Town of Vienna
Town Board Meeting Minutes
July 01, 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: Joe Rowland
Joe Rowland was present to read over the NOCCOG report. Cornell University is continuing the webinar series for local roads. Oneida County Industrial Agency has approved a new uniform tax exemption and agency benefits policy aimed at expanding housing development opportunities throughout the County.

COUNTY LEGISLATURE: Norman Leach
The County has honored more teams in Oneida County such as New Hartford Girls Track and Field, Girls Softball, and Boys Baseball. Holland Patent Girls Volley Ball and Sequoia Boys Volleyball. The Harriet Tubman Byway, located up through the Mohawk Valley, is being established, still need one or two towns or a city to buy into it. Approved a snowplowing template agreement for towns and villages for 2026 and 2027 for $7,000 and the year after will go to $7,100. Approved the sale of 300-acre triangle piece at Griffis, and the 140 acre golf course with Chiboni. The mortgage tax that is shared with the towns and villages, is up to $2,242,00 this year. Approved a template agreement with the School Resource Officers. The resignation of the Public Works Commissioner Matt Baisley, and Colleen Fahy-Box with Social Services. Director of Unmanned Aircraft Systems will be Paul Rayhill. John Jones was named the Director of Veteran Affairs.

PUBLIC HEARING – CDBG GRANT
Supervisor Spellicy explained why we needed to have a public hearing. Then made a motion to open the meeting at 7:11 pm 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

Supervisor Spellicy read the following to the Public:

The CDBG program aims to support affordable housing, anti-poverty programs, and infrastructure development. Funds are targeted to benefit low to moderate income persons and communities, while empowering local communities to make decisions on how to best address their needs.

In 2026, Federal CDBG Funding equals $3.3 Billion. NYS Has made approximately $25 million in NYS CDBG funds available for public infrastructure projects, including water, sewer, and stormwater improvements.

In addressing the needs of our community, and in response to the duly submitted petition of impacted residents, the town board agrees that the VIENNA FAR EAST WATER DISTRICT is needed and will benefit the residents involved.

The intention of the Town of Vienna is to seek up to $2 Million, the maximum allowed, to apply toward the costs of the proposed district.

As part of the CDBG program, Vienna has appointed a Fair housing Officer to respond to any matters or concerns relating to Fair housing initiatives. Councilman Smith accepted that designation last year as part of this process.

Lastly, the town board can affirm that this project will in no way displace any persons. This project will benefit the people living within its boundaries and cause no more than temporary inconvenience during the construction phase.

I now would like to open it up for public comments or questions. Please remember to state your name, address, and whether or not you are in favor of the town proceeding with the CDBG application.

Public Comments:

Brianna Hand- Anything that benefits the Town of Vienna Residents is a good thing.

Richard Mansfield- Where exactly is this new Far East Water District?

Supervisor Spellicy answered, basically from the end of Kimball Road down to McConnellsville Road to Teelin to Oswego and a short Jaunt onto Deeley.

Supervisor Spellicy made a motion to close the Public Hearing at 7:14 pm and Councilman Learned 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

APPROVAL OF MINUTES:

A motion was made by Councilwoman McEwan and seconded by Councilman Jordan to approve the June 3, 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

A motion was made by Councilman Learned and seconded by Councilman Smith to approve the June 10, 2026 Special Meeting 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 Supervisor Spellicy and seconded by Councilman Jordan to approve Abstract 7 of 2026 vouchers to be paid in the amount of $424,487.72

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 $3162.33
A motion was made by Supervisor Spellicy and seconded by Councilman Learned 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.
Supervisor Spellicy made a motion to reappoint Ava Del Pozzo Board of Assessment Review member from 10/1/26 to 9/30/29. 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

CODE'S REPORT:
Filed with Clerk will be posted on Web Site.
Reay Walker has agreed to be on call if anything comes up and will come back to help. Tyler Kimball was introduced as the new Codes Officer.

HIGHWAY DEPARTMENT: Superintendent Clayton Conover
Working on roads that are going to be paved. The culverts are all patched in. Received the new plow truck. Starting to chip seal on Monday. Widrig Road, Stone Barn, part of Elpis Road, and Dixon Road. Rabies Vaccination Clinic at the Town Garage on July 13th from 5:00 pm to 6:30 pm. The trees that were put out to bid have all been taken care of. Someone has been going around Town throwing out tires on various roads. The roof will be started in two to three weeks weather permitting.

Truck Sealed Bids:
Bids are for a 2027 F-350 XLT 4x4 SD Regular Cab 8' box 142" WB SRW XLT (F3B) for the highway department. Clayton mentioned when he had called dealerships, they are not interested in giving any bids because they are trucks under the NY State Contracts that are already at a low price and the dealerships cannot beat those prices.

The Town did receive one sealed bid from Davidson Ford Pro Elite on July 1st. The bid was for $49, 531.12. Clayton will recheck the specifications for the price quoted.

A motion was made by Supervisor Spellicy and seconded by Councilman Smith to accept the sealed bids for a 2027 F-350 for a purchase price of $49,531.12 from Davidson Ford.

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

COUNCIL REPORTS:

Supervisor Spellicy:

The speed signs were place on Fells & Kellog Road. Reached out to Oneida County and they are already looking at doing a study for a 4 way stop at the intersection of Vienna and Higginsville Road. They also guided us through doing a request on a study of the speed limit on Vienna Road from the Village of Sylvan Beach to that intersection to reduce the speed from 55 mph to 40-45 mph.

