

**TOWN OF KIRKWOOD
WORK SESSION**

January 25, 2022

Present: Supervisor Lewis Grubham
Councilman Robert Weingartner
Councilwoman Katie Legg
Councilman William Diffendorf, Jr.
Councilwoman Sandy Wasson

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
John A. Finch Jr., Commissioner of Public Works
Marchie Diffendorf, Planning Bd. Chairman
Jim Smith, Budget Officer

- 1. Discussion – Resolution accepting the Recertification of the Record of Activities for James R. Smith, Budget Officer PT, for the year 2022, in accordance with the attached recertification. (LCG)**

Resolution.

- 2. Discussion – Resolution accepting the Recertification of the Record of Activities for Cynthia French, Dog Control Officer, for the year 2022, in accordance with the attached recertification. (LCG)**

Resolution.

- 3. Discussion – Resolution authorizing the Assessor to renew certain real property tax exemptions without an application for the year 2022, in accordance with the attached resolution. (LCG)**

Resolution.

- 4. Discussion – Resolution authorizing Supervisor to enter into an agreement with Broome County for Dog Control Services for a term to expire December 31, 2027, in accordance with the attached agreement. (LCG)**

Supervisor Grubham explained that our last agreement has run out and this will replace it. This is a standard agreement with a minimal price increase.

Resolution.

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- 5. Discussion – Resolution authorizing the Supervisor to enter into an agreement with Vieira & Associates CPAs, P.C., regarding the Town Court Audit for the year ending December 31, 2021 at a cost not to exceed \$ 5,400, in accordance with the attached agreement. (LCG)**

Supervisor Grubham said this is a yearly audit that is required by law with a minimal increase in cost. Resolution.

- 6. Discussion – ARPA – Rescue Project. (LCG)**

Supervisor Grubham reminded the Board of a list he handed out a month ago with proposed project ideas to complete with the ARPA (stimulus) money.

Supervisor Grubham met with John Finch and Al Glover to discuss what projects were of utmost importance. The first two projects under consideration involve replacing sewer lines. The first of the two projects is on Industrial Park Drive (by the small pond) between manholes 4 and 6, with an estimated cost of \$155,000. The second on Upper Court Street (by the Truck Stop and Subway Plaza) between manholes J2 and I1, with an estimated cost of \$215,000. Supervisor Grubham would like to bid these two projects out, as a package and get separate pricing on them to see what is most cost effective. John Mastronardi will be asked to put the bid packages together.

The third project under consideration is to rehabilitate the water tank on Stratmill Road. It's about 60 years old and holds 1.3 million gallons of water. The estimated cost is approximately \$272,000. The Johnson Road water tank needs a little work as well but the Stratmill Road tank is the most important tank in our system.

John Finch explained that the Stratmill Road tank has been worked on in the past, cleaning and patching. It has been over 20 years since real work has been done on it. This tank has Kirkwood painted on the side of it but it's so faded you can't see it, which can be redone as well.

Supervisor Grubham listed the items that would be included in the project; exterior cleaning, interior chemical cleaning, interior wall filling of cracks and waterproofing, interior pipe coating, a dome access hatch, and a new dome vent. Councilman Diffendorf asked how the company bidding the job would know how many cracks they would need to fill. There is still time to ask questions and find out more about the repairs needed.

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If all three of these projects get approved by the Board we would be short about \$70,000 from the rescue money total. There is money in the reserve fund for the water department to cover the difference.

Councilman Diffendorf strongly recommended that something be done about the water at the south end of Kirkwood, or any other parts of the Town that may have issues. The water is not clear and has tremendous doses of chlorine. Other residents are calling and mentioning issues as well. John Finch mentioned different scenarios that could cause discolored water such as, flushing habits, or when the fire departments use the water. Councilman Diffendorf reiterated that this has been an ongoing problem and we need to get a handle on it. It wasn't that many years ago that we did not have this issue. If money needs to be spent to figure this out then that should be done. Supervisor Grubham recommended having an expert come in to look at the system. John Finch is going to get some recommendations on what to do.

Resolution for Bid from John Mastronardi on sewer lines.

