

**TOWN OF KIRKWOOD
TOWN BOARD MEETING**

April 1, 2025

A regular meeting of the Kirkwood Town Board was held on April 1, 2025 at 6 PM at the Joseph A. Griffin Town Hall with Supervisor Lewis Grubham presiding.

Present: Supervisor Lewis Grubham
Councilmember William Diffendorf, Jr.
Councilmember Marc Latini
Councilmember Katie Legg
Councilmember Sandy Wasson

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
Poe Williams, Highway Superintendent
Karen Ferguson, Historian

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES: March 4, 2025 Town Board Meeting

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: None.

COMMITTEE REPORTS:

Dog Control Report.

Councilmember Legg reported numbers from the March 2025 Dog Control Report. A copy is filed in the Town Clerk's office. During her report, Councilmember Legg noted Dog Control Officer Chad Moran was bite by an abandoned dog at the Kirkwood Fire Station.

Youth Program.

Councilmember Latini reported that spring sports registration has ended with four baseball teams, two softball teams, and two tee ball teams this year. The basketball competitive season has ended, with the 3rd and 4th grade boys winning the championship, a banquet with awards was held last Friday at Bell School. Indoor soccer will finish the season this weekend and a banquet will be held at the end of April.

Easter Egg Hunt.

The annual Easter Egg Hunt is scheduled for this coming Saturday, April 5, 2025, weather permitting. The rain date is scheduled for April 19, 2025.

Historian Update.

Karen Ferguson reported that she expects approval for the Patriot Burial Marker for the Riverside Cemetery soon. She also announced that June 7, 2025 is confirmed for the official unveiling of the Patriot Burial Marker at the Kirkwood Cemetery at 11 AM.

OLD BUSINESS:

Councilmember Diffendorf moved to adopt resolution authorizing Root's Tree Removal to remove trees along the road from the Water Treatment Plant to the wells, at a cost not to exceed \$17,180.00, in accordance with the attached quote. Councilmember Wasson seconded.

59:25
Tree Removal
Water
Treatment
Plant & Wells

Discussion. Poe Williams explained that any limbs or trees near the wires will be removed. Councilmember Diffendorf is concerned about a wire that is quite low that runs from a pole directly to the plant. Supervisor Grubham will have Al Glover look into the low wire. He also explained the poles and wires are the Town's responsibility, not NYSEGs, therefore keeping them well maintained is a good idea. Some of the extra wood will be used for the bonfire during Hometown Christmas.

Roll Call Vote: Councilmember Diffendorf - yes
Councilmember Wasson - yes
Councilmember Legg - yes
Councilmember Latini - yes
Supervisor Grubham - yes

MOTION CARRIED.

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60:25 Councilmember Wasson moved to adopt resolution authorizing the Budget Journal Entries, in accordance with the attached Budget Adjustment Sheet. Councilmember Legg seconded.

Budget
Adjustments

Roll Call Vote: Councilmember Diffendorf - yes
Councilmember Wasson - yes
Councilmember Legg - yes
Councilmember Latini - yes
Supervisor Grubham - yes

MOTION CARRIED.

61:25 Councilmember Legg moved to adopt resolution scheduling a Public Hearing for April 29, 2025 at 6 PM on a Local Law Amending the Junk Ordinance Regarding License Fees. Councilmember Latini seconded.

Schedule PH
LL#4
Amending Junk
Ordinance Fees

Roll Call Vote: Councilmember Diffendorf - yes
Councilmember Wasson - yes
Councilmember Legg - yes
Councilmember Latini - yes
Supervisor Grubham - yes

MOTION CARRIED.

62:25 Councilmember Latini moved to adopt resolution authorizing a one-time modification to the vacation leave policy by extending the time for Paula Hashem to use 36.5 hours of unused vacation time to February 25, 2026 in light of an administrative error, provided that the circumstances giving rise to this Resolution are unique and shall not be construed as a binding past practice or precedent, nor a waiver of any Town management rights, nor an amendment to Town policies or procedures. Councilmember Diffendorf seconded.

P.Hashem
Vacation Policy
Modification

Roll Call Vote: Councilmember Diffendorf - yes
Councilmember Wasson - yes
Councilmember Legg - yes
Councilmember Latini - yes
Supervisor Grubham - yes

MOTION CARRIED.

63:25 Councilmember Diffendorf moved to adopt resolution to increase the hourly rate of pay for the temporary park employee from \$16.50 per hour to \$18 per hour. Councilmember Wasson seconded.

