



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 Minutes for February 19, 2025.

Meetings to begin at 6pm unless otherwise noted.

Present:

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

Others Present: Susan Bowen, Fire District Secretary
Paige Willes-Brown, Director of Purchasing
Marisa Butler, Fire District Treasurer
Stephen Langeland, Assistant Fire Chief
William Stout, Assistant Fire Chief
Charles Paffie, Assistant Fire Chief
Keith Purdy, Fleet Director
3 members

The meeting was called to order at 6:02pm by Chairman McCartney.

Chairman McCartney led the Pledge to the Flag to those present.

Chairman McCartney read the "The Firefighter's Creed" aloud to those present.

4. Approval of the Previous Meeting Minutes

- 4.1 Special Meeting for December 4, 2024
 - 4.2 Regular Meeting for December 11, 2024
 - 4.3 Special Meeting for December 18, 2024 - Incomplete
 - 4.4 Special Meeting for January 2, 2025
 - 4.5 Organizational Meeting for January 8, 2025
 - 4.6 Regular Meeting for January 15, 2025 – Incomplete
- Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

5. Bid Openings

- | | | |
|-----|--|--|
| 5.1 | Brian Bohrer
BCS Facilities Group
201 Pheasant Run
Newtown, PA 18940
716-790-0912 | Rec'd 02/19 @ 10:36am

\$ 5,214.00 Cleaning
\$ 8,600.00 Strip & Wax
\$ 4.25 per pane Window Washing |
| | Mark Legg
Legg's Cleaning Service
2738 Foran Road
Friendsville, PA 18818-7760
607-972-9116 | Rec'd 02/17

\$7,200.00 Cleaning
\$1,800.00 Strip & Wax (3) Stations
\$400.00 Window Washing (1) Station |



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Ivan Sein
GDI Service INC
530 7th Avenue, Suite 601
New York City, NY 10018
929-616-3864
Not Received.

Olga Vega
S.J. Services
235 Newbury St
Danvers, MA 01923
351-201-9276
Not Received.

Patricia Manarin
Deltek, Inc
2291 Wood Oak Drive
Herndon, VA 20171
PublicRecords@deltek.com
Not Received.

6. Correspondence Report

- 6.1 Receive and File Fire Advisory Board Minutes from December 2, 2024
- 6.2 Receive and File Fire Advisory Board Minutes from January 20, 2025

7. Scheduled Appointments (Guests) - None

8. Resolutions

9. Secretary Report

9.1 Received a request from Patrick Harnan, Recreation Director to see if they could use Station 3 to host their training for summer staff on June 19th from 9am to 2pm. They were able to use station 3 last year and it worked out great and looking to see if this option was available again.

-Chairman McCartney advised to table this request until next Fire District Meeting under further discussion with Station 3 to make sure that date is available for use.

-Secretary Bowen wanted to thank all of the commissioners for their generosity and support due to the passing of her mother. She and her family appreciate it very much.

10. Elections (Annual or Special)

- 10.1 Special Election was held on February 11, 2025 from 6pm to 9pm with a total of



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141 voters.

Proposition #1 Shall the resolution adopted on January 2, 2025 by the Board of Fire Commissioners: Authorizing the expenditure of an amount not to exceed one million two hundred thousand dollars (\$1,200,000) for the objects and purposes of purchasing two MIDI Pumper Vehicles (hereinafter “Apparatus”) together with incidental equipment for use therewith; Authorizing the issuance of serial bonds or statutory installment bonds (collectively “bonds”) of the Fire District at the prevailing rate of interest at the time of closing, in an amount not to exceed one million two hundred thousand dollars (\$1,200,000) or so much thereof as may be necessary after deducting any federal, state, county, and/or local funds received; pledging the faith and credit of the Fire District for the payment of the principal and interest on said bonds and providing for the annual levy of a tax upon the taxable properties within the Fire District to pay such principal and interest; determining that the period of probable usefulness of said apparatus to be twenty (20) years pursuant to Local Finance Law

§11(a)(27); determining the maximum maturity of the bonds to be issued to be for a term not to exceed fifteen (15) years; delegating the Fire District Treasurer the power to authorize and sell bond anticipation notes and to fix the details of and to sell bonds; and containing an estoppel clause and providing for publication of the estoppel notice, be approved? 118 yes and 23 no

Proposition #2: Shall the resolution of the Board of Fire Commissioners, dated January 2, 2025, declaring as surplus real property located at 3341 Vestal Parkway East, in the Town of Vestal, County of Broome, State of New York, also known as the Station 4 Firehouse, with a value in excess of \$100,000.00 and authorizing the sale of said property should be approved in accordance with Town Law § 176 (23), be approved? 133 yes and 8 no

10.2 Estoppel Notice was published in the Press and Sun-Bulletin Paper and online on February 14, 2025.

11. Director of Purchasing Report

11.1 Request to approve payment to Hannigan Law Firm in the amount of \$12,500 for the 2025 Flat Retainer Fee for legal services.

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

11.2 Request to approve payment to J.P.B Fire Sales, LLC. for purchase of (1) Holmatro battery operated Pentheon 7-inch Heavy Duty Cutter and (1) Holmatro battery operated Pentheon 28 ½ inch Spreader in the amount of \$35,158.00 including freight charge of \$155.00. These items were ordered in 2024 due to pricing increases in 2025. Motion by Commissioner Tomko, seconded by Commissioner Harrington to approve.



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

11.3 Request to approve Warner Brothers Real Estate to be added to the list of pre-approved claims.

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.

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

11.4 Received Town of Vestal invoice from Jessica Farley, Deputy Comptroller for all Fire District bills that were paid on behalf of the Town dated back from September 2024. Request to approve payment for reimbursement to the Town of Vestal in the amount of \$13,103.63.

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.

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

11.5 Received Town of Vestal invoices from Jessica Farley, Deputy Comptroller for Warrants 2025-01F, 2025-02F, and 2025-03F to pay Accounts Payables for the 2024 year. Request to approve payment for reimbursement to the Town of Vestal in the amount of \$142,979.25.

Motion by Commissioner Harrington, seconded by Commissioner Tomko to approve.

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

11.6 Request by Captain Walter to purchase rescue rope items that are listed in the Rope Budget for 2025 in the amount of \$816.00 from START Rescue Training, Inc.

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.

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

11.7 Request by Captain Walter to purchase (4) Milwaukee M18 6000 Lumen Tripod Scene Lights and (4) Milwaukee M18 Red Lithium Forge Battery Packs out of Station 2's budget in the amount of \$2,592.00 from Cooper Electric.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.

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

11.8 Discuss Spectrum and NYSEG accounts to be placed on Autopay with the Fire District debit card. Request to approve placing Spectrum and NYSEG accounts on autopay.

Motion by Commissioner Harrington, seconded by Commissioner Kirchheimer to approve.