7. Discussion – Highway Garage. (LCG)

Supervisor Grubham talked about a new FEMA program that would help with the cost of a new Highway Garage if the Town was awarded grant money. FEMA would supply 75% of the money and the Town would need to figure out how to get the other 25%, with another grant or paying for it out of pocket. Supervisor Grubham would like to hire John Mastronardi to send in the grant to FEMA by April 1, 2022, for a cost of \$10,000 or less. With that being said, the grant may or may not be approved and the engineering cost will still need to be paid.

The going rate for a new garage in nearby Towns is \$3-\$4 million. If Kirkwood spends \$3 million, with a grant that would be \$750,000 out of pocket cost, assuming no other grant money was found. If this is the case, it could be spread out over 25 years maximum, with an estimated cost of \$43,600 each budget year. That would cause an estimated \$.016 increase per \$1,000 in taxes every year. On a side note, an issue with that increase is the Town would be over on their tax cap percentage all those years, which can be done it would just need be voted on each year.

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Councilwoman Legg asked about upgrades that were recently done to prevent flooding at the current garage, and the expense of those upgrades. Supervisor Grubham explained that those upgrades did help for the smaller floods but not if another big flood came through. A new garage was always being thought about but the funds were not available, now that a grant is possible it changes things. Councilman Weingartner asked if the property was environmentally ready for a new garage. John Finch said there is water and sewer on the property and no contaminates.

Councilman Diffendorf asked if the Town could use some of the mortgage tax money that was just received to pay down some of the out of pocket cost of a new garage. Supervisor Grubham explained that the money (\$430,000) is in a reserve fund and could possibly be used for the town garage, along with some of the sales tax surplus money. More information to come on the use of those funds.

Jim Smith noted that the numbers for the money being borrowed are based on estimated assumptions at this time. The final schedule of payments may change as the project progresses and actual factors are finalized such as, project scope and timing, cash flow, and interest rates. The interest rates are not fixed. The term of the debt would also be no longer than the "Expected Usefulness" criteria, depending on the class rating of the building. Resolution.

- 8. Discussion – Request from Chad Moran to attend STBOA training on February 16, 2022 at the Sidney Fire Station at a cost of \$35.00 and all reasonable expenses paid. (LCG)**

Resolution.

- 9. Discussion – Town Hall Painting & Carpet. (LCG)**

Supervisor Grubham would like to have the inside of the Town Hall painted and some of the building carpeted. Several quotes were attached. The Court was painted last so that is not included in the quotes. Not every room will get new carpet, just the areas that are worn out the most. The money will come out of a reserve fund for the Town Hall. There's \$90,000 in that fund and doing these upgrades would use about \$20,000. In the spring outside work will need to be done as well, probably around \$5,000. Resolution.

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10. Discussion – Purchase Kubota Mower to replace the 2018 Kubota zero turn mower sold last year for \$10,600.00.

John Finch reminded the Board that he sold one of the 2018 mowers on an auction site a few months ago for \$10,600. He'd like to buy a new mower for \$16,600 with the money from the sale and pay the difference of \$6,000 from the parks department budget. He would like to get it ordered so it is here by April. Resolution.

John Finch asked the Board's permission to put the other 2108 zero turn up for auction at the end of March with a minimum price of \$10,600, so he can upgrade that mower as well. Councilman Diffendorf asked if this second mower could wait a couple years, stagger them. John Finch explained the two he is talking about were bought together after the flood and would like to replace the second one as well before its value decreases. The money for this second one would come out of the parks department equipment line as well. Councilman Diffendorf commented that it doesn't seem like we need to buy two new lawn mowers every four years. John Finch said we could start staggering them a couple years down the road.

The two year extended warranty is \$1,325. It extends the warranty after the manufacturer's warranty runs out. Supervisor Grubham asked if the warranty was cost effective. If it's a new machine then nothing should be wrong with it. John Finch is going to check on how long the standard warranty lasts and report back to the Board. Resolution.

11. Audit of Claims.

Councilman Diffendorf asked Jim Smith about the Town paying taxes again on the Mary Street and Court Street properties. Jim Smith explained those properties are part of the tax levy, we will get that money back.