

**TOWN OF KIRKWOOD
WORK SESSION**

March 29, 2022

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

Also Present: Robert McKertich, Attorney
Kelley Diffendorf, Town Clerk
John A. Finch Jr., Commissioner of Public Works
Marchie Diffendorf, Planning Board Chairman

1. Discussion – Resolution appointing Stephen Barkwell as Member Board of Assessment Review for a term to expire September 30, 2022. (LCG)

Supervisor Grubham explained the Board of Assessment Review is supposed to consist of 5 people, for the last few years we've only had 3 members. Supervisor Grubham was able to find 2 more people to have a full Board. **Resolution.**

2. Discussion – Resolution appointing Karen Myers as Member Board of Assessment Review for a term to expire September 30, 2027. (LCG)
Resolution.

3. Discussion – Resolution authorizing the Binghamton Elks Lodge #70 to run the beer tent at the 2022 Kirkwood Town Fair, subject to approval from the New York State Liquor Authority. (LCG)

Supervisor Grubham mentioned this has been done in the past for the Kirkwood Fair. The Kirkwood Fire Company use to run the beer tent but are no longer interested. The Elks Club would like to take over the beer tent this year. The Town needs to approve this so the Elks can get approval from the State Liquor Authority. Insurance from the Fair Committee is needed as well.

Resolution.

**TOWN OF KIRKWOOD
WORK SESSION**

March 29, 2022

- 4. Discussion – Resolution authorizing the Supervisor to sign the Landlord Authorization Form regarding the request from Binghamton Elks Lodge #70 to run the beer tent at the Kirkwood Town Fair, at Veterans River Park. (LCG)**

Resolution.

- 5. Discussion – Resolution pursuant to Not-For-Profit Corporation Law Section 1402(c)(3) approving the Membership Roster for 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. (LCG)**

Resolution.

- 6. Discussion – Resolution Transferring Unexpended Funds from the Senior Citizen Center Reserve Fund and Closing the Senior Citizen Center Reserve Fund, in accordance with the attached resolution. (LCG)**

Resolution.

- 7. Discussion – Resolution Transferring Unexpended Funds from the Park Land Reserve Fund and Closing the Park Land Reserve Fund, in accordance with the attached resolution. (LCG)**

Resolution.

- 8. Discussion – Resolution authorizing the sale of a 2021 Chevrolet Silverado 2500 truck on Auctions International in the amount of \$51,200. (JAF)**

Resolution.

- 9. Discussion – Resolution authorizing the purchase of a 2022 Chevrolet Silverado 1500 from Robert Green Truck, Inc., at a cost not to exceed \$46,053.13. (JAF)**

Supervisor Grubham explained that this was discussed at the last meeting. The Town is selling one truck for \$51,000 and buying the new truck for \$46,000, essentially we gained \$5,000.

Resolution.

**TOWN OF KIRKWOOD
WORK SESSION**

March 29, 2022

10. Discussion – Seek Sealed Bids for Well 3 Detention Tank and Air Stripper Tank Insulation. (JAF)

John Finch reported that the repairs to the detention tank is in the budget this year, but the air stripper also needs to be repaired as well at the same time. The cost will be approximately \$70,000 so it will need to go out to bid. \$57,800 will be coming out of the reserve funds. John Finch is going to research a couple options to see if he can get the cost down. The wraps and bands on the tank are stainless steel now, but if aluminum can be used it may reduce the cost. The original bands may or may not be able to be reused. It depends on how much damage they already have and how labor intensive that may be. John Finch will be discussing all of these options with the Town Engineer, John Mastronardi.

Resolution – May Meeting

11. Discussion – Resolution authorizing repairs to Veterans River Park baseball field fence by U&W Fence Company, Inc., at a cost not to exceed \$4,565. (JAF)

The fence at Veterans River Park was damaged during the last major wind storm. The top railing blew off and bent some of the poles. U & W Fence Company came in at the lower price of the two quotes received. The SV school baseball team will be ready to practice at the field as soon as the weather breaks so repairs should get done as soon as possible. The actual fence can be reused but some poles need to be replaced and set in concrete.

Resolution.

12. Discussion – Approval for changing Water Meter Billing Software from Edmunds to Munibilling at a cost of \$5,990.27 plus \$495.00 per month for support and maintenance. (JAF)

John Finch reported that Sue Glovich, Al Glover, and Maureen Walsh have researched and sat in on webinars for three different billing companies for the Water and Sewer department. They are all interested in switching to Munibilling. Munibilling has the best price, is cloud based (does not take up space on the server), and very user friendly. Customers will be able to look up their own accounts and their history. Munibilling received good reviews from three other municipalities. They do offer printing of the bills, but that will determined at a later date. The monthly fee goes towards software updates, tech support, and

**TOWN OF KIRKWOOD
WORK SESSION**

March 29, 2022

cloud storage. Customers will still call locally for questions regarding their bill. The current company, Edmunds, has many tech issues and is not user friendly. Supervisor Grubham told the Board members to look over all the information presented, there is no rush on this.

