

RESOLUTION _____ OF 2026: A Resolution Authorizing the Town Supervisor to Terminate the Memorandum of Understanding Between the Town of Wilmington & Adirondack Roots

WHEREAS the terms of the Memorandum of Understanding (MOU) between the Town of Wilmington and Adirondack Roots allow the Town to terminate the MOU by providing written notice to Adirondack Roots; therefore

IT IS RESOLVED that Supervisor Follos is hereby authorized to execute any documents necessary to terminate the aforementioned MOU.

RESOLUTION _____ OF 2026: A Resolution Approving & Endorsing the Essex County Land Bank’s Application to New York State Homes and Community Renewal for Funding Under the MOVE-IN NY Program

WHEREAS, the Essex County Land Bank desires to apply for financial assistance through the MOVE-IN NY Program; and

WHEREAS, the application proposes funding to support the purchase and installation of manufactured “CrossMod” homes in various sites throughout the Town of Wilmington, County of Essex; and

WHEREAS, the proposed funding will contribute to ongoing affordable housing development efforts; and

WHEREAS, the program application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the proposed project will be located; and

WHEREAS, the program application further requires that the governing body of the municipality in which the proposed project will be located affirm both its understanding of the CrossMod manufactured housing typology and its ability to approve siting and installation of HUD Code manufactured housing within the community without special use permits or other administrative approval processes that present an obstacle to permitting;

Therefore, it is **RESOLVED** that the Town Council (“Town Board”) of the Town of Wilmington, Essex County, New York, hereby approves and endorses the application for assistance prepared and to be submitted by the Essex County Land Bank to the New York State Homes and Community Renewal MOVE-IN NY Program; and

It is further **RESOLVED** that the Town Board affirms its understanding of the CrossMod manufactured housing typology and its commitment to approving and expediting the siting and installation of manufactured “CrossMod” homes within the community.

At a regular meeting of the Town Board of the Town of Wilmington, Essex County, New York, held at the Community Center in Wilmington, New York, on the 25th day of March, 2026, the following resolution was offered by _____ and seconded by _____.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

CROMIE:

FOLLOS:

FORBES:

HOOKER:

WINCH:

Dated: _____, 2026
Wilmington, New York

RESOLUTION _____ OF 2026: A Resolution Authorizing the Town Supervisor to Schedule Summer Beach Concerts in June (draft)

WHEREAS the Town Council (“town board”) of the Town of Wilmington, New York (“The Town”) recognizes that the Town’s summer beach concert series is a popular, and long-standing community fixture; and

WHEREAS the town board recognizes that the Town’s residents and guests, the Town’s general atmosphere for residents and visitors, and community fellowship and concord will benefit from unifying, enjoyable, low and/or no-cost, and positive community events such as the summer beach concerts; and

WHEREAS the summer beach concerts have historically been the purview of the Town Supervisor’s office; and

WHEREAS Supervisor Follos requests the authority to begin the concert series in June for the reasons herein stated; therefore,

IT IS RESOLVED that Supervisor Follos is hereby authorized to schedule summer beach concerts beginning in June of 2026; and

IT IS FURTHER RESOLVED that Supervisor Follos is hereby authorized to solicit donations and sponsors for the beach concert series; and

IT IS FURTHER RESOLVED that the beach concert series shall be funded by donations, grants, and sponsors to the extent practicable.

RESOLUTION _____ OF 2026: A Resolution Reiterating the Town's Procurement Policy (draft)

WHEREAS, the Town Council (“town board”) of the Town of Wilmington, New York (“The Town”) recognizes that, in the interest of efficient municipal administration and the needs of the Town’s various departments, the superintendents of the Town’s various departments are authorized to make modest purchases without the prior authorization from the town board; and

WHEREAS, the town board recognizes that this policy has historically included the Town Supervisor for the reasons herein stated; and

WHEREAS, the town board recognizes that the Town’s procurement policy limits the purchases described herein to those with a monetary value below \$1499;

THEREFORE, in light of the relative infrequency of town board meetings; in view of the needs of the Town that from time to time arise; and in the interest of efficient municipal administration;

IT IS RESOLVED that the policy herein described shall include the Town Supervisor in addition to the Town’s various department heads.

RESOLUTION _____ OF 2026: A Resolution Authorizing the Town Supervisor to Advertise and Appoint a Committee to Address the Sediment Accumulation in the AuSable River (draft)

WHEREAS the Town Council (“town board”) of the Town of Wilmington, New York (“The Town”) recognizes that the sediment that has accumulated in the “Lake Everest” section of the AuSable River is a longstanding problem that has only escalated over the past decades; and

WHEREAS the town board recognizes that the Town will be well-served by a focused, dedicated, collective, and community-based effort to address this problem; therefore

IT IS RESOLVED that the Town Supervisor is authorized to advertise and promote the creation of a committee and/or civic group dedicated to solving this problem; and

IT IS FURTHER RESOLVED that the Town Supervisor is authorized to appoint members of this board, group, or committee, schedule meetings of this committee, and organize the activity of this committee to allow it to make progress on addressing this important issue; and

IT IS FURTHER RESOLVED that the Town Supervisor shall report to the town board regarding the committee’s progress as the Supervisor sees fit and/or as the members of the town board request; and

IT IS FURTHER RESOLVED that any decisions the Town Supervisor makes regarding this committee may be altered, amended, or overturned by majority vote of the town board.

