

**Westmoreland Town Board**  
**Regular Meeting**  
**August 11, 2025**

Supervisor Charles Hebbard called this regular meeting to order at 6:01 pm on August 11, 2025. Present at this meeting were Councilpersons Burton Seymour Jr., Randy Rundle and Pete Smith. Also present were Highway Superintendent Russell Young, Codes Enforcement Officer Fred Fox Jr., Sole Assessor Holly Osterhoudt, Tax Collector Margaret Leone, Attorney Mitchell Whittaker and one (1) audience member. Absent from this meeting were Councilperson Kirk Donley and Building Inspector Patrick Baron.

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, Supervisor Hebbard reconvened to the regular session.

Highway Superintendent Russell Young submitted this report:

- Highway spent whole month doing brush, about 900 loads. Town is looking better.
- The roadside mower is out, when we can spare a man.
- Town has a new employee named Shawn Yager; he is working out well
- The guys cleaned up the cemeteries

Supervisor Hebbard says that the grappler that was discussed at last month's meeting has been priced at \$32,000. If it is ordered now, it will take approximately six months to arrive, so it will be factored in to next year's budget. There is no down payment needed, and it will be ordered after tonight's meeting.

Superintendent Young says that the highway department will pause picking up green waste for now, to attempt catching up on roadwork and ditching that was put off from June's storm. He asks Councilperson to post this on social media.

Supervisor Hebbard adds that due to the dry weather, the town's wells are struggling and he would like to inform residents to conserve water.

Sole Assessor Holly Osterhoudt submitted this report:

The final roll for 2025 is available for anyone who wishes to see it. Any changes I make to assessments are for the 2026 tax year. If you have any questions, call 315-853-8001 ext.8

Sole Assessor Osterhoudt has been catching up on adding sales & permits for the 2026 roll.

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.

4-14-25 Clean up progress being made. Still no contact with owner's son. Spoke with tenant.

**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 1<sup>st</sup> 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. 6-4-25 updated court owner has contractor and is should be starting repairs in June.

**3-19-24 6645 Cooper St.** Notice o- 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.

**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.

**4-1-25 6999 Rte. 5 (Fire).** Notice of violation and placard written unfit/unsafe structure due to fire damage.

**4-22-25 7301 E Carter Rd (on County Seat Rd).** Notice of violation written for junk and debris and for unlawful accessory structures. Order to remedy set for 5-27-25. 4-29-25 Owner spoke with Pat regarding permit for structures.

**4-22-25 5223 Moore Rd.** Notice of violation written for junk and debris. Order to remedy set for 5-27-25. 5-27-25 No action on this to date. House appears to be vacant. 6-4-25 new notice of violation written for junk and debris and high grass. Using names found on mail box label. OTR set for 6-17-25. 6-17-25 No progress, No response from mailing.

**5-27-25 6527 Lowell Rd. (Fire)** Notice of violation and placard written for unfit/unsafe structure due to fire damage.

**6-4-25 5213 Moore Rd.** Notice of violation written for high grass. OTR set for 6-17-25. Abated.

**7-8-25 43 Martin Dr. Scalzo/Wuest.** Notice of violation written for junk and debris with OTR set for 7-22-25.

#### 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. 5-6-25 Owner set for June 3, 2025 Zoning/Planning Board .

6-17-25 notified tenant passed zoning/planning, just need a sign permit to close out.

**11-11-24 4836 Rte. 233 Station 233 The Simple Bar.** OTR set for 12-18-24. 6-10-25 A final notice was sent with OTR set for 7-14-2025.

