

# **Agenda of the July End-of-the-Month Meeting of the Wilmington Town Board**

**Wednesday, July 29, 6 p.m.**

1. Guest: Town Assessor Devan Korn
  - Discussion: Path forward re: Town Assessors
2. Announcements & reports
  - Town newsletter
  - Homestead Housing
  - Franchise agreement
  - Townwide yard sale
  - Comprehensive Plan grant application
  - Animal control officer
  - Speeding study / town constable
  - Hourly wage of a town employee
3. Discussion: Community Priority Survey(s)
4. Discussion / resolution: Replacing the transfer station shed
5. Discussion / resolution: Town brand / logo
6. Discussion / resolution: Payment for light poles
7. Discussion / resolution(s): SPCA agreement
8. Discussion: Zoning code amendments
9. Discussion: Town hall forum
10. Discussion: Employee handbook
11. Public comments

*Please note: This agenda is in draft form and may change.*

## **Salaries of elected & appointed assessors in Essex County**

*Chesterfield*: Sole appointed (but during the summer splits salary with a “summer assessor” appointed by the main assessor); total: \$21,600

*Crown Point*: Sole appointed, \$22,670

*Elizabethtown*: Sole appointed, \$23,00

**Essex**: 3 elected, paid a total of \$14,516

Jay: Sole appointed, \$53,000

Keene: Sole appointed, \$55,697

*Lewis*: Sole appointed (shared with Elizabethtown): ~\$25,000

*Minerva*: Sole appointed, \$18,437

**Moriah**: 3 elected, paid \$15,911, \$8910, & \$8910, respectively (total: \$34,000)

Newcomb: 1 elected, paid \$30,000; elected assessor appoints an assistant who is paid \$16,000

North Elba: Sole appointed, \$161,425

**North Hudson**: 3 elected, paid \$10,262, \$6357, & \$6357, respectively (total: \$23,000)

*St. Armand*: Sole appointed, \$17,920

**Schroon**: 3 elected. Chair is paid \$37,000; the other assessors are paid \$8000 (total: \$53,000)

Ticonderoga: Sole appointed, \$29,835

*Westport*: Sole appointed, \$25,000, works for Jay and & Keene as well

Willsboro: Sole appointed, \$34,200

Wilmington: 3 elected, paid \$13,000, \$8000, and \$8000 (total: \$29,000)

**Resolution \_\_\_\_ of 2026: A resolution increasing the hourly wage of a town employee**

**IT IS RESOLVED** that the hourly wage of the Assistant to the Supervisor shall be increased from \$23/hour to \$24/hour due to her job performance, making the hourly wage more consistent with the wage previously offered by the town for this position.

**What are the most important issues facing you, your family, and / or Wilmington?**  
**(Please choose up to three)**

- A) Sediment accumulation in the river
- B) Daycare
- C) Employment
- D) Housing
- E) Lack of support for elderly residents
- F) Too much development and/or deforestation
- G) Property taxes and/or assessments
- H) Lax town zoning codes
- I) Overly strict town zoning codes
- J) Speeding on rural roads
- K) Split school districts
- L) A skating pavilion
- M) Lack of variety of shopping options
- N) Division within the community
- O) Town branding and/or graphic design
- P) Too little regulation of short-term rentals
- Q) Lack of support for tourism, business, or population growth
- R) Too much regulation of short-term rentals
- S) Other (please explain below)

1. Would you like to see Wilmington unified within one school district?

A) Yes

B) No

2. How important are school district boundaries to you?

A) Very important

B) Somewhat important

C) A little important

D) Not important

3. Should Wilmington continue to host the Ironman?

A) Yes

B) No

C) Unsure / no opinion

4. In the next few years, should Wilmington host:

A) More large events (races, festivals, concerts, etc.)

B) Fewer large events

C) About the same number of large events

D) Other (please explain below)

5. Do you personally benefit from the operation of short-term vacation rentals?

A) Yes, a lot

B) Yes, a little

C) No

D) No, and they are negatively impacting my quality of life

6. How important are population growth and commercial development in Wilmington to you?

A) Very important. They should be one of the community's major goals

B) Somewhat important. They should be a goal, but not a main goal

C) A little important

D) Not important

E) Not important and I would like to see a more cautious approach to population growth and commercial development in the future

7. In order to spur (or limit) population growth and commercial development, Wilmington's zoning codes should be

A) Loosened

B) Tightened

C) Stay about the same

D) Other (please explain below)

8. Wilmington has received more than \$100,000 in “community tourism enhancement” (“bed tax”) money a year, and now has hundreds of thousands of dollars of this “community enhancement” money in a reserve fund.

