

**TOWN OF KIRKWOOD  
TOWN BOARD MEETING**

**November 3, 2025**

A regular meeting of the Kirkwood Town Board was held on November 3, 2025 at 6 PM at the Joseph A. Griffin Town Hall with Supervisor Lewis Grubham presiding.

Present: Supervisor Lewis Grubham  
Councilmember Marc Latini  
Councilmember Katie Legg  
Councilmember Sandy Wasson

Also Present: Robert McKertich, Attorney  
Kelley Diffendorf, Town Clerk  
Duane Travis, Zoning Board Chairman  
Karen Ferguson, Historian

Absent: Councilmember William Diffendorf, Jr.  
Poe Williams, Highway Superintendent

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:** October 7, 2025 Town Board Meeting and  
(2) October 28, 2025 Public Hearings

**PUBLIC PARTICIPATION:**

Becky Angello of Langdon Park Drive asked for the Boards reassurance in light of any potential flooding that could happen in Langdon Creek that the Code Enforcement Officer and Town Engineer will consistently monitor the building/construction on Maple Drive and the stormwater prevention plan that goes along with it. Supervisor Grubham mentioned that monitoring will definitely happen, as it does with any job that is completed in the Town. Becky Angello is hopeful that everything will be followed through properly, and the people in Langdon Park do not have to worry about losing their property to flooding. Supervisor Grubham explained that the Code Enforcement Officer will continue to keep an eye on the property, he checks it at least twice a week, and if he needs help, he will contact the Town Engineer.

**COMMUNICATIONS:** NYSDOT response letter regarding Frances Street and Crescent Drive safety concerns.

**COMMITTEE REPORTS:**

**Dog Control Report.**

Councilmember Legg reported numbers from the October 2025 Dog Control Report. A copy is filed in the Town Clerk's office for review.

**Veterans Day Celebration.**

Councilmember Legg invited everyone to come out on November 11, 2025 at 2 PM for a Veterans Day Ceremony at Veterans River Park.

**Youth and Recreation Report.**

Councilmember Latini reported that soccer season is completed and the teams had their end of year parties. Basketball registration is now closed with four teams, one at each grade level. A copy of the full report is filed in the Town Clerk's office for review.

**Historian's Report.**

Karen Ferguson noted a third Patriot Burial Marker was awarded to the Town and will be installed at Layton Cemetery for Revolutionary War Captain David Compton. Karen also mentioned she is working on the final draft of an essay for the New York Association of Towns (NYAOT) contest, the influence of your town over the last 250 years. And lastly, Karen announced that at the Historian's conference last month, she was elected to the Board of Directors for the Association of Public Historians for New York State.

**US Route 11 Upgrade.**

Supervisor Grubham explained he has been writing to the State for several years about the condition of Route 11. There is now a \$20 million plan for the Management and

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Improvements of US Route 11 project (20-year plan). It’s all going to be redone with shoulders and bicycles paths; the exact timeframe is unknown.

**OLD BUSINESS:**

154:25  
Adopt  
Budget  
2026

Councilmember Wasson moved to adopt resolution, after a Public Hearing, adopting the Annual Budget for 2026, in accordance with the attached resolution. Councilmember Legg seconded.

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

MOTION CARRIED.

155:25  
Adopt  
Fire Contracts  
2026

Councilmember Legg moved to adopt resolution, after a Public Hearing, authorizing the Supervisor to execute the Fire Protection Contracts for 2026. Councilmember Latini seconded.

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

MOTION CARRIED.

156:25  
Approve  
Fireworks  
Hometown  
Christmas

Councilmember Latini moved to adopt resolution approving a fireworks 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. Councilmember Wasson seconded.

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

MOTION CARRIED.

157:25  
Authorize Funds  
from Tennis  
Court Reserve  
Funds  
Close Tennis  
Court Fund

Councilmember Legg moved to adopt resolution authorizing the Expenditure of Funds from the Tennis Court Repair Reserve Fund and Closing said Fund, in accordance with the attached resolution. Councilmember Latini seconded.

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

MOTION CARRIED.

158:25  
Approve  
Proposed  
Quote  
Seal Tennis  
Courts

Councilmember Legg moved to adopt resolution approving the proposal by Super Seal Sealcoating Company, pursuant to a cooperative bidding process, for repairs to the tennis courts at Veterans River Park in the amount of \$40,870, in accordance with the attached proposal. Councilmember Latini seconded.

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

MOTION CARRIED.

159:25  
Education  
C.Moran  
Code

Councilmember Latini moved to adopt resolution authorizing Chad Moran to attend the Southern Tier Home Builders & Remodelers Association 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. Councilmember Wasson seconded.

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

MOTION CARRIED.

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Councilmember Wasson moved to adopt resolution hiring Karen Ferguson as Clerk, PT, temporarily to cover in the Building & Code Department from November 25, 2025 – January 5, 2026, at a rate of pay of \$16 per hour for no more than 8 hours per week. Councilmember Legg seconded.

160:25  
Hire  
K.Ferguson  
PT Code

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

MOTION CARRIED.

Councilmember Legg moved to adopt resolution scheduling a Public Hearing for November 25, 2025 at 6:03 PM regarding a Local Law amending the Water Mains Law regarding Water Meter Testing Fees. Councilmember Latini seconded.

161:25  
Schedule PH  
LL#13  
Water Meter  
Testing Fees

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

MOTION CARRIED.

Councilmember Latini moved to adopt resolution scheduling a Public Hearing for November 25, 2025 at 6:05 PM regarding a Local Law amending the Sewer Rents. Councilmember Wasson seconded.

162:25  
Schedule PH  
LL#12  
Amend Sewer  
Rents

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

MOTION CARRIED.

Councilmember Wasson moved to adopt resolution approving the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for Richard Pedro, Assessor, for a term of office of 10/01/25-09/30/31, in accordance with the attached resolution. Councilmember Legg seconded.

163:25  
Retirement  
Reporting  
R.Pedro  
Assessor

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

MOTION CARRIED.

Councilmember Legg moved to adopt 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. Councilmember Latini seconded.

164:25  
Award Bid  
Cedarhurst Rd  
Culvert Project

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

MOTION CARRIED.

**AUDIT AND PAYMENT OF CLAIMS:**

Councilmember Latini 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 #25001214 through #25001332 the total amount of \$683,715.74, which includes prepaid claims as authorized by resolution adopted January 7, 2025. Councilmember Wasson seconded.

165:25  
Audit/Pay

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

MOTION CARRIED.

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**ADJOURNMENT:**

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

**MOTION CARRIED.**

Meeting adjourned at 6:16 PM

Respectfully submitted,

Kelley M. Diffendorf  
Town Clerk