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

11.9 Director Willes-Brown discusses Waste Management invoice for disposal of PFAS Foam. Originally, this expense was listed as an encumbrance for 2024 to come out of Professional Services budget line. It was discussed with the Fire District Treasurer



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whether the invoice would continue to be paid out of the Professional Services line or be charged directly out of the Special Foam District line as Chairman McCartney noted it would be taken out of. It is suggested that a budget transfer would be needed to complete payment of this invoice to come out of the Special Foam District budget line.

Motion by Commissioner Harrington, seconded by Commissioner Tomko to approve a budget transfer from line A3410.401 Professional Services to line A3410.405 Foam District Expense in the amount of \$ 24,517.50 to cover the cost of the Waste Management invoice in the amount of \$27,434.44 for disposal of the PFAS Foam. All in Favor: 5. Opposed: None. Absent: None. Motion carried.

12. Treasurer Report

12.1 Motion to accept the Property Tax Wire Transfer in the amount \$2,684,355.00 to be deposited in various Fire District Accounts.

1. General Fund Account: \$2,327,418.00
- 2: Capital Reserve Fund for Apparatus: \$232,372.00
- 3: Foam District Reserve: \$117,740.00
- 4: Training Site Reserve: \$6,825.00

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

12.2 Motion to approve the Balance Sheet by Class for the month of January 2025 as listed in the addendum.

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

12.3 Motion to approve the Budget vs Actual Report for the month of January 2025 as listed in the addendum.

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

-Treasurer Butler wanted to advise she has a meeting set up for February 25th at 2pm at Fire District Office with Chris Starr, a representative from NYClass regarding investments. Also stated she is in the process of registering our entity to apply for federal grants and funding.

-Chairman McCartney wanted to mention that himself & Treasurer Butler were working on establishing an account with Lowe's under our new tax ID number and were informed that we were denied due to not being in existence for that long as we just recently separated from the Town.



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-Chairman McCartney also wanted to express that Director Willes-Brown is in possession of all titles for the apparatus. She is working with DMV to set up the newly established the Vestal Fire District to have its own PSD (Political Subdivision) number to be able to move forward with re-registering and getting new plates for all apparatus.

13. Approval to Properly Audit and Pay Claims as Submitted

13.1 Motion to approve the Audit of Claims for 2024 Accounts Payables dated for February 7, 2025 and 2025 Expenses dated for January 30, 2025, February 13, 2025, and February 20, 2025 in the total amount of \$376,547.88.

Motion by Commissioner Kirchheimer, seconded by Commissioner Birdsall to approve.

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

14. Director of Fleet Report

14.1 Report on the Brush 32-1 Project

-Commissioner Birdsall and K. Purdy gave some highlights regarding Brush 32-1.

-Commissioners would need input from the committees for March Fire District Meeting to stay within budget.

14.2 Director K. Purdy went of the Active Maintenance Tickets for 2025 and open tickets from 2024, Aerial Testing, preventative maintenance and additional Fleet Projects. Director K. Purdy and Commissioner Birdsall also requests that members do not do any work on the apparatus, pass it on to the Fleet Personal (Purdy, Birdsall and S. Langeland)

15. Director of Training and Safety

15.1 Motion to approve the following Members for Training Course with NYS OFPC
Archie Brace to attend NYS Officer Development and Leadership starting January 8 at the Aswad Facility and Principals of Instruction starting February 4 at the Aswad Facility
Asst. Chief Paffie to attend Fire Officer I Planning and Emergency Response starting January 30 at Cortland County Facility
Alana McKeon and Rebecca Cetta to attend Ice/Cold Water Rescue starting February 22 at Campville Fire Department
Victoria Hackert, Arthur Davey, Jonah Carlton, Brenden Horn, Tyler Waddell to attend BEFO starting January 14 at Endwell Fire Department
Jason Chenyak, Josh Jaso, Ryan Scarangella, Petersen Kressly, Chad Gerdus, Cole Abbott, Taninnat Yosanakatanyu to attend Fire Fighter Self-Rescue starting February 17 at City of Binghamton training facility
Alana McKeon to attend Light Weight Building Construction starting January 6 at Owego Fire Department



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-Chairman McCartney advised that this approval still requires the OFPC training authorization letter to be signed off by a Fire Officer. The approval by the Board of the Fire Commissioners does not mean that form will automatically be signed.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.

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

16. Association(s) Report

None.

17. Old Business

17.1 Motion to retroactively approve coverage with the updated dates for the Station 4 Firehouse Subs Fundraising Events for a demo of their new Pizza Trailer on from February 11th to February 15th.

-Assistant C. Paffie advised that Firehouse Subs postponed for a week due to the weather but will mostly be back within the next two weeks to set up. He asked to push the date back until March 7th.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.

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

18. New Business

18.1 Motion to retroactively approve Chief 32A vehicle, Foam 32-4 and Tower 32-4 for funeral detail for Life Member Hugh Reynolds.

Motion by Commissioner Kirchheimer, seconded by Commissioner Harrington to approve.

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

18.2 Motion to retroactively approve Tower 32-4 and Rescue 32-1 for the funeral detail for Fallen Binghamton Firefighter John Gaudet.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.

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

18.3 Motion to approve ESIP Insurance through The Smith Brothers Insurance in the amount not to exceed \$110,000. The coverage and limits are the same as the expiring term, with no changes made to the locations, building limits, vehicle limits, or liability limits. The Fred Singer Training Site and the Fire District Office is being looked at and will be notified of their coverage cost. Crime Coverage will be added after the renewal with more discussion with Nick Spencer from Smith Brothers.



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Renewal Coverage Includes:

2025: \$100,782 Terrorism Included (\$99,619 if rejected, as in the past)

Optional quote to AMEND the portable equipment & emergency apparatus deductible to \$1,000 would result in an approximate annual savings of \$3,267 or;

Optional quote to AMEND the portable equipment & emergency apparatus deductible to \$2,500 would result in an approximate annual savings of \$5,851.

Motion by Commissioner Kirchheimer, seconded by Commissioner Harrington to approve Smith Brother Renewal Coverage for 2025 to include Terrorism and to amend the portable equipment & emergency apparatus deductible to \$2,500.

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

18.4 Motion to approve to the bid specification for Grounds Keeping Services and to advertise for Bids in the Press and Sun-Bulletin Paper and online on Tuesday, February 25th, to be received by 12pm on March 19th in the Fire District Office and to be open on March 19th at 6pm during the Regular Fire District Meeting.

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.

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

18.5 Motion to approve Policy #200.00 Sexual Harassment and Other Harassment Prevention Policy

Motion by Commissioner Harrington, seconded by Commissioner Tomko to approve.

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

18.6 Motion to approve Policy #201.00 Workplace Violence Policy

Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.

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

18.7 Motion to approve Policy #202.00 Drug and Alcohol Policy

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.

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

19. LOSAP Committee Report

Secretary Bowen received packets back from Station 3 LOSAP Rep and Station 4 LOSAP Rep. Station 1's is complete at the end of the week. Station 2's is complete after March 1st. At this time, there has been no appeals to review regarding LOSAP Points.

