

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 – January 20, 2026

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 #2 ON CDBG GRANT**

Mayor Greg Martin opened the public hearing and stated that we are coming to a close on project number 1261CP107-24 in the amount of \$50,000. This grant was to complete an water asset management plan. The purpose was to evaluate our aging water infrastructure and to development a long term implementation and funding strategy. This is being worked on by Nussbaumer & Clarke. We welcome any comments, questions, or feedback from our resident's at this time. Mike Marino stated that the Village was awarded this grant, it was great they pursued this as other grants, that we want to work towards, will want to see these reports to go further. This plan is a living document that needs to be updated when needed for additional grants. To be eligible for the other grant funds, the community needs to be at least 51% below the median household income. The Village currently has a study from 2021 and is currently working on updating it with a new one. Mike proceeded to present the attached slide show in regards to this water asset management study. Mayor Martin thanked Mike Marino for his presentation and asked if anyone had any questions or comments. No comments or questions. Mayor Martin asked for a motion to close the public hearing. Trustee Ellen Hibbard made a motion to close the public hearing, seconded by Trustee Joanne Seefeldt. All in favor, public hearing closed.

**MINUTES**

Mayor Greg Martin asked for a motion to accept the meeting minutes from the December 18, 2025 board meeting. Trustee Joanne Seefeldt made a motion to accept the minutes, seconded by Trustee Ellen Hibbard. All in favor, motion passed.

## MONTHLY BILLS

Mayor Greg Martin asked for a motion to approve payment of all vouchers. The vouchers are located at the back of the room. Trustee Ellen Hibbard made a motion to approve all payments, seconded by Trustee Joanne Seefeldt. All in favor, motion passed.

## BUSINESS

**Resolution 1–2026 – Notice of Annual Election Identifying Date, Polling Place and Hours:** Mayor Greg Martin read the resolution stating that the Village of Wilson's March election will be held on Wednesday, March 18, 2026 between the hours of 12:00 Noon and 9:00pm. The purpose of this years election is to elect two Trustee seats, both being four (4) year terms. Mayor Martin asked for a motion to accept resolution as read, motion made by Trustee Ellen Hibbard to accept the resolution, seconded by Trustee Joanne Seefeldt. Clerk O'Connor took roll call. Mayor Greg Martin, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Trustee Douglas Kepner, absent. Resolution 1–2026 has passed.

**Resolution 2–2026 – Appointment of Election Inspectors:** Mayor Greg Martin read the resolution declaring to appoint Lousie Ball, Democrat and Katherine Pearce, Republican as election inspectors for the March Village of Wilson election. Mayor Martin asked for a motion to accept resolution as read, motion made by Trustee Joanne Seefeldt to accept the resolution, seconded by Trustee Ellen Hibbard. Clerk O'Connor took roll call. Mayor Greg Martin, yes; Trustee Joanne Seefeldt, yes; Trustee Ellen Hibbard, yes; Trustee Douglas Kepner, absent. Resolution 2–2026 has passed.

**Resolution 3–2026 – Accepting Final Deliverables from Insite Architecture for the NYMS Technical Assistance Grant 2024270 Revitalization Strategy Project:** Mayor Greg Martin read the resolution accepting the deliverables from Insite Architecture and to authorize any necessary steps to close out the project and issue final payemnt as apopropriate under the terms of the agreement. Mayor Martin asked for a motion to accept resolution as read, motion made by Trustee Ellen Hibbard to accept the resolution, seconded by Trustee Joanne Seefeldt. Clerk O'Connor took roll call. Mayor Greg Martin, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Trustee Douglas Kepner, absent. Resolution 3–2026 has passed.

**Resolution 4–2026– Accepting Final Deliverables for the Water Asset Management Plan Project funded by the 1261CP107–24 CDBG Planning grant:** Mayor Greg Martin read the resolution accepting the final deliverables for the water asset management plan completed by Nussbaumer & Clarke, Inc. as of January 15, 2026 and authorizes the filing of any required final documentation or reporting to complete the CDBG Planning Grant process. Mayor Martin asked for a motion to accept resolution as read, motion made by Trustee Joanne Seefeldt to accept the resolution, seconded by Trustee Ellen Hibbard. Clerk O'Connor took roll call. Mayor Greg Martin, yes; Trustee Ellen Hibbard, yes; Trustee Joanne Seefeldt, yes; Trustee Douglas Kepner, absent. Resolution 4–2026 has passed.

**Application for Use of Facilities from St. John's Episcopal:** Mayor Greg Martin stated that St. John's would like to use the gazebo in Martin Park on Seminary Street on September 11, 2026 for a 9/11 Remembrance Service and on October 3, 2026 for a Blessing of the Pets. Attorney Mike Dowd reviewed the application and insurance. All looks good. Mayor Martin asked for a motion to approve the request. Trustee Joanne Seefeldt made a motion to accept the request, seconded by Trustee Ellen Hibbard. All in favor, application request approved.

