

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



Gregory Martin, Mayor  
 Carey L. O'Connor, Clerk-Treasurer  
 (716)751-6764  
[www.villageofwilson.org](http://www.villageofwilson.org)

Village of Wilson Board of Trustees  
 Minutes – October 21, 2025

Village Representatives	Present	Absent	Village Representatives	Present	Absent
Mayor Greg Martin	X		Superintendent Keith Lepine	X	
Deputy Mayor Joanne Seefeldt	X		CEO Travis Evans	X	
Trustee Ellen Hibbard	X		Attorney Michael J. Dowd		X
Trustee Doug Kepner	X		Engineer Mike Marino	X	
Clerk-Treasurer Carey L. O'Connor	X		Legislator David Godfrey		X
Deputy Clerk-Treasurer Nicole Martin		X			

**CALL TO ORDER**

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

**PUBLIC HEARING**

Local Law No. 3-2025 Amending Local Law No. 9 of 2024 to extend the moratorium on large-scale battery energy storage systems: Mayor Greg Martin opened the public hearing and explained why we are extending the moratorium. Mayor Martin explained that we are currently working on the new law but we need to finalize a few details and should be finished within six (6) months. Mayor Martin asked if anyone had any questions or comments. No comments. Mayor Martin closed the public hearing and asked for a motion to approve Local Law No. 3-2025. Trustee Ellen Hibbard made a motion to extend the moratorium, seconded by Trustee Joanne Seefeldt. Clerk O'Connor took roll call, Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Trustee Douglas Kepner, yes; Mayor Greg Martin, yes. All in favor, local law 3-2025 has passed unanimously.

**MINUTES**

Mayor Greg Martin asked for a motion to accept the meeting minutes for the September 18th board meeting. Trustee Douglas Kepner made a motion to accept the minutes, seconded by Trustee Joanne Seefeldt. All in favor, motion passed.

**MONTHLY BILLS**

Mayor Greg Martin asked for a motion to approve payment of all vouchers. Trustee Douglas Kepner made a motion to approve all payments, seconded by Trustee Joanne Seefeldt. All in favor, motion passed.

## **BUSINESS**

Announce Niagara County's proposition on this November's ballot seeking approval to provide Niagara County Legislators to have a term of office of four (4) years instead of two (2). More information can be found in the Village Clerk's office: Mayor Martin read the proposition.

Event request from Celebrate Wilson for Christmas in the Park – decorating Martin Park from November 29 – January 10th: Motion to accept the application upon approval of our attorney made by Ellen Hibbard, seconded by Trustee Joanne Seefeldt. All in favor, motion approved upon attorney approval.

Update to the Village's procurement policy to include updated guidelines, #4 for our CDBG grant to procure, when possible, from MWBE firms: Mayor Martin read the new guidelines added to our Procurement policy. Mayor Martin asked for a motion to approve this amendment. Trustee Joanne Seefeldt made the motion, Trustee Ellen Hibbard seconded it, all in favor, motion approved.

Bring forth our Equal Opportunity Policy Statement and renew with our new Village Board of Trustees for our CDBG grant: Mayor Greg Martin read our Equal Opportunity Policy Statement. Roll call taken by Clerk Carey O'Connor, Mayor Greg Martin, yes; Trustee Joanne Seefeldt, yes; Trustee Ellen Hibbard, yes, and Trustee Douglas Kepner, yes. All in favor, policy passed unanimously.

Announce that we will have a public meeting on November 20th at 6pm (before our Board meeting) here at the Town Hall with R-Cap for our survey: Mayor Greg Martin explained what this survey is all about. Mayor Martin read the Project Summary (attached).

Announce the RFP choice from our WAC on our LWRP: Mayor Gregory Martin read the WAC (Waterfront Action Committee) Choice for our LWRP was Wendel Engineering. Mayor Greg Martin asked for a motion to accept the WAC choice. Trustee Ellen Hibbard made a motion to accept Wendel, seconded by Trustee Joanne Seefeldt. All in favor, motion approved.

Mayor Proclamation Orange & Black Weekend: Mayor Greg Martin read the proclamation. (attached)

## **PUBLIC PARTICIPATION**

Mayor Greg Martin opened public participation.

Alexandria McKenzie recommended that we should create a letter to send out to give residents a heads up on this survey that will be coming out.

Carol Sattelberg asked who "she" was and why we need the survey. Mayor Greg Martin stated that Catherine Rees is from R-Cap Solutions who is assisting us with the survey. Mayor Martin explained why it's important to get the information for this survey. The results will be accepted under the USDA and EFC and their grants. He explained that we did a survey in 2020 and it is recommended that they're re-done every three to five years. Trustee Joanne Seefeldt stated that they will be doing this as no charge from R-Cap. Mayor Martin stated that we will be responsible for putting together the survey's and mailing them. Our cost is to pay for postage and our time. Carol then asked who else applied for the LWRP. Mayor Martin stated the Barton & Loguidice also applied and they had a great RFP.

Mayor Greg Martin closed public participation.

## **REPORTS**

Mayor Greg Martin opened reports.

