

TOWN OF KIRKWOOD WORK SESSION

August 4, 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 the Budget Journal Entries, in accordance with the attached Budget Adjustment Sheet. (LCG)**
- 2. Discussion – Resolution authorizing the Kirkwood Town Court to apply for a JCAP Grant in the 2026-2027 grant cycle, in an amount up to \$30,000. (LCG)**

The Court is applying for a JCAP Grant and if it is awarded, they plan to digitize all their records, including records that are currently being stored in the vault.

- 3. Discussion – Resolution authorizing advertising for Sealed Bids for a New Broom, with bids returnable August 20, 2026 at 10 AM and publicly opened and read at that time. (LCG)**

Supervisor Grubham explained this new road broom is for the highway department and is in this year's budget. He reminded the Board another Broom was purchased last year for approximately \$84,000, so that amount should be about what to expect on this current bid.

- 4. Discussion – Resolution to purchase a 2026 Kubota Utility Cab Tractor, purchased off the Sourcewell contract, from Marshall Machinery, Inc., at a cost not to exceed \$48,251.23, in accordance with the attached quote. (LCG)**

Poe Williams explained that the Town has been borrowing a tractor from the DEC to mow the shoulders of the roads and this year the Town had to wait over a month to borrow the tractor. Then once the Town has the tractor it is only for

TOWN OF KIRKWOOD WORK SESSION

August 4, 2026

a limited amount of time and before long it is needed again, so then the waiting begins again. Poe Williams would like to get a tractor so the Town can mow at their own convenience, which could easily be done three times a year. The DEC does not charge to use their tractor, in return the Town runs maintenance on the tractor and provides salt during the winter. Poe Williams questioned other concerns about using someone else's equipment, such as, what if the tractor tips over or is highly damaged when the Town is using it. Poe Williams responded to Councilmember Legg, stating if he ordered the tractor now it could be here within two weeks. He doesn't have a tractor on reserve to borrow at this time through the DEC. If he was able to buy this tractor the Town could use it at any time that is available, even on a rain day when other things can't be done. It could be loaned to other towns if needed.

5. Discussion – Resolution ratifying a resolution Awarding the Engineering Services for the Water Treatment Facility Upgrade Project to Delaware Engineering, D.P.C., in accordance with the attached resolution. (LCG)

Delaware Engineering will be re-filing a request for a grant from the State to upgrade the Water Treatment Facility. All the work is basically done; this resolution will pay Delaware Engineering \$2500 to reapply for the grant.

6. Audit of Claims.