



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 March 19, 2025.

Meetings to begin at 6pm unless otherwise noted.

Present:

Commissioner Thomas McCartney
Commissioner David Harrington
Commissioner Ronald Birdsall (Absent)
Arrived at 6:26pm.
Commissioner Daniel Kirchheimer
Commissioner Mark Tomko

Others Present: Susan Bowen, Fire District Secretary
Paige Willes-Brown, Director of Purchasing
Marisa Butler, Fire District Treasurer

The meeting was called to order at 6:01pm by Chairman McCartney.

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

4. Approval of the Previous Meeting Minutes

4.1 Motion to approve February 19, 2025 Meeting Minutes

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

All in Favor: 4. Opposed: None. Absent: 1. Motion carried.

5. Bid Openings

5.1 Coleman Lawncare
1180 Tracy Creek Rd
Vestal, NY 13850
Colemanlawncare2@gmail.com
607-761-8429

Received 3/13/2025
Price per Cut and Weed
Station 1: \$61
Station 2: \$118
Station 3: \$123
Station 4: \$144
Training: \$120
Extra: \$60 per hour

Gulick's Lawncare & Landscaping
28 Pierce Creek Road
Binghamton, NY 13903
gulickslawncare@gmail.com
607-221-4834

Received 3/14/2025
Price per Cut and Weed
Station 1: \$15
Station 2: \$150
Station 3: \$160
Station 4: \$110
Training: \$165
Extra: \$55 per hour
Weed Control \$300 per Month



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A Great Choice Lawn Care & Landscaping	Received 3/18/2025
100 Oakdale Road	Price per Cut and Weed
Johnson City, NY 13790	Station 1: \$43
607-761-9818	Station 2: \$99
	Station 3: \$110
	Station 4: \$61
	Training: \$247
	Extra: N/A

Shorzy Mow & Snow Inc	No Bid
Sean Walter	
Swalter017@gmail.com	
607-242-3836	

Builders Exchange of the Southern Tier East	No Bid
Julie Cunningham	
15 Belden Street	
Binghamton, NY 13903	
jcunningham@bxstier.com	
607-771-7000	

SLD Construction LLC	No Bid
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Commissioner Kirchheimer will take the bids and review them for the March 19th meeting.

6. Correspondence Report

6.1 Received and File February 17, 2025 Fire Advisory Board Minutes

7. Scheduled Appointments (Guests) – None.

8. Resolutions

8.1 Resolution for NYCLASS

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;



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WHEREAS the Vestal Fire District wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023;

WHEREAS the Vestal Fire District wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That Marisa M. Butler Treasurer of Vestal Fire District is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023.

-Treasurer M. butler discusses further about NYCLASS.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.
All in Favor: 4. Opposed: None. Absent: 1. Motion carried.

8.2 RESOLUTION DECLARING CERTAIN FIRE APPARATUS SURPLUS

Resolution to be read is as follows: See attachment.

THOMAS MCCARTNEY, CHAIRMAN	AYE
DAVID HARRINGTON, COMMISSIONER	AYE
MARK TOMKO, COMMISSIONER	AYE
DANIEL KIRCHHEIMER, COMMISSIONER	AYE
RONALD BIRDSALL, COMMISSIONER	AYE

8.3 RESOLUTION TO EXPEND FROM CAPITAL RESERVE

Resolution to be read is as follows: See attachment.

THOMAS MCCARTNEY, CHAIRMAN	AYE
DAVID HARRINGTON, COMMISSIONER	AYE
MARK TOMKO, COMMISSIONER	AYE
DANIEL KIRCHHEIMER, COMMISSIONER	AYE
RONALD BIRDSALL, COMMISSIONER	AYE

9. Secretary Report

-Secretary S. Bowen stated that Legal Notices for both Permissive Referendums will be published on March 26, 2025.

10. Elections (Annual or Special) - None

11. Director of Purchasing Report



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11.1 Request to retroactively approve the purchase of (1) Heavy Duty American Flag 20' x 30' to be used for ceremonial purposes for the apparatus.
Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

-Commissioner McCartney asked the total amount of the flag. Director Willes-Brown advised she will find out. The total amount was \$799.95.

