

TOWN OF KIRKWOOD WORK SESSION

July 7, 2026

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

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

- 1. Discussion – Resolution authorizing Karen Ferguson to attend the Association of Public Historians of NYS Annual Conference, September 28-30, 2026 at the Delta Hotel, Utica, NY, at a cost of \$300 for the conference and \$330 for the hotel, with all reasonable expenses paid. (LCG)**

Supervisor Grubham noted that this conference is covered under the Historian's contractual budget line.

- 2. Discussion – Resolution ratifying a resolution authorizing New Leaf Cider Co. to sell beer and cider at the Kirkwood NY America 250 Celebration, at Veterans River Park, on July 4, 2026, subject to approval from the New York State Liquor Authority. (LCG)**

This resolution was previously held over because the contract with New Leaf Cider came in after the last Board meeting, so it is being taken care of now.

- 3. Discussion – Resolution ratifying a resolution authorizing the Supervisor to sign the Landlord Authorization Form regarding the request from New Leaf Cider Co. to sell beer and cider at the Kirkwood NY America 250 Celebration, at Veterans River Park, on July 4, 2026, in accordance with the attached Landlord Authorization Form. (LCG)**

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- 4. Discussion – Resolution authorizing a Change Order in the amount of \$8,103 to replace the quoted 5HP TEFC motor with a 5HP TENV Immersible Motor with 50-foot power cord for the Muffin Monster project, in accordance with the attached quote. (LCG)**

Supervisor Grubham explained that when the muffin monster was approved at the last meeting, this pump that needs to go with it, was listed on the second page of the quote and was missed and it should have been included in the entire package, so it now needs to be added in. There is money in the budget to cover the cost.

- 5. Discussion – Resolution declaring surplus and authorizing the sale to the highest bidder at auction a 2007 Broce Broom Sweeper RJ350, Serial #405695. (PW)**

Poe Williams explained that the Broom Sweeper is old but still works and he would like to sell it while it still has value. Supervisor Grubham noted that there is money in the budget for next year to replace this sweeper.

- 6. Discussion – Resolution, on recommendation and approval of the Code Enforcement Officer, pursuant to section 304.3 of the Mobile Home – Trailer Ordinance, authorizing the Town Clerk to issue a license for the following mobile home – trailer park, such license will be for the year 2026:**

**Quilty Hill Mobile Home Park
49 Quilty Hill Road, Kirkwood, NY 13795
Owner: Charles Tai (LCG)**

- 7. Discussion – Resolution Authorizing the Expenditure of \$58,000.00 from the Buildings and Grounds Reserve Fund, in accordance with the attached resolution. (LCG)**

Supervisor Grubham mentioned that the money will be used for two rooftop heating and air conditioning units on the Town Hall and roof repairs on the Code Building. He also noted door repairs on the code building and highway building are needed.

- 8. Audit of Claims.**