

**TOWN OF KIRKWOOD  
WORK SESSION**

**February 28, 2023**

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

Also Present: Robert McKertich, Attorney  
Kelley Diffendorf, Town Clerk  
Marchie Diffendorf, Planning Board Chairman

Absent: John A. Finch Jr., Commissioner of Public Works

- 1. Discussion – Resolution scheduling a Public Hearing to be held on March 28, 2023 at 6 PM for a Local Law rezoning 110 William Street (Tax Map #162.15-2-11), 925 NYS Route 11 (Tax Map #162.15-2-12) and a portion of 24 Sunset Drive (Tax Map #162.16-1-18) to the Industrial Development Zoning District. (LCG/RHM)**

**Resolution.**

- 2. Discussion – Resolution to declare Lead Agency under SEQR for a Local Law rezoning 110 William Street (Tax Map #162.15-2-11), 925 NYS Route 11 (Tax Map #162.15-2-12) and a portion of 24 Sunset Drive (Tax Map #162.16-1-18) to the Industrial Development Zoning District. (LCG/RHM)**

This resolution will declare the Town Board as Lead Agency in the above-mentioned matter. **Resolution.**

- 3. Discussion – Security and Fire proposal from Sentry Alarms for the Town Hall, Building & Code Department, and Water Treatment Plant. (LCG)**  
Supervisor Grubham referenced a proposal packet from Sentry Alarms on pricing for the Town Hall, Code Building, and the Water Plant. This packet is on file in the Town Clerk’s office.

**TOWN OF KIRKWOOD  
WORK SESSION**

**February 28, 2023**

The current security system being used has been transferred to a company out of Texas. At times the system has been inoperable for two weeks, getting someone here from Texas for repairs is not an ideal situation.

Supervisor Grubham would like to switch to Sentry Alarms, which is already being used in the Highway department, and it's a local company.

Supervisor Grubham is going to check to see if there's a contract with our current security company. **Resolution.**

**4. Discussion – Credit Card Policy. (LCG)**

Supervisor Grubham is considering a credit card for the Town, just one card and it would be maintained by the Supervisor's office. Therefore, certain invoices can be paid monthly, rather than having to continually pay individual bills within a short amount of time each time an item is purchased (an example of Amazon was given). It would be helpful in other aspects as well, and cut down on reimbursements when items need to be purchased before a voucher can be processed. Supervisor Grubham would like to try this and if it doesn't work then it can be discontinued. Councilman Diffendorf agreed to give it a try and reiterated that it just needs to be monitored, otherwise issues could arise. A policy would need to be proposed and approved. All Board Members were in favor. **Resolution.**

**5. Discussion – Request from John Finch to attend the W2O Winter Workshop on February 24, 2023 in Cortland, NY, at a cost not to exceed \$70.**

John Finch attended this workshop last week. **Resolution.**

**6. Audit of Claims.**