

Westmoreland Town Board
Regular Meeting
January 20, 2025

Supervisor Charles Hebbard called this regular meeting to order at 6:00 pm on January 20, 2025. Present at this meeting were Councilpersons Burton Seymour Jr., Randy Rundle, Kirk Donley and Pete Smith. Also present were Highway Superintendent Russell Young, Sole Assessor Holly Osterhoudt, Attorney Gregory Mattacola and one (1) audience member. Absent from this meeting were Building Inspector Patrick Baron, Codes Enforcement Officer Fred Fox Jr., Town Clerk Anna C. Storey.

Supervisor Hebbard asked all to stand for the Pledge of Allegiance.

Supervisor Hebbard then recessed the regular meeting to allow comments from the floor.

There being no one wishing to address the board, he reconvened to the regular session.

Highway Superintendent Russell Young submitted this report:

- Been busy plowing
- Guys took Christmas decorations down
- Kris Wightman put his two-week notice in
- New motor is in Truck 3 Western Star
- Highway Dept. has gone through a lot of sand and salt this winter already

Superintendent Young states that we have a new job applicant who is well-qualified, has experience with plowing, and lives locally. Supervisor Hebbard lets the board know that there were a few applicants in a short time.

Supervisor Hebbard says the due to the retirement of the previous Heavy Equipment Operator, Jeremy Pfeiffer will be moving into the position.

Councilperson Rundle asks if we have enough salt, Superintendent Young says we have ordered some, and once that arrives, we will have enough, it has been a rough winter so far.

Sole Assessor Holly Osterhoudt states that it is exemption time, and she is working on values for 2025.

Supervisor Hebbard thanked the Assessor.

Codes Enforcement Officer Fred Fox submitted the following report:

Complaints

4-15-19 5845 Scadden Rd. Violation notice sent for junk and debris on the entire property (scrape metal, demolished trailer etc....) property maintenance on the house, garbage & junk vehicles. Order to Remedy Date 5-21-19.

3-9-20 Spoke with deceased owner's son, Brian Grant. Going to work with him on cleaning up property. He has already started.

Photo(s) taken 3-12-20.

11-23-21 Re-Checked property. Vast improvement noted from initial inspection. Re-cited under Brian Grants name with an OTR date set for June 1, 2022.

7-12-22 Re-Checked progress still being made. Have to track down owner again, phone numbers I have are disconnected.

10-23-23 inspected property. high grass made it hard to view. Majority of junk and debris from initial violation notice was abated. To date no contact with owner's son, Brian Grant.

6-4-19 5651 Blackman Corners Rd Burn out house on Cattle Farm. Zoned Agriculture, researching how to pursue posting property.

7-2-19 No permits pulled to demolish or repair. Will move to post building unfit/unsafe and move the case to court. Property posted. Owners indicated through counsel that they would like some time to consult a contractor for advice how to proceed, either demo or repair.

8-2-22 Spoke with Owner, gave him the number to call Dept of Labor to determine if house can be declared an agricultural bldg. or get an asbestos contractor to determine if there is any in the building. Owner indicated he will be demolishing the building. 5-9-23 spoke with owner and advised he would need an asbestos testing report before filing for demo permit. A letter will be sent to owner giving him until 5-23-23 to apply for his demo permit barring any scheduling conflict with third party company assigned to conduct testing. He has applied for demo permit, waiting on asbestos report.

3-19-24 Demolition permit picked up.

10-11-22 (6000) Greenway-Lowell Rd. Notice of violation written for unsafe structure and junk and debris. Building placarded for unsafe structure (foundation wall). OTR set for 11-8-22. 11-8-22 No progress made. Preparing paperwork for court. 11-15-22 Court paperwork filed. Court date set for 12-7-22. 12-6-22 No contact with owner as of this date. 12-20-22 I have to file court paperwork after the 1st of the year.

6-4-24 Sent a certified letter requesting owner to contact our office immediately upon receiving the letter. 6-26-24 Certified letter was received, no contact from owner to date.

7-9-24 Court paperwork submitted and mailed certified letter. Court date set for 8-28-24.

8-28-24 Owner appeared in court. Progress made on clean up. On site inspection set for 9-3-24. Adjourned until 10-23-24. 10-23-24 Cleanup is done, adjourned until April 2025 to finish structural repairs on the building.

8-30-23 6385 Rt.26 Notice of Violation written for junk and debris and junked vehicles (camper and boat). 7-9-24 Bank foreclosed on property, emailing Notice of violation to property management company.

