

**Westmoreland Town Board**  
**Regular Meeting**  
**December 8, 2025**

Supervisor Charles Hebbard called this regular meeting to order at 6:00 pm on December 8, 2025. Present at this meeting were Councilpersons Burton Seymour Jr., Randy Rundle, Kirk Donley and Peter Smith. Also present were Highway Superintendent Russell Young, Codes Enforcement Officer Fred Fox Jr., Tax Collector Margaret Leone, Attorney Mitchell Whittaker and five (5) audience members. Absent from this meeting was Sole Assessor Holly Osterhoudt

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 at this time, Supervisor Hebbard reconvened to the regular session.

Highway Superintendent Russell Young submitted this report:

- Guys been busy plowing, we've had our fair share of issues with truck
- Guys have the Christmas decorations up on the telephone poles
- We are still picking up brush, weather permitting

Sole Assessor Holly Osterhoudt submitted the following report:

- Exemptions time has arrived. Renewals were just mailed, so if you receive one, please fill it out, sign it and return it with the requested documentation to the assessment office no later than March 1, 2026. Volunteer Firemen are no longer required to renew every year, so those renewal forms will not go out this year. If you have any questions or concerns, please call 315-853-8001 ext.8

Codes Enforcement Office Fred Fox Jr. submitted this 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.

11-18-25 re-wrote son because new load of j/d on site. OTR 12-16-25.

**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 Clean-up 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. Next court date 9-24-25. Court adjourned to 11-19-25. 11-19-25 Repairs have begun about 90% complete. Adjourned until 1-28-26 to have work complete and building permit closed out.

**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. 7-22-25 emailed violation notice with new violations to current property management company.

**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 a 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.

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

**7-8-25 43 Martin Dr. Scalzo/Wuest.** Notice of violation written for junk and debris with OTR set for 7-22-25. 7-22-25 No progress. 9-2-25 no progress. Start Court paperwork. Court date set for 10-8-25. 10-8-25 Defendant failed to show. Adjourned for 11-19-25. 11-19-25 Defendant's first appearance. Progress made on clean up. Adjourned until 12-17-25 to have clean up completed.

**8-5-25 6979 W South St. Hartnett.** Notice of violation written for fire damage house with OTR 9-30-25.

**8-5-25 6215 Cooper St. Crane.** Notice of violation written for demolition w/o permit and j/d. OTR set for 8-19-25.

**9-2-25 6385 Rte. 26. Vacant House.** Notice of violation written for roof damage from where a tree had previously fallen on house. OTR set for 10-7-25.

**9-2-25 6036 Shed Rd. Ingram.** Notice of violation written for high grass and broken garage door. OTR set for 10-7-25.

**9-23-25 5731 Eureka Rd. Perkosky.** Notice of violation written for j/d, j/v and roof damage. OTR set for 11-4-25.

**11-18-25 6708 Fairway Dr. Neuman.** Notice of violation written for chicken coop location. OTR set for 12-23-25.

**11-18-25 5776 Rte. 26 Corteaux.** Notice of violation written for j/d. OTR set for 12-16-25.

**11-18-25 5987 Rte. 26 Parker.** Notice of violation written for j/d. OTR set for 12-16-25.

**11-25-25 28 Martin Dr. Nowakowski.** Notice of violation written for j/d. OTR set for 12-8-25.

#### **1203 Fire Prevention Inspections:**

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

**8-19-25 7105 Norton Ave. Skenandoa Golf Club.** Notice of violation written with OTR set for 9-16-25. 9-16-25 one violation has been abated, two remain.