20. Department Business Report – President Eaton (or Designee) – No Written Report Received

- President Eaton explains there is nothing new that he has been made aware of within the department. He is very proud of the department representing at the funeral



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service for Hugh Reynolds and for the Binghamton Firefighter John Gaudet.

- There is a meeting set up with someone from the Red Cross to continue to use Station 1 as a collection site for blood drives.
- Chairman McCartney recommends to President Eaton to begin reading the 'Fireman's Creed' at Department Meetings for the department members so they understand what we are doing and why we are doing it.

21. Operations Report – Chief Paffie (or Designee) – No Written Report Received

Assistant Chief Paffie gave report in Chief Paffie's absence.

- There has been a few issues with the snow removal services at the Stations, Commissioner Kirchheimer explained he will get in contact with the vendor and let them know.
- Comments in regards to parking at the Station for Elections
- Question regarding SCBA testing for Physicals
- Purchasing radios
- Since January 15th, there has been 95 fire calls. 20 of them were to Binghamton University. There was 1 mutual aid call to Little Meadows, 1 to Silver Lake, 1 to Apalachin, 2 to West Corners, 1 to City of Binghamton.
- Several members taking training courses, all training classes were approved by Fire Advisory Board officers at the meeting.
- A big thank you to the department for standing out and showing up for both funeral services for Hugh Reynolds and Binghamton Firefighter John Gaudet.

-Assistant C. Paffie advises he has not received his 1099 for LOSAP yet. There have been multiple issues regarding members not receiving them and messages have been sent out to resolve this issue.

-Questions rise about viewing previous meeting minutes and policies on the new district website. Once they are approved at a Board of Fire Commissioner meeting, they will be posted on the website.

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

a. Station 1

-Assistant Chief Langeland mentioned that they had a person come to Station 1 inquiring about becoming a member.

b. Station 2

-Assistant Chief Stout also mentioned someone joining the Fire Department as a support member. The application is currently in progress.

c. Station 3

22c.1 Motion to retroactivity approve the Girl Scouts to use Station 3 for Cookie distribution.



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Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.

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

d. Station 4

22d.1 Motion to accept the Resignation of Marco Boyko and Josh Reid.

Motion by Commissioner Tomko, seconded by Commissioner Harrington to approve.

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

23. Commissioner Report

- a. Commissioner McCartney – Reported out his report to those present. Details of such report is in Addendum
- b. Commissioner Harrington – Reported out his report to those present. Details of such report is in Addendum
- c. Commissioner Tomko- Working with Training & Safety Officers to set up trainings.
- d. Commissioner Kirchheimer – Reported out his report to those present. Details of such report is in Addendum
- e. Commissioner Birdsall – See Director of Fleet Report,
Quartermaster report:
Inventory completed thru the end of January all items signed out. All items from the 2024 budget have arrived and been inventoried. Looking to have a work detail to clean up the unsecured areas of central storage to help utilize the space better. Dependent on when the dried up foam gets cleaned up.

24. Public Input Session

-Chairman McCartney explains that very rarely there is anyone from the public that attends our meetings but there are rules that apply. Anyone from the public is able to speak and ask questions about only what's on the agenda. There will be a total of 3 minutes to speak.

-There has been indication through reviewing policies that the general membership of the fire department is not supposed to address the Board of Fire Commissioners. They should be going through their chain of command and then the chain of command will communicate with the Board of Fire Commissioners.

-Assistant C. Paffie relays the question from Chief Paffie asking if the 5 chiefs are able to have a meeting or discussion with the 5 commissioners. Chairman McCartney advises that if all 5 commissioners are present it would become a public meeting. There has been discussion about 2 commissioners speaking with the 5 chiefs at a time based on functional areas.



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-A member from the department wanted to say something regarding the Midi project. From Station 2's perspective when it was decided to replacement Midi 32-2, a committee was formed and research had begun. They are extremely excited on the concept that was agreed on.

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to exit regular meeting and go into Executive Session at 8:45pm.

25. Executive Session

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

Motion by Commissioner Tomko, seconded by Commissioner Harrington to exit Executive Session and return to regular meeting at 10:13 pm.

26. Other Business

26.1 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to terminate member Ryan Mess of Station 3 per the attorney's recommendation.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

26.2 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve repairs to be done to Engine 32-4 and cost not to exceed \$10,000.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

Motion by Commissioner Tomko, seconded by Commissioner Harrington to adjourn the meeting at 10:15 pm.

Respectfully Submitted,

Susan Bowen
Fire District Secretary

**Vestal Fire District
ESTOPPEL NOTICE**

The resolution summarized below was adopted by the Vestal Fire District Board of Fire Commissioners on January 2, 2025 and approved by the electors of the Vestal Fire District on February 11, 2025, and the validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Vestal Fire District is not authorized to expend money or if the provisions of law that should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit, or proceeding contesting such validity is commenced within twenty (20) days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the State Constitution.

A resolution adopted on January 2, 2025 by the Board of Fire Commissioners: Authorizing the expenditure of an amount not to exceed one million two hundred thousand dollars (\$1,200,000) for the objects and purposes of purchasing two MIDI Pumper Vehicles (hereinafter "Apparatus") together with incidental equipment for use therewith; Authorizing the issuance of serial bonds or statutory installment bonds (collectively "bonds") of the Fire District at the prevailing rate of interest at the time of closing, in an amount not to exceed one million two hundred thousand dollars (\$1,200,000) or so much thereof as may be necessary after deducting any federal, state, county, and/or local funds received; pledging the faith and credit of the Fire District for the payment of the principal and interest on said bonds and providing for the annual levy of a tax upon the taxable properties within the Fire District to pay such principal and interest; determining that the period of probable usefulness of said apparatus to be twenty (20) years pursuant to Local Finance Law §11(a)(27); determining the maximum maturity of the bonds to be issued to be for a term not to exceed fifteen (15) years; delegating the Fire District Treasurer the power to authorize and sell bond anticipation notes and to fix the details of and to sell bonds.

A copy of the entire resolution hereinbefore summarized is available for public inspection during normal business hours at the Fire District Offices located at the address below.