Clayton has speed data for Kellog and Fells Road, which the speed limit is 25mph. Highest daily average on Kellog Road from June 12-25 was 19.3 mph. The highest speed on 3 different days was 28 mph. On Fells Road, the average daily speed was 16.3 mph and the highest speed was 28 mph on one day. There was over 1800 cars detected on those days.

The better route is to try and slow the speed down on Kellog Road. We will keep working with the County and State and maybe consider speed humps.

Unfirst Invoice- Carol and Latitisa found some issues with the Unifirst invoices and pushed back with Unifirst and received a credit. Jason looked into the contract with Unifirst and the contract was signed last year for the Town Hall for 5 years and the Town Garage contract was signed in 2023. We will need to keep an eye of the invoices and keep them accountable.

Sea Lampray- Information was sent to the Town Hall which was posted to our website. Treatment will be happening after Labor Day.

New Water District- OCWA came up with a lease agreement just for the new water district, but it had wording in the agreement that stated the Town is responsible for repairing the lead pipes in the existing water districts. That contract was not signed and OCWA sent a new version without the lead pipe wording and now the Town Attorney is looking through that contract before we sign it for the new water district.

Conference call with the Grant writers to make sure all paperwork is up to date and correct. They were able to find a resident's water test that had chloroform in it, so clearly this is a needed water district.

Verizon Tower is now fully active for about four days now. The building permit is now closed out.

Half-Marathon on July 19th will be coming through our town. It is called "The Run to Remember", organized by Matt and Monica Spellicy in honor of his former wife and children the passed away in a car accident. All proceeds will be donated to the Local Fire Departments, Sylvan Beach and North Bay. A letter was written in support of the run from the Town of Vienna, and Jason reached out to Vineall ambulance and they will be in the vicinity of the race at no charge.

Teamster Contract will be up for negotiations in the upcoming months. A meeting will be scheduled with Supervisor Spellicy, Highway Superintendent Conover and a Union Representative to get things started. The Board will be involved once some things are put on paper.

Town Hall Parking Lot- There is some funding available to seal and stripe the parking lot. Would need to get Sealed bids if the Board is in favor. Would like to have them turned in the Monday before the next meeting.

Councilman Smith made a motion to ask for sealed bids for striping and sealing the parking lot. 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

Clayton will talk with the Village of Cleveland to borrow the crack sealer.

Councilman Jordan: The new screens are in at the Post Office. The Blinds are ready to be installed.

Councilman Smith: Next Planning Board is July 16th. Last weeks meeting included a Public Hearing for a gravel bed. Still working on the Propane Tank for Buell Fuels. Senior Picnic is August 16th at the North Bay Fire Department at noon. Cost is $200 for food. I would like a motion to donate the $200. Councilwoman McEwen made a motion to donate the $200 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

The Town Board is all invited. The cost for this is already in the budget.

Town Clerk- The 50 forward memberships have all been used.

Supervisor Spellicy -At the next budget meeting for next year, we might need to raise the funding for fireworks because costs keep rising and we need to make Pirates Weekend Fireworks and Old Homes Day Fireworks the same amount of funding.

OLD BUSINESS:

NEW BUSINESS:
RESOLUTION 28:
Supervisor Spellicy read the following resolution that was passed by the Board.

RESOLUTION #28 OF 2026
A RESOLUTION TO APPLY FOR FUNDING THROUGH THE JCAP GRANT 2026-2027

WHEREAS, the Town of Vienna Town Court intends to submit an application to the Division of Grants, Contracts and Procurement Unit of New York for the program year of 2026-2027 by the deadline of Tuesday, September 22, 2026.

WHERAS, the Town of Vienna Town Court is considering submitting an application for up to $30,000 in funds to renovate the Town of Vienna Court Room, order supplies, and/or any equipment upgrades needed.

WHERAS, as part of the application process, the Town of Vienna will need to have estimates of any renovations, supplies and/or equipment to submit with the application.

NOW, THEREFORE, BE IT RESOLVED, the Board of the Town of Vienna, authorizes the Vienna Town Court to apply for a JCAP grant in the 2026-2027 grant cycle up to $30,000.

Dated: July 01, 2026

Motion made by:	Councilwoman McEwen
Motion seconded by:	Supervisor Spellicy

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 29:
Supervisor Spellicy read the following resolution that was passed by the Board.

RESOLUTION NO. 29 of 2026
RESOLUTION TO APPOINT A FAIR HOUSING OFFICER
OF THE TOWN OF VIENNA

WHEREAS, the TOWN OF VIENNA has a need for a Town of Vienna Fair Housing Officer for all community programs in order to carry out all local town obligations relating to Fair Housing opportunities;

NOW, THEREFORE, BE IT RESOLVED, that the Vienna Town Board hereby appoints
Councilman Darrin Smith as Fair Housing Officer for the Town of Vienna.

Dated: July 01, 2026
Motion made by: Councilwoman McEwen
Motion seconded by: Councilman Learned

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

PUBLIC CONCERNS/COMMENTS:
Brianna Hand requested to work on the Town Hall sign tomorrow and fix and paint the letters.

EXECUTIVE SESSION: Not Entered

ADJOURNMENT: Supervisor Spellicy made a motion to adjourn the meeting at 7:50 pm and Councilman Smith seconded the motion and all were in favor.

Respectfully,
Carol L Huber
Town Clerk