**2-26-25 6541 Rte 5 Hill Top Repair.** OTR set for 3-19-25.

**6-9-25 6361 Rte 26 Four Family.** OTR set for 7-1-25. 7-1-25 ABATED.

**6-10-25 4089 Skyline Dr.** Goodson's Concrete. OTR set for 7-1-25.

**6-17-25 5370 Rte. 233 Travel Inn.** No Violations.

**6-24-25 5279 Furnace St. Alvarez.** No Violations.

**7-1-25 5622 Rte. 233. Shafer. 13 units, 3 bldgs.** No Violations

#### Building Inspections: By Pat Baron

| Month     | Jun-25  | Westmoreland Town Board: Building Permits/ Septic Systems Monthly Report |             |                    |                |                         |             |
|-----------|---------|--------------------------------------------------------------------------|-------------|--------------------|----------------|-------------------------|-------------|
| Date      | NO.     | Last Name                                                                | First Name  | Address            | Tax Map ID #   | Type Of Permit          | Fee Paid    |
| 6/3/2025  | 2025-29 | DAVIES                                                                   | ANDREW      | 6682 COOPER ST     | 313.000-2-25.1 | POLE BARN               | \$ 144.00   |
| 6/4/2025  | 2025-30 | 7 HAMLETS                                                                | BREWING     | 10 SEYMOUR LN      | 314.000-1-56.4 | BREWERY                 | \$ 605.00   |
| 6/4/2025  | 2025-31 | YETTE                                                                    | TAMMY       | 6471 DAILY RD      | 301.000-2-5.11 | TRUSS ID RES ADDITION   | \$ 95.00    |
| 6/10/2025 | 2025-32 | HULL                                                                     | TOM         | 5309 MOORE RD      | 301.000-2-55.2 | ONE FAMILY SEPTIC TRUSS | \$ 376.00   |
| 6/10/2025 | 2025-33 | DAM                                                                      | MICHAEL     | 6939 DIX RD        | 274.000-1-41.4 | POLE BARN               | \$ 499.00   |
| 6/10/2025 | 2025-34 | SHAFFER                                                                  | CHRISTOPHER | 5708 EUREKA RD     | 288.000-2-45   | SEPTIC                  | \$ 75.00    |
| 6/17/2025 | 2025-35 | LEONARD                                                                  | BRETT       | 6720 VALLEY VIEW R | 336.000-3-20   | DECK                    | \$ 86.00    |
| 6/25/2025 | 2025-36 | MAXAM                                                                    | EDWARD      | 7263 STATE RT 5    | 326.000-1-26.6 | ONE FAMILY SEPTIC TRUSS | \$ 487.00   |
| 6/25/2025 | 2025-37 | ROBENSKI                                                                 | CODY        | 6415 W CARTER RD   | 273.000-1-21   | ADDITION                | \$ 95.00    |
| 6/25/2025 | 2025-38 | DONLEY                                                                   | THOMAS      | 5075 STOP 7 RD     | 315.000-1-12.1 | SHED                    | \$ 40.00    |
| 6/25/2025 | 2025-39 | MERRELL                                                                  | DONALD      | 6188 COOPER ST     | 313.000-1-25   | AG POOL/FENCE/DECK      | \$ 95.00    |
| 6/25/2025 | 2025-40 | FAFFLEY                                                                  | JONATHON    | 7272 W MAIN ST     | 301.004-1-33   | AG POOL/FENCE           | \$ 65.00    |
| 6/25/2025 | 2025-41 | TEFFT                                                                    | JASON       | 6792 O'BRIEN RD    | 289.000-1-64.1 | ROOF SOLAR              | \$ 300.00   |
|           |         |                                                                          |             |                    |                |                         | \$ 2,962.00 |

Water Plant Operator Ted Flint submitted the following report:

**Westmoreland Water District**

- Completed monthly sampling requirements - no issues.
- Performed several UFPO dig requests and 2 Emergency UFPO's
- Repaired a leaking saddle on the corner of Rte. 233 & Eureka Road.
- Order sample bottles for Lead & Copper sampling & PFOA & PFOS sampling that has to be done before the end of September.

**Tindall Corners Water District**

- Completed monthly sampling requirements - no issues.
- Performed several UFPO dig requests and 1 Emergency UFPO

**Spencer Settlement Water District**

- Completed monthly sampling requirements - no issues.

Supervisor Hebbard reiterated that the wells are currently manageable but low. Councilperson Rundle asked for an update on the leak located at Rte 233 and Eureka Rd. Supervisor Hebbard says it is being monitored, it is off the road and would be the property owners' responsibility to fix.

Reading Center Clerk Sarah Pullman submitted the following report:

- In the month of July we were busy! We had 102 visitors at the library, we filled 92 holds, received 30 holds, had 112 checkouts here at the library, and in overdrive we circulated 35 e-books, 24 audiobooks, and 10 e-magazines for a total of 302 items circulated through the reading center.
- We have continued our summer reading challenge collecting names of young readers to enter into a drawing for a prize at the end of summer.
- We have continued circulating our park passes (Empire State Parks, Fort Rickey, and The Adirondack Experience). We also have a badminton set and disc golf set available to borrow.

Just a couple building notes:

- We have 5 full light panels out, one of the town workers told me that when the full light panel is out, changing the bulbs won't work and that there is another part that has to be replaced on it.
- The water fountain when you walk into the building leaks and is broken, is it possible to have it removed or have it fixed?
- The water coming out of the bathroom sink recently started sputtering like there is air in the line. I thought I should mention it because of all of the work that was recently done with the water line near the building.