Dated: February 12, 2025

Susan Bowen, Secretary
Vestal Fire District
1136 Front Street, Suite 1
Vestal, NY 13850

Vestal Fire District

Abstract of Audited Voucher List

Accounts Payable

Vendor	Comments	Amount	Line
Paid on February 7, 2025.			
NYSEG	New Station 4 Electric Costs	\$250.38	F3410.4110
	New Station 4 Natural Gas Costs	(\$124.09)	F3410.4111
Schultz's Vestal Service Center	Lube, Oil, Filter for Chief 32-1	\$45.00	F3410 4040
	Lube, Oil, Filter, NYS Inspection for Chief 32-2	\$66.00	F3410 4040
TOTAL		\$237.29	
Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 21,2025.			
Hannigan Law Firm	Zoom Meeting with BOFC to address questions (evening) (no charge)	\$0.00	
	Prepared bid spec General Conditions for mini pumper	\$1,960.00	F3410 4000
NYSEG	Station 2 Electric Costs	\$627.96	F3410 4110
	Station 2 Natural Gas Costs	\$898.68	F3410 4111
Town of Vestal Code & Engineering	Fire Inspection for 1136 Front St. Suite 1	\$75.00	A3410.413
Town of Vestal Utility Fund	Water & Sewer for All Stations	\$473.00	A3410.416
TOTAL		\$4,034.64	
Grand Total of Accounts Payable		\$4,271.93	

Vestal Fire District

Abstract of Audited Voucher List

2025 Expenses

Vendor	Comments	Amount	Line
To be Paid on January 30, 2025.			
Big R&J Exterminating	Quarterly Pest Control for Station 1, 2, & 4	\$201.81	A3410.413
Charter Communications	Internet Services for Station 2	\$1,260.63	A3410.411
	Voice Lines for Station 1, 2, 3, & 4	\$172.94	A3410.408
	Payment Rejection, Transfer Balance & Previous Statement Balance	(\$208.27)	A3410.408
NYSEG	Old Station 4 Electric Cost	\$282.21	A3410.414
	Old Station 4 Natural Gas Cost	\$824.88	A3410.415
NYSEG	Fire District Office Electric Costs	\$168.32	A3410.414
	Fire District Office Natural Gas Costs	\$174.97	A3410.415
NYSEG	Station 3 Electric Cost	\$755.61	A3410.414
	Station 3 Natural Gas Cost	\$758.65	A3410.415
Warner Brothers Estate	Rental Space for 1136 Front St. Suite 1	\$1,000.00	A3410.418
TOTAL		\$5,391.75	
To be Paid on February 13, 2025.			
AT&T Mobility	Monthly Cell Charges	\$354.33	A3410.409
Bert Adams Disposal	Training Site Garbage Disposal	\$310.92	A3410.426
FirstLight Fiber	Fiber Internet for Station 3	\$440.00	A3410.411
Gannett-LocalIQ	Legal Notices	\$386.63	A3410.417
Grey Goose Graphics	Web Development: Site Updates- Dept. website-create 2025 tabs for meeting minutes	\$18.75	A3410.401
	Web Development: Site Updates- Added Legal Notices	\$18.75	A3410.401
	Web Development: Site Updates- Added Legal Notices	\$18.75	A3410.401
	Web Development: Site Updates- Special Election Notice Posting	\$18.75	A3410.401
NYSEG	Station 2 Electric Costs	\$714.88	A3410.414
	Station 2 Natural Gas Costs	\$1,183.01	A3410.415
Taylor Garbage	All Stations & New Fire District Office	\$628.16	A3410.413
TOTAL		\$4,092.93	

Vestal Fire District

Abstract of Audited Voucher List

Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 20,2025.			
Broome County Fire Chief's Association	Annual Association Dues for 2025	\$250.00	A3410.424
Cook's Tree Service	Removal of marked trees behind New Station 4	\$2,500.00	A3410.413
Debra Wallace, Reciever of Taxes	Property Taxes	\$1,318.60	A3410.410
DnD Sanitation	Handicapp Rental & Service for December	\$150.00	A3410.426
DnD Sanitation	Hanidcapp Rental & Service for January	\$150.00	A3410.426
EBE Officesource	Shipping BPNT70BA Toner	\$15.00	A3410.422
Empire Access	Station 3 Internet Access	\$250.00	A3410.411
	Station 4 Internet Access	\$185.00	A3410.411
Empire Access	Fire District Office Internet Access	\$185.00	A3410.411
Hannigan Law Firm	2025 Flat Rate Fee Retainer	\$12,500.00	A3410.401
Home Central	(1) Digital Hot/Cold Thermostat for Station 3	\$29.99	A3410.413
Jerome Fire Equipment	Air Quality Test & Hrs Traveled for On-Site Service for Station 4 Air Compressor	\$412.50	A3410.410
J.P.B Fire Sales, LLC	Holmatro battery operated Pentheon 7 inch Heavy Duty Cutter	\$17,275.00	A3410.202
	Holmatro battery operated Pentheon 28 1/2 inch Spreader	\$17,728.00	A3410.202
	Freight Charge	\$155.00	A3410.202
Mirabito Fuel Group	Gas & Diesel Fuel	\$1,314.74	A3410.419
Morris-Croker LLC	(20) LION V-Force Bi-Swing Coats	\$59,184.00	A3410.410
	(2) LION V-Force High-Back Pants	\$44,952.00	A3410.410
New York State Association of Fire Chiefs	Assistant Chief Steve Langeland- 2025 Dues	\$45.00	A3410.424
	Assistant Chief Kahl Miller- 2025 Dues	\$45.00	A3410.424
	Chairman GC- Thomas McCartney	\$45.00	A3410.424
NYSEG	New Station 4 Electric Costs	\$50.27	A3410.414
	New Station 4 Natural Gas Costs	\$1,430.58	A3410.415
Pritchard Development Corp.	Salting and Plowing Services for All Locations on Various Dates	\$10,650.00	A3410.413
Pyramid Business Systems,Inc.	Pyramid Technical Support Hours	\$110.00	A3410.401
Smith Brothers	New Public Officials Bond (Paige Willes-Brown)	\$625.00	A3410.412
	New Public Officials Bond (Marisa Butler)	\$445.00	A3410.412
United Auto Supply	Wheel Bearing and Hub Assembly for Chief 32-3	\$287.94	A3410.407
	Premuim Multi-Layered Ceramic Brake Pad & Geomet Coated Rotor for Chief 32-3	\$134.45	A3410.407
Verizon Wireless	Monthly Cell Charges	\$92.17	A3410.409

Vestal Fire District

Abstract of Audited Voucher List

Vestal Fire Department, Inc. Station 4	Reimbursement for BEFO Class for Jonah Carlton	\$40.00	A3410.404
	Reimbursement for BEFO Class for Arthur Davey	\$40.00	A3410.404
	Reimbursement for BEFO Class for Victoria Hackert	\$40.00	A3410.404
Western Broome Chiefs Association	Dues for 2025	\$100.00	A3410.424

TOTAL \$172,735.24

Encumbrance

Morris-Croker LLC	Lion American Legend Helmets0 (2) Black, (2) Red, (1) White	\$1,795.10	A3410.410
Morris-Croker LLC	Majestic MFA72 Fire Gloves- (8) Medium, (20) Large, (10) X-Large	\$4,178.10	A3410.410
Waste Management Corporation Services	Disposal of PFAS Foam	\$27,434.44	A3410.401
Wirsig Electronics	Work Completed on Andrews. Rd Tower	\$565.51	A3410.420

TOTAL \$33,973.15

TOTAL \$216,193.07

Grand Total of 2025 Expenses \$182,219.92

Grand Total of Encumbrance \$33,973.15

Vestal Fire District

Abstract of Audited Voucher List

02/19/2025 Fire District Meeting Operational Expenses

Vendor	Comments	Amount	Line
To be Paid on February 13, 2025.			
AT&T Mobility	Monthly Cell Charges	\$354.33	A3410.409
Gannett-LocaliQ	Legal Notices	\$386.63	A3410.417
Grey Goose Graphics	Web Development: Site Updates- Dept. website-create 2025 tabs for meeting minutes	\$18.75	A3410.401
	Web Development: Site Updates- Added Legal Notices	\$18.75	A3410.401
	Web Development: Site Updates- Added Legal Notices	\$18.75	A3410.401
	Web Development: Site Updates- Special Election Notice Posting	\$18.75	A3410.401
	TOTAL	\$815.96	

Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 20,2025.			

