

**TOWN OF KIRKWOOD**  
**Town Board Meeting Agenda**  
**September 2, 2025**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:** August 5, 2025 Town Board Meeting

**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 Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
2. Resolution, after a Public Hearing, Adopting Assessment Rolls for 2026 for Sewer and Water Districts, in accordance with the attached resolution.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
3. Resolution scheduling a Public Hearing for September 30, 2025, at 6 PM regarding a Local Law Amending Article XV, Section 1501.3A.1 of the Zoning Code Regarding Zoning Board of Appeals Meeting Dates.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
4. Resolution reappointing Richard Pedro as Assessor for a term to expire September 30, 3031.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
5. Resolution Establishing a Publicity Fund and Appropriating Moneys for Such Fund, in accordance with the attached resolution.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
6. Resolution scheduling a Public Hearing for September 30, 2025, at 6:03 PM regarding amending fees for water meters.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
7. Resolution scheduling a Public Hearing for September 30, 2025, at 6:05 PM regarding a proposed Local Law Affecting a Temporary Moratorium within the Town of Kirkwood on the Development and Construction of Solar Energy Systems.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
8. Resolution authorizing advertising for Sealed Bids for a new Broom, with bids returnable September 23, 2025, at 12 noon and publicly opened and read at that time.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, MWL \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
9. Resolution appointing Olivia MacDonald as Clerk, PT to work in the Town Court, effective September 3, 2025, at a rate of pay of \$18.00 per hour.  
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 at the Dryden Neptune Hose Company, Dryden, NY, on September 17, 2025, at a cost not to exceed \$35.00, with all reasonable expenses paid.  
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 # through # the total amount of \$ , 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.