



VESTAL FIRE DISTRICT

1136 Front Street, Suite 01
Vestal • New York • 13850
Phone: 607-321-6033
www.vestalfiredistrict.org

**Board of
Fire Commissioners**
Ronald Birdsall
David Harrington
Daniel Kirchheimer
Thomas McCartney II
Mark Tomko

Regular Commissioner Meeting Agenda for November 13, 2024

Meeting Begin at 6:00PM

Present:

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Previous Meeting Minutes
 - October 9th Organizational Meeting
 - October 9th Regular Meeting of the Board of Fire Commissioners
 - October 15th Board of Fire Commissioner Meeting – 2025 Budget Public Hearing
 - October 30th Special Meeting of the Board of Fire Commissioners
 - Motion to approve meeting minutes from October 9th, October 15th, and October 30th.
4. Bid Openings
 - None
5. Correspondence Report
 - Receive and File: Warrant 2024 – 38F (09/20/24)
 - Warrant 2024 – 38S (09/20/24)
 - Warrant 2024 – 40F (10/04/24)
 - Warrant 2024 – 42F (10/18/24)
 - Warrant 2024 – 44F (11/04/24)
 - Warrant 2024 – 45F (11/08/24)
6. Scheduled Appointments (Guests)
 - Keith Purdy – Director of Fleet
 - Dr. Anthony Grippo and Guests – Guthrie Medical Group
 - Dr. Ann Tang and Guests – United Health Services
7. Secretary Report
 - 7.1 The 2025 Approved Fire District Budget was turned into the Town’s Budget Officer Nicholas Angeline and Jessica Farley on November 6th at 3:31pm. Both signed the District copy acknowledging they had received the budget from the fire district.
 - 7.2 Legal Notice for the Annual Election was published on November 12th online and in the Press and Sun Bulletin. Posting of said election will take place between November 20th and November 25th and will remain in place until December 11th.



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- 7.3 Read Resolution No 2024-166F Establish a Capital Reserve Fund for Capital Improvements.
 - 7.4 Read Resolution No 2024-167F Establish a Capital Reserve Fund for Equipment Replacement.
 - 7.5 Read Resolution No 2024-168F Establish a Capital Reserve Fund for Apparatus Replacement.
 - 7.6 Read Resolution No 2024-169F Establish a Repair Reserve Fund
 - 7.7 Read Resolution No 2024-170F To make the Office of the Fire District Treasurer an Appointive Position
 - 7.8 Motion to approve National Safety Council Defensive Driving Course being taught on December 7, 2024 at Vestal Fire Station #1 from 8:30am to 3:30pm.
 - 7.9 Motion to approve Chairman T. McCartney to sign the Letter of Engagement and Payment Services Agreement with Firefly Admin Inc to provide Administration, Actuarial and Consulting Services to the Vestal Fire District's Length of Service Awards Program.
 8. Director of Purchasing Report
 - 8.1 Request from Vestal Fire Department Station #2 to be reimbursed for the purchase of an Audio Receiver/Amplifier for their meeting room in the amount of \$519.00.
 - 8.2 Request from Captain W. Fletcher to purchase Wildland Firefighting PPE in the amount of \$5,374.20 to meet requirements of the NYS DEC Wildland Grant. This consists of variety of shirts and helmets.
 9. Treasurer Report
 - 9.1 Motion to approve the Memorandum of Understanding between the Town of Vestal and the Vestal Fire District Financial Transition Plan.
 - 9.2 Motion to approve Fire District Treasurer Marisa Butler and Director of Purchasing Paige Willes-Brown to be signatories for the Vestal Fire District
 - 9.3 Motion to accept the Check from Vestal Fire Department Station #3 in the amount of \$242.32 to reimburse the Fire District for a purchase at Lowes.
 - 9.4 Motion to accept the Check from LeRaysville Pike Volunteer Fire Company in the amount of \$12,600 and to be deposited into the Capital Reserve Fund for Apparatus Replacement.
 - 9.5 Motion to accept the check from Vestal Fire Department on behalf of Russell A Boelhauf and Glen Chase for Simpson Recall Refund in the amount of \$1,039.60 to be deposited in the General Fund Account.
 - 9.6 Motion to accept the check from Glen Miller of Miller Fire Equipment & Collectibles in the amount of \$7,500 to be deposited in the Capital Reserve Fund for Equipment Replacement.
 - 9.7 Motion to accept the check from the Town of Vestal in the amount of \$1,000 to be deposited into the General Fund Account.



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10. Approval to Audit of Claims to be Paid
 - 10.1 Motion to approve the Audit of Claims dated for November 8, 2024 and November 15, 2024 in the total amount of \$43,419.27
 11. Association(s) Report
 12. Department Business Report – President Starr (or Designee)
 13. Operations Report – Chief Paffie (or Designee)
 14. Station Reports (New Members/Membership Changes/Fund Raiser/Special Events)
 - a. Station 1
 - a-1 Motion to approve New Member Brenden Horn at Station 1.
 - b. Station 2
 - b-1 Vestal Fire Station 2 is seeking approval to host their annual Breakfast with Santa at Vestal Fire Station 2, 2517 Route 26S on Sunday, December 8, 2024 from 0730 to 1100.
This dates and times requested for approval/coverage are as follows:
Thursday, Dec. 5, 2024 from 1730-2030 for the setting up of the dining area.
Sunday, Dec. 8, 2024 from 0400 to 1400, to include preparation of food, breakfast event and clean-up of the station.
Motion to approve Vestal Fire Department Station 2’s Breakfast with Santa on Sunday, December 8, 2024 from 7:30am to 11:00am.
 - b-2 Motion to approve Returning/New Member Jerry Stout at Station 2.
 - c. Station 3
 - c-1 Retroactively Approve local Girl Scout Troops sell chocolates at Station 3 and 1 during the presidential elections from 5-8. Approval from station 3 and 1 president's and officers was received.
Motion to Retroactively Approve local Girl Scout Troops sell chocolates at Station 3 and 1 during the presidential elections from 5-8.
 - c-2 Motion to approve Returning/New Member Joshua Toussaint at Station 3.
 - c-3 Motion to approve New Member Tyler Beekmen at Station 3.
 - d. Station 4
 - d-1 Motion to terminate the membership of Jacob Malik from Station 4 for failure to complete their probationary period in accordance of the Vestal Fire Department By-Laws Article 2, Section 4.
 - d-2 Motion to terminate the membership of Michelle Garrett from Station 4 for failure to complete their probationary period in accordance of the Vestal Fire Department By-Laws Article 2, Section 4.
 15. Commissioner Report
 - a. Commissioner McCartney



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- b. Commissioner Harrington
- c. Commissioner Tomko
- d. Commissioner Kirchheimer
- e. Commissioner Birdsall

16. Public Input Session

17. Old Business

18. New Business

18.1 Request Zoning change of the Old Station 4 Property from RA-1 Single Family Residential to General Shopping C-1

Motion to approve Chairman T. McCartney to complete and sign the application for rezoning the Old Station 4 Property from RA-1 Single Family Residential to General Shopping C-1 to turn in to Vern Myers, Town Engineer.

18.2 Motion to approve to advertise for bids to purchase New Mini Pumper to advertise on Wednesday, November 20, 2024 and to open on December 11, 2024 at 6pm. Bids must be received by 12:00pm on December 11, 2024 at the Vestal Fire District Office.

19. Executive Session (if needed)

20. Announcements

DEC has issued as of November 12th at 1:01pm, that a Statewide Burn Ban is now in effect until November 30th

21. Motion to Adjourn