Accounts Payable

Hannigan Law Firm	Zoom Meeting with BOFC to address questions (evening) (no charge)	\$0.00	
	Prepared bid spec General Conditions for mini pumper	\$1,960.00	F3410 4000
	TOTAL	\$1,960.00	

2025 Expenses

Broome County Fire Chief's Association	Annual Association Dues for 2025	\$250.00	A3410.424
Debra Wallace, Reciever of Taxes	Property Taxes	\$1,318.60	A3410.410
EBE Officesource	Shipping BPNT70BA Toner	\$15.00	A3410.422
Hannigan Law Firm	2025 Flat Rate Fee Retainer	\$12,500.00	A3410.401
Jerome Fire Equipment	Air Quality Test & Hrs Traveled for On-Site Service for Station 4 Air Compressor	\$412.50	A3410.410
J.P.B Fire Sales, LLC	Holmatro battery operated Pentheon 7 inch Heavy Duty Cutter	\$17,275.00	A3410.202
	Holmatro battery operated Pentheon 28 1/2 inch Spreader	\$17,728.00	A3410.202
	Freight Charge	\$155.00	A3410.202

Vestal Fire District
Abstract of Audited Voucher List

New York State Association of Fire Chiefs	Assistant Chief Steve Langeland- 2025 Dues	\$45.00	A3410.424
	Assistant Chief Kahl Miller- 2025 Dues	\$45.00	A3410.424
	Chairman GC-Thomas McCartney	\$45.00	A3410.424
Smith Brothers	New Public Officials Bond (Paige Willes-Brown)	\$625.00	A3410.412
	New Public Officials Bond (Marisa Butler)	\$445.00	A3410.412
Verizon Wireless	Monthly Cell Charges	\$92.17	A3410.409
Western Broome Chiefs Association	Dues for 2025	\$100.00	A3410.424

TOTAL \$51,051.27

Encumbrances

Waste Management Corporation Services	Disposal of PFAS Foam	\$27,434.44	A3410.401
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TOTAL \$27,434.44

TOTAL \$81,261.67

Grand Total of Claims for Accounts Payable \$1,960.00

Grand Total of Claims for 2025 Expenses \$51,867.23

Grand Total of Claims for Encumbrances \$27,434.44

Vestal Fire District

Abstract of Audited Voucher List

02/19/2025 Fire District Meeting Buildings & Grounds Expenses

Vendor	Comments	Amount	Line
To be Paid on January 30, 2025.			
Big R&J Exterminating	Quarterly Pest Control for Station 1, 2, & 4	\$201.81	A3410.413
Charter Communications	Internet Services for Station 2	\$1,260.63	A3410.411
	Voice Lines for Station 1, 2, 3, & 4	\$172.94	A3410.408
	Payment Rejection, Transfer Balance & Previous Statement Balance	(\$208.27)	A3410.408
NYSEG	Old Station 4 Electric Cost	\$282.21	A3410.414
	Old Station 4 Natural Gas Cost	\$824.88	A3410.415
NYSEG	Fire District Office Electric Costs	\$168.32	A3410.414
	Fire District Office Natural Gas Costs	\$174.97	A3410.415
NYSEG	Station 3 Electric Cost	\$755.61	A3410.414
	Station 3 Natural Gas Cost	\$758.65	A3410.415
Warner Brothers Estate	Rental Space for 1136 Front St. Suite 1	\$1,000.00	A3410.418
	TOTAL	\$5,391.75	
To be Paid on February 13, 2025.			
Bert Adams Disposal	Training Site Garbage Disposal	\$310.92	A3410.426
Empire Access	Station 3 Internet Access	\$250.00	A3410.411
	Station 4 Internet Access	\$185.00	A3410.411
Empire Access	Fire District Office Internet Access	\$185.00	A3410.411
FirstLight Fiber	Fiber Internet for Station 3	\$440.00	A3410.411
NYSEG	Station 2 Electric Costs	\$714.88	A3410.414
	Station 2 Natural Gas Costs	\$1,183.01	A3410.415
Taylor Garbage	All Stations & New Fire District Office	\$628.16	A3410.413
	TOTAL	\$3,896.97	

Vestal Fire District

Abstract of Audited Voucher List

Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 20,2025 .			
Accounts Payable			
NYSEG (Paid on 2/7/2025)	New Station 4 Electric Costs	\$250.38	F3410.4110
	New Station 4 Natural Gas Costs	(\$124.09)	F3410.4111
NYSEG	Station 2 Electric Costs	\$627.96	F3410 4110
	Station 2 Natural Gas Costs	\$898.68	F3410 4111
Town of Vestal Code & Engineering	Fire Inspection for 1136 Front St. Suite 1	\$75.00	F3410 4080
Town of Vestal Utility Fund	Water & Sewer for All Stations	\$473.00	F3410 4120
TOTAL		\$2,200.93	
2025 Expenses			
Cook's Tree Service	Removal of marked trees behind New Fire Station 4	\$2,500.00	A3410.413
DnD Sanitation	Handicapp Rental & Service for December	\$150.00	A3410.426
DnD Sanitation	Handicapp Rental & Service for January	\$150.00	A3410.426
Home Central	(1) Digital Hot/Cold Thermostat for Station 3	\$29.99	A3410.413
NYSEG	New Station 4 Costs	\$50.27	A3410.414
	New Station 4 Natural Gas Costs	\$1,430.58	A3410.415
Pritchard Development Corp	Salting and Plowing Services for All Locations on Various Dates	\$10,650.00	A3410.413
Pyramid Business Systems, Inc.	Pyramid Technical Support Hours	\$110.00	A3410.401
TOTAL		\$15,070.84	
Encumbrance			
Wirsig Electronics	Work Completed on Andrews Rd. Tower	\$565.51	A3410.420
TOTAL		\$565.51	
Grand Total of Claims for Accounts Payable		\$2,200.93	

Vestal Fire District
Abstract of Audited Voucher List

Grand Total of Claims for 2025 Expenses	\$24,359.56
Grand Total of Claims for Encumbrance	\$565.51
Grand Total of Claims for Buildings & Grounds	\$27,126.00

Vestal Fire District

Abstract of Audited Voucher List

02/19/2025 Fire District Meeting
Fleet Maintenance Expenses



Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 20,2025.			