**9-23-25 7314 E Main St. 4 fam Yong.** OTR set for 1-12-25.

**10-7-25 7286 W Main St. Westmoreland Methodist Church.** Notice of violation written with OTR set for 11-18-25. Extended

**11-10-25 6925 Rte. 5 Lairdsville Church.** No violations.

**11-10-25 7616 E South St. Church of Annunciation.** No violations.

**11-18-25 5584 Rte. 26 Townline Event Center.** Notice of violation written with OTR set for 12-16-25.

**11-18-25 4908 Moore Rd. Hecla Church.** Notice of violation written with OTR set for 12-16-25.

**11-25-25 7362 E Main St. Knuckleheads.** Notice of violation written with OTR set for 12-8-25.

**11-25-25 4980 Rte. 233 Elevate.** Notice of violation written with OTR set for 12-8-25.

**12-2-25 7277 W. Main St. Masonic Lodge.** Notice of violation written with OTR set for

## Building Inspections: By Pat Baron, Building Inspector

Month	Nov-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
11/5/2025	2025-101	MASI	CARLO	7525 CREEKSIDE DR	303.003-1-16	POLE BARN	\$ 120.00
11/14/2025	2025-9986	RAYS	MELISSA	6506 STATE RTE 5	325.000-1-37.1	SITE PLAN MOD	\$ 100.00
11/14/2025	2025-9985	ACETO	JEREMY	7295 W MAIN ST	302.004-1-11	SITE PLAN MOD	\$ 100.00
11/14/2025	2025-9984	SEYMOUR	BURTON	4819 STATE RTE 233	314.00-1-56.1	SITE PLAN MOD	\$ 100.00
11/18/2025	2025-102	LAGUARDIA	VINCENT	7395 STATE RTE 5	327.000-6-43	PERMIT RENEWAL	\$ 20.00
11/18/2025	2025-103	LAGUARDIA	VINCENT	7395 STATE RTE 5	327.000-6-43	PORCH W/ROOF	\$ 75.00
11/20/2025	2025-104	PULLMAN	SARAH	7594 ACEE LANE	314.00-2-12	DEMOLITION	\$ 75.00
11/20/2025	2025-105	RILEY	MARCIA	7025 DIX RD	274.000-1-40	DEMOLITION	\$ 75.00
11/20/2025	2025-106	MOYER	JEFFREY	4555 STATE RTE 233	327.000-1-38	STORAGE BLDG/TRUSS ID	\$ 1,268.00
11/20/2025	2025-107	SEYMOUR	BURTON	4852 STATE RTE 233	314.000-1-38	OFFICE BLDG	\$ 940.00
11/20/2025	2025-108	SEYMOUR	BURTON	4852 STATE RTE 233	314.000-1-38	INTERIOR WORK	\$ 500.00
11/20/2025	2025-9983	SEYMOUR	BURTON	4852 STATE RTE 233	314.000-1-38	SITE PLAN RENEW	\$ 150.00
11/20/2025	2025-109	GOETZ	EARLENE	6527 LOWELL RD	301.000-2-12.1	ATTACHED GARAGE	\$ 126.00
11/25/2025	2025-110	HARTNETT	JOHN	6979 W SOUTH ST	314.000-2-12	ONE FAMILY TRUSS	\$ 222.00
							\$ 3,871.00

Councilperson Rundle inquires if Codes Enforcement Officer Fox has taken any action on the Eureka Rd solar field, as it has been overgrown and not taken care of. Discussion takes place about when to issue a citation, and to whom. Most members feel that the landowner should be responsible as they signed the lease agreement. Discussion continued about updates on demolition of a fire-damaged house, code follow-up processes, and need to remove resolved cases from reports.

Councilperson Rundle then brought up the issue of clearing the sidewalks, due to the significant snowfall. The board referenced the 1998 local law requiring homeowners and businesses to maintain clear sidewalks, and resolved to send reminder letters and post information online.

Water Plant Operator Ted Flint submitted the following report:

### Westmoreland Water District

- Completed monthly sampling requirements - no issues.
- Performed numerous UFPO dig requests and 2 Emergency UFPO's
- Hired RPS Leak Detection to do a survey of our system. We have been going through an awful amount of water daily. After about 4 hours into the survey, he located a leak on East Main Street. The following day Murphy Excavating located a ¾" copper line running under Main Street with a large hole in it. A new ¾" line was installed from the water main on the south side of East Main, under the road to the shut-off corporation in the middle of a resident's lawn. Since the repairs have been made we have seen a 20,000 gallon drop in our daily usage.
- Put an order in for more filters for the pump house. We haven't purchased any since the building was built in 2008 – 17 years ago.