**EPG RFQ Fee Proposal Discussion:** Mayor Greg Martin stated that the Village of Wilson put out a request for proposals (RFQ) for an Engineering Planning Grant 2262. We received one proposal from Nussbaumer & Clarke, Inc. We reviewed the proposal and it's exactly what we are looking for and would like to move forward with Nussbaumer & Clarke, Inc. Mayor Martin said the budget should not exceed \$60,000. Mayor Martin stated, with the fee proposal discussion, I'd now like to move into the award letter.

**Award Letter for the NYS EFC Environmental Planning Grant (EPG) 2262 Village of Wilson WWTP Engineering Planning Study:** Mayor Martin read the award letter awarding the NYS EFC Environmental Planning Grant 2262 to be awarded to Mike Marino at Nussbaumer & Clarke Inc. Mayor Martin asked for a motion to accept the RFQ and award this project to Mike Marino at Nussbaumer & Clarke, Inc. Motion made to accept and approve made by Trustee Ellen Hibbard, seconded by Trustee Joanne Seefeldt. All in favor, motion passed.

Mayor Greg Martin closed the business portion of the meeting.

## **PUBLIC PARTICIPATION**

Mayor Greg Martin opened public participation.

No public participation.

Mayor Greg Martin closed public participation.

## **REPORTS**

Mayor Greg Martin opened reports.

WWTP Operator Keith Lepine sent his report to the Mayor. Mayor Martin proceeded to read his report.

### **Wastewater:**

- Maintainers were able to unstick a solenoid on our Raptor fine screen. The raptor pulls rags and small debris from the incoming wastewater stream as one of our initial processes of the plant. We ordered a spare solenoid for future backup.
- Managed to increase the biosolids dryness. This week we got it at a level of 18.5%. This will result in less weight for our sludge bin that goes to Modern's landfill.
- Since cleaning out the south digester and only using the north one, we have seen a significant decrease in electricity usage at the plant. In the spring, we will switch the digesters and clean the north.
- When we get a handheld DO optic probe, we will be able to monitor the oxygen level and ensure that we're keeping the blower at a minimum output and again saving more energy.
- We have moved the weekly generator test to offload. We will still do a monthly manual test under load. By doing fewer tests under load, we are saving wear on costly transfer switches and saving on fuel costs.
- We found on our SPDES permit that our weekly testing for fecal and E.Coli will end September 1, 2027, and we only need to do two recreational seasons (May 1st – October 31st). At the end of the program, if our E. Coli and fecal are low (which they have been), the program will be done with no suggested increased disinfection processes (e.e., additional costs). This will significantly lower our mandated lab costs.
- Currently, our outdoor UV equipment and wires are open to the outdoor elements. We have been getting material quotes and expect to be building Quonset hut or small shed over the UV system to protect it from these elements when the weather breaks.

### **Water:**

- Met with Niagara County Superintendent of Water Transmission, Dave Branch this week. He gave him a detailed explanation of Niagara County and the VOW water distribution system. He received a lot of knowledge from Dave and will be looking at some ways of ensuring the VoWilson's water remains safe to drink.
- We have resumed our program for checking our resident's homes for lead service lines. We will be reaching out to residents who haven't had their water line checked. This process takes about five minutes to complete. We will add it to our current records list. We are hoping to complete this within two months.

Roads:

- We've seen relatively low snow levels so far this winter....until today! The DPW has been working since last night and all day today keeping our roads cleared and salted. They're working hard to keep up with it. The sidewalks were tricky since the high amount of snow made it difficult to know where the sidewalks were, and the slippery ice below made it difficult to keep the Bobcat from sliding and getting stuck. But it was completed. The DPW has done a great job of keeping the roads clear.
- The CHIPS program will be submitted in the upcoming week for this year.

