

**Regular Meeting and Public Hearing
of the Town of Wilmington Town Board,
July 29, 2026 Community Center 6:00 PM**

**To view the meeting remotely please go to <https://meet.goto.com/townofwilmington>
OR to call in, dial 1-408-650-3123 Access code:377-399-733.**

Attending Officers

Tim Follos- Supervisor	Laura Hooker – Deputy Supervisor
Darin Forbes - Board Member	Randy Winch - Board Member
Hanna Cromie – Board Member absent	Dawn Stevens – Town Clerk

The meeting was called to order at 6:00. Six residents were signed in, with another four online. The GO-TO site and computer were both experiencing technical difficulties. The recording part of the machine kept shutting down and only a few people could sign on at a time. The system has since been restored. The Wilmington Town Board and I apologize for the inconvenience.

Resolution 145-2026 Purchase of a shed for the transfer station

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 after the presentation of three bids the shed described herein shall be purchased from Dannie Shetler for a cost of \$7354.00.

Moved by *Randy Winch* **Seconded by** *Darin Forbes*

HANNA CROMIE: absent

TIM FOLLOS: Yes

DARIN FORBES: Yes

LAURA HOOKER: Yes

RANDY WINCH: Yes Carried 4-1

Resolution 146-2026 Authorizing Roost to start work on a new logo

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

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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.

Moved by *Laura Hooker* **Seconded by** *Randy Winch*

HANNA CROMIE: absent

TIM FOLLOS: Yes

DARIN FORBES: Yes

LAURA HOOKER: Yes

RANDY WINCH: Yes Carried 4-1

Resolution 147-2026 Payment of lightpoles on Bowman Lane

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.

Further resolved that this be paid for from the escrow monies of First Columbia.

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Moved by *Darin Forbes* Seconded by *Laura Hooker*

HANNA CROMIE: absent

TIM FOLLOS: Yes

DARIN FORBES: Yes

LAURA HOOKER: Yes

RANDY WINCH: Yes Carried 4-1

RESOLUTION 148-2026 Designating dog shelter for donations

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 7/29/2026 with the results of said resolution as indicated below.

Moved by *Darin Forbes* Seconded by *Laura Hooker*

HANNA CROMIE: absent

TIM FOLLOS: Yes

DARIN FORBES: Yes

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LAURA HOOKER: Yes

RANDY WINCH: Yes Carried 4-1

Meeting was adjourned at 8 pm, Moved by Darin Forbes seconded by Laura Hooker.

Respectfully Submitted,

Dawn Stevens

Page

MEETING ATTENDANCE SIGN-IN

Meeting Date:

7-29-2026 End of Month Meeting

Committee/Board:

Wilmington Town Board

Please PRINT your name clearly to assure the correct spelling in the minutes of this meeting.

- | | | | |
|----|-------------------------|-----|-------|
| 1. | <u>C. J. Stephenson</u> | 21. | _____ |
| 2. | <u>Maya Aung Mye</u> | 22. | _____ |
| 3. | <u>Tim Preston</u> | 23. | _____ |
| 4. | <u>Jacob Dahl</u> | 24. | _____ |
| 5. | <u>Susie Runyon</u> | 25. | _____ |
| 6. | <u>Jessica Mulvey</u> | 26. | _____ |
| 7. | _____ | 27. | _____ |

417226

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE	
NAME <i>Darin Wilmington</i>				<i>7/21/26</i>	
ADDRESS					
CITY, STATE, ZIP					
SOLD BY	CASH	C.O.D.	CHARGE	DN. ACCT.	MOSE. RETD.
QUANTITY		DESCRIPTION		PRICE	AMOUNT
1		<i>10 hyls</i>			<i>41954.00</i>
2					
3		<i>Ed Delivery</i>			<i>41954.00</i>
4		<i>Total</i>			<i>41734.00</i>
5					
6		<i>All Finish and</i>			
7		<i>Wipe Heaters</i>			
8		<i>insulate 20yls</i>			
9		<i>Flame</i>			
10					
11					
12					
13					
14					
15					
16					
17					
18					
RECEIVED BY <i>Dannie Shetter</i>					

A-5805
T-4632046350

KEEP THIS SLIP FOR REFERENCE

Dawn Stevens

From: Tim Follis Wilmington Town Supervisor <Wilmington@outlook.com>
Sent: Wednesday, July 29, 2026 3:12 PM
To: Dawn Stevens; ldnwtc; Hanna Cromie; Darin Forbes; Randy Winch
Subject: Marcus Shed quote

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

from: Sasha Schaffer <schafter.wilmington@gmail.com>

Cabin/Shed for the Dump

8x12
 2 windows - double paned
 1 man door
 \$4,525

The floor is spray foamed and the roof is tarred but none of the rest of the building is insulated or comes with electricity. Would need to be finished off by a separate contractor after delivery.

