



# VESTAL FIRE DISTRICT

1136 Front Street, Suite 01  
Vestal • New York • 13850  
Phone: 607-321-6033  
[www.vestalfiredistrict.org](http://www.vestalfiredistrict.org)

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

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## **Work Session of the Board of Fire Commissioners Meeting Minutes for January 29, 2025**

Present: Commissioner Thomas McCartney  
Commissioner David Harrington  
Commissioner Ronald Birdsall  
Commissioner Daniel Kirchheimer  
Commissioner Mark Tomko

Others Present: Susan Bowen, Fire District Secretary (Absent)  
Paige Willes-Brown, Director of Purchasing  
Marisa Butler, Fire District Treasurer  
John Paffie, District Chief (Arrived at 8pm)  
I member from the public

Chairman McCartney opened the Work Session at 6:03pm.

1. Guest Speaker: Benjamin Maslona from Fiscal Advisors
  - Gave out documents for review, brief discussions regarding BANs and BONDS.

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to exit the Work Session to go into Executive session at 7:08pm.

-Discussions regarding proposed, pending or current litigation

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to exit Executive Session to go back into the Work Session at 7:34pm to discuss policies and procedures.

2. Policies and Procedures under Review:

Sexual Harassment and Other Harassment Prevention Policy- Annual Review

Policy Number:

Area of Interest: Administration

Owner: Fire Commissioner Chair

Audience: All Personnel

Workplace Violence Policy-Annual Review

Policy Number:

Area of Interest: Administration



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Owner: Fire Commissioner 1  
Audience: All Personnel

Drug and Alcohol Policy  
Policy Number:  
Area of Interest: Administration  
Owner: Fire Commissioner Chair  
Audience: All Personnel

Public Comment at Meetings & Hearings Policy  
Code of Ethics  
Fundraising Activity Policy  
Disciplinary Policy

Motion by Commissioner Kirchheimer, seconded by Commissioner Birdsall to exit Work Session and go into Executive Session at 7:59pm.

### 3. Executive Session

a) The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation

Motion by Commissioner Harrington, seconded by Commissioner Kirchheimer to exit Executive Session and go back into Work session.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to adjourn the meeting at 9:08 pm.