

**Regular Meeting  
of the Town of Wilmington Town Board,  
March 11,2025      Community Center 6:00 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 18 signed in residents, several did not sign in and 2 remote viewers.*

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

**Acceptance of the minutes**

Motion was made by *Darin Forbes* and seconded by *Tim Follos* to accept the February 11,2025 and the February 25,2025. All in favor.

**Discussions/Guests**

*Dan Keller presented us with a slide show explaining the goals of Roost. One of the main topics was affordable housing, and market base housing.*

*The subtopic was our website townofwilmington.org . The need for updates was discussed. Karrisa Gray and the Town Supervisor Favor Smith will be trained on the website March 14,2025, which will give us more direct access to the site.*

*The Board and attendees were given a chance to ask questions. The presentation was finished at 6:25. Supervisor Smith called for a five-minute break, to allow Dan to gather his equipment.*

**6:30 pm Meeting back in session.**

**Reports from departments**

**Highway** - *The Town and the rest of our State is still experiencing a salt shortage, but we are still okay right now. The weight signs are out. He is hoping to start spring clean-up soon with the warm weather.*

**Water** *Report at the end of the minutes.*

**Codes** *Report at the end of the minutes*

**Parks** *Ice rink is closed due to the warm weather.*

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**Reports of the Board**

*The Board expressed condolences to the Family of Kim (Bowen) Hoover who passed. Kim is married to Town highway employee Don Hoover. Kim's Mother and Father were both very active in Wilmington's Government.*

**Resolution 36-2025** Resolved to formally express condolences to the family of Kim (Bowen) Hoover.

**Moved by Tim Follos Unanimous Second** *Kim will be missed by many.*

*The Board also expressed condolences to the family of Mary Pelkey. Mary along with Teresa Avery put many hours in over the years placing Flags for Veteran's on the graves of our residents, Wilmington thanks them for this.*

**Resolution 37-2025** Resolved to formally express condolences to the family of Mary Pelkey.

**Moved by Tina Preston Unanimous Second** *Thank you for your service.*

*Laura Hooker and Tim Follos also reported they are working on Zoning Amendments to present to the Board.*

*The ski program was a success this year, ten local children attended, they are all looking forward to next year.*

*The Youth Committee is looking for volunteers, for both activities and their Board.*

*The Music Fest is moving forward, they have a promotional video, Vendors have already signed up, and four bands lined up. Roost will be working on posters for this event, Roost also helps with posters on several other events for our town.*

*The Community Dinner is at the Hungry Trout this year, it is a sold-out event. The Citizen of the Year Award will be presented to Cliff Holzer II this year, he is a great asset to the town, and Chief of our Fire Department.*

*Discussion was had on the Facebook account, and it was unanimously decided to give Karrisa Gates access to the account. Karrisa works in the town offices and is the EMT on call for the Fire Dept., her day is shared between the two, this is a great asset for our town.*

*The Supervisor has been working on the Comprehensive Plan for the Town, it should be out in April. He is also working to update the Employee handbook is also being updated, this has not been done since 2014.*

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**New Business/ Resolutions**

*A discussion was held to decide which dump trailer was best for the Parks Dept. The decision was made to go with the galvanized trailer, which led to the following resolution.*

**Resolution 38-2025** Resolved to purchase the galvanized 2025 BWISE 7x14 dump trailer 14k GVW with ramps and tarp model DT714LP-LE-14 from Big E's Trailers and equipment , 9362 rt 9, Chazy, NY 12921 for the quote of \$ 13,715.00. to be purchased out of the Community Enhancement Fund.

**Moved by** *Darin Forbes* **Seconded by** *Tim Follos*

ROLL VOTE

*Tim Follos* **AYE**

*Darin Forbes* **AYE**

*Laura Hooker* **AYE**

*Tina Preston* **AYE**

*Favor Smith* **Aye**      **Carried**

*The board had previously made the decision the buy playground equipment for the park. Tonight, the looked at a sale flyer and picked out a new piece of equipment to be purchased out of the previously budgeted funds.*

**Resolution 39-2025** Resolved to use budgeted funds to purchase the chosen equipment at a cost of approximately \$15967.00.

