cliff Holzer**

**1<sup>st</sup> Asst. Billy McGreevy**

**2<sup>nd</sup> Asst. Fire Louie Adragna**

**2<sup>nd</sup> Asst. Rescue Matt Levenson**

**Capt. Fire Steven Holzer**

**Capt. Rescue Bruce Barry**

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**Lt. Fire** *Witte Bissell*

**Lt Rescue** *Laurie Ann St Louis*

**Secretary/Treasurer** *Betsy Smith*

**Chaplin** *Charlie Terry*

Supervisor Smith expressed his gratitude and thanks to all the residents of Wilmington as his first year as Supervisor comes to an end.

### **Old Business**

*The New forms for the updated applications were not complete yet.*

### **New Business**

*There was a discussion on reserve accounts, Credit cards, procurement policies. The board members were given materials to read to prepare for further discussion on these matters.*

### **Resolutions**

**Resolution 161-2024** Resolved to accept and pay the audited bills for November 2024.

**Moved by** *Tina Preston* **Seconded by** *Laura Hooker* **Carried all in favor**

**Resolution 162-2024** Resolved to authorize Supervisor Smith to execute the agreement between NYS DOT and the Town of Wilmington (contract # D014778) to extend municipal snow and ice for five years (July 1, 2024 to June 30, 2029).

**Moved by** *Darin Forbes* **Seconded by** *Tina Preston* **Carried all in favor**

**Resolution 163-2024** Resolved to authorize Supervisor Smith to execute the supplemental agreement between NYS DOT and the Town of Wilmington (contract #D014778) to increase funding due to exceeding estimated expenditures.

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**Moved By** *Darin Forbes* **Seconded by** *Favor Smith* **Carried all in favor**

**Resolution 164-2024** Resolved to authorize Supervisor Smith to execute the permit application between NYS DOT and the town of Wilmington to renew Annual Maintenance Highway Work Permit for 2025.

**Moved by** *Laura Hooker* **Seconded by** *Tim Follos* **Carried all in favor**

**Resolutions 165-2024** Resolved to authorize Supervisor Smith to execute the agreement between Unifirst and the Town of Wilmington to provide mats for the Community Center for 2025.

**Moved by** *Darin Forbes* **Seconded by** *Tina Preston* **Carried all in favor**

**Resolution 166-2024** Resolved to authorize Supervisor Smith to close two (2) separate accounts at NBT (xxxx4482)-planning, balance \$67082.54;( xxxx4490)-Whiteface Water, \$ 689.06) and to transfer funds into the Town of Wilmington Multi-fund Account at NBT (xxxx6740).

**Moved by** *Darin Forbes* **Seconded by** *Tina Preston* **Carried all in favor**

**Call for executive session** – to discuss matters relating to the employment, promotion, demotion, discipline, suspension, dismissal or removal of particular persons

**Motion moved by** *Darin Forbes* **Seconded by** *Tina Preston* **Carried all in favor**

*In session 15 minutes*

**Motion was made to come out of executive session and resume the meeting.**

**Moved by** *Darin Forbes* **Seconded by** *Tina Preston* **Carried all in favor**

**Resolution 167-2024** Resolved to authorize the establishment of a separate Health Reserve Arrangement Account at NBT for the benefit of town employees and to authorize the Supervisor and the Deputy Supervisor to be signatories of said account.

**Moved By** *Laura Hooker* **Seconded by** *Tina Preston* **Carried all in favor**

*Tim Follos Aye*

*Darin Forbes Aye*

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*Laura Hooker Aye*

*Tina Preston Aye*

*Favor Smith Aye*

**Resolution 168-2024** Resolved to make the appointments to the Zoning Board of Appeals and the Planning Board. Each voted on separately with the terms of office.

The following terms of office were appointed by the board;

**ZONING BOARD OF APPEALS**

**Stephanie Gates 2025 – 2027** Moved by *Tim Follos* **Seconded by Favor Smith** **Carried all in Favor**

**Jim Grant 2025 – 2026** Moved by *Tim Follos* **Seconded by Tina Preston** **Carried All in Favor**

**Mike Bowman 2025 – 2028** Moved by *Tina Preston* **Seconded by Darin Forbes** **Carried**

*Tim Follos abstained*

**Alternates**

**Keith Mandernach 2025 –2028** Moved by *Favor Smith* **Seconded by Darin Forbes** **Carried**

*Tim Follos abstained*

**Planning Board**

**Chip Grundon 2025 – 2026** Moved by *Darin Forbes* **Seconded by Favor Smith** **Carried 3-2**

*Tim Follos No*

*Darin Forbes Aye*

*Laura Hooker No*

*Tina Preston Aye*

*Favor Smith Aye*

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**Pat Winch 2025 –2026 Moved by Tim Folloos Seconded by Laura Hooker Carried 3-2**

*Tim Folloos Aye*

*Darin Forbes No*

*Laura Hooker Aye*

*Tina Preston Aye*

*Favor Smith No*

**Tony Nickinello 2025 – 2027 Moved by Laura Hooker Seconded By Tim Folloos Carried all in favor**

**Jim Kelly 2025 –2027 Moved by Darin Forbes Seconded by Tina Preston Carried 3-2**

*Tim Folloos No*

*Darin Forbes Aye*

*Laura Hooker No*

*Tina Preston Aye*

*Favor Smith Aye*

**Randy Winch 2025 – 2028 Moved by Tim Folloos Seconded by Laura Hooker Carried all in favor**

**ALTERNATES**

**Jerry Bottcher 2025 – 2028 Moved by Tim Folloos Seconded by Laura Hooker Carried all in favor**

**Carol Wiebe 2025 –2028 Moved by Tim Folloos Seconded by Laura Hooker Carried 4-1**

*Tim Folloos Aye*

*Darin Forbes No*

*Laura Hooker Aye*

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*Tina Preston Aye*

*Favor Smith Aye*

**Robin Anthony 2025 – 2028 Moved by Favor Smith Seconded by Darin Forbes Carried 3-2**

*Tim Follos No*

*Darin Forbes Aye*

*Laura Hooker No*

*Tina Preston Aye*

*Favor Smith Aye*

Meeting was adjourned at 9:30 pm.

*Respectfully submitted by*

*Dawn Stevens*

*Town Clerk*