

TOWN OF KIRKWOOD
Town Board Meeting Agenda
February 3, 2026

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES: January 6, 2026 Organizational Town Board Meeting

PUBLIC PARTICIPATION:

COMMUNICATIONS:

COMMITTEE REPORTS:

Chair

Members

Beautification Committee	Patricia Griffin	Sandy Wasson
Bldg. Dept/Code	Sandy Wasson	Lewis Grubham
Bldgs./Cemeteries	Lewis Grubham	Poe Williams
Dog Control	Katie Legg	Marc Latini
Employment Discrimination/ Harassment	Sandy Wasson	Marc Latini
Enviro. Protection	John Mastronardi	Robert McKertich
Fire	Sandy Wasson	Latie Legg
Highway/Public Works	Chair Lewis Grubham	Marc Latini
Insurance, Town	Sandy Wasson	Marc Latini
Inventory	Katie Legg	Marc Latini
Lighting Dist.	Lewis Grubham	Poe Williams
Negotiations	Robert McKertich	Lewis Grubham
Parks	Lewis Grubham	Poe Williams
Personnel/Benefits	Lewis Grubham	Katie Legg
		Poe Williams
		Mary Kay Sullivan
Planning Board	Katie Legg	Sandy Wasson
Property Acquisition	Lewis Grubham	Katie Legg
Senior Citizens	Katie Legg	Sandy Wasson
Sexual Harassment	Lewis Grubham	1 Board Member - TBD
		1 Female - TBD
Water/Sewer – Budgets/Projects	Lewis Grubham	Poe Williams
		Julie Wyatt
Water/Sewer Department	Lewis Grubham	Poe Williams
		Julie Wyatt
Youth	Katie Legg	Marc Latini
Zoning Board of Appeals	Katie Legg	Sandy Wasson

DEPUTY SUPERVISOR:

Katie Legg

OLD BUSINESS:

1. Resolution ratifying a resolution authorizing the Supervisor to sign the Memorandum of Agreement with Teamsters Local 317 of the International Brotherhood of Teamsters regarding an adjustment of an additional \$1.00 per hour for all employees covered by the 2024-2026 CBA, in accordance with the attached agreement.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
2. 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:
Kirkwood MHP, LLC
Owner: Kirkwood MHP, LLC (and/or Home Point Communities, NY)
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
3. Resolution rescinding Resolution #23:26 and authorizing the audit and payment of the following claims: General and Highway Funds, Special District (Fire, Light, Water and Sewer Districts), Professional Services, Capital Projects and Reserve Funds claim #26000001 through #26000049 in the total amount of \$121,427.68, which includes prepaid claims as authorized by resolution adopted January 6, 2026.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
4. Resolution pursuant to Not-For-Profit Corporation Law Section 1402(c)(3) approving the Membership Roster for the Kirkwood 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.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
5. Resolution scheduling a Public Hearing for February 24, 2026 at 6:00 PM regarding a proposed Local Law Regulating Short-Term Rentals.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
6. Resolution approving the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for Chad Moran, Dog Control Officer and Julie Wyatt, Budget Officer for the year 2026, in accordance with the attached resolution.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
7. Resolution awarding the Sealed Bid to Kellogg Auto Sales for the 2005 GMC C4500 Kodiak Bucket Truck, being the lowest responsible bidder at \$32,995.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.
8. Resolution to appropriate an annual \$1,800 records management stipend to the Town Clerk in recognition of certain additional records management duties and responsibilities.
Motion by _____; Second _____.
RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

9. Resolution authorizing the Budget Journal Entries, in accordance with the attached Budget Adjustment Sheet.
 Motion by _____; Second _____.
 RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

10. Resolution authorizing Chad Moran to attend the Southern Tier Home Builders & Remodelers Association Training on February 12, 2026 at the Sidney Fire Department, at cost of \$35.00, with all reasonable expenses paid.
 Motion by _____; Second _____.
 RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

11. Resolution Authorizing the Expenditure of up to \$110,000.00 From the Sewer Capital Improvement Reserve Fund, for the purpose of purchasing a generator for the sewer facilities, in accordance with the attached resolution.
 Motion by _____; Second _____.
 RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

12. Resolution Authorizing the Expenditure of up to \$100,000.00 From the Improvement of Facilities Capital Reserve Fund of Consolidated Water District No. 1, for the purpose of purchasing a generator for the water facilities, in accordance with the attached resolution.
 Motion by _____; Second _____.
 RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

NEW BUSINESS:

1. Resolution authorizing the Supervisor to sign an agreement between the Town of Kirkwood and the Kirkwood Seniors Group, Inc., regarding the Kirkwood Senior Citizens, in accordance with the attached agreement.
 Motion by _____; Second _____.
 RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

AUDIT AND PAYMENT OF CLAIMS:

1. 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 # through # the total amount of \$, which includes prepaid claims as authorized by resolution adopted January 6, 2026.
 Motion by _____; Second _____.
 RCV: SMW _____, KML _____, MWL _____, LCG _____. Vote: _____.

ADJOURNMENT:

1. Resolution to adjourn the meeting:
 Meeting adjourned at _____ P.M.