We can save about \$150 dollars with trim colors and doors without a window are cheaper.

Thank you,

Sasha Schaffer

Grant Writer/Assistant to the Supervisor



7 Community Center Circle

PO Box 180

Wilmington, N.Y. 12997



Sheds Unlimited LLC
2025 Valley Rd
Morgantown, PA 19543
Phone: 717-442-3281

Estimate

Estimate Date: Jul-15-2026
Estimate Number: 1123861
Payment Terms: 30% Down / Bal on Del
Total Amount: \$17031.63
Price quoted is valid for 30 days
Sales Rep: Ryan D Weaver

Bill To:
Laura Hooker
Bonnie View Road
Wilmington, NY 12997

Deliver To:
Laura Hooker
Bonnie View Road
Wilmington, NY 12997

518-946-8273
ldhwrc@gmail.com

Details

Shed:
Roof:
Corner Trim:
Fascia Trim:

Door:
Trim (Around Door):
Trim Color (On Door):
Window Trim Color:

Shutter:
Drip Edge:

Description
8x12 Lancaster w Smart Panel T111 Siding - Modern Shed Collection

Quantity	Price	Total
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- Pressure treated skids
- 2x4 Pressure treated floor joists 16" O.C.
- 5/8" Flooring
- 2x4 walls 16" O.C.
- 2x6 rafters 16" O.C.
- 6" 9" high rear wall
- 8' 8 1/2" high front wall
- Mitered trim package
- Two 30x44 Gridless windows with screens
- 4-30" Gridless Transoms on front high wall
- 6x78" modern 1/4 lite glass wooden double door
- 3/12 roof pitch
- 8" overhang on back and gables
- 12" overhang on front
- Architectural shingles

----- Features above included in base price -----

2" (R-14) of Closed Cell Spray Foam Insulation (per sq. ft.) (Floor)	96	\$4,515	\$433.44
2" (R-14) of Closed Cell Spray Foam Insulation (per sq. ft.) (Walls)	309	\$4,515.02	\$1,395.14
2" (R-14) of Closed Cell Spray Foam Insulation (per sq. ft.) (Ceiling)	133	\$4,515.04	\$600.50
Change to 3 single white prehung door with 9 lite glass	1	\$0.00	\$0.00

Disclaimer: Sheds Unlimited does not warranty prehung doors when a building with such doors is placed on anything other than a concrete pad.

Credit for non-insulated 30" x 44" window	1	-\$60.00	(\$60.00)
Upgrade from Asphalt Shingles to Corrugated Metal Roof (28 Gauge ABM panel - Snow Guards not included) and 5/8" OSB roof sheathing	133	\$7,223.98	\$960.79
Ice and snow shield on roof (On first 3' of eaves) (Per linear ft.)	36	\$1.42	\$51.12
Ductless heating and cooling Level 1 (0-199 sq ft.) 9000 BTU (5 year warranty on the indoor unit and 7 year warranty on the outdoor unit)	1	\$4,163.04	\$4,163.04
Basic Electrical package - 2 outlets (on a 20a GFCI circuit) - 2 light sockets, 1 light switch (on a 15a circuit) - 8 space 125 amp panel w/ 1.5" PVC prep. (unfinished interior building only)	1	\$1,313.00	\$1,313.00

Questions?
Contact us using the contact information on the right.

Sheds Unlimited LLC | Morgantown, PA 19543
Phone: 717-442-3281 | office@shedsunlimited.com



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Morgantown, PA 19543
Phone: 717-442-3281

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Deliver To:
Laura Hooker
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Wilmington, NY 12997

518-946-8273
ldhwrc@gmail.com

Shipping for Modern Sheds

1	\$2,371.00	\$2,371.00
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Subtotal: \$15,770.03
Sales Tax: \$1,261.60
Total: \$17,031.63

Signed By: _____

Date: _____

Questions?
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