3-19-24 6613 Cooper St. Notice of violation & posted unfit/unsafe written for partial collapsed building. OTR to have demolition permit set for April 19, 2024. 9-10-24 mailed final notice with OTR set for 9-24-24. Set for court 11-13-24. Adjourned until 1-8-25 for owner to find a demolition company. 1-8-25 Owner failed to show. Trial set for 3-12-25.

3-19-24 6645 Cooper St. Notice of violation & posted unfit/unsafe written for partial collapsed building. OTR to have demolition permit set for April 19, 2024. 9-10-24 mailed final notice with OTR set for 9-24-24. Set for court 11-13-24. Owner did not show. Adjourned until 1-8-25. 11-19-24 emailed court paperwork to a process server per town attorney. 11-26-24 Owner has been served by process server. 1-8-25 Case is put on hold. Owner is deceased and Greg Mattacola will try and reach out to the attorney for the estate.

5-22-24 4783 Stop 7 Rd. Notice of violation written for multiple unregistered/inoperable vehicles on the property. OTR set for 6-25-24. 7-2-04 spoke with owner, extend to 8-27-24. 12-10-24 spoke with owner extend until 12-17-24. 1-14-25 extending to 2-4-25.

6-11-24 4741 French Rd. Notice of violation written for property maintenance issues with an order to remedy set for 7-30-24.

6-11-24 6858 Fairway Dr. Notice of violation written for j/d, j/v and w/g with an order to remedy set for 7-16-24. Extended. 9-10-24 j/v has been removed.

7-23-24 6368 Rte. 5. Notice of violation written for property maintenance issues with an order to remedy set for 8-27-24. 9-24-24 majority of the work is complete.

1-7-25 5273 Furnace St. Notice of violation written for junk and debris in front yard. Order to remedy set for 1-21-25.

1203 Fire Prevention Inspections:

6-25-24 4769 Rte. 233 Ballet Arts of Central NY. Notice of violation written with an OTR set for 7-30-24. .

10-29-24 45 Seymour Ln. Borza's Rec Center. OTR set for 12-3-24. Extended.

11-11-24 4836 Rte. 233 Station 233 The Simple Bar. OTR set for 12-18-24.

Building Inspections: By Pat Baron

Month	Dec-24	Westmoreland Town Board: Building Permits/ Septic Systems Monthly Report					
Date	NO.	Last Name	First Name	Address	Tax Map ID #	Type Of Permit	Fee Paid
12/3/2024	2024-97	BAJREKTAREVIC	HASAN	5263 BARTLETT RD	302.000-2-4.2	POLE BARN	\$ 144.00
12/3/2024	2024-98	CLEMENT	DWAYNE	6641 FAIRWAY DR	325.000-1-28	PORCH-DECK	\$ 25.00
12/10/2024	2024-99	CAMELOT	VILLAGE	125 PAZDUR BLVD S	274.000-1-21.3	DOUBLEWIDE	\$ 150.00
12/10/2024	2024-100	CAMELOT	VILLAGE	4 CHURCH ST	274.000-1-21.3	DOUBLEWIDE	\$ 150.00
12/17/2024	2024-101	BASSETT	NICK/PAMELA	7669 E CARTER RD	303.000-1-7.16	ROOF SOLAR	\$ 300.00
							\$ 769.00

Water Plant Operator Ted Flint submitted the following report:

Westmoreland Water District

- Completed monthly & end of year sampling requirements - no issues.

- Performed several UFPO dig requests.
- Assisted with repairs to the water leak that feeds the Town Library. Looking into getting a “Water Audit” done in the town in 2025 to help mitigate expensive leaks & repairs. Getting 2 quotes.

Tindall Corners Water District

- Completed monthly & end of year sampling requirements - no issues.
- Performed several UFPO dig requests.

Spencer Settlement Water District

- Completed monthly & end of year sampling requirements - no issues.

Supervisor Hebbard advises the board that Water Plant Operator Flint will be gathering estimates for a leak detection check on all the water lines.

Supervisor Hebbard updates the board on the status of a grant application to complete the Tindall Water Project. Progress seems to have halted since Congressman Williams left the position, but the supervisor continues to pursue other avenues.

Reading Center Clerk Sarah Pullman submitted the following report:

- In the month of December, the Reading Center was open for a total of 34 ½ hours, and we had 35 visitors.
- The Reading Center circulated 33 item loans within the library, 81 interlibrary loans, and 96 overdrive loans (e-books, audio books, e-magazines) for a total of 210 items circulated from within the Westmoreland Reading Center.
- We collected donations of winter clothing items through December for the children of the Westmoreland School District.
- We announced our first book club meeting to be held in February and had a positive response from the public of those who will plan on attending.
- We continue to offer our Puzzle Swap station in the library throughout the colder months.