Accounts Payable

Schultz's Vestal Service Center (Paid on 2/7/2025)	Lube, Oil, Filter for Chief 32-1	\$45.00	F3410 4040
	Lube, Oil, Filter, NYS Inspection for Chief 32-2	\$66.00	F3410 4040
	TOTAL	\$111.00	

2025 Expenses

Mirabito Fuel Group	Gas & Diesel Fuel	\$1,314.74	A3410.419
United Auto Supply	Wheel Bearing and Hub Assembly for Chief 32-3	\$287.94	A3410.407
	Premuim Multi-Layered Ceramic Brake Pad & Geomet Coated Rotor for Chief 32-3	\$134.45	A3410.407
	TOTAL	\$1,737.13	

Central Storage Expenses

2025 Expenses

Morris-Croker LLC	(20) LION V-Force Bi-Swing Coats	\$59,184.00	A3410.410
	(2) LION V-Force High-Back Pants	\$44,952.00	A3410.410
	TOTAL	\$104,136.00	

Encumbrance

Morris-Croker LLC	Lion American Legend Helmets0 (2) Black, (2) Red, (1) White	\$1,795.10	A3410.410
Morris-Croker LLC	Majestic MFA72 Fire Gloves- (8) Medium, (20) Large, (10) X-Large	\$4,178.10	A3410.410

Vestal Fire District
Abstract of Audited Voucher List

	TOTAL	\$5,973.20
Grand Total of Claims for Fleet Maintenance		\$1,737.13
Grand Total of Claims for Central Storage		\$110,109.20
Total for Accounts Payable		\$111.00
Total for Encumbrance		\$5,973.20
TOTAL for Fleet Maintenance & Central Storage		\$111,957.33

**Vestal Fire District
Abstract of Audited Voucher List**

02/19/2025 Fire District Meeting
Training & Safety Expenses

Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 20,2025.			
Accounts Payable			
2025 Expenses			
Vestal Fire Department, Inc. Station 4	Reimburement for BEFO Class for Jonah Carlton	\$40.00	A34310.404
	Reimbursement for BEFO Class for Arthur Davey	\$40.00	A3410.404
	Reimbursement for BEFO Class for Victoria Hackert	\$40.00	A3410.404
		TOTAL	\$120.00
		Grand Total of Claims for Accounts Payable	\$0.00
		Grand Total of Claims for 2025 Expenses	\$120.00

Vestal Fire District

Abstract of Audited Voucher List

02/19/2025 Fire District Meeting
Town of Vestal Reimbursements from September 2024-December 2024.
(Fire District Portion Paid on behalf of the Town-Reimbursement back to the Town)

Vendor	Comments	Amount	Line
To be Approved on February 19, 2025 and To be Paid on February 20, 2025.			
Town of Vestal	Direct Energy (09/25/2024) Statement	\$242.79	A917
Town of Vestal	M&T Bank CC Statement (09/30/2024)		A917
	Spectrum-Fax Lines	\$92.20	A917
	Empire- Internet Access for New Station 4	\$380.00	A917
	The Safety Equipment Store- MSA V-Tec Retractable Lanyard	\$441.23	A917
	Spectrum-Internet Access for Station 2	\$169.98	A917
	BuyRite Electric- (2) Electronic Panel Mount Timers	\$112.64	A917
Town of Vestal	NYSEG Statement: Andrews Rd Tower (10/08/2024)	\$91.94	A917
	NYSEG Statement: Underwood Rd Tower (10/08/2024)	\$96.99	A917
Town of Vestal	Met Life: Short Term Disability Insurance- November 2024	\$33.48	A917
	Met Life: Short Term Life Insurance- November 2024	\$15.00	A917
Town of Vestal	UHS OCC Med: October 2024 PPO Admin Fees	\$308.33	A917
Town of Vestal	Greene County Commerical Bank- Interest for BOND Payment	\$3,567.50	A917
Town of Vestal	M&T Bank CC Statement (10/31/2024)		A917
	Spectrum-Fax Lines	\$92.60	A917
	Empire Access- New Station 4	\$380.00	A917
	Ubiquiti Store- New Switch & Warranty	\$389.00	A917
	Matthew Lawrence Moriarity- New Logo for District Office	\$160.00	A917
	UPS- Overnight Shipping of Check for Brush Trucks	\$116.53	A917
	Walmart-Misc. Operation Items for District Office	\$168.62	A917
	UPS-Port-A-Count	\$56.83	A917
Town of Vestal	NYSEG Statement: Andrews Rd Tower (11/07/2024)	\$92.02	A917
	NYSEG Statement: Andrews Rd Tower (11/07/2024)	\$106.75	A917
Town of Vestal	UHS OCC Med: November 2024 PPO Admin Fees	\$308.33	A917

Vestal Fire District

Abstract of Audited Voucher List

Town of Vestal	Met Life: Short Term Disability Insurance- December 2024	\$33.48	A917
	Met Life: Life Insurance-December 2024	\$15.00	A917
Town of Vestal	M&T Bank CC Statement- (11/30/2024)		A917
	Spectrum-Fax Lines	\$92.60	A917
	Empire Access- New Station 4	\$380.00	A917
	Amazon- Misc. Items for District Office	\$445.25	A917
	Fire Engineering Videos Subscription	\$600.00	A917
	eTrailer- Weight Scale for Trailers	\$209.32	A917
	Brother Super High Yield Toner for District Office	\$93.49	A917
	USPS- 2024 Stamps	\$73.00	A917
	Intuit Quickbooks- Secure Plus Voucher Checks & Logo	\$561.03	A917
	Amazon- Streamlight Batteries	\$180.48	A917
Town of Vestal	NYSEG Statement: Andrews Rd Tower (12/10/2024)	\$92.74	A917
	NYSEG Statement: Underwood Rd Tower (12/10/2024)	\$104.88	A917
Town of Vestal	M&T Bank CC Statement (12/31/2024)		A917
	Spectrum-Fax Lines	\$92.60	A917
	Empire Access- New Station 4	\$380.00	A917
	Amazon- Copier Paper for District Office	\$135.24	A917
	Amazon- Prime Membership	\$129.00	A917
	Intuit Quickbooks- Self Seal Voucher Check Envelopes & Shipping Cost	\$142.48	A917
	Amazon- Self Seal Envelopes for Elections	\$14.79	A917
	Spectrum- Station 4 Internet	\$435.32	A917
	Spectrum- Station 2 Internet	\$509.94	A917
	Spectrum: Station 1, 2, 3 Phone Lines	\$299.90	A917
	Spectrum: Station 1 Internet	\$277.26	A917
	Zoom.com- Annual Subscription	\$159.90	A917
Town of Vestal	NYSEG Statement: Andrews Rd Tower (01/09/2025)	\$110.91	A917
	NYSEG Statement: Underwood Rd. Tower (01/09/2025)	\$112.26	A917
Town of Vestal	Warrant 2025-01F (01/06/2025)	\$105,956.86	A917
	Warrant 2025-02F (01/21/2025)	\$37,321.94	A917
	Reimbursement from Station 1	(\$536.84)	A917
Town of Vestal	Warrant 2024-03F (02/07/2025)	\$237.29	A917
TOTAL		\$156,082.88	
Grand Total of Claims Town of Vestal Reimbursements		\$156,082.88	