This money should be spent on (please only choose two):

- A) A skating pavilion
- B) Additional sidewalks and bike lanes
- C) Dredging the river
- D) Purchasing vacant land for a dog park
- E) Purchasing vacant land for “workforce housing”
- F) Hiring a “grant writer” to apply for available grants
- G) Lowering property taxes
- G) Other (please explain below)

9. Do you think Wilmington is moving in a positive direction? Why or why not?

---

---

---

---

10. What should be the highest priorities of Wilmington's town board?

---

---

---

---

---

11. What are one or two changes in Wilmington that would improve your quality of life?

---

---

---

---

12. What, if any, are the biggest problems in Wilmington?

---

---

---

---

---

13. What are your favorite things about Wilmington?

---

---

---

---

---

Below is the Comprehensive Plan timeline envisioned in our grant application:

Anticipated grant award date: 12/2026

Anticipated contract execution: 3/2027

Request for consultant proposals: 3/2027 to 5/2027

Kick-off meeting: 6/2027

Comprehensive Plan Steering Committee kick-off meeting: 7/2027

Public participation process: 7/2027 to 1/2028

Existing conditions report: 8/2027 to 10/2027

Analysis & recommendations: 10/2027 to 3/2028

Development of implementation strategy: 2/2028 to 6/2028

Community review of draft Comprehensive Plan: 7/2028 to 12/2028

Formal adoption of the Comprehensive Plan by the town board: 2/2029

**Resolution \_\_\_\_\_-2026**

**WHEREAS** the Town Council of the Town of Wilmington, New York, recognizes that the shed used by the town’s code enforcement officer and transfer station attendant has reached the end of its lifespan and should be replaced; therefore

**IT IS RESOLVED** that the town’s Code Enforcement Officer, in consultation with and with the authorization of the Town Supervisor, is hereby authorized to expend not more than \$10,000, excluding transportation and/or shipping costs, to purchase a new shed for the use of the town’s transfer station attendant(s).

**IT IS FURTHER RESOLVED** that the shed described herein shall be purchased from

\_\_\_\_\_ .

**Resolution \_\_\_\_\_-2026**

**WHEREAS** the Town Council of the Town of Wilmington, New York (“the town board”), recognizes that it has been many years since the town’s logo and/or brand identity was updated through an inclusive and collaborative process; and

**WHEREAS** the town board recognizes that both the town’s logo and brand identity are somewhat vague and uncertain; and

**WHEREAS** the Regional Office of Sustainable Tourism (“ROOST”) has worked with several nearby communities to help them update their logos and brand identities, with good results; and

**WHEREAS** the Regional Office of Sustainable Tourism has agreed to help guide Wilmington through a similar process; therefore

**IT IS RESOLVED** that the town board agrees with work with ROOST to update the town’s logo and brand identity using an open, inclusive, and collaborative process; and

**IT IS FURTHER RESOLVED** that this process shall be undertaken by a working group with members named by the ROOST and the town board and with the final approval of the updated logo and brand determined by the town board; and

**IT IS FURTHER RESOLVED** that the town board expects this process to take approximately nine months from the first meeting of the working group; and

**IT IS FURTHER RESOLVED** that the updated logo and brand identity will initially be primarily used digitally, with the town’s letterhead (etc.) to be updated once the existing supply is exhausted and with signage to be replaced when the existing signage shows signs of age, becomes weathered, or otherwise reaches the end of its expected lifespan.

**Resolution \_\_\_\_\_-2026**

**WHEREAS** the Town Council of the Town of Wilmington, New York (“the town board”), asked Bill Skufca to create new lightpoles for Bowman Lane and agreed to pay him \$500 per light pole; and

**WHEREAS** Mr. Skufca has built the above-described lightpoles as agreed and they have been installed along Bowman Lane; therefore

**IT IS RESOLVED** that the Town of Wilmington shall pay Bill Skufca \$6000 for the lightpoles that border Bowman Lane; and

**IT IS FURTHER RESOLVED** that the town board is pleased with the results of this project, expresses its appreciation for Mr. Skufca’s craftsmanship, and thanks him for taking on the project and for completing it so quickly.

RESOLUTION NO. \_\_\_\_ of 2026

DATE: \_\_\_\_\_

July End-of-the-Month Meeting of the Wilmington Town Board

**RESOLUTION DESIGNATING RECIPIENT OF VOLUNTARY ANIMAL SHELTER  
CONTRIBUTIONS**

**WHEREAS**, New York State Agriculture and Markets Law §109 requires municipalities issuing dog licenses to provide applicants and renewal applicants with the opportunity to make a voluntary contribution to support animal shelter services; and

**WHEREAS**, the Town of Wilmington contracts with **North Country SPCA** to provide animal shelter services;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Wilmington hereby designates **North Country SPCA**, the Town's contracted animal shelter provider, as the recipient of all voluntary animal shelter contributions collected through dog license applications and renewals pursuant to Agriculture and Markets Law §109; and

**BE IT FURTHER RESOLVED**, that the Town Clerk is authorized to update dog license applications and renewal forms to include the required voluntary contribution option identifying the designated animal shelter; and

**BE IT FURTHER RESOLVED**, that the Town Supervisor, the Town Clerk, and/or the town's Account Clerk are authorized to establish an accounting line item or other appropriate account, in accordance with the guidance issued by the New York State Office of the State Comptroller, for the receipt and tracking of all voluntary animal shelter contributions collected under Agriculture and Markets Law §109.

**BE IT FURTHER RESOLVED**, that all voluntary contributions shall be transferred to the Town, from the Town Clerk, and remitted to the designated animal shelter no less than annually, or more frequently as determined appropriate by the Town Board.

As the duly elected Town Clerk of the municipality known as the Town of Wilmington, I do hereby certify the following resolution was offered and duly seconded at the regular board meeting held on \_\_\_\_\_ with the results of said resolution as indicated below.

CROMIE:

FORBES:

FOLLOS:

HOOKE:

WINCH: