



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

Special Commissioner Meeting Minutes December 18, 2024

1. Present: Commissioner T. McCartney, Chairman
Commissioner D. Harrington, Vice-Chairman
Commissioner M. Tomko
Commissioner D. Kirchheimer
Commissioner R. Birdsall
Secretary S. Bowen
Chief J. Paffie
Assistant Chief C. Paffie
Assistant Chief S. Langeland
2. Meeting was called to order by Commissioner McCartney at 7pm.
3. Pledge of Allegiance was led by Commissioner McCartney.
4. Approval of the Previous Meeting Minutes - None
5. Bid Openings – None
6. Correspondence Report - None
7. Scheduled Appointments (Guests) – None
8. Resolutions
 - 8.1 Commissioners reviewed Resolution 2024-172F Best Value Purchasing. Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve Resolution 2024- 172F Best Value Purchasing and to add this to the end of Policy #100.00 - Procurement Policy.
All in Favor: 5. Oppose: None. Absent: None. Motion Carried.
9. Secretary Report - None
10. Director of Purchasing Report - None
11. Treasurer Report
 - 11.1- Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to authorize the Treasurer to open two checking account for the purpose of credit card purchases and expenses for National Foam School.
All in Favor: 5 Opposed: None. Absent: None. Motion Carried.



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-Chairman McCartney mentioned that due to the Fire District separating from the Town and not being established for 2 year or more, Tioga State Bank denied us the use of a credit card. However, they did suggest to open checking accounts and use debit cards for specific purposes.

-Commissioner Kirchheimer question if it would be better in a long term to preload a checking account for purchases with a bank card. Commissioner McCartney advised that would be something to talk with Treasurer Butler on.

12. Approval to Properly Audit and Pay the Bills - None

13. Association(s) Report - None

14. Department Business Report – President Starr (or Designee) - None

15. Operations Report – Chief Paffie (or Designee) - None

16. Station Reports (New Members/Membership Changes/Fund Raiser/Special Events)

- a. Station 1 - None
- b. Station 2 - None
- c. Station 3 - None
- d. Station 4 - None

17. Commissioner Report

- a. Commissioner McCartney - None
- b. Commissioner Harrington - None
- c. Commissioner Tomko – None
- d. Commissioner Kirchheimer - None
- e. Commissioner Birdsall - None

18. Old Business

18.1 The Town Board at their meeting tonight unanimously approve the rezoning of the old Station 4 Property. To move forward, the Fire District Attorney would need to draft a resolution and all necessary paperwork to receive voter approval to sell the property. Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to move forward and prep the sale of Old Station 4 Property with a mandatory referendum.

All in Favor: 5. Opposed: None. Absent: None. Motion carried.

19. New Business



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19.1 Motion to approve (1) New Midi Pumper to replace Midi 32-2 from Premier Apparatus.

Motion by Commissioner Harrington, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

19.2 Motion to approve (1) New Midi Pumper to replace Midi 32-3 from Premier Apparatus by piggybacking off the original bid specification.

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

19.3 Motion to authorize the Chairman to sign the letter of intent purchase (2) Midi Pumpers to Premier Apparatus pending mandatory referendum approval.

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

19.4 Establish Rules for a Group Health Insurance Program.

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve the Fire District to offer Health Insurance to paid employees in the amount of \$850 a month towards the health benefit premium.

All in Favor: 5. Opposed: None. Absent: None. Motion carried.

19.5 Motion to approve adding the 9-drug panel screening test to new applicant physical process starting January 1st 2025.

Motion by Commissioner Kirchheimer, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

19.6 Motion to approve to send (1) piece of apparatus to Conklin on Saturday December 21, 2024 for Operation Santa's Sled.

Motion by Commissioner Birdsall, seconded by Commissioner Tomko to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

20. Public Input Session

-Assistant C. Paffie discusses some concerns on both of the companies the district has used for Physicals.

-Discussion on adding drug screening to the physicals.

-Questions regarding Fundraising policies



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21. Executive Session (if needed)

22. Motion by Commissioner Tomko, seconded by Commissioner Harrington to adjourn the meeting at 7:47pm.

All in Favor: 5. Opposed: None. Absent: None. Motion carried.