Increase Pay
Temp Park
Employee

Roll Call Vote: Councilmember Diffendorf - yes
Councilmember Wasson - yes
Councilmember Legg - yes
Councilmember Latini - yes
Supervisor Grubham - yes

MOTION CARRIED.

64:25 Councilmember Wasson moved to adopt resolution to retain Griffiths Engineering at a cost of \$12,600 and Coughlin & Gerhart, LLP at a cost of \$6,000, to assist the Town Board in the statutory process for the consolidation of Town sewer districts, pursuant to General Municipal Law Article 17-A. Councilmember Legg seconded.

Retain Griffiths
and C & G to
Consolidate
Sewer Districts
HELD OVER

Discussion. Since there are still two sewer districts with existing debts, the Board wants to be sure this consolidation will keep the debt to its respective properties and not spread out to districts with no debt. Mr. McKertich explained that Hawkins, Delafield, & Wood are the bond counsel that will be dealing with the issue of how the debt will be administered after the consolidation. Mr. McKertich has been in contact with them to get this process started and explained it is possible another bond resolution will need to be done for the new consolidated district. The bond counsel would be the one to answer the questions on how exactly the existing debts would be treated after the consolidation. There is no harm in waiting on this resolution until the Board gets answers they are comfortable with from the bond counsel.

Councilmember Legg second – withdrawn
Councilmember Wasson motion – withdrawn.
MOTION WITHDRAWN.

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NEW BUSINESS:

Councilmember Legg moved to adopt resolution removing the COVID-19 Assumption of Risk and Waiver Form from the Town of Kirkwood Policy Manual but authorizing the Supervisor to reimplement said Form in the future should the justification arise.
Councilmember Latini seconded.

65:25
Remove COVID
Form from
Policy Manual

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Latini - yes
 Supervisor Grubham - yes

MOTION CARRIED.

Paving at Grange Hall Road Park and Veterans River Park.

Supervisor Grubham discussed several paving projects that need to be completed at the parks this spring. Poe Williams provided the Board with quotes for each project. Grange Hall Road Park needs paving under the pavilion and the lower parking lot. The other parking lot in that park is in decent shape and will need to wait until next year for budget reasons. At Veterans River Park paving needs to be completed at the road to the garage/bathroom building, the walkway from the river parking lot (by pavilion #1) all the way to the new playground, and 40 feet of road at the park entrance. The entire walking track is in pretty good shape and can hopefully get done next year.

Tennis Courts.

Supervisor Grubham reported that he has requested quotes to repair the tennis courts so the Board can decide what to do with them. The question is, are they being used enough for the amount of money it will cost to repair and maintain them. It will be discussed once the quotes come in.

Councilmember Diffendorf moved to adopt resolution to approve the quote from Caminiti Construction in the amount of \$25,644 for the paving of the pavilion and lower parking lot at Grange Hall Road Park. Councilmember Wasson seconded.

66:25
Paving at
GHR
Parks

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Latini - yes
 Supervisor Grubham - yes

MOTION CARRIED.

Councilmember Legg moved to adopt resolution to approve the quote from Hamm & Son Construction in the amount of \$19,500 for the paving of a walkway at the pavilions, road to the garage, and a 40-foot section of roadway at Veterans River Park. Councilmember Latini seconded.

67:25
Paving at
VR
Parks

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Latini - yes
 Supervisor Grubham - yes

MOTION CARRIED.

AUDIT AND PAYMENT OF CLAIMS:

Councilmember Diffendorf moved to adopt 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 #25000293 through #25000388 the total amount of \$159,634.86, which includes prepaid claims as authorized by resolution adopted January 7, 2025.

68:25
Audit/Pay

Councilmember Wasson seconded.

Roll Call Vote: Councilmember Diffendorf - yes
 Councilmember Wasson - yes
 Councilmember Legg - yes
 Councilmember Latini - yes
 Supervisor Grubham - yes

MOTION CARRIED.

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Dirt Hauled on Harvey Smith Road.

Councilmember Diffendorf reported a phone call he received about dirt being hauled to Harvey Smith Road and asked Poe Williams if he could discuss what the dirt was and how much was being dumped up there. Poe Williams explained the Town has hauled approximately 10 loads of dirty fill from ditches to Bob Hamm on Harvey Smith Road. It is saving the town money since it cost so much to dump at the landfill.

ADJOURNMENT:

Councilmember Latini moved to adopt resolution to adjourn the meeting. Councilmember Diffendorf seconded. All voted in favor.

MOTION CARRIED.

Meeting adjourned at 6:26 PM

Respectfully submitted,

Kelley M. Diffendorf
Town Clerk