**Vestal Fire District
Abstract of Audited Voucher List**

Fire District Expenses for 02/19/2025 Meeting	
Accounts Payable	\$4,271.93
Encumbrance	\$33,973.15
2025 Expenses	\$182,219.92
TOV Reimbursement	\$156,082.88
Total Audit of Claims Amount	\$376,547.88

From: [Fire Commissioner1](#)
To: [Sue Bowen](#)
Subject: FW: District meeting
Date: Wednesday, February 19, 2025 8:07:15 PM

FYI

Thomas E. McCartney II, Chairmen

Vestal Fire District
1136 Front St., Suite 1
Vestal, NY 13850

607-761-4430

VFDFirecommisioner1@vestalny.gov

vestalfiredistrict.org

From: vfdchief <vfdchief@vestalny.gov>
Sent: Wednesday, February 19, 2025 5:49 PM
To: Fire Commissioner1 <vfdcommissioner1@vestalny.gov>; vfd4chief <vfd4chief@vestalny.gov>
Cc: Paffie Charles <cpafie@binghamton.edu>
Subject: District meeting

My report for tonight's District Meeting.

Vestal Fire responded to approx. 95 calls since 1/15
20 calls to Binghamton University

Mutual aid calls:

- 1 to Little Meadows -AFA cancelled after dispatch
- 1 to Silver Lake for 2nd alarm fatal house fire
- 1 to Apalachin, reported 2nd alarm house fire with possible entrapment, cancelled
- 2 to West Corners Fire reported building fires – held in quarters (squatters starting fire for warmth)
- 1 3rd alarm fatal building fire of a Binghamton FF , while on stand by downtown covered 1 call for BFD

Training- All Classes approved by FAB and sent to District Secretary for approval
Several members taking IFO, BEFO, Officer Training Courses, and an upcoming FAST Class

Foam- still in the process of adding class B back to the 4 engines
-members preparing for Flammable Liquid Foam training in Texas
-Lt Petcosky, Asst Chief Paffie preparing data for next month district meeting for the tank farms

Outstanding job by the Department on 2 occasions-
-Funeral and walk through for Past President/Safety Officer Hugh Reynolds
-29 members for todays funeral for the fallen BFD Firefighter.

Broome County OES

-Neal Haight has accepted the Director of Emergency Services position

- currently doing interviews for a Deputy

-Communications Supervisor Ballard is retiring as of April- doing interview to replace him

-does not really affect VFD, but are changing the tone out times – getting rid of 3 minutes, at 5 re-tone home, at 7 mins starting mutual aid

-at last County Chiefs meeting, still no response from any departments on use of inmates

From FAB:

1. Would like to purchase 10 Motorola radios to put into seats where we have none now. Some of these radios are going to be for the incoming Brush Trucks also. Addition to what we have.
2. Along with the email sent the other night from FAB, items brought up by the FAB Officers

John J Paffie

Fire District Chief

Vestal Fire Dept

607-343-0599

From: [Fire Commissioner1](#)
To: [Sue Bowen](#)
Subject: Fire Commissioner Report for 2/2025 - McCartney
Date: Tuesday, February 18, 2025 2:23:01 PM

Fire Commissioner Report for 2/2025 - McCartney

1/17: Meeting with L. Ellis of Tracey Creek Rd. regarding concerns over solar farming in the town.

1/17: Training / Safety meeting with TO, SO and FC3.

1/20: Attendance at the February FAB meeting. Review of District Chief organization presentation.

1/22: KPI report discussion with individual fire commissioners.

1/24: Meeting with D. Rose on assignments.

1/28: Represented the BOFC at funeral.

1/29: BOFC work session. Fiscal Advisors presentation, policy review.

1/30: Webinars with Greene Co. Bank, Treasurer, FC2. Greene Ci. Bank failed to call in. Meeting canceled.

2/3: Presentation to Fire Department on 2025 BOFC organization and FC assignments.

2/5: BOFC work session, insurance presentation, policy review, executive session - personnel matter.

2/7: Hearing BC Supreme Court. Channing vs: Vestal Fire District. Emergency Injunction regarding the vote 2/11. Case dismissed.

2/7: Meeting with attorney at fire district office.

2/9: Notified of death of a member. Request to liaison with family to FD.

2/10: Notified of suspension R.Mess

2/11: Coordination of wake, procession and funeral arrangements.

2/11: Special Election, summary and notification of results to FD members.

2/13: KPI program review with BOFC members individually.

2/14-15 Represent BOFC at wake and funeral.

2/17 Physical package update to Chief 32

2/18 Accident investigation review with Safety Officer.

Thomas E. McCartney II, Chairman
Board of Fire Commissioners
Vestal Fire District

vfdcommissioner1@vestalny.gov

1136 Front St., Suite 1
Vestal, NY 13850

vestalfiredistrict.org
607-761-4430

To: Vestal Fire District Secretary Susan Bowen
From: Fire Commissioner David Harrington
Date: Wednesday 02/19/2025
Subject: Vestal Fire District Report for 02/19/2025 Meeting

Finances:

1. Assessed 5Y/20Y Financial Forecast and provided comments on the 2025 Reserves and preliminary comments on the 2026 thru 2030 fiscal years for the 4 Reserve Funds; information provided to Fire District Treasurer and Fire Commissioner Chair McCartney.
2. Length Of Service Awards Program (LOSAP) Committee Chair Bob Warner has stepped down from his position; we will be seeking out and assessing candidate names to consider for the replacement; a business and financial background is beneficial for this role.
3. Reviewed existing Fire District Treasurer Monthly Burn Rate Financials Report; additional monthly report will be added from the Director Purchasing.

Grants & Funding:

1. Grants Coordinator Bill Fletcher confirmed a department volunteer Joe Seif from station #1 will assist him in putting grant information together for timely submittals related to the Fred Singer Training Facility.
2. Grants Coordinator is developing a 2025 schedule for 1H and 2H for # of targeted grants/foundations efforts to be worked on.
3. Currently working on getting new accounts setup for Federal Emergency Management Agency (FEMAGO) which allows users to apply for, track, and manage FEMA grants.
 - a. We will be engaging the Fire District Secretary for Fred Singer Site information need for FEMAZGO and the vendor Tenkate Grant Services LLC
4. We are awaiting the publication of the new video regarding the Fred Singer training facility which will be utilized in this year's funding campaign strategy.
5. Grants Coordinator has requested that we have a Grants & Funding email account setup in the District to make communications much easier and also keep us from having to utilize our personal emails for such correspondence.

Records Management:

- Captain Phil Walter has been assigned as our Records Management Coordinator Back Up to assist Doug Rose with the numerous activities related to the fire department's primary system (RedNMX database) for records management.
- Reports for 2025:
 - **105 Total Calls**, as of 2/15. 1 of which was a duplicate/error call.
 - **61 calls in January,**
 - **43 so far in February,**
 - Tracking of outstanding reports that require information to complete reports which also then awaits review and sign-off by Chiefs.
 - Several minor adjustments have been noted to various reports, those are being addressed on an as needed basis, and will also be addressed during upcoming 2/22 officer training session.

