Town of Vienna
Town Board Meeting Minutes
June 3, 2026

ATTENDANCE:

Supervisor Jason Spellicy	Councilwoman Mary Beth McEwen
Councilman Darrin Smith	Councilman Doug Jordan
Town Clerk Carol Huber	Councilman Theodore Learned

CALL TO ORDER:
Supervisor Spellicy called the meeting to order at 7:00 pm. Followed by the Pledge of Allegiance.

NOCCOG: Lisa Bellinger
June 4th is a webinar on current PFAS regulatory framework. Cornell Local Roads Program will kick off their no cost Summer Foundational Webinar Series. Tug Hill Commission meeting is June 21st. NOCCOG Executive Committee meeting is June 18th. Oneida County is launching a youth investment initiative. A webinar on the roles of the Zoning Board in community development is scheduled for June 25th. New York Planning Federation is offering one day training schools across the state. Oneida County Housing Guidebooks are available. Understanding industry activity and planning considerations for your community webinar is on June 25th.

COUNTY LEGISLATURE: Norman Leach
Honored Waterville indoor field and track, section three champions. Notre Dame girls' basketball team. A lot of outstanding sports programs in the County. Glad to see the 250 banners. Approved the contract for the ballets for the voting machines for 2027. Appointed Mary Pratt to the Jury Board of Oneida County. Myself was appointed to continue on the Soil and Water Board.

SEALED TREE BIDS:
Two bids were received for 12 trees in the Town of Vienna to be removed. Both bidders included all proper paperwork. Helmer's Complete Tree Services bid was $14,300 and Rick Turk Tree Services bid was $16,800. Both Companies have worked for the Town previously and both have had no issues.
A motion was made by Councilman Smith and seconded by Councilman Jordan to accept the bid from Helmer's Complete Tree Service for $14,300.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

Dr. Martha Link asked if the trees that are to be taken down will be replaced with new trees. The answer was no because of the placement of the current trees.

APPROVAL OF MINUTES:
A motion was made by Councilman Smith and seconded by Councilman Learned to approve the May 6, 2026 Town Board Minutes.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

AUDITED VOUCHERS:
A motion was made by Councilman Smith and seconded by Councilman Jordan to approve Abstract 6 of 2026 vouchers to be paid in the amount of $84,513.98

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

SUPERVISOR'S REPORT:
Supervisor's Report is filed in the Town Clerk's office and will be posted on the Web Site.

TOWN CLERK /TAX COLLECTOR'S REPORT:
Town Clerk read her report. Monies received for the month totaled $5,214.85.

Last month a transfer of $200 from the Town Clerk Contractual was approved because of a shortage of a tax bill which caused the petty cash money not to be able to be paid back. After multiple failed attempts to contact the resident, the individual came into the Town Hall with the letter and paid the money owed. The Town Clerk is asking that the $200 be credited back to the contractual account it was taken from.

The Town Clerk researched the old ordinances and local laws and created a list of all the current local laws and included them in all council folders for the Board to be able to know all the local laws that are current.

On 5/28/26, Zak Allan from the Great Lakes Fishery Commission, stopped by and gave a lot of information to have available to the public and a model of a lamprey. He was invited to attend Board Meetings, but he kindly refused. Mr. Allan did not know about the Harden Dam and the lamprey screen, but he took that information with him and we did receive an email back about the Harden Dam plans that are already in the works.

A motion was made by Councilman Smith and seconded by Councilman Jordan to approve the Town Clerk report.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

ASSESSOR'S REPORT:
Filed with Clerk and uploaded to website. The Board of Assessment Review grievance hearing was completed on 5/26/26.

CODE'S REPORT:
Filed with Clerk will be posted on Web Site.

HIGHWAY DEPARTMENT: Superintendent Clayton Conover
Requested permission to advertise for sealed bids for a 2027 F-350 4x4 SD Regular Cab 8' box 142" WB SRW XLT (F3B) for the highway department.

A motion was made by Supervisor Spellicy and seconded by Councilman Smith to advertise for the sealed bids for a 2027 F-350 to be opened on July 1st meeting.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye

Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

Requested approval to purchase a 2025 Ferris zero turn mower. The lowest quote they received was for $9,462.17 from Clinton Tractor.
A motion was made by Supervisor Spellicy to purchase the Ferris Mower for $9,462.17 and seconded by Councilman Jordan.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

Requested approval to purchase a new 8' 6" plow. The lowest quote they received was from Whitesboro Spring for $8,150.
A motion was made by Supervisor Spellicy to purchase a new plow from Whitesboro Spring for $8,150 and Councilman Smith seconded the motion.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

