

**TOWN OF KIRKWOOD  
TOWN BOARD MEETING**

**October 25, 2016**

A regular meeting of the Kirkwood Town Board was held on October 25, 2016 at 6:18 PM at the Joseph A. Griffin Town Hall with Supervisor Gordon Kniffen presiding.

Present:      Supervisor Gordon Kniffen  
                  Councilman Robert Weingartner  
                  Councilman Lewis Grubham  
                  Councilman William Diffendorf, Jr.  
                  Councilwoman Linda Yonchuk

Also Present: Oliver Blaise III, Attorney  
                  Gayle Diffendorf, Town Clerk  
                  Raymond Coolbaugh, DPW Commissioner  
                  James Smith, Budget Officer  
                  John Finch Jr., Chief Water Treatment Plant Operator  
                  Marchie Diffendorf, Planning Board Chairman

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES, PUBLIC PARTICIPATION, COMMUNICATIONS AND COMMITTEE REPORTS were dispensed with.**

**OLD BUSINESS:**

**Water & Sewer Grievance Day:**

Mr. Blaise reported that he and Mr. Smith have been working on the water and sewer rolls and since last year the Board adopted a significant revision to the process by which they review all the properties, it paid dividends this year by significantly reducing the time they spent reviewing files. They found about 20 properties to review to determine if they needed an adjustment to the benefit units that were assigned to them which resulted in 15 increases and 5 decreases. Mr. Smith added this included a few parcels that had splits or combinations that Dan Giblin brought to their attention. As opposed to the involved process up until last year, this year it is based on whether there is a significant increase or decrease in the water usage, if parcels were split or combined, or if there were parcels that were just missed in the process last year. To keep on track they need to give people a chance to grieve them after receiving the increases and have the Board approve the roll and submit it to the County so they can be included with tax bills that the County will be preparing. The report was finalized last week and they did not want to wait until the end of November to hold the grievance day and public hearing. This special meeting is to approve holding the grievance day November 1<sup>st</sup> and to schedule a public hearing after which the Board will, hopefully, approve the roll.

Councilwoman Yonchuk moved to adopt resolution scheduling Grievance Day for 2017 Water and Sewer Benefit Unit Assessments for November 1, 2016 at 6:00 PM, and directing notice hereof be sent by first class mail to all accounts receiving an increase in their assessment. Councilman Diffendorf seconded.

**Discussion:** Councilman Diffendorf questioned if the letters have been sent out yet notifying people of the grievance date since he wants to be sure people have enough time to prepare for this. Mr. Smith said they were sent out last Friday. Mr. Blaise said the notices were mailed prior to Board approve to give people as much lead time as possible.

Roll Call Vote:      Councilman Weingartner      - yes  
                          Councilman Grubham      - yes  
                          Councilwoman Yonchuk      - yes  
                          Councilman Diffendorf      - yes  
                          Supervisor Kniffen      - yes

MOTION CARRIED.

Councilman Diffendorf moved to adopt resolution scheduling a Public Hearing for 2017 Water and Sewer Rolls for 6:05 PM on November 1, 2016. Councilman Grubham seconded.

Roll Call Vote:      Councilman Weingartner      - yes  
                          Councilman Grubham      - yes  
                          Councilwoman Yonchuk      - yes

145-16  
Sched.  
Grievance  
Day  
W&S  
Assessments

146-16  
Sched PH  
2017 W&S  
Rolls

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|                       |       |
|-----------------------|-------|
| Councilman Diffendorf | - yes |
| Supervisor Kniffen    | - yes |

MOTION CARRIED.

**NEW BUSINESS:**

147-16  
Exec. Sess.

Councilwoman Yonchuk moved to adopt resolution to adjourn this meeting to conduct an Executive Session pursuant to section 105 paragraph f of the Public Officers Law to discuss a matter relating to the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. Councilman Diffendorf seconded.

|                 |                        |       |
|-----------------|------------------------|-------|
| Roll Call Vote: | Councilman Weingartner | - yes |
|                 | Councilman Grubham     | - yes |
|                 | Councilwoman Yonchuk   | - yes |
|                 | Councilman Diffendorf  | - yes |
|                 | Supervisor Kniffen     | - yes |

MOTION CARRIED.

**ADJOURNMENT:**

Councilman Weingartner moved to adopt resolution to adjourn the meeting.

Councilwoman Yonchuk seconded. All voted in favor.

MOTION CARRIED.

Meeting adjourned at 7:18 P.M.

Respectfully submitted,

Gayle M. Diffendorf  
Town Clerk