- 2 reports need completion from Dec. 2024, one requiring info from County Fire Investigation, and 1 needing information for completion.
- Continue working on a process similar to Incident Report Process for Trainings, Meetings, and Other Miscellaneous Reports.
- Working on training material for the 2/22 Officer Training course.

Process Review & Efficiency Improvements:

1. Key Performance Indicators (KPI) Metrics
 - a. Fire Commissioner Functional Areas continue to be further reviewed and new KPI Scorecard development continues for the detailed content; discussions with individual fire commissioners occurred Wed 1/22 and Wed 2/12.
2. Fire District Office Staff Assignments
 - a. Attended interview meeting Sunday 1/26 for selection of the District's new Director of Communications with Fire Commissioner Chair McCartney.
 - b. Further developing the Task Inventory/Job Descriptions matrix for Fire District Treasurer, Secretary, and Director of Purchasing positions; updated Job Assignments file provided to Fire Commissioner Chair McCartney.
3. Fire Reports & Training Sheets Process
 - a. Status Meeting with Records Management Coordinator Doug Rose Monday 2/17:
 - i. reviewed Fire Reports process map and made revisions, developed monthly scorecard for tracking the fire reports process and achieving the monthly deliverables timely
 - ii. discussed interim training sheet submittal process, Doug will ensure Director of Training & Safety and 4 stations are all properly submitting for trainings since 1/1/25

Board of Fire Commissioners–Commissioner 4 Report
February 19, 2025
Dan Kirchheimer



1. Buildings and Grounds–Thanks to Dusty McCartney
 - a. Tickets/Maintenance
 - i. Endwell Rug to quote meeting room floor Station 2
 - ii. P&J to assess boiler issue at Station 2 causing boiler to run constantly (long-standing issue)
 - iii. Drain in Station 3 women’s room collapsing, P&J are looking later this week
 - iv. Shore line for Engine 3 electric to be checked/corrected
 - v. Toilet in Station 2 fixed in house
 - vi. Faucet Station 2 fixed
 - b. Sale of old Station 4
 - i. Referendum authorizing sale passed
 1. Confusion over referendum highlighting importance of public communication/PIO
 - ii. Two preliminary offers are being explored
 1. Legal consult on implications of accepting offers
 - iii. Listed at \$1,150,000
 - iv. DOT rulings/restrictions potentially affect value, Pyramid Brokerage has consulted with real estate attorneys at HH&K for counsel.
 - c. Generators
 - i. Preventative maintenance contract is near execution, awaiting one additional quote
 - ii. Awaiting installation of generator at Station 1, pad/pillars and electric in place
 - d. Cleaning Services
 - i. Opening bids at this meeting with hopes of awarding a contract
 - ii. Until implemented we are asking department members to clean and remove trash.
 - e. Snow removal
 - i. Pritchard–very responsive
 - ii. Happy with service so far–adjusted snow piles at Station 1 as per members’ requests (again)
 - iii. Sidewalks at Station 4 to be cleared as well.
 - iv. As of last week we spent just shy of \$11k which has likely gone up since then, we have \$30k budgeted.
 - f. Landscaping contractor–Scope of work is written and to be approved at this meeting for bids submitted next month. Expect to need services in April.
2. Physical Security–Colin White is in the process of taking this over
 - a. Key Fobs
 - i. New rep is up to speed on how to enable/disable access
 - b. Cameras–Hope to move toward uniformity and integration across all sites
 - c. Need to address outside lighting around stations, repair or replace as necessary, and assure good visibility for security as well as safety.
 - i. Looking at how to dim lighting at Station 4 to appease neighbors

3. Information Technology—Thanks to Dave Foland, preparing to on-board Josh Fischbeck
 - a. Pyramid Business Solutions—Ron Eubank
 - i. All-Mode is the company responsible for the phones
 1. We need phones to make the final changeover from the town
 2. All-Mode needs 20 days to implement, this is the rate limiting step
 3. Pyramid is building out as much as possible before having the phone system go live.
 - ii. A good inventory of current hardware has been taken.
 - iii. File structure is being handed from town IT to Pyramid for the file server, will prepare to receive the data (permissions, accounts, etc.) in advance. Once copied, there will be a period of time we will not be able to use town resources until everything is stood back up, which is why as much is being done in advance as possible.
 - iv. Each computer will need antivirus removed, gain admin access to join to a new domain, transfer profiles, and then decrypt/re-encrypt them. All apps and user logins will need to be set back up, each machine will take over an hour.
 - v. This is completed with a program called Nuke and Pave.
 - vi. Data networks are installed and VPN firewalls are at every site, have been tested to be able to move all traffic and are encrypted.
 - vii. Microsoft Office 365 is installed and will be configured for email accounts once ready to break away from the vestalny.gov email accounts.
 - viii. The IT room at Station 4 is set up but we only have Spectrum for internet and not fiber yet. The fiber build out is projected for April but this will not hold up the changeover.
 - ix. Station 2 and Station 3 have both Spectrum and Fiber installed and are ready for migration. To make the sites operational will need to take over the switch, take over the phone distribution server, reconfigure the wifi and adjust the printers. Phones are the sticking point at this moment.
 - x. Station 1 only has Spectrum now, the fiber buildout won't be completed until April there as well. (They have to obtain permits, permissions, hang fiber, etc.). We will not wait for fiber to convert over though.
 - xi. The District Office has two internet feeds but it is still associated with the town. Our VPN cannot connect to the fiber (Empire) circuit until we are done with the connection to the town. There will not be the ability to run the district network and the town network in parallel, again waiting on AllMode for the phone service.
 - xii. Once we pull the plug from the town and move over, there will be an intense time of rebuilding PC's, installing antivirus, setting up printing, rebuilding WIFI, reconnecting devices, etc. Luckily, most devices rely on cloud services making this process easier.
 - xiii. The phone install date will be the date we cut away from the town at which point there will be a large transfer of files. Although attempting to minimize, this will likely be an inconvenient few days.
 - b. Videos from Grey Goose Graphics
 - i. Second video for recruitment is in the works but needs more footage of training, waiting for good weather.
 - ii. First video is completed, more informational, and is currently on the district website.
 - iii. Third video about the Fred Singer Training Site in the works.

4. Member Relations

- a. EAP—have drafted mental health EAP
 - i. Will be meeting with Dr. Mazzeo to implement a program
- b. Banquet—Tioga Downs October 18, 2025, October 17, 2026
 - i. DJ has been booked
 - ii. Working on awards revamp, a list has been drafted
- c. Inmate program to be explored for viability
 - i. Truck washing/waxing?
 - ii. Still need to coordinate but will likely require a member in the station while inmates are there (supervised by a corrections officer). This may make this harder to facilitate.