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

ROLL VOTE

*Tim Follos* **AYE**

*Darin Forbes* **AYE**

*Laura Hooker* **AYE**

*Tina Preston* **AYE**

*Favor Smith* **Aye**      **Carried**

*There was a discussion of a Food Vendor at the Beach on Concert night. The Board wanted time to research this, it will be brought up again at another meeting.*

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*The Board received a request from Elie Chalhoub to have his water disconnected. The board approved the request but wants to make sure that Elie Chalhoub understands it will cost him the same as a new connection to have it turned back on. The board made the following resolution contingent on Elie agreeing.*

**Resolution 40-2025** Resolved to allow Elie Chalhoub to have his water disconnected after he agrees to the stipulations.

**Moved by Darin Forbes   Seconded by Laura Hooker   Carried all in favor**

**Resolution 41-2025** Resolved to authorize Supervisor Smith to sign The agreement with Essex County Emergency Services for the intercept car services.

**Moved by Darin Forbes   Seconded by Laura Hooker   Carried all in favor**

**Resolution 42-2025** Resolved to authorize Supervisor Smith to sign the agreement with the Essex County Board of Elections to use 7 Community Circle ( Town Office Building) for voting.

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

*Tim Follos made the **Motion** to have the Contract with the Visitors Bureau Tabled* *Laura Hooker*  
*Seconded this **motion**.*

*Roll Vote*

*Tim Follos **Aye***

*Darin Forbes **No***

*Laura Hooker **Aye***

*Tina Preston **No***

*Favor Smith **No**      Motion to table voting on the contract **did not** pass.*

**Resolution 43-2025** Resolved to authorize Supervisor Smith to sign the Agreement with the Visitors Bureau.

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

*Roll Vote*

*Tim Follos **Abstain***

*Darin Forbes **Aye***

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*Laura Hooker* **No**

*Tina Preston* **Aye**

*Favor Smith* **No**      **Carried 3-2**

**Resolution 44-2025** Resolved to authorize Supervisor Smith to sign the renewal for the Towns insurance with NYMIR.

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

ROLL VOTE

*Tim Follos* **AYE**

*Darin Forbes* **AYE**

*Laura Hooker* **AYE**

*Tina Preston* **AYE**

*Favor Smith* **Aye**      **Carried**

*Fund balance policy was not discussed but will be as soon as the AFR is finished.*

*The Water Department (Ed Orsi) requested that the board approve the request to put its surplus of \$30000. In the following accounts.*

**Resolution 45-2025** Resolved to move \$3000. to NY Class accounts, \$10000. Truck, \$10000. Water Meters, and \$10000. Repair fund.

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

ROLL VOTE

*Tim Follos* **AYE**

*Darin Forbes* **AYE**

*Laura Hooker* **AYE**

*Tina Preston* **AYE**

*Favor Smith* **Aye**      **Carried**

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*There was a discussion on fees at the transfer station. This led to the following resolution.*

**Resolution 46-2025** Resolved to raise the dump fees to twenty-cents per pound, the old cards that have been sold for twelve-cents per pound will be honored until they are used up.

Further resolved that cards will be sold in ten-dollar, twenty-dollar and thirty-dollars increment.

Further resolved that this change become effective April 1,2025.

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

ROLL VOTE

*Tim Follos    No*

*Darin Forbes    AYE*

*Laura Hooker    AYE*

*Tina Preston    AYE*

*Favor Smith    Aye              Carried*

**Resolution 47-2025** Resolved that the audited bill for last month be paid.

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

**Resolution 48-2025** Be it resolved that the Town Board for the Town of Wilmington hereby engages Miller, Mannix and Hafner LLC as special council for specialized areas of legal practice or litigation and that payment for these services shall be made on itemized vouchers for actual services rendered and it is further hereby further

Resolved that the Town Board hereby reserves unto itself the authority to hire, as needed, legal council for the purpose of assisting the Town with general legal matters as they arise.

**Moved by Laura Hooker    Seconded by Darin Forbes    Carried all in favor**

**Public Comment**

*Everyone who wished to speak was allowed to speak, the attendees also asked questions throughout the meeting.*

**Motion** was made to adjourn by Favor Smith, Seconded by Darin Forbes, all in favor.

Meeting ended at 8:55pm      Respectfully submitted, *Dawn Stevens*