CEO Travis Evans reported eleven permits open. three new houses are being built in the village. End of last year, forty-two fire inspections completed. Dollar general was given a final order of remedy before they could be shut down due to not complying with their fire inspection. Travis reached out to the State and they have seen it all over the state with the corporate entity. Sent out some STR (Short Term Rental) renewals, one has come in. Also having issues with STR's leaving their garbage bins out at road throughout the week and it's blowing over and garbage is everywhere. Travis has a couple tickets issued to come to court. Flooded with IGA questions and answering them the best he can. Travis asked the board for the updated price on tapping water and sewer lines for 2026 year. He wondered what the bond for doing these is? T&R's is trying to do more in their store and have submitted info to him to have a propane exchange. He's working on that and working with the current owner. Mayor Martin stated that he spoke to Joe Farris in regards to the news report and the fact that we still haven't received any information that he owns or leases the building. He has an email from a structural engineer on what he needs to do to secure it. He told Joe that he needs to get this information to Travis to make sure it's being done to code. Mayor Martin stated he's working on a letter to send to the current owner, Tajinder Singh. Travis stated Joe called him on Tuesday and Travis asked for the engineering report. Joe stated he's send it right away. Today is Thursday and he still doesn't have it. Mayor Martin thanked Travis. Mayor Martin also brought up the camera the Sheriff's department would like to place in our right of way in front of the Town Hall. He is in agreement with allowing them to place it there. They do a lot to keep our community safe, it's the least we could do. Ellen Hibbard asked if we need to cover electric or any other costs. Mayor Martin stated no. Trustee Ellen Hibbard made a motion to allow the N.C. Sheriff's to put the camera in our right of way in front of the Town Hall, seconded by Trustee Joanne Seefeldt. All in favor, motion passed. Mayor Martin told Travis to let them know its good to go.

Engineer Mike Marino reported that he is excited to get the CDBG grant wrapped up and get moving on the other grants. Mayor Martin thanked Mike for everything he has done and he feels that we have a good foundation on our WWTP and we can now focus on the Water.

Trustee Joanne Seefeldt asked how are we doing on the electric charging station. Alexandria stated that the work plan and budget were sent in for a final review and hopefully we will hear back by next week. Discussion ensued. Joanne also asked if we are doing Arbor Day with the Historical Society and wanted to know if the Village wanted to do something else this summer for the 250 year celebration. Mayor Martin thought time capsules would be neat to do. Discussion ensued.

Trustee Ellen Hibbard had nothing to report at this time.

Attorney Mike Dowd stated that Mayor Martin asked him to look into a few things. He reviewed the gWorks contract and will plan on coming to meet him and discuss the Village's options.

Clerk Treasurer Carey O'Connor reported that we have issued late water/sewer bills that are due at the end of the month. Continuing to do our day to day tasks. Would like to extend a huge thank you to Alexandria for volunteering to come into the office to manage all of our grants. I don't know how I could ever repay her. She has taken piles of grants and organized them and has a great handle on each of them and has made it easier for me to get the things we need completed and sent in, in a timely manner. Thank you Alexandria!

Mayor Greg Martin reported:

- We submitted the preliminary engineering report to CDBG, we have a meeting tomorrow.
- The ZEV (charging station) grant has had paperwork submitted.
- We've been working on the CDBG and NYMS grant's closeouts.
- Worked one weekend at the WWTP.
- Started on budget work in preparation for the next fiscal years budget.
- The Wilson Farmer's Market is officially a 501c3 – Eileen is doing an amazing job with that.
- Started working on reviewing the contract with Wilson Fire Co. #1
- Emailed the Office of the Aging to see if they can bring a field trip to our Farmer's Market this summer.
- Climate Smart planning and meetings.
- RFQ for the EPG grant.
- Worked with Attorney Dowd and read more into the gWorks contract.
- Calls and emails with Joe Faris. Spoke with the County about funding for purchasing the property. Gave Joe contacts in regards to lowered electric costs and an application for County help.
- Worked on Pier insurance paperwork with NYMIR.
- Village resident's tax on the Town & County went up 6.5%
- Organization of open tasks – we have multiple laws that need updated.
- Have multiple laws to announce and get into paper.
- Taxes and reassessment discussion.
- The Village of Wilson is hitting nearly every major funding category outlined by the State and NYCOM.

<u>State Priority Category</u>	<u>Wilson Grant Alignment</u>
Affordable Housing	Pro-Housing Tag (exploring)
Water/Sewer Infrastructure	CDBG, EPG, SAM, PER, WQIP
Climate Adaptation	Climate Smart Application, UCF Forestry Grant, LWRP
Environmental Protection & Clean Energy	EV Charging Infrastructure (ZEV Grant)
Economic Development & Revitalization	NYMS-TA, WQIP 2026, Downtown Design Study, NYF Goal
Regulatory & Administrative Reform	Engineering Reports, Meter Planning

This strategy places Wilson in a strong competitive position for State funding.

Mayor Greg Martin closed reports.

## CLOSING

Mayor Greg Martin stated that our next Employee and Board meeting will be on Thursday, February 19th at 2:30pm and 7:00pm here at the Town Hall. Mayor Martin asked for a motion to adjourn the meeting at 8:27pm. Motion made by Trustee Joanne Seefeldt, seconded by Trustee Ellen Hibbard. All in favor, meeting adjourned.

Respectfully Submitted,

*Carey L. O'Connor*

Carey L. O'Connor  
Village Clerk-Treasurer

Village of Wilson Board of Trustees Minutes, January 15, 2026