

**TOWN OF KIRKWOOD
WORK SESSION**

March 31, 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
Karen Ferguson, Historian

- 1. Discussion – Resolution authorizing Steve Smith, Robert Green, and Ben Diffendorf to attend the Confined Space Training & Competent Person Training to be held in Cortland, NY, on May 22, 2026 at a cost of \$125 per person, with all reasonable expenses paid. (PW)**

Supervisor Grubham explained that currently there's only one or two employees that are trained for working in confined space, so if there is a problem within the Water and Sewer department the Town needs more people that are available to do this kind of work.

- 2. Discussion – Resolution ratifying a resolution authorizing the Supervisor to sign the Municipal Acknowledgment and Agreement to Transfer Stray Dog Services Contract from the Broome County Dog Shelter to The Humane Society, in accordance with the attached Acknowledgement and Agreement. (LCG)**

Broome County Dog Shelter is no longer taking stray dogs; they will now need to go to The Humane Society.

- 3. Discussion – Increase Water Rates. (LCG)**

Supervisor Grubham mentioned that water rates were raised slightly last year. The Town also applied for a state grant to upgrade the water treatment plant but did not receive that grant. It was noted that one of the reasons why the Town did not receive the grant was because the Town was undercharging for water, and furthermore, if the Town was charging what it should charge for

**TOWN OF KIRKWOOD
WORK SESSION**

March 31, 2026

water, then the Town might have had enough money to complete the upgrade. Supervisor Grubham pointed out, the Town is not charging enough for water because there is a lot of work that needs to be done but there just isn't enough money in the budget to complete it. This rate increase will provide more revenue for the water department. Over the three pay periods in a year this would add about \$95,000 in revenue. This still isn't anywhere near what the state says we should be charging for water.

4. Discussion – Resolution to purchase a 2025 Lazer Z Diesel 43.5 HP Mower from Endicott Agway, at a cost not to exceed \$66,794, in accordance with the attached quote. (LCG)

Supervisor Grubham explained the purchase of this 2025 mower was already in this year's budget and the cost is about what was anticipated. It will be bought under state contract.

5. Discussion – Resolution approving the BT BOCES Duplicating Center Services Intermunicipal Cooperation Agreement, in accordance with the attached agreement. (RHM)

Councilmember Legg explained that this agreement is in regard to the comprehensive plan survey that will focus on the solar portion of the plan and will be mailed to Kirkwood residents. BT BOCES Duplicating Center will produce the survey once the committee sends them the information, then they will stuff the surveys along with a business reply envelope and then mail them. Once the committee receives a list of all Kirkwood properties and figures out how many mailings they need, they will then get a quote on how much this will cost.

6. Discussion – Resolution authorizing a Resolution Establishing the Fee for Short-Term Rental Permits, in accordance with the attached resolution. (LCG)

Mr. McKertich explained that earlier this year the Town Board adopted a new law regulating short-term rentals and one of the aspects of that law is that if someone wants to operate a short-term rental they have to apply for and obtain a permit through the code department. So, this resolution establishes a fee for that permit in the amount of \$150.

**TOWN OF KIRKWOOD
WORK SESSION**

March 31, 2026

- 7. Discussion – Resolution authorizing the purchase of a 2005 Chevrolet Silverado Pickup Truck from Markham’s Auto Sales, at a cost not to exceed \$13,284 for the Parks Department, in accordance with the Vehicle Cash Purchase Agreement. (LCG)**

Supervisor Grubham explained the parks department has a very old pickup truck that can’t make it another year like planned due to a cracked frame and other issues. So, for the time being, Poe Williams found a truck for a reasonable price that’s in good shape. At some point in the future a new truck will need to be purchased but for now this truck will work for what is needed in the parks.