### Tindall Corners Water District

- Completed monthly & quarterly sampling requirements - no issues.
- Performed 2 UFPO dig requests.

### Spencer Settlement Water District

- Completed monthly & quarterly sampling requirements - no issues.

Councilperson Hebbard states that he would like to issue a letter to the folks at Spencer Settlement advising the new rate system for them, to take effect in February.

Reading Center Clerk Sarah Snyder submitted the following report:

- In the month of November, we checked out 170 items within the library, we filled 72 holds for other libraries, and we also provided 31 e-book, 34 audiobook, and 25 e- magazine checkouts for a total of 332 items circulated from the Reading Center.
- We weeded and reorganized our Adult Fiction, Mystery, and Large Print sections. With these items we held a book sale. We will be adding some new items to our children's craft area and will be purchasing our winter take and make craft with what we collected from the sale.
- We have begun our Hat and Mitten drive for the Holiday Season and will be collecting these items to donate to the Westmoreland School District following the Holidays. Please think of us to donate hats and gloves this season. If we are not open when you are able to drop off a donation, please leave it in our book drop box. We appreciate any donations and we thank you.

Town Attorney Mitchell Whittaker submitted the following report:

During the month of October, at the request of the Supervisor and the Town Board, I completed the following professional services for the town:

- Attended Town Court twice to prosecute building code violations and violations pertaining to dog control
- Attended the Planning and Zoning Board meeting public hearing related to the Rt. 233/Rt. 5 Solar Farm site plan application.
- Attended the regular monthly meeting of the Town Board
- Following the Board meeting, I drafted a resolution memorializing the Town Board's resolution to grant the Supervisor authority to open an escrow account for payment of engineering costs related to the Planning & Zoning Board's review of the aforementioned solar farm
- I reviewed Town Law Sec. 123 upon request by the Supervisor, and
- I reviewed a letter from the Town's external counsel regarding a personal injury lawsuit that was filed against the Town last year.

Councilperson Smith asked for clarity about the aforementioned lawsuit against the town. Attorney Whittaker explained that a car accident had occurred and one of the drivers alleges the weeds and brush were obscuring the stop sign. The town insurance company lawyers believe that the town will be dropped from the suit.

Town Clerk Anna C. Storey submitted the following report:

In November, the Town Clerk's office sold one (1) new dog licenses and renewed thirty-six (36) dog licenses, for \$270.00. Of that, \$45.00 was sent to the Department of Ag & Markets for New York State's Dog Population Control Program. The Town Supervisor received \$225.00.

On November 30, 2025, renewal notices were sent out for twenty-six (26) dog licenses due in December 2025. Late renewal notices were sent out for the year's overdue licenses, totaling twenty-nine (29).

There were five (5) hunting licenses sold in November, as well as one (1) turkey licenses, one(1) fishing licenses, and one fifty-seven (57) deer management permits for \$159.00. The Department of Environmental Conservation received \$150.23 and the town's commission was \$8.77.

There were no marriage licenses sold in November. Twenty-two (22) certified copies were issued for \$220.00.

There were ten (10) building permits issued in November for \$3,421.00, four (4) site plans for \$450.00. There were five (5) fire inspections totaling \$375.00.

Eight (8) permanent accessible parking permits were issued or renewed during the month.

A significant amount of office time this month was spent on the email setup and migration to Zoho. We only need to migrate one more email box, and then will do all the contacts. Info was changed on the website, and new business cards have been ordered for all. Please start using your new addresses!

Checks Received:

1. Charter Communications	Franchise Fee	\$15,630.46
2. Westmoreland Town Clerk	November Revenue	\$4,699.77
3. Town of Westmoreland Fire District	4 <sup>th</sup> Qtr. WC B. Szarek	\$3,484.00
4. Town of Westmoreland Fire District	Sept 2025	\$643.42
5. County of Oneida	3 <sup>rd</sup> Quarter 2025	\$632,897.08
6. Westmoreland union Cemetery Assoc	Sept & Oct	\$143.50
7. Stanwix Heights VFD	Fuel	\$79.90
8. Westmoreland Justice Court	Oct Court Funds	\$7,143.00
9. Mohawk Valley Abstract Corp	7 Hamlets Brewing LLC	\$20.00

Communications Received:

1. Anita's Steven Swan Humane Society Letter
2. Mohawk Valley Edge Newsletter
3. Newsletter sign-ups
4. NYS Comptroller Newsletter
5. 2026 NYS Climate Connection Summit Save The Date
6. NYAOT Newsletter

Oriskany Creek Watershed Committee Representative Roger Potenski stated that OCWC did not meet in November.

