

VILLAGE OF WILSON

375 Lake Street
P.O. Box 596
Wilson, NY 14172-0596



Arthur Lawson, Mayor
Carey L. O'Connor, Clerk-Treasurer
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Village of Wilson Board of Trustees Re-organizational Meeting Minutes – April 1, 2024

PRESENT

Mayor Arthur Lawson, Trustee Greg Martin, Trustee Gary Darnell, Trustee Ellen Hibbard, Trustee Joanne Seefeldt, Clerk Treasurer Carey O'Connor, Superintendent Joe Evans, Engineer Mike Marino and Planning Board Chair Jill Rohring

ABSENT

Attorney Andrew Vona, Deputy Clerk Treasurer Nicole Martin

OATH OF OFFICE

Mayor Lawson asked Trustees Gary Darnell and Joanne Seefeldt to stand to take their oath. Mayor Lawson gave them the oath and they signed their respective oath of offices.

CALL TO ORDER

Mayor Lawson called the Village board meeting to order at 7:00 pm. We then proceeded with the Pledge of Allegiance.

PUBLIC HEARING ON TENTATIVE BUDGET

Mayor Lawson asked our resident's if anyone had any questions in regards to our tentative budget located at the back of the room. No questions or comments.

Mayor Lawson would like to have the board highlight some of the budget areas. Trustee Greg Martin mentioned that we started a grant reserve fund of \$24,000 to help us save for the matches we will have for some of the grants we have been awarded and save for future grants. We put money aside to contract with a grant writer to help us with new grants. Money was set aside for a trustee to go to NYCOM this next fiscal year. Refuse & recycling has gone up approximately 3.5%. We rearranged some of the general line items to fill the youth program which is beneficial. Trustee Gary Darnell stated that the water and sewer budgets will run close. We will have to keep an eye on them and he has actively reached out to other Village's to discuss what they did to help their funds. Trustee Ellen Hibbard stated that the State keeps us at the 2% or under and water and sewer funds are self contained and if they're needing help, we will need to look at possible water and sewer increases. Trustee Joanne Seefeldt stated she was able to sit in on the budget meeting and knows it's a tight budget this year. Mayor Lawson stated that we had great participation on this years budget.

Mayor Lawson asked for a motion to accept the 2024 - 2025 tentative budget. Trustee Gary Darnell made a motion to accept the tentative budget for 2024 - 2025, seconded by Trustee Ellen Hibbard . All in favor, the 2024 - 2025 budget has passed.

MINUTES

Mayor Lawson reminded everyone that you can find a copy of our previous minutes on our Village website and in the Village office. Mayor Lawson asked for a motion to accept the March 21, 2024 minutes. Motion to accept the minutes was made by Trustee Greg Martin, seconded by Trustee Gary Darnell. All in favor, motion passed.

**BUSINESS:
RESOLUTIONS:
APPOINTMENTS**

Mayor Lawson read the appointments for the Fiscal Year 2023-2024. (attached)

Appointments for Fiscal Year 2024 - 2025:

Deputy Mayor	Greg Martin
Superintendent of Public Works:	Joseph Evans
Deputy Superintendent of Public Works:	Merle Wiltse
Code Enforcement Official:	Travis Evans
Clerk Treasurer	Carey O'Connor
Registrar of Vital Statistics:	Carey O'Connor
Deputy Registrar of Vital Statistics:	Nicole Martin
Records Management Officer:	Carey O'Connor & Nicole Martin
Deputy Clerk Treasurer	Nicole Martin
Attorney:	P. Andrew Vona, Esq.
Engineer:	Mike Marino / Nussbaumer & Clarke
Assessor:	James Bird
Zoning Board of Appeals:	Joseph Holewinski, Chair
	Jeremy Clement
	Joseph Schrader
Planning Board:	Jill Rohring, Chair
	Erik Sherman
	Nikolas Bell
	Doug Kepner
Official Newspaper:	Lockport Union Sun & Journal
Veteran's Service Agency:	Niagara County Veteran's Agency

Mayor Lawson asked for a motion to accept the appointments. Trustee Gary Darnell made the motion to accept the appointments, seconded by Trustee Ellen Hibbard , all in favor, appointments accepted. Clerk O'Connor took roll call: Trustee Greg Martin, yes; Trustee Gary Darnell, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Mayor Art Lawson, yes.