Requested to purchase two more speed signs that are solar, to monitor traffic. The lowest quote came in from Traffic Systems Inc. for $8,500.
A motion was made by Councilman Smith to purchase the two signs for $8,500 and Councilman Jordan seconded the motion.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

Information received from the speed signs on Cove Road between May 15-29, showed that driving towards the boat launch the highest average speed was on May 29th at 25.5 mph. The slowest average speed was on May 24th at 18.4 mph.
From the boat launch towards Higginsville Rd, the highest average speed was on May 29th at 32.7 mph and the lowest average speed was 29.2 mph. Over a two-week span, there was over 2,000 cars. The average speed was around 32.7 which is not too bad. The residents who complained about Cove Road, complimented the Town for the quick action and the speed slowing down.

The Town Garage roof contract is signed and the voucher was approved, the check will be sent out tomorrow and then they will schedule the roof repair.

COUNCIL REPORTS:
Supervisor Spellicy:
Post Office: The Post Office employee is asking for some repairs to the Post Office. Screens are in need of repair. Blinds need replaced and a light needs fixed behind the Post Office boxes. Councilman Jordan said he would go to the Post Office and take the screens to be fixed at Buckingham's and look into the other items on the list.

Water Project: Reapplying for a new block grant. EFC is insisting we have an executed lease with OCWA. OCWA wants the Town to sign the lease that was sent last year, which makes the lead mandate the Towns responsibility. The Attorney does not want us to sign that lease. OCWA is creating another version of the lease to be signed.

Audit of Understood Procedures: The audit was received. Departments had the opportunity to ask questions and there were zero surprises, only minor edits. It was signed by all and sent back. We now have the final version. It will not be posted on the website like previous years. It will however be available in the Clerk's office for review or FOIL.

Lake Shore Drive Pump Station: Clayton Wilson will be installing the warning light on each side which will happen to be triggered by a float switch before a major problem happens.

Mike Piper thanked the Highway Superintendent for uncovering a manhole that was under 10 inches of blacktop. He is concerned about the resident's property that was affected by the non-working pump station. A jetter is needed, but the Village or Town can't take that on a resident's personal property. He wants to know if any compensation will be given to the resident because he could not use his toilette for two weeks.

Supervisor Spellicy explained the Town is not responsible for personal property for example, if tree roots caused back up, it is not the Town's responsibility.

Verizon Tower: National Grid hooked up the tower. The Fiber Optic team has to start and should be up and running mid-July.

Association of Towns: Second meeting had low attendance, but discovered there are many common problems. For example; hiring Codes Officers, cost of animal control, codes issues, short term rentals and shipping container regulations.

Sea Lamprey: We do have a DVD called the Fish Thief that talks about the disappearance of fish in the Great Lakes. Treatment in Fish Creek will hold off until after the spawning of Sea Sturgeon in September. We received an email today from Nicole Lexson with the Great Lakes Fishery Commission in Michigan. NYDEC and the Department of Fisheries and Oceans Canada are looking into replacing the structure to block the lamprey at Harden's Dam. They need to identify the owner of the dam. They will hire an engineer for a feasibility study to rehabilitate the structure. The Town would be willing to work with them on the project.

Canal Corp: Meeting was held on May 21st. It was hosted at the Village of Sylvan Beach. Attended by Mayor Sullivan, Administrator Sayles, Councilman Daily, Councilman Jordan and Supervisor Spellicy. The Canal Corp meeting also included the Eastern Region Division Engineering, a Hydrologist, a Water Management Engineer, the Director of Public Engagement, the Manager of Government and Community Relations, and the Capital Planning Manager. It was explained that the Caughdenoy Dam has been 100% open since December 12, 2025. The snow melt caused flooding and damage, there was no physical way to pump any lower the dam. Nothing could be done. Flooding was wind driven and from wave activity. They admitted that communication needs to improve and will improve. Residents are welcomed to call, share pictures and measurements. The Capital Manager shared plans and redevelopment ideas of the canal pier. Plans are being prepared currently. Vienna, Verona and Sylvan Beach wish to work with Canal Corp. There will be another meeting at the end of July beginning of August.

Councilwoman McEwen:
Cornell Cooperative Extension of Oneida County has partnered with Oneida County tourism to showcase different farm venues that are selling different produce. NYS released the consolidated funding applications.

Councilman Smith:
Memorial Day Parade happened last week and I would like to thank the Town Clerk for all that she does for the parade. Clayton and the Highway Department. Billy and Christian Shaughnessy for providing and erecting the tents. Ted and Doug for setting up the chairs. Mary Beth, her daughter and niece for face painting. Michelle Brumber for providing her convertible and driving the Grand Marshal and his wife. Thank all of you that attended.