Superintendent Keith Lepine reported for the WWTP:

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#### Wastewater:

High amperage on the south digester blower remains an issue. Foliage was removed from the mains and transformer in front of the plant. National Grid put a power logger on our feed for a few weeks. The power trends showed a good, normal feed. Cleaned out the south digester and cleaned the diffusers. Will continue to find where the amperage draw is coming from. The UV system had bulbs changed and some sleeves changed. It has been inspected and sensors cleaned. It's running more efficiently and we are getting a better "kill" on the outflow. He will continue to look at other ways to optimize the UV system going forward to ensure our lab testing counts remain compliant. They have emptied and are cleaning the south digester, and will be keeping one on duty and the other as a backup. This will allow us to turn off one blower and save a considerable amount of energy. To further this cost savings, we will be purchasing a handheld DO meter to allow us to optimize the VFD on the blower and only ramp up to a level to create sufficient oxygen for the bacteria to perform. They're awaiting quotes from Koester for UV hydraulic replacement lines, a spare RBC motor kit, and a manual bar screen for our bypass channel. The boiler at the WWTP was inspected as heat was sporadic. The thermostat board was found to need replacing. It should be installed this week.

#### Water:

We will be doing some water distribution main flushing next week to freshen up the water and increase chlorine residuals. Since replacing the water valve on Lake Street and slightly manipulating water distribution flows, we are seeing overall better water pressures throughout the Village.

#### Roads:

Winter maintenance. The DPW and I will arrive early on heavy overnight snowfalls. Two of the town maintenance crew will notify us of heavier snowfalls, and we will arrive on site. The Town will plow it's main roads, while the VOW crew will plow the secondaries. Keith will be plowing the sidewalks with the Bobcat. We have noted the issue of the corner of High and Warren from the last meeting. We will be mindful not to pile the snow at the church, as it becomes a safety issue.

(Report attached)

Engineer Mike Marino reported that he needs to get together with Keith and get through the systems there. We've submitted the collection system Engineering draft report that's the EPG Grant. Waiting to get that back. We can use this to also go after the WQIP grant in the Spring. Waiting for their responses. Working with Syracuse University to help align us for other fundings for water and sewer for small communities. Working on the water system master plan which is funded by the CDBG. Nussbaumer is using Wilson as a base to do a project on the systems.

CEO Travis Evans reported 41 building permits, closed 3, 13 open, 37 fire inspections completed. Still issue at Dollar General with fire extinguishers. Corporate is giving their manager a hard time. 12 vacant building registered. Sent out 4 letters, 11 short term rentals registered in the village. Issue with the 12th but continues to see additional people in there. 4 complaints in regards to IGA and funeral home. On Lake St with new home build – new homeowners took 30 feet of the neighbors property and the contractor is reseeding it. Two new homes in the village are coming up and are concerned with gas law so they can comply will start before January 1st. One of the new builds is having engineering issues on the prints. He's asking to dig and pour the foundation and will block it off before his prints are finalized. Autumnview apartments have had issues with staff. 2025 code books are in for NYS Codes. Mayor Martin asked where the property resides. Travis stated that he has split the property through the County and it's a buildable lot but is waiting for it to be finalized since the Village doesn't do it themselves. This seems to be the holdup.

Trustee Joanne Seefeldt reported that she is thinking about groceries and fresh vegetables. She reached out to Dollar General and asked if they could get it. She was told it was too small to have the produce. She's thinking of going further up the chain.

Trustee Ellen Hibbard has nothing to report at this time.

Clerk Treasurer Carey O'Connor reported:

Announced our 2026 Village Election will be held on Wednesday, March 18, 2026 from Noon to 9:00 pm to elect the following, Two Trustee Positions for four (4) year terms. Trustee Ellen Hibbard will not be running for another term and we would like to thank her for the many years she has given to our community and the Village of Wilson. I'd like to thank Alexandria McKenzie and Sue Martin for their assistance during this time as Nicole is out on medical leave. Sharon Faery is coming in one day a week to manage and assist with our Village grants. I'd like to thank Ellen and Joanne for helping during the time we were without a crossing guard. We now have a new crossing guard, Shirley Benton. We are in the process to converting our water/sewer billing software and will be sending out information on how to set up new accounts. I've sent letters out to village residents that have unpaid Village taxes as they will be sent to the county in November. Maintaining the corner sign as needed as well.

Trustee Douglas Kepner has nothing to report at this time.

Mayor Gregory Martin reported he has been working on our Tree City grant. We have approximately \$72,000 of tree work that needs to be done. We need to become a Tree City USA Community in order to apply for grants and fix our tree canopy. He has been working on a new CDBG grant. Working with R-Cap on the income study and put together a list of resident's. Those will be going out soon. Our Solar law has been reviewed by the Niagara County Planning Board, the public hearing will be announced soon. We passed the moratorium tonight. We have been working on updating our current codes. Working on a Pro-Housing assistance grant. Working on a Battery Energy System law. Wrote a vacant building letter for Travis to send out so they know exactly what we are needing of them. We need to look into the short term rentals and how they're effecting the Village. So far they're doing well, for example, the Wilson House. It's a good tool and we need to make sure it's working for our community. Megan at the Library is working on bringing a produce truck to the Fire Hall. There is also going to be a proposition on the November ballots for an increase to the funding at the Library.

Mayor Greg Martin closed reports.

## CLOSING

Mayor Greg Martin stated that our next Employee and Board meeting will be on Thursday, November 20, 2025 at 2:30 pm and 7:00 pm here at the Town Hall. Mayor Martin asked for a motion to adjourn the meeting at 8:04 pm. Motion made by Trustee Ellen Hibbard, seconded by Trustee Douglas Kepner. All in favor, meeting adjourned.

Respectfully Submitted,

*Carey L. O'Connor*

Carey L. O'Connor  
Village Clerk-Treasurer