

# Work Session/Meeting of the Town Board Wilmington Community Center – 2/29/2024

7 Community Circle Wilmington NY 4:00pm till 5:05pm

To join the virtual meeting please go to <https://meet.goto.com/townofwilmington>

Or by phone dial 1-400-650-3123 access code 377-399-733

## Attending

*Favor Smith - Supervisor*

*Darin Forbes – Board Member **absent***

*Tina Terry-Preston – Deputy Supervisor*

*Tim Follos - Board Member **absent***

*Laura Hooker - Board Member*

*Dawn Stevens – Town Clerk*

**Also attending** *Tim Preston, Michelle Preston, Pat Winch, Tony Nickinello, Barb Funk*

**Attending remotely;** *Anthony Robin, Tim Follos, and three who did not give their names.*

*The meeting was called to order and the pledge of allegiance was recited.*

## Reports

*Clarification was needed on the longevity pay increase that was discussed at the budget meeting. A motion was:*

*Moved by Tina Terry Preston*

*Seconded by Laura Hooker*

*A discussion was had.*

**Resolution 54-2024** Resolved, to follow Essex County and use the format of the CSEA manual on pg. 53.

Moved by **Tina Terry Preston**

Seconded by **Laura Hooker** Carried **all present in favor**

*The schedule will be added at the end of the minutes.*

*The Board had a discussion with John Langford on what needed to be done at the parks. They also discussed buying new playground equipment. John was asked to supply the Board with equipment prices, for ages 1 to 4.*

*There was a discussion about purchasing a new liner for the skating rink. The Board asked John to get prices on a new one.*

*John also informed the Board that the bleachers in both parks were unsafe and should be removed.*

**Resolution 55-2024** Resolved that the Unsafe bleachers be removed as soon as possible.

Moved by **Laura Hooker**

Seconded by **Tina Terry Preston** Carried **All present in favor.**

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*There was also a discussion on purchasing a new sander/spreader for the parks department. The Board discussed with John the diverse ways it could be used.*

*There was also a discussion on purchasing flooring for the area used to put on skates, this would protect the skates and make a safer area. John was asked to get prices on this flooring, similar to what is used at Whiteface.*

*The next discussion was on the purchase of the yearly purchase of two new Christmas decorations.*

**Resolution 56-2024** Resolved to purchase two new decorations at an approximate cost of \$1258.00.

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

*Accounts Clerk Nicole Forbes and Supervisor Favor Smith presented the Board with the new format that is being implemented on the reports the Board receives on expenditures and budget summaries.*

### **Administrative**

*Supervisor Favor Smith spoke to the board about updating the e-mail system to Microsoft 365 Exchange, which will make it secure. Mike estimates it to cost around \$3000, and the fee to Microsoft Exchange is \$13.95 per month for each e-mail address.*

*Tina Terry presented extremely useful information on Annual Audits and the responsibilities of the Town officials.*

### **New Business**

There is a pressing need to appoint an alternate to the Planning Board.

**Resolution 57-2024** Resolved to appoint Patricia Winch to sit as an alternate for the Planning Board.

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

### **Public comment**

*There was a discussion about the ways to improve the Town Website and our position on the Roost Website.*

*Everyone wishing to speak did.*

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*The meeting adjourned at 5:05 pm.*

*Respectfully submitted,*

*Dawn Stevens*

*Town Clerk / Tax Collector*