Councilperson Seymour began a discussion of new commercial building permits and whether cross-training staff could help reduce wait times. He also suggested for a sign-in or number system to manage queues for permits. It was agreed that an exterior drop box is needed for dog licensing and other drop-off needs.

Councilperson Seymour asked about equipment for town park maintenance, and proposal to get updated pricing for a finish mower and check tractor tire suitability. Highway Superintendent Young says he will get some prices for the next meeting. They would like to order around March, so it could potentially be in for May.

Councilperson Donley noted the sign-ups we have received for the town newsletter, discussion of responsibility for generating and distributing content, potentially via the town website.

Councilperson Donley questions if we can handle recurring contractual bills more efficiently, possibly with annual approvals unless amounts change.

Councilperson Donley addressed some concerns by Tax Collector Leone regarding the new email, especially for tax collection and maintaining communication with banks and lawyers. Website contact links and business cards have all been updated.

Councilperson Hebbard advises that the Town Annual Christmas Tree Lighting will be held December 13 at 6pm in conjunction with the fire department. They have hired Newman Landscaping to put up the lights.

Councilperson Hebbard lead the meeting in a moment of silence honoring former Town Supervisor Charles Thaler who recently passed, acknowledging his contributions to the town.

**106 Councilperson Hebbard calls for a motion to adopt the following: a resolution to conform to the new statewide exemptions statute RPTL Section 466A as enacted by Chapter 670 of the Laws of 2022. Councilperson Seymour**

advanced the motion, seconded by Councilperson Rundle. All Board members voted AYE and the motion was declared carried.

**107 Councilperson Seymour advanced a motion to approve the budget modifications as follows:**

**1. Move \$170.23 from A1990.400 (Contingent Account) to A1330.400 (Tax Collector Contractual)**

Reason: Postage cost increased during the year

**2. Move \$7501.59 from A1990.400 (Contingent Account) to A1440.400 (Engineering Expense)**

Reason: Cost of Delta Engineer for heating system

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

**108 Councilperson Rundle advanced a motion to appointment Mike Rahn to the Board of Assessment Review.**

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

**109 Councilperson Donley advanced a motion to approve and place on file the Supervisor, Town Clerk and Codes Reports for November 2025. Councilperson Smith seconded the motion. All Board members voted AYE and the motion was declared carried.**

**110 Councilperson Smith advanced a motion to approve and place on file the minutes of the Regular Meeting October 10, 2025. Councilperson Rundle seconded the motion. All Board members voted AYE and the motion was declared carried.**

**111 Councilperson Seymour advanced a motion to approve and order paid the vouchers of the General fund, vouchers #417 through #450, which total \$15,523.78. Councilperson Donley seconded the motion. All Board members voted AYE and the motion was declared carried.**

**112 Councilperson Smith advanced a motion to approve and order paid the claims of the Highway fund, vouchers #234 through #250, which total \$42,220.56. Councilperson Seymour seconded the motion. All Board members voted AYE and the motion was declared carried.**

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

Tindall Water District	voucher #21-22	which totals	\$ 95.82
Westmoreland Water District	vouchers #74-80	which totals	\$ 3,832.31
Spencer Water District	vouchers #18	which totals	\$ 30.00

**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 Monday, January 12, 2026 at 6:00pm. The Year-End Meeting will be held December 30, 2025 at 5:00pm. The Organizational Meeting will be held December 30, 2025 at 5:15pm.

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.

**114 Councilperson Seymour advanced a motion to adjourn this meeting. Councilperson Rundle seconded the motion. All Board members present voted AYE. Supervisor Hebbard declared the motion carried and adjourned the meeting at 6:42pm.**

Respectfully submitted,  
Anna C. Storey  
Town Clerk