Town Clerk Anna C. Storey submitted the following report:

In July, the Town Clerk's office sold six (6) new dog licenses and renewed thirty-five (35) dog licenses, for \$343.00. Of that, \$58.00 was sent to the Department of Ag & Markets for New York State's Dog Population Control Program. The Town Supervisor received \$285.00.

On July 30, 2025, renewal notices were sent out for forty-four (44) dog licenses due in August 2025. Late renewal notices were sent out for June's overdue licenses, totaling eleven (11).

There were four (4) fishing licenses sold in July, for a total of \$80.00. The Department of Environmental Conservation received \$75.58 and the Town's commission was \$4.52.

There were two marriage licenses sold in July. \$45.00 was sent to the NYS Department of Health and the town received \$35.00.

Ten (10) certified copies were issued for \$100.00. There were twelve (12) building permits issued in July for \$1,621.00, three (3) septic permits and one (1) site plan for \$797.00. There were three (3) fire inspections totaling \$220.00.

Fourteen (14) permanent and one (1) temporary handicapped parking permits were issued or renewed during the month.

The park pavilions were booked for five (5) events this season.

Checks Received:

|                                          |                           |             |
|------------------------------------------|---------------------------|-------------|
| 1. Westmoreland Justice Court            | Court Funds June 2025     | \$4,425.00  |
| 2. Town of Westmoreland Fire District    | May 2025                  | \$988.94    |
| 3. COCVAC                                |                           | \$2,991.04  |
| 4. Stanwix Heights VFD, INC.             | Fuel June 25              | \$134.87    |
| 5. Linke                                 | Pavilion Rental           | \$75.00     |
| 6. Hayes                                 | Pavilion Rental           | \$75.00     |
| 7. O'Connor                              | Pavilion Rental           | \$75.00     |
| 8. Correll                               | Pavilion Rental           | \$75.00     |
| 9. Clark Mills Fire District             |                           | \$518.68    |
| 10. Westmoreland Central School District | June 2025 fuel invoice    | \$8,218.57  |
| 11. Camelot Partners LLC                 | Camelot Water District    | \$11,898.60 |
| 12. Lowe's Commercial Services           | overpayment               | \$169.19    |
| 13. FedEx                                | overpayment               | \$14.35     |
| 14. Allied American Abstract Corp.       | water search              | \$20.00     |
| 15. County of Oneida                     | mortgage tax distribution | \$48,844.45 |

Communications Received:

|                                       |                        |
|---------------------------------------|------------------------|
| 1. Williamson                         | software cost increase |
| 2. Oneida County Association of Towns | meeting                |
| 3. DEC                                | Record of Decision     |
| 4. Mohawk Valley Edge                 | July Newsletter        |
| 5. NYS Comptroller                    | Newsletter             |
| 6. NYSTCA                             | Newsletter             |
| 7. Suit-Kote                          | scam alert             |

Town Attorney Mitchell Whittaker reports that there were some issues with stray dogs this month, picked up by Dog Control Officer Sue Gardinier. There was a question of how long to hold dogs before they can be adopted out, and the obligations of the dog control officer to find owners prior to adopting out, which has now been clarified.

Oriskany Creek Watershed Committee Representative Roger Potenski submitted the following report:

- Approval vote of meeting minutes for Dec, 24 - June, 25.
- Officer Election- Mr. Chris Burtch of Oriskany (Oneida Cty DPW) has been elected as the new Chairman.
- OCWC treasury stands at \$29,431
- Announced the hiring of two new members of the Oneida County Planning Department, to replace departed employees.
- Funding opportunities;
  - NYS Consolidated Funding Application (due 7-31-25)
  - Multiple programs can be found <https://cfaresources.ny.gov/>
  - NYS DEC WQIP <https://dec.ny.gov/get-involved/grant-applications/wqip-program>
  - NYS DEC Non-Ag Nonpoint Source <https://dec.ny.gov/get-involved/grant-applications/non-agricultural-nonpoint-source-planning-ms4-mapping-grant>
  - NYS DOS LRWP <https://dos.ny.gov/2025-2026-environmental-protection-fund-local-waterfront-revitalization-program>

NYS Environmental Facilities (EFC) Green Resiliency Grant Application (due 8-15-25) <https://efc.ny.gov.grg>

- Committee was introduced to Ms. Britt Westergard NYS DEC Watershed Coordinator, Mohawk River Basin Program.  
Division of Water  
Bureau of Water Resource Management  
Albany, NY  
[518-402-1314](tel:518-402-1314)  
[britt.westergard@dec.ny.gov](mailto:britt.westergard@dec.ny.gov)

Ms. Westergard, and her department are monitoring and active in all plans, projects and needs of developments taking place in any area that falls into the Mohawk River watershed.