- 8. Discussion – A Resolution Transferring Unexpended Funds from the Liability and Casualty Reserve Fund to the Buildings and Grounds Reserve Fund and Closing the Liability and Casualty Reserve Fund, in accordance with the attached resolution. (LCG)**

Supervisor Grubham explained the Liability and Casualty Reserve Fund has over \$240,000 in it and has been sitting there for a long time, doing nothing. If the money gets transferred to the Buildings and Grounds Reserve Fund, it can be used for many different projects like a new roof on the code department and heating units for the Town Hall that need to be replaced.

- 9. Discussion – Resolution authorizing the Budget Journal Entries, in accordance with the attached Budget Adjustment Sheet. (LCG)**

Councilmember Legg asked if the increases listed were part of the payroll increases from the union contract. Supervisor Grubham will get an answer on that.

- 10. Discussion – Resolution authorizing the purchase of a 2025 25HP2 Yanmar Diesel 72 UltraCut Series 4 Mower from Endicott Agway, at a cost not to exceed \$22,500, in accordance with the attached price list. (LCG)**

Supervisor Grubham explained the parks department has two old mowers that will be sold and replaced with this new 2025 one. The new mower will be purchased under state contract, and whatever the two old mowers are sold for will help cover the cost of the new mower.

**TOWN OF KIRKWOOD
WORK SESSION**

March 31, 2026

- 11. Discussion – Resolution authorizing Paula Hashem and Olivia MacDonald to attend the 2026 Impaired Driving Seminar on Thursday, May 14, 2026 in Watertown, NY at no cost to the town, travel expenses are reimbursable in accordance with the Unified Court System Travel Guidelines. (LCG)**

- 12. Discussion – Summer schedule for Teamsters Union members – April 13, 2026 to October 2, 2026 from 6:00 AM to 2:30 PM. (LCG)**

Supervisor Grubham reminded the Board that last year the highway department worked four, ten hour days during the summer and it did not work out very well. This new summer schedule will be Monday through Friday.

- 13. Discussion – Resolution authorizing the purchase of a 2026 Ford F600 4X4 from Chenango Sales, Inc, at a state contract price of \$71,406.00 and the purchase and installation of a dump body, plow rubber snow deflector, side wing plow, and spreader from Binghamton Truck Body at a cost of \$48,792.60, in accordance with the attached quotes. (LCG)**

Supervisor Grubham reported this new truck is in this year’s budget to be purchased. The old truck it will be replacing will be sold at auction and will offset the total cost of the new truck, although the full amount for the new truck is in the budget. Poe Williams said the old truck is already at \$30,000 on the auction site now.

- 14. Discussion – Resolution Requesting a Speed Limit Study by the Department of Transportation on Zimmer Road, in accordance with the attached resolution. (LCG)**

Supervisor Grubham reminded the Board that Mr. Smith, a Zimmer Road resident, was at the last meeting legitimately complaining about the speed limit on Zimmer Road. Poe Williams and Supervisor Grubham visited the road and agree it should be changed. The Town did put in a sharp turn sign a few years ago, but it doesn’t seem to do any good. The only way to change the speed limit on a town road is to request it through the state and then they come and do a study and agree or disagree with the request. It sounds like it takes quite a while to get this done. The Town is going to request the speed limit be reduced to 30 mph from 45 mph on Zimmer Road.

**TOWN OF KIRKWOOD
WORK SESSION**

March 31, 2026

15. Audit of Claims.

Councilmember Wasson questioned a voucher that was made out to Windsor for a re-levied sewer charge. She explained that it looked like it was property in Kirkwood, but the Town had to pay a sewer charge. Supervisor Grubham will check on that.

Highland Heights/Stratmill Road Logging.

For informational purposes, Supervisor Grubham referred to a map showing 99 Stratmill Road that is owned by Binghamton Truck Body, Inc. He stated as the owners of that property they had every right to log that piece of property. There is a tentative drawing of what they may do in the future at that site. The property is zoned industrial and many of the people in the housing development didn't realize they were buying houses right next to a piece of industrial property. There is no talk about solar.