Mayor Lawson read resolution #6-2024, Authorizing Advance Payment of Claims. (attached)

Authorizing Advance Payment of Claims

WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, Key 2 Business credit card,

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, Key 2 Business credit card. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. That this resolution is effective immediately.

Mayor Lawson asked for roll call to accept this resolution. Clerk O'Connor took roll call: Trustee Greg Martin, yes; Trustee Gary Darnell, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Mayor Art Lawson, yes. All in favor, resolution passed.

Mayor Lawson read resolution #7-2024, Mileage Allowance. (attached)

Mileage Allowance

WHEREAS the board of trustees has determined to pay a fixed rate for mileage as reimbursement to village officers and employees who use their personal automobiles while performing their official village duties;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees will approve reimbursement to such officers and employees at the gsa.gov rate at the time of travel.

Section 2. That this resolution is effective immediately.

Mayor Lawson asked for a motion to accept resolution. Motion made by Trustee Gary Darnell, seconded by Trustee Joanne Seefeldt. Clerk O'Connor took roll call: Trustee Greg Martin, yes; Trustee Gary Darnell, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Mayor Art Lawson, yes. All in favor, resolution passed.

Mayor Lawson read resolution #8-2024, Designating Depositories. (attached)

DESIGNATING DEPOSITORIES

WHEREAS the board of trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees designates the following institutions as depositories of all moneys received by the village treasurer, clerk, and receiver of taxes. Names of institutions are Bank on Buffalo and NYCLASS.

Section 2. That this resolution is effective immediately.

Mayor Lawson asked for a motion to accept resolution. Motion made by Trustee Greg Martin, seconded by Trustee Ellen Hibbard. Clerk O'Connor took roll call: Trustee Greg Martin, yes; Trustee Gary Darnell, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Mayor Art Lawson, yes. All in favor, resolution passed.

Mayor Lawson read resolution #9-2024, Attendance at Schools and Conferences. (attached)

Attendance at Schools and Conferences

WHEREAS certain municipal officials and employees may attend one or more meetings, conferences, or schools that benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are authorized to attend these meetings, conferences or schools are Arthur Lawson, Greg Martin, Gary Darnell, Ellen Hibbard, Joanne Seefeldt, Carey O'Connor, Nicole Martin, Joseph Evans, Merle Wiltse, Joe Zastrow, Robert Siegmann, and Al Whitehead.

Section 2. That this resolution is effective immediately.

Mayor Lawson asked for a motion to accept resolution. Motion made by Trustee Ellen Hibbard, seconded by Trustee Gary Darnell. Clerk O'Connor took roll call: Trustee Greg Martin, yes; Trustee Gary Darnell, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Mayor Art Lawson, yes. All in favor, resolution passed.

Mayor Lawson read resolution #10-2024, Village Board Workshop and Board Meetings. (attached)

Village Board Meetings

WHEREAS the board of trustees has designated the third Thursday of every month to hold board meetings,

NOW THEREFORE BE IT RESOLVED:

Section 1. these meetings will be held at 7:00 pm at the Town Hall at 375 Lake Street.

Section 2. That this resolution is effective immediately.

Mayor Lawson asked for a motion to accept the resolution. Motion made by Trustee Joanne Seefeldt, seconded by Trustee Greg Martin. Clerk O'Connor took roll call: Trustee Greg Martin, yes; Trustee Gary Darnell, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Mayor Art Lawson, yes. All in favor, resolution passed.