Town Attorney Gregory Mattacola states that the deed for Seymour Lane has been completed. He has also reviewed the updated fees and fines for codes and zoning, once the board all agrees on the changes, we will need to schedule a public hearing. Discussion took place regarding penalties for homeowners who begin work without proper permits.

Sole Assessor Osterhoudt states that her office should be receiving copies of surveys any time they are performed in the town, and she would like that to be added as a requirement for any planning and zoning changes.

Town Clerk Anna Storey submitted the following report:

In December, the Town Clerk’s office sold five (5) new dog licenses and renewed thirty-eight (38) individual dog licenses, for \$366.00. Of that, \$61.00 was sent to the Department of Ag & Markets for New York State’s Dog Population Control Program. The Town Supervisor received \$305.00.

On January 10, 2025, twelve (12) late notices were sent out for dog license renewals due in November 2024. Renewal notices for thirty-four (34) dogs due in January were sent out on January 10, 2025.

DECALS sales totaled \$380.54 in the month of December. \$380.54 was sent to the Department of Environmental Conservation and the Town’s commission was \$4.46.

There was one (1) marriage license sold in December. \$22.50 was sent to NYS Department of Health and the town received \$17.50. There were two (2) one-day marriage officiant licenses issued for \$50.00.

Three (3) certified copies were issued for \$60.00. Five (5) building permits were issued for \$769.00 and two (2) fire inspection payments were received for \$50.00.

Twelve (12) permanent handicapped parking permits were issued or renewed during the month.

Checks Received:

1. Town of Westmoreland Fire District	Oct 2024	\$1,313.87
2. COCVAC		\$2,780.74
3. Stanwix Heights VFD Inc	Fuel	\$105.04
4. Westmoreland Central School District		\$12,204.18
5. Westmoreland Justice Court	Court Funds Nov 2024	\$9,324.00
6. Charter Communications		\$17,742.02
7. Camelot Partners LLC	Water	\$14,873.25
8. Town of Westmoreland Clerk	Nov. 2024	\$2,855.74
9. Allstate	Insurance Claim	\$12,296.66
10. Stanwix Heights VFD INC.	Fuel November	\$118.36
11. Clark Mills Fire District		\$136.53
12. COCVAC		\$2,800.05
13. Bank of Utica		\$3,059.72
14. Town Clerk of Westmoreland	December Revenue	\$1,275.96
15. Westmoreland Justice Court	Court Funds Dec 2024	\$10,877.00
16. Stanwix Heights VFD Inc.	Billed Jan.	\$53.39
17. Westmoreland Central School District		\$9,698.28

Communications Received:

1. Helix Intel	Ad
2. O'Brien Law Office	Seymour Ln Transfer Documents
3. Suit-Kote	Christmas card
4. Laberge Group	Christmas card
5. Murphy Excavating	Christmas card
6. NYS Tug Hill Commission	2025 Local Government Conference
7. Sue Gardinier	Christmas Card
8. NYS DEC	Hunting and Trapping Newsletter
9. NYS DEC	Wildlife, Fish, Marine Life Newsletter
10. Westmoreland UM Church	Request to hold bake sales during elections

Roger Potenski submitted the Oriskany Creek Watershed Commission Report:

- Meeting was held at the Westmoreland Town offices.
- Minutes for the September, October and November meetings were approved.
- Treasurer reported a fund balance for the OCWC was at \$29,431, with no outstanding bills.
- Oneida County representatives relayed that an additional new funding source through NY State is close to being finalized, known as the "Resilient Watershed" program. More details will be available as the state finalizes the program.
- Mr. Shaun Gannon from Ramboll Engineering released their findings report titled Oriskany Creek Watershed Sediment & Debris Management Study. This report contains their final assessment and review of the entire Oriskany Creek drainage basin, and contains their data and recommendations for mitigation actions.
- 2025 OCWC meeting schedule is below

OCWC meets at rotating host venues on the third Thursday of each month. Meetings begin at 4:30 PM. Please note: Meeting dates, times, and locations are subject to change. Contact OCWC at [315-798-5710](tel:315-798-5710) to confirm if you are planning to attend.

