

TOWN OF KIRKWOOD
Town Board Meeting Agenda
June 3, 2025

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES: May 6, 2025 Town Board Meeting and (2) May 27, 2025 Public Hearings

PUBLIC PARTICIPATION:

COMMUNICATIONS:

COMMITTEE REPORTS:

Chair

Members

Beautification Committee	Patricia A. Griffin	Sandy Wasson
Bldg. Dept/Code	Sandy Wasson	Lewis C. Grubham
Bldgs./Cemeteries	Lewis C. Grubham	William J. Diffendorf, Jr.
Dog Control	Katie M. Legg	Marc Latini
Employment Discrimination/ Harassment	Sandy Wasson	Marc Latini
Enviro. Protection	John Mastronardi	Robert H. McKertich
Fire	Sandy Wasson	William J. Diffendorf, Jr.
Highway/Public Works	Chair Lewis C. Grubham	William J. Diffendorf, Jr.
Insurance, Town	Sandy Wasson	Marc Latini
Inventory	Katie M. Legg	Marc Latini
Lighting Dist.	William J. Diffendorf, Jr.	
Negotiations	Robert H. McKertich	Lewis C. Grubham
Parks	Lewis C. Grubham	Poe Williams
Personnel/Benefits	Lewis C. Grubham	William J. Diffendorf, Jr.
		Poe Williams
		Mary Kay Sullivan
Planning Board	Katie M. Legg	Sandy Wasson
Property Acquisition	Lewis C. Grubham	William J. Diffendorf, Jr.
Senior Citizens	Katie M. Legg	Sandy Wasson
Sexual Harassment	Lewis C. Grubham	1 Board Member - TBD
		1 Female - TBD
Water/Sewer – Budgets/Projects	Lewis C. Grubham	Poe Williams
		Julie Wyatt
		William J. Diffendorf, Jr.
Water/Sewer Department	Lewis C. Grubham	Poe Williams
		Julie Wyatt
		William J. Diffendorf, Jr.
Youth	Katie M. Legg	Marc Latini
Zoning Board of Appeals	Katie M. Legg	Sandy Wasson

DEPUTY SUPERVISOR:

Katie M. Legg

NEW BUSINESS:

1. Resolution, after a Public Hearing, adopting Local Law No. 5-2025 entitled “A Local Law Amending the Water Mains Local Law Regarding Permit Fees”, in accordance with the attached resolution
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
2. Resolution, after a Public Hearing, adopting Local Law No. 6-2025 entitled “A Local Law Amending the Water Rates”, in accordance with the attached resolution.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
3. Resolution authorizing the Supervisor to enter into an agreement with ACHIEVE for the 2025 Summer Camp Program, in accordance with the attached agreement.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
4. Resolution pursuant to section 3A(e) of Local Law No. 2-1979 entitled “A Local Law Regulating the Use of Parks of the Town of Kirkwood”, authorizing the Town Clerk to issue a permit to the Kirkwood Town Fair, Inc., for the use of Kirkwood Veterans River Park on August 10, 2025 without any permit fee to guarantee proper clean up after use.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
5. Resolution authorizing JSE General Contracting, LLC to remove existing shingles and install new roof on the back side of the Kirkwood Town Hall, at a cost not to exceed \$12,000, in accordance with the attached quote.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
6. Resolution authorizing the Supervisor to sign a Letter Agreement regarding additional equipment costs and services for Five Mile Point Fire Company and Kirkwood Fire Company, in accordance with the attached letter agreement.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
7. Resolution authorizing Delaware Engineering, D.P.C to also perform a Regulatory Review – Local, at a cost not to exceed \$9,750, in accordance with their Professional Services Agreement.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
8. Resolution authorizing Matt Loftus to attend the Southeastern New York Water Works Conference on Thursday, June 12, 2025, at the Sidney American Legion, at a cost of \$15.00 for the annual dues and \$40.00 for the Spring meeting.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
9. Resolution scheduling a Public Hearing for Monday, June 23, 2025 at 6 PM regarding a Local Law Amending the Swimming Pool Ordinance Regarding Regulations for Above Ground Pool Enclosures.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

10. Resolution authorizing Chad Moran to attend the Southern Tier Home Builders & Remodelers Association training on Tuesday, June 10, 2025, in Binghamton, at a cost of \$35.00.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
11. Resolution scheduling a Public Hearing for Tuesday, June 23, 2025 at 6:02 PM regarding a Local Law Amending the Prior Written Notice of Defects Local Law Requiring A Physical Hard Copy of the Notice.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
12. Resolution approving the request from The Rusty Mug, Inc. for a waiver from the Town of Kirkwood from the 30-day waiting period regarding their liquor license application.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
13. Resolution authorizing the Budge Journal Entries, in accordance with attached Budget Adjustment Sheet.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

NEW BUSINESS:

1. Resolution authorizing the Supervisor to sign the Payment Agreement with Roman Acres Veterinary Hospital regarding veterinary services for dog control, in accordance with the attached agreement.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
2. Resolution authorizing the Supervisor to enter into an agreement with the Police Athletic League (PAL) for the 2025 Summer Camp Program, in accordance with the attached agreement.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

AUDIT AND PAYMENT OF CLAIMS:

1. Resolution authorizing the audit and payment of the following claims:
General and Highway Funds, Special Districts (Fire, Light, Water and Sewer Districts), Professional Services, Capital Projects and Reserve Funds claims # 25000559 through # 25000650 the total amount of \$ 105,206.51, which includes prepaid claims as authorized by resolution adopted January 7, 2025.
Motion by _____; Second _____.
RCV: WJD _____, SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

ADJOURNMENT:

1. Resolution to adjourn the meeting:

Meeting adjourned at _____ P.M.