Member Reports:

- Oriskany - Valley Road creek bank project processing through.
- Clinton - County grant received for collapsed culver pipe.  
Grant application applied for to address sewer line replacement.
- Waterville - Work completed on rerouting of Big Creek south of Main Street. Work included cutting back of banks, installation of rip-rock, and installation of plantings to help retain banks.
- Westmoreland - Discussed progress of school/town drainage project, and the need for DEC permitting, along with sign offs from private property owners for drainage ditch cleaning across East Main St.
- Made committee and county aware of application for a new Solar Farm on French Rd as it lies in the Oriskany Creek drainage basin.
- Oriskany Falls - New Mayor will become an active, and board voting member of the OCWC
- Next OCWC meeting is scheduled for Tuesday, August 26, 2025 at the Village of Westmoreland Town Offices.

Councilperson Rundle mentions that he would like to hold a luncheon as a thank you to the neighboring highway departments that helped us with storm clean-up. Highway Superintendent Young will help with coordinating schedules and attendance. Highway Superintendent Young advises that the state also helped by cleaning Rte. 5.

Councilperson Seymour believes that some grant money will be available to help pay for the HVAC system in the town hall and garage, and is researching that. Councilperson Seymour has also been looking into pricing for a possible new salt barn. Supervisor Hebbard advises that he has also found grants available toward salt barns.

Supervisor Hebbard states that construction will begin tomorrow on the boardroom doors, metal detector closet, and windows. Supervisor Hebbard has been trying to get a roofer to assess repairs and deterioration on the garage and pump house.

Supervisor Hebbard tells the board that the new health insurance plan is finalized for will be effective September 1. There will be three options available for employees to choose from. The new insurance rep has very helpful. Supervisor Hebbard then listed the differences in the plans and payments, as well as the town's contribution. The town is not required to offer health insurance, as there are less tha 50 employees, but it becomes detrimental to the hiring process when it is not offered.

Supervisor Hebbard states that the contract with Anita's Steven Swan Humane Society was never signed for 2025, due to an oversight. He is expecting them to sign at this time, but the humane society is not been communicative. The Supervisor expresses the difficulty in housing strays and that the situation will have to addressed in the future.

Supervisor Hebbard advises the board that Delta Engineering has begun their planning of the HVAC system that will include floor plans and blueprints.

Supervisor Hebbard says that Justice Tom Hart has approached him with an opportunity for a grant to digitize and create secure storage for the town's court records. Justice Hart also suggested changes to the town's audit process based on the state methods.

**74 Councilperson Seymour advanced a motion to approve and place on file the Supervisor, Town Clerk and Codes Reports for July 2025. Councilperson Rundle seconded the motion. All Board members present voted AYE and the motion was declared carried.**

**75 Councilperson Smith advanced a motion to approve and place on file the minutes of the Regular Meeting July 9, 2025. Councilperson Rundle seconded the motion. All Board members present voted AYE and the motion was declared carried.**

**76 Councilperson Smith advanced a motion to approve and order paid the claims of the Highway fund, vouchers #143 through #163, which total \$63,814.36. Councilperson Rundle seconded the motion. All Board members present voted AYE and the motion was declared carried.**

**77 Councilperson Seymour advanced a motion to approve and order paid the vouchers of the General fund, vouchers #248 through #287, which total \$20,505.69. Councilperson Rundle seconded the motion. All Board members present voted AYE and the motion was declared carried.**

**78 Councilperson Rundle advanced a motion to approve and order paid the claims of the water districts as follows:**

|                                    |                        |                     |                    |
|------------------------------------|------------------------|---------------------|--------------------|
| <b>Tindall Water District</b>      | <b>voucher #13</b>     | <b>which totals</b> | <b>\$ 30.00</b>    |
| <b>Westmoreland Water District</b> | <b>vouchers #49-54</b> | <b>which totals</b> | <b>\$ 2,306.30</b> |
| <b>Spencer Water District</b>      | <b>vouchers #12</b>    | <b>which totals</b> | <b>\$ 30.00</b>    |

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

Supervisor Hebbard stated the next Regular Meeting will be held Monday September 8, 2025 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.

**79 Councilperson Rundle advanced a motion to adjourn this meeting. Councilperson Seymour seconded the motion. All Board members present voted AYE. Supervisor Hebbard declared the motion carried and adjourned the meeting at 6:38pm.**

Respectfully submitted,  
Anna C. Storey  
Town Clerk