Planning Board meeting will be on the June 25th. Farmers Market starts tomorrow. Will be attending the Old Homes Day meeting.

OLD BUSINESS:
UDIG: Nobody has shown interest in this position, so Supervisor Spellicy is thinking about adding that responsibility to the new Codes Officer.

NEW BUSINESS:
Codes Officer Opening: The Town received two applications and will be scheduling interviews.
Resolution 25 Standard Workday Reporting was read by Supervisor Spellicy and voted on as follows.

RESOLUTION #25 of 2026
STANDARD WORKDAY AND
REPORTING RESOLUTION

Elected Officials Title	Name	Standard Work Day Hrs/Day	Term Beginning/End	Participates in Employer's Time Keeping System (Y/N)	Ave. days worked per month based on record of activities
Town Clerk/ Tax Collector	Carol L Huber	6	01/01/2026 - 12/31/2026	N	23.64
Highway Superintendent	Clayton Conover Jr.	8	01/01/2026 - 12/31/2026	N	25.13
Councilman	Darrin Smith	6	01/01/2026-12/31/2028	N	1.53
Appointed Officials Title					
Town Justice	Jason C Lamb	6	01/01/2026 - 12/31/2026	N	5.89
Bookkeeper	Benedict Gasser III	6	01/01/2026 - 12/31/2026	N	5.00
Animal Control Officer	Clayton Conover III	6	01/01/2026 - 12/31/2026	N	2.44
Assessor	Phillip Amway	6	10/01/2025 – 09/30/30	N	23.56

BE IT RESOLVED, that the Town of Vienna hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

Dated: June 3, 2026

Motion made by: Supervisor Spellicy

Motion seconded by: Councilman Jordan

VOTING RECORD:	**Motion Carried**
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

IN TESTIMONY HEREOF, I have hereunto set my hand and affixed the seal of the Town of Vienna.
(SEAL)

Carol L Huber
Carol L Huber
Town Clerk

Resolution 26 for the Public Hearing regarding the CDBG funding will be tabled until next meeting because of needing more information.

PUBLIC CONCERNS/COMMENTS:
Pat Duggleby: Fels Road 25 mph speed limit is not followed. A solution in his opinion would be to make it a dead end for summer. This road is so close to the creek and houses. They need speed bumps not humps. Maybe add humps together. The Town is going to need to get creative when the new campground goes in. Nobody stops at the stop sign at Fels and Vienna Rd. The troopers and Sherriff will not do anything.

Supervisor Spellicy reminded everyone that the Town can not go any lower than 25 mph without State approval and the Town can not use speed bumps because the Town would be liable for damage. We will need data, when the new signs get here, we can use those.

Mike Piper: Has anything been done about the study on 49 and lowering the speed limit?

Councilwoman McEwen and Supervisor Spellicy explained that they needed to wait until after the new Dollar General Store was up and running. The DOT can do a study. There have not been any accidents since they opened.

Steve Carpenter: Glad to see the 250th signs up. The Town needs to put up signs for the 225th anniversary of the Town. A committee needs to happen to make a real celebration. Can the Board put a notice in the paper looking for volunteers for the committee? I can have all my ideas written down for the Board for next month.

Supervisor Spellicy will wait for Mr. Carpenters ideas and look into what we can do.

Dr. Link in concerned about open meetings law with Canal Corp not notifying the Public.
Supervisor Spellicy will discuss that concern at the next meeting they have, there was no decisions being made, only an informational meeting.

Pete Laserno: Is there a monitoring station in Sylvan Beach?
Supervisor Spellicy: No there is not a specific monitoring station. They do monitor Fish Creek. Canal Corp will be doing some dredging in Fish Creek.

EXECUTIVE SESSION:
Supervisor Spellicy made a motion to enter into executive session at 8:39 pm for personnel matters and Councilman Jordan seconded the motion.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye
Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

Supervisor Spellicy made a motion to come out of executive session at 8:57 pm and Councilwoman McEwen seconded the motion.

Voting Record:	Motion Carried
Councilwoman Mary Beth McEwen	Aye
Councilman Doug Jordan	Aye

Councilman Theodore Learned	Aye
Councilman Darrin Smith	Aye
Supervisor Jason Spellicy	Aye

No action was taken at this time. Interviews for the Codes Officer position will happen on Tuesday, June 9th and a Special meeting will take place on Wednesday, June 10th at 6:00 p.m. to hire the chosen individual for the Codes Officer position.

ADJOURNMENT: Councilman Jordan made a motion to adjourn the meeting at 9:00 pm and Councilwoman McEwen seconded the motion and all were in favor.

Respectfully,

Carol L Huber

Town Clerk