

TOWN OF KIRKWOOD WORK SESSION

October 28, 2025

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
Julie Wyatt, Budget Officer
Duane Travis, Zoning Board Chairman
Karen Ferguson, Historian

Absent: Poe Williams, Highway Superintendent

NEW BUSINESS:

Hometown Hero Flags.

Lisa Knapp of Kirkwood spoke to the Board about putting up Hometown Hero flags in Kirkwood, on Crescent Drive, Main Street, and possibly Route 11. She has contacted the Hometown Heroes Banner Program for pricing and step by step instructions. Lisa Knapp has also contacted NYSEG regarding the application process to mount brackets on the poles. NYSEG would inspect the poles and then give permission on what poles can be used. The total cost for the customer sponsoring a flag would be \$260, which includes an 18" x 36" flag, bracket and pole, and installation. The flags would be hung for Memorial Day and stay up until Veterans Day. The hope is that the flags will last at least three years and after that point the customer will have the option to update the flag and purchase a new one. The cost could be less if the hardware is still in good condition. Lisa Knapp would like to start taking orders by April 1, 2026 to have them in time for Memorial Day. Lisa Knapp also suggested First Responders could be promoted on the flags if people were interested in that as well. The Town will put the flags up, take them down, and store them. A bucket truck is needed to install the flags. Robbins Signs usually does the Hometown Christmas flags each year. Councilmember Legg also noted plastic bins should be purchased to store the flags so they are taken care of properly, it will help them last longer. Councilmember Legg and Lisa Knapp will continue to discuss this

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program; Lisa Knapp will be the one to organize the orders and contact NYSEG. All the Board members were in favor of this program and gave the go ahead to get started.

Bucket Truck. Supervisor Grubham mentioned that Poe Williams is looking to purchase a used bucket truck for the highway department in the near future.

1. Discussion – Resolution approving a firework display at the Town of Kirkwood Hometown Christmas, to be held on December 6, 2025, upon the issuance of a fireworks permit, issued by the Town Clerk to the Town of Kirkwood, and subject to the compliance with all required New York State statutes, regulations, and codes. (LCG)

2. Discussion – Resolution Authorizing the Expenditure of Funds from the Tennis Court Repair Reserve Fund and Closing said Fund, in accordance with the attached resolution. (LCG)

Supervisor Grubham had two layers of 4-inch blacktop that he had drilled out of the tennis courts to show as examples of what is there now. The first layer was the original paving product when the courts were built, and the second layer was completed in 1988 and put right over top of the original. Since then, the courts have been resurfaced 2 or 3 times. The fencing was taken down and replaced as well. After showing what is there now, Supervisor Grubham also showed an example of a new type of tennis court surface available, an interlocking tile system. The estimated cost given was \$100,000 and it should last approximately 20 years. Councilmember Diffendorf noted that the tile system is tough on the kids' skin when they fall, he has seen it used for indoor basketball. Councilmember Latini has also seen the tiles used at the IBM Country Club and Jewish Community Center for many years. To get the court resurfaced, as has been done in the past, would cost about \$40,000, which could last approximately 9 years. The company would also correct any dead spots in the court. Supervisor Grubham explained that this doesn't need to be decided right now but he would like to get everything lined up for the spring so the courts can be ready for the summer season so the price can get locked in. Councilmember Diffendorf explained since the courts are there they should be maintained, and it is something nice to have in the park and for people to be able to use. The Board

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agreed and felt more people would use them if the quality of the courts were improved.

- 3. Discussion – Resolution authorizing Chad Moran to attend the Southern Tier Home Builders & Remodelers Association with training to be held December 10-11, 2025 at the Tioga Downs Hotel in Nichols, NY, at a cost of \$240, with all reasonable expenses paid. (LCG)**
- 4. Discussion – Resolution hiring Karen Ferguson as Clerk, PT, temporarily to cover in the Building & Code Department from November 25, 2025 to January 5, 2026, at a rate of pay of \$16 per hour for no more than 8 hours per week. (LCG)**

Karen Ferguson would cover for Carol Preston while she is out for the above-mentioned dates.

- 5. Discussion – Water Mains – Testing – Increase Charge – Schedule a Public Hearing for November 25, 2025 at 6:03 PM. (LCG)**

Supervisor Grubham explained that the fee to test the meters hasn't been increased in many years. The meters that are tested are old meters that are mostly commercial but occasionally can be residential, and the fee is based on the size of the meter. Supervisor Grubham will find out if the meters are sent out to be tested or if they can be tested in house. He also will verify the fee amount for the 1-inch meter before the public hearing.

- 6. Discussion – A Local Law Amending the Sewer Rents – Schedule a Public Hearing for November 25, 2025 at 6:05 PM. (LCG)**
- 7. Discussion – Resolution approving the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for Richard Pedro, Assessor, for the term of office of 10/01/25 – 09/30/31, in accordance with the attached Resolution. (LCG)**

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- 8. Discussion – Resolution awarding the Sealed Bid for the Drainage Improvement Project on Cedarhurst Road to JP Dugon Construction, LLC, being the lowest responsible bidder at \$33,000. (LCG)**

Supervisor Grubham reported that seven bids were received, ranging from \$33,000 to \$204,000. This was lower than expected, which was about \$40,000 - \$45,000.

- 9. Audit of Claims.**