Resolution.

13. Discussion – Resolution to declare surplus, the 2018 Zero Turn Kubota Mower, and authorize the sale on Auction International at no less than \$10,000. (JAF)

John Finch is requesting the Boards approval to put this tractor on the auction site and only sell it for \$10,000 or more. Once sold he would purchase another mower to replace it.

Resolution.

14. Discussion – Pay increase for Aidan Ellsworth. (JAF)

John Finch announced that Tyler Harpell resigned from the Water Department effective March 22, 2022. Aidan Ellsworth who was hired to help install water meters has expressed interest in moving into Tyler Harpell’s position as second in charge of the water department. John Finch said he would be a good asset to the Town, he is there every day on time and is willing to learn new tasks. Aidan Ellsworth is currently making \$15 an hour and John Finch is asking the Board to increase his salary to \$17.50 an hour with the new full-time position.

Resolution.

15. Discussion – Hiring full time employee for the remainder of 2022 to help install water meters. (JAF)

John Finch reported there are still over 700 water meters that need to be installed. The process has been hindered due to COVID-19 over the past two years. John Finch asked the Board to let him hire someone to replace Aidan Ellsworth since he is moving into a new position. It would be a temporary position with a salary of \$15 an hour and working Tuesday through Saturday.

Supervisor Grubham noted that a better plan needs to be implemented since these meters should have been done by January 2022. Residents need to be notified when their meter will be replaced, it will cut down on running from one

TOWN OF KIRKWOOD WORK SESSION

March 29, 2022

end of town to the other to find people at home. Try to keep it all in neighborhoods to cut down on travel time. John Finch explained that meters can take anywhere from 5 minutes to 30 minutes to install depending if problems arise or not. John Finch commented that he has installed all the meters in the Town in the past and it can be time consuming. He had the help of a third person.

Councilman Diffendorf reflected that the main goal was to keep Aidan Ellsworth on payroll so we didn't lose him. It wasn't necessarily to install meters. We have reached that goal, we kept him on and he will now be permanent. Councilman Diffendorf does not feel that another person should be hired in the water department. Having three working there didn't make a big impact on getting stuff done, it is hard to understand that. Buckle down and get it done with two employees. Councilman Weingartner said if people know they have to get their meter changed, they will make it a priority if the Town makes it a priority.

Councilwoman Legg asked if John Finch could put together a plan to justify having another full-time employee until the end of the year. How many hours they will work and what they will accomplish in that time.

John Finch reiterated that it can be hard to get in houses to complete the installation. Not everyone will make it a priority. Supervisor Grubham said they have to let us get in there and change the meter.

16. Discussion – Replace Truck 24 – Water & Sewer Department. (JAF)

John Finch said this 2016 Ford F250 is due to be replaced at the beginning of next year since we replace our trucks every 7 years. Right now there is a minimum of a 30 week waiting period on trucks that are being built right now. Prices are scheduled to go up 6% next year. John Finch asked the Board to go out to bid to get a truck this year. After a long discussion on prices and budget costs the Board decided to wait for more information before making a decision.

17. Discussion – Purchase a new Case CX 57C mini excavator. (JAF)

John Finch discussed the 2019 Mini Excavator from the water and sewer department. There is a shortage on this kind of equipment. This machine is on a

TOWN OF KIRKWOOD WORK SESSION

March 29, 2022

2 year cycle and that is up in October 2022. Monroe Tractor is getting 2 or 3 new excavators in August or September 2022. The 2019 could be traded in or sold on the auction site. On the auction site it would sell for at least \$52,000. These excavators typically have a 3 year warranty on them. After the sale on the auction site it would cost about \$20,000 out of pocket to buy a new one from Monroe.

Councilman Diffendorf commented that we would lose \$20,000 on this deal, and the current machine is working fine. It doesn't seem like a good deal for only being two years old. Supervisor Grubham noted that it was used less than 400 hours per year, which is not a lot for that kind of machinery. We have another year on the warranty so it will be covered for any repairs needed. John Finch said the warranty was used a couple times for sensors. If you sell a machine that still has a warranty left on it, it will drive up the price. These machines hold their value.

John Finch responded to Supervisor Grubham stating the money to pay for the new excavator would come out of the water and sewer budget. The excavator is used every time there is a water break or repair. It mostly gets used in the highway department but is used as a shared service.

Councilman Diffendorf explained that water and sewer taxpayers are paying for an excavator that is mainly used in the Highway Department. The cost should be split if both departments are using the machinery. The Highway Department is using it a lot more than the water and sewer department. The Highway Department should pay for the majority of the excavator. Supervisor Grubham agreed with Councilman Diffendorf and also mentioned that some taxpayers don't even have a road maintained by the Town. It doesn't seem like the correct way to pay for these machines. Councilman Weingartner also agreed that it should be taken out of the department that is using it the most. The Board agreed to hold off on the purchase for now.

18. Audit of Claims.