

**TOWN OF KIRKWOOD**  
**Special Town Board Meeting Agenda**  
**December 30, 2024**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:** December 7, 2024 Town Board Meeting

**PUBLIC PARTICIPATION:**

**COMMUNICATIONS:**

**COMMITTEE REPORTS:**

	<u>Chair</u>	<u>Members</u>
Beautification Committee	Patricia A. Griffin	Sandy Wasson
Bldg. Dept/Code	Robert F. Weingartner	Lewis C. Grubham
Bldgs./Cemeteries	John A. Finch, Jr.	William J. Diffendorf, Jr.
Dog Control	Katie M. Legg	Robert F. Weingartner
Employment Discrimination/ Harassment	Robert F. Weingartner	John A. Finch, Jr.
Enviro. Protection	John Mastronardi	Sandy Wasson
Fire	Lewis C. Grubham	Robert H. McKertich
Highway/Public Works	Co-Chair John A. Finch, Jr.	William J. Diffendorf, Jr.
	Co-Chair Lewis C. Grubham	
Insurance, Town	Robert F. Weingartner	Katie M. Legg
Inventory	Katie M. Legg	Robert F. Weingartner
Lighting Dist.	William J. Diffendorf, Jr.	
Negotiations	Robert H. McKertich	Lewis C. Grubham
Parks	Lewis C. Grubham	John A. Finch, Jr.
Personnel/Benefits	Lewis C. Grubham	William J. Diffendorf, Jr.
		John A. Finch, Jr.
		Mary Kay Sullivan
Planning Board	Katie M. Legg	Sandy Wasson
Property Acquisition	Lewis C. Grubham	William J. Diffendorf, Jr.
Senior Citizens	Katie M. Legg	Sandy Wasson
Sexual Harassment	Lewis C. Grubham	1 Board Member - TBD
		1 Female - TBD
Water/Sewer – Budgets/Projects	Lewis C. Grubham	John A. Finch, Jr.
		James R. Smith
		William J. Diffendorf, Jr.
Water/Sewer Department	Lewis C. Grubham	John Finch, Jr.
		James R. Smith
		William J. Diffendorf, Jr.
Youth	Katie M. Legg	Robert F. Weingartner
Zoning Board of Appeals	Katie M. Legg	Sandy Wasson
<b>DEPUTY SUPERVISOR:</b>	Robert F. Weingartner	

**OLD BUSINESS:**

1. Resolution reappointing Peter M. Maciak as Member Planning Board for a term to expire December 31, 2029  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
  
2. Resolution authorizing the continuation of petty cash for 2025, subject to audit by the Budget Officer, for the following departments at specified amounts, pursuant to Town Law Section 64, Paragraph 1(2):

Bookkeeper	\$100
Building & Code Inspector	\$100
DPW Commissioner	\$200 and \$35 for Water Department
Supervisor	\$200
Town Clerk	\$200
Town Justice	\$200

Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
  
3. Resolution authorizing Supervisor to enter into an agreement with Southern Tier Zoological Society, Inc., in accordance with the attached agreement.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
  
4. Resolution authorizing Supervisor to enter into an agreement with Roger Studer d/b/a Studer's Body Shop & Garage, in accordance with the attached agreement.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
  
5. Resolution authorizing the Budget Journal Entries, in accordance with the attached Budget Adjustment Sheet.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
  
6. Resolution approving the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for Chad Moran, Dog Control Officer, in accordance with the attached resolution.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.
  
7. Resolution authorizing the payment of \$2800 annually for maintenance to the Kirkwood Historical Society.
  
8. Resolution, on the recommendation and approval of the Code Enforcement Officer, pursuant to section 304.3 of the Mobile Home – Trailer Ordinance, authorizing the Town Clerk to issue license for the following mobile home-trailer park, such license will be for the year 2024:  
Quilty Hill Mobile Home Park, 49 Quilty Hill Road, Kirkwood, NY 13795  
Owner: Charles Tai  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.

**AUDIT AND PAYMENT OF CLAIMS:**

1. Resolution authorizing the audit and payment of the following claims:  
General and Highway Funds, Special Districts (Fire, Light, Water and Sewer Districts), Professional Services, Capital Projects and Reserve Funds claims # through # in the total amount of \$ , which includes prepaid claims as authorized by resolution adopted January 2, 2024.  
Motion by \_\_\_\_\_; Second \_\_\_\_\_.  
RCV: WJD \_\_\_\_\_, SMW \_\_\_\_\_, KML \_\_\_\_\_, RFW \_\_\_\_\_, LCG \_\_\_\_\_. Vote: \_\_\_\_\_.

**ADJOURNMENT:**

1. Resolution to adjourn the meeting:  
  
Meeting adjourned at \_\_\_\_\_ P.M