January 16, 2025	Waterville Village Offices 122 Barton Ave.,	Waterville, NY
February 20, 2025	Westmoreland Town Offices 100 Station Rd.,	Westmoreland, NY
March 20, 2025	Waterville Village Offices 122 Barton Ave.,	Waterville, NY
April 17, 2025	Westmoreland Town Offices 100 Station Rd.,	Westmoreland, NY

May 15, 2025	Waterville Village Offices 122 Barton Ave.,	Waterville, NY
*June 26, 2025 *	Westmoreland Town Offices 100 Station Rd.,	Westmoreland, NY
July 17, 2025	Waterville Village Offices 122 Barton Ave.,	Waterville, NY
August 21, 2025	Westmoreland Town Offices 100 Station Rd.,	Westmoreland, NY
September 18, 2025	Waterville Village Offices 122 Barton Ave.,	Waterville, NY
October 16, 2025	Westmoreland Town Offices 100 Station Rd.,	Westmoreland, NY
November 20, 2025	Waterville Village Offices 122 Barton Ave.,	Waterville, NY
December 18, 2025	Westmoreland Town Offices 100 Station Rd.,	Westmoreland, NY

* Meeting changed from third Thursday of the month due to holiday. *

Supervisor Hebbard tells the board that Westmoreland's proposed water project was not chosen by OCWC to be sent to FEMA. However, the project can now be sent to Oneida County, and it may progress faster.

Board Comments:

Councilperson Donley is working closely with Gray Owl Works on the progress of the new town website. They will be adding an FAQ section, email notifications, and a newsletter. Discussion took place about the town logo, and what to use on the website as a logo, or in the absence of a logo.

Councilperson Seymour says the new windows are in, but it will still be a couple weeks before installation will begin.

Councilperson Rundle asked if electricity has been run to the Lowell field yet. Supervisor Hebbard said he has been waiting until the weather clears up, but he would like to meet with the baseball association for more specifics on where the power lines should be located, etc.

Councilperson Smith has a question about the process of codes enforcement, as some of these complaints seem to have such a long timeline, with no resolution. Supervisor Hebbard advises that part of the plan with the updated fee schedule, is to add enforceable penalties to these complaints. Attorney Mattacola says that persistence and continuous follow-up is key.

Supervisor Hebbard states that although our town agreed at the organizational meeting to set the mileage reimbursement at \$0.55 per mile, the national rate is \$0.70 per mile. He recommends that we adjust that amount for the current cost of living.

19 Councilperson Seymour advanced a motion to increase the town's mileage reimbursement to \$0.65 per mile. Councilperson Rundle seconded the motion. All Board members voted AYE and the motion was declared carried.

20 Councilperson Rundle advanced a motion to approve and place on file the Supervisor, Town Clerk and Codes Reports for December 2024. Councilperson Seymour seconded the motion. All Board members voted AYE and the motion was declared carried.

21 Councilperson Donley advanced a motion to approve and place on file the minutes of the Regular Meeting December 9, 2024, Year-End Meeting December 30, 2024 and Organizational Meeting December 30, 2024. Councilperson Smith seconded the motion. All Board members voted AYE and the motion was declared carried.

22 Councilperson Donley advanced a motion to approve and order paid the claims of the water districts as follows:

Tindall Water District	vouchers #1	which totals	\$ 14.35
Westmoreland Water District	vouchers #1-5	which totals	\$ 2,206.26
Spencer Water District	vouchers #1	which totals	\$ 3,566.37
Camelot Water District	vouchers #1	which totals	\$ 12,819.51

Councilperson Seymour seconded the motion. All Board members voted AYE and the motion was declared carried.

23 Councilperson Smith advanced a motion to approve and order paid the claims of the Highway fund, vouchers #1 through #16, which total \$112,416.02. Councilperson Rundle seconded the motion. All Board members voted AYE and the motion was declared carried.

24 Councilperson Rundle advanced a motion to approve and order paid the vouchers of the General fund, vouchers #1 through #26, which total \$35,851.78. Councilperson Seymour seconded the motion. All Board members voted AYE and the motion was declared carried.

Supervisor Hebbard stated the next Regular Meeting will be held February 10, 2024 at 6:00pm, and the Audit Meeting will be held January 28, 2024 at 6:00pm.

Supervisor Hebbard paused the regular meeting to allow comments from the floor.

There being no one else wishing to address the Board, Supervisor Hebbard reconvened to the regular session and asked for a motion to adjourn.

25 Councilperson Donley advanced a motion to adjourn this meeting. Councilperson Seymour seconded the motion. All Board members voted AYE. Supervisor Hebbard declared the motion carried and adjourned the meeting at 6:34pm.

Respectfully submitted,
Anna C. Storey
Town Clerk