

**TOWN OF KIRKWOOD
SPECIAL TOWN BOARD MEETING**

December 30, 2025

A special meeting of the Kirkwood Town Board was held on December 30, 2025 at 6:06 PM at the Joseph A. Griffin Town Hall with Supervisor Lewis Grubham presiding.

Present: Supervisor Lewis Grubham
Councilmember Katie Legg
Councilmember Sandy Wasson

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
Poe Williams, Highway Superintendent
Karen Ferguson, Historian

Absent: Councilmember Marc Latini

PLEDGE OF ALLEGIANCE: Done prior to the Work Session.

APPROVAL OF MINUTES: December 2, 2025 Town Board Meeting

PUBLIC PARTICIPATION: None.

COMMUNICATIONS: None.

COMMITTEE REPORTS:

Youth Sports and Recreation Report.

Councilmember Legg reported information regarding the indoor soccer program, noting the 12u program won a Christmas tournament at the 434 Sportsplex. The winter basketball season is underway with 52 participants, and the spring sports registration information will be posted at the end of January. A more detailed copy of the report is filed in the Town Clerk's office.

Historians Report.

Karen Ferguson submitted her annual report to the Town Board for review.

OLD BUSINESS:

Councilmember Wasson moved to adopt resolution reappointing Gordie Woolbaugh as Member Planning Board for a term to expire December 31, 2030. Councilmember Legg seconded.

174:25
Reappoint
G.Woolbaugh
Pl Bd Member

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

MOTION CARRIED.

Councilmember Legg moved to adopt resolution reappointing Jerry McMaster as Member Zoning Board of Appeals for a term to expire December 31, 2030. Councilmember Wasson seconded.

175:25
Reappoint
J.McMaster
ZBA Member

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

MOTION CARRIED.

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176:25
Petty Cash

Councilmember Wasson moved to adopt resolution authorizing the continuation of petty cash for 2026, subject to audit by the Budget Officer, for the following departments at specified amounts, pursuant to Town Law Section 64, Paragraph 1(2):

Bookkeeper	\$100
Building & Code Inspector	\$100
DPW Commissioner	\$200 and \$35 for Water Department
Supervisor	\$200
Town Clerk	\$200
Town Justice	\$200

Councilmember Legg seconded.

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

MOTION CARRIED.

177:25
Agreement
Studer's Body
Shop

Councilmember Legg moved to adopt resolution authorizing the Supervisor to enter into an agreement with Roger Studer d/b/a Studer's Body Shop & Garage for the year 2026, in accordance with the attached agreement. Councilmember Wasson seconded.

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

MOTION CARRIED.

178:25
Five Mile Point
Fire Co.
Member Roster

Councilmember Wasson moved to adopt resolution pursuant to Not-For-Profit Corporation Law Section 1402(c)(3) approved the Membership Roster for Five Mile Point Fire Company, with the understanding that the members so approved will be assigned for which they have been qualified, in accordance with the attached roster. Councilmember Legg seconded.

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

MOTION CARRIED.

179:25
Emergency
Repairs Well#1
W&S

Councilmember Legg moved to adopt resolution authorizing the expenditure of \$46,950 to Layne Christensen Company for Emergency Repairs to Municipal Water Wells, in accordance with the attached resolution. Councilmember Wasson seconded.

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

MOTION CARRIED.

180:25
Approve
Trailer Park
License
Route 11

Councilmember Wasson moved to adopt 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 parks, such license will be for the year 2026:

Kirkwood Parksites, LLC, 1794 US Route 11, Kirkwood, NY 13795

Owner: Christina DiPierro

Councilmember Legg seconded.

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

MOTION CARRIED.

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AUDIT AND PAYMENT OF CLAIMS:

Councilmember Legg 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 claim #25001434 through #25001527 the total amount of \$405,752.20, which includes prepaid claims as authorized by resolution adopted January 7, 2025. Councilmember Wasson seconded.

181:25
Audit/Pay

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

MOTION CARRIED.

NEW BUSINESS:

Councilmember Wasson moved to adopt resolution to enter Executive Session, pursuant to Public Officers Law section 105(1)(e), to discuss collective negotiations pursuant to article fourteen of the civil service law. Councilmember Legg seconded.

182:25
Executive
Session

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

MOTION CARRIED.

ADJOURNMENT:

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

MOTION CARRIED.

Meeting adjourned at 6:29 PM

Respectfully submitted,

Kelley M. Diffendorf
Town Clerk