RESOLUTION _____ OF 2026: A Resolution Clarifying and Explaining the Town Board's Use of Executive Session to Discuss Matters Leading to the Appointment, Employment, Promotion, Demotion, Discipline, Suspension, Dismissal or Removal of a Particular Person (draft)

WHEREAS the Town Council ("Town Board") of the Town of Wilmington, New York ("The Town") recognizes that it may be beneficial for the broader community to clarify the town board's position on discussions of appointments, promotions, demotions, etc.; and

WHEREAS New York State's Open Meetings Law identifies as valid topics for executive session "[T]he medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation"; and

WHEREAS the Wilmington town board therefore has the right to discuss the above-mentioned topics in executive session; and

WHEREAS the Wilmington town board regrets the manner in which the qualifications and attributes of a candidate for appointment to the Comprehensive Plan Steering Committee were hashed out at length in front of an online audience that now numbers in the hundreds; and

WHEREAS there are circumstances in which discussing the qualifications, conduct, personal strengths and weaknesses, etc. ("matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person") of town employees and applicants for town positions in front of a substantial in-person and permanent online audience would be inappropriate at best and cruel at worst; and

WHEREAS there is generally information about matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person that the town board should not, and will not, discuss in front of hundreds of people; and

WHEREAS appointments, employment, promotions, demotions, discipline, suspension, dismissal and removal of particular people are not matters the town board takes lightly; and

WHEREAS "transparency" is a valid aspiration, but respect, professionalism, and basic decency are values and priorities that the town board believes are at least equally important;

THEREFORE, IT IS RESOLVED that the town board of the Town of Wilmington, having clarified and explained the reasons it previously discussed matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of particular people in executive session, hereby reaffirms its intent to discuss matters leading to the appointment, employment, promotions, demotions, discipline, suspension, dismissal and removal of particular people in executive session.

RESOLUTION _____ OF 2026: A Resolution Clarifying the Town Supervisor's Authority to Appoint A Confidential Secretary (draft)

WHEREAS the Town Council ("Town Board") of the Town of Wilmington, New York ("The Town") recognizes that it may be beneficial to explain the town supervisor's authority to appoint a confidential secretary; and

WHEREAS New York State Town Law §2-19 states the following:

Confidential Secretary / Bookkeeper: In towns of the first class, the supervisor appoints a confidential secretary or bookkeeper (see Town Law §29[15]). In towns of the second class, the town board may create the position of secretary or bookkeeper or both. Once created, the supervisor has the authority to fill the positions. The town board must fix compensation for the position in a reasonable amount; and

WHEREAS Wilmington's town supervisors have, for many years, maintained the ability to employ a confidential secretary; and

WHEREAS within the town's municipal administration and the community at large this position has been identified by the colloquial title "Clerk to the Supervisor"; therefore,

IT IS RESOLVED that Wilmington's current supervisor maintains the same authority and discretion that has been granted to previous supervisors, and is granted by state law; and

BE IT FURTHER RESOLVED that Wilmington's town board shall affix the compensation for the position described herein in a reasonable amount, in accordance with state law.

RESOLUTION _____ OF 2026: A Resolution Updating the Names of Budget Lines / Funds to Accurately Reflect Individual Donations and Unspent Occupancy Tax Money (draft)

WHEREAS the Town Council (“town board”) of the Town of Wilmington, New York (“The town”) recognizes that it may be beneficial for the members of the board, town employees, and the broader community to clarify Essex County’s policy regarding unspent occupancy tax funds; and

WHEREAS the Town of Wilmington’s General Fund currently contains \$_____ in unspent occupancy tax funds that the town received in 2023; and

WHEREAS the Town of Wilmington’s General Fund currently contains \$_____ in unspent occupancy tax funds that the town received in 2024; and

WHEREAS the town Supervisor and/or town board transferred \$_____ in unallocated occupancy tax funds that the town received in 2022 into a fund / budget line titled “Beautification”;

THEREFORE, IT IS RESOLVED that the town will hereby create a fund / budget line within the town’s General Fund titled “Occupancy Tax Community Tourism Enhancement Fund (CTEF)”;

IT IS FURTHER RESOLVED that the town will transfer _____ from the town’s General Fund into the Occupancy Tax CTEF, reflecting the unspent occupancy tax funds the town received in 2023 and 2024; and

IT IS FURTHER RESOLVED that the town will transfer \$_____ from the town’s “Beautification” Fund into the Occupancy Tax CTEF; and

IT IS FURTHER RESOLVED that upon the completion of these actions the town’s Occupancy Tax CTEF shall have a balance of \$_____; and

IT IS FURTHER RESOLVED that the town’s Account Clerk shall provide the town Supervisor and the town board with a transcript of the receipt and expenditure of Occupancy Tax funds in 2020 and 2021 on or before May 1, 2026; and

IT IS FURTHER RESOLVED that, following the completion of these actions, the \$_____ remaining in the “Beautification” fund / budget line shall be transferred into the budget fund / line currently titled “RM Donations,” and the budget fund / line titled “RM Donations” shall be renamed “Donations.”