Respectfully submitted

Susan Bowen
Fire District Secretary



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BEST VALUE PURCHASING RESOLUTION

WHEREAS New York State General Municipal Law requires a resolution adopted by the Board of Fire Commissioners to authorize the use of a Best Value basis to award a contract in the competitive bidding process for purchase contracts. “Best Value” means the basis for awarding contracts for procurement and services to the offeror which optimizes quality, cost and efficiency, among responsive and responsible offerors or bidders as authorized in General Municipal Law §103 and State Finance Law §163, and,

WHEREAS Purchase contracts awarded by use of the “Best Value” includes contracts for service work, but exclude any purchase contracts necessary for the completion of a public works contract pursuant to Article Eight of the Labor Law, which may have been awarded based on low bid or Best Value, and

WHEREAS this resolution provides additional procurement options to the Fire District in ways that may expedite the procurement process and result in cost savings. All bids or proposals received will be awarded on a “Best Value” basis which optimizes quality, cost, and efficiency, among responsive and responsible bidders or proposal providers to the Vestal Fire District. Such basis shall reflect, wherever possible, objective, and quantifiable analysis as to how the award decision was reached. Such basis may also identify a quantitative factor for bidder or proposal providers that are small businesses or certified minority or women-owned business enterprises,

Whereas, such basis for awarding contracts shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerors that are small businesses, certified minority- or women-owned business enterprises as defined in the Executive law §§ 310 (1),(7),(15), and (20) or service-disabled veteran-owned business enterprises defined the Veterans Services Law §40(1) to be used in evaluation of offers for awarding of contracts for services and

WHEREAS the “Best Value” standard for selecting goods and services vendors ensures that taxpayers obtain the highest quality goods and services at the lowest potential cost, while also ensuring fairness to all competitors. The Board of Fire Commissioners believes taxpayers are not well served when a public procurement results in low unit costs at the beginning, but ultimately results in cost escalations due to factors such as inferior quality, poor reliability, and difficulty of maintenance, and



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WHEREAS “Best Value” procurement option links the procurement process directly to the fire district’s performance requirements, incorporating selection factors such as useful lifespan, quality and options and incentives for more timely performance and/or additional services, and such basis shall reflect, wherever possible, objective and quantifiable analysis; and

WHEREAS the Vestal Fire District shall follow the bidding requirements of General Municipal Law §103 and the Fire District’s Procurement Policy (Last revised 10/30/2024) when utilizing the “Best Value” award methodology, and

WHEREAS, in addition, when the “Best Value” method is to be used for a purchase, the bid documents shall provide a basis to evaluate the bids under the “Best Value” requirements, and the “Best Value” method of choosing a proposal or bid shall be included in the Fire District’s Purchasing and Procurement Policy, and

WHEREAS, the Board of Fire Commissioners, in adopting this resolution permits, but does not require the Board of Fire Commissioners to use a best value approach when awarding a competitively bid contract to acceptance of a proposal. The Board can adopt this resolution and continue to the use the lowest responsible bidder approach for most of its purchases. Adoption of this resolution provides the Board with more purchasing flexibility and places the Board in position to join a cooperative that awards competitive contracts on a best value basis or piggyback a specific contract that was awarded based on “Best Value”, and

WHEREAS, The Board of Fire Commissioners, in using the “Best Value “option, will evaluate any competitively bid contract or proposal based upon the following criteria.

1. Criteria that will incorporate quality with integrity through a selection procedure that enhances the probability of value while guarding against unfairness.
2. Ability of the bidder or provider to perform the required work as scheduled in the scope of work, as well as an acknowledgment by the bidder or provider that they have read the scope of work and understand the parameters of the project.
3. List of individuals who would be performing and participating in the work, and an organizational chart of the bidder or proposal provider.
4. Description of the advantages that distinguish the bid or proposal received as a leader in a project like the one bid and how those processes and/or elements will specifically benefit the Vestal Fire District.
5. Listing of similar projects or work with a brief narrative of improvements, including any special features, design originality and adaptability that the bidder or provider lent to the project.



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6. An acknowledgement by the bidder or provider that understand and accept the Vestal Fire District's Insurance and Indemnification requirements.
7. Pricing, including alternative pricing proposals based upon the bid or the flexibility of the proposal.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of the Vestal Fire District hereby authorizes the use of "Best Value" in awarding contract and/or proposals in the competitive bidding process, where including piggyback bids under General Municipal Law §103 (16), for purchase contracts , and including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to Article Eight of the Labor Law, which may now be awarded on the basis of low bid State Finance Law, and or Best Value, as authorized in General Municipal Law § 103 and as defined in State Finance Law § 163

BE IT FURTHER RESOLVED that the Vestal Fire District's Procurement Policy revised on December 11, 2024 is hereby deemed amended to the extent that this resolution shall be deemed a part thereof and incorporated therein.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Commissioner Thomas McCartney	Yes
Commissioner David Harrington	Yes
Commissioner Mark Tomko	Yes
Commissioner Daniel Kirchheimer	Yes
Commissioner Ronald Birdsall	Yes

This resolution was thereupon declared duly adopted/rejected.

Dated: Vestal, New York

Dated 12/11/2024

Susan Bowen, Secretary
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