LaBella Proposal:

Mayor Lawson stated that Trustee Martin has been working closely with LaBella and would like him to brief us on this. Trustee Greg Martin stated throughout numerous meetings, he has devised a plan to help with some of our downtown issues. He recommended going after the Smart Growth application. This mirrors the LWRP grant so this could help us double down with some community input information from the LWRP. The Mainstreet Technical Assistance grant will focus on the down town which goes back to our Master Plan on what we want. This will help mold what our buildings and such should look like. This is all in preparation of getting the NYF grant. With this proposal, the money is due next fiscal year and there will be no additional costs that we will incur. Mayor Lawson thanked Greg for his work on this and asked for a motion. Motion made by Trustee Gary Darnell, seconded by Trustee Joanne Seefeldt, all in favor, motion to approve this proposal is approved.

Review Village Policies:

Clerk O'Connor stated that she had sent all of the Village policies to the Village board for their review prior to the board meeting and the only one that came back with some changes was the Procurement policy. Trustee's Joanne Seefeldt and Trustee Ellen Hibbard stated that they are in favor of the changes and the threshold allowance. Trustee Gary Darnell stated that this will allow us to keep a good grasp on expenditures and be aware of where we are at a bit earlier than spring time. Trustee Greg Martin stated that they lowered the limits and updated it to mirror the spending freeze document. Our changes are based on the fact that our fiscal stress is up a little this year so this will help us tighten up. The last couple years, we had ARPA money that gave us some flexibility. As long as we keep our lines of communication open, we should be in good shape. Mayor Lawson thinks it's important to review this policy every year with the state of our economy. Mayor

Lawson asked for a motion to approve the LaBella proposal. Motion was made by Trustee Gary Darnell, seconded by Trustee Ellen Hibbard. All in favor, motion passed.

REPORTS:

Planning Board Chair Jill Rohring stated that we have our next planning board meeting this Thursday, April 4, 2024.

Engineer Mike Marino stated that we attended the webinar with Valeria on our LWRP grant and we have some things we need to do to get it moving and hit the deadlines.

Superintendent Joe Evans stated that we've been working on the Lead Inventory and is very proud of our staff on getting this complete. We have close to 50% completed. He also explained he has been looking in an insurance option that residents can utilize to assist with any infrastructure issues that's their responsibility to maintain.

Trustee Joanne Seefeldt would like to thank everyone who came out to vote for her and thanked everyone for their support.

Trustee Ellen Hibbard has nothing more to talk about.

Clerk Treasurer Carey O'Connor has nothing at this time.

Trustee Gary Darnell thanked everyone for their vote to allow him to continue to work for the resident's of Wilson. He'd also like to remind everyone as Ellen did of the Solar Eclipse next week. The County is projecting a lot of people to be coming to the area as we will have a great view of the eclipse. Mother Nature is looking favorable. Discussion ensued. He has obtained a shuttle bus from Ridge Road Express to allow people to park at the school and get shuttled down to Krueger Park.

Trustee Greg Martin stated that we sat in on the LWRP webinar. There was another grant, \$50,000 CDBG grant with a \$3,000 match. Ed Flynn from LaBella was going to look into that. It's another planning grant. Discussion ensued. Working on some numbers to catch the water and sewer rates would be with the rate of inflation. Just trying to figure out where we need to be and get these funds to take back what the general fund has been absorbing.

Mayor Lawson has requested to go into executive session.

EXECUTIVE SESSION

Mayor Lawson has asked for a motion to go into executive session. Motion made by Trustee Gary Darnell at 7:47pm, seconded by Trustee Greg Martin.

Left executive session at 7:52 pm. Motion made by Trustee Gary Darnell, seconded by Trustee Ellen Hibbard.

CLOSING

Mayor Lawson stated that our next meeting will be on Thursday, April 18, 2024 at 7pm. Mayor Lawson requested a motion to adjourn the Board meeting at 7:53 pm. Trustee Gary Darnell made a motion to adjourn the meeting, seconded by Trustee Joanne Seefeldt. Meeting adjourned. The mayor thanked everyone for coming out.

Respectfully Submitted,

Carey L. O'Connor

Carey L. O'Connor
Village Clerk-Treasurer