11.2 Request by Assistant Chief Langeland to purchase (4) Milwaukee M18 6000 Lumen Tripod Scene Lights, (4) Milwaukee M18 Red Lithium Forge Battery Packs, (1) Milwaukee M18 Fuel Sawzall and (1) 100 pack of Sawzall Blades out of Station 1's budget in the amount of \$3,123.00 from Cooper Electric.
Motion by Commissioner Kirchheimer, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

11.3 Request to proceed with a 1-year service contract from Verizon Connect Fleet USA LLC for GPS Tracking Devices on all Chief's vehicles in the amount of \$1,137.00, a monthly fee of \$18.95, which includes hardware, installation and unlimited data.
Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

11.4 Request to approve to proceed with payment to Ginn Wire LLC for purchase of wiring harnesses for Chief 32 Personal Vehicle and Chief 32-3 Personal Vehicle in the amount of \$1,113.00. This expense will come out of the Vehicle Maintenance Line in the budget.
Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

11.5 Request by S. Gallo to purchase (1) SuperVac 20" Battery Powered Fan and (1) Battery Saw Kit out of Station 3's budget in the amount of \$6,034.00 from Fire-End Corporation.
Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

11.6 Request to pay invoice #2330 from J.P.B Fire Sales, LLC for the Emergency Repair of Holmatro Tools at Station 1 in the amount of \$1,180.50.
Motion by Commissioner Birdsall, seconded by Commissioner Tomko to approve to pay.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

11.7 Received Town of Vestal invoice from Jessica Farley, Deputy Comptroller for Warrant 2025-04F to pay Accounts Payables for the 2024 year. Request to approve



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payment for reimbursement to the Town of Vestal in the amount of \$2,508.00.
Motion by Commissioner Birdsall, seconded by Commissioner Tomko to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

11.8 Received rebate check in the amount of \$1,000 from Avive Solutions for sending back Old AED's to be deposited into Sale of Equipment Reserve Fund. Request to approve.
Motion by Commissioner Tomko, seconded by Commissioner Harrington to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

Updates:

- Received the PSD (Political Subdivision) number from DMV. In the process of completing applications to receive new titles, registrations and plates under Vestal Fire District.

- Multiple phone conversations with Rob Morgan (All-Mode Communications) regarding porting of phone lines and fax lines for Station 1, 2, 3, 4 and Fire District Office. Phone numbers for the Station's will remain the same. Fire District Office will have a new office number.

- Debit Card will be given to S. Langeland for National Foam School after the Debit Card Authorization Form is completed.

12. Treasurer Report

12.1 Motion to approve the following reports as of February 28, 2025: Balance Sheet by Class, Budget vs. Actual and Profit & Loss by Class.

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

12.2 Received refund check from Smith Brothers Insurance in the amount of \$1,970.35 for removing apparatus that we no longer have or own off the policy. The check was deposited into the General Fund Budget Line.

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

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

- Treasurer M. Butler gave an update on the sam.gov account. It is now active, and Captain B. Fletcher and herself are administrators on the account.

- Discussion about requesting a DUN'S number, especially for FEMA Grants.



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13. Approve to Properly Audit and Pay Claims as Submitted

13.1 Motion to approve the Audit of Claims for 2025 Expenses dated for March 6, 2025 and March 20, 2025 in the total amount of \$171,798.91.

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

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

14. Director of Fleet Report – Report Received

-Commissioner Birdsall summarized the report.

14.1 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to proceed with purchasing of ProMariner ProNautic Model 63100 remote monitor at a cost about \$700.00 per vehicle.

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

15. Director of Training and Safety – Report Received

15.1 Motion to approve FF Tyler Waddell and Brenden Horn to attend NYS Interior Firefighter Operation starting March 18th at West Corners Fire Department.

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

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

15.2 Motion to approve FF Ean Conti to attend Firefighter Self-Rescue starting February 17th at the City of Binghamton Fire Department Training Facility.

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

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

15.3 Motion to approve Commissioner McCartney, Dept. President Eaton, and 2nd LT S. Frisbie to attend Taking Care of Our Own, April 12th at Walton Fire Department.

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

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

15.4 Motion to approve Defensive Driving Course on April 12th at Station #1 from 8:30a, to 3:30pm at the cost of \$35.00 per person. District, Dept. Members and Auxiliary are paid by the district.

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 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.



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Station 3 President D. Bowen and Station 3's Fire Advisory Board Officers approve the Recreation Department to use the station for their training.
Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

17.2 Sale of Old Station 4

Commissioner Kirchheimer to discuss further.

Motion to approve HHK (Hinman Howard & Katell) Ken Tomko, to hire as real estate attorney for the sale of Old Station 4.

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

All in Favor: 4. Opposed: None. Absent: None. Abstain: 1. Motion carried.

Commissioner Tomko to be abstained from this vote

-Commissioner Kirchheimer states he has signed a letter of intent and received supporting data from Pyramid Brockage on why we would want to accept the offer that was brought forth.

Motion by Commissioner Kirchheimer, seconded by Commissioner Harrington to accept the offer of \$1,000,000 from Matsushima for the sale of Old Station 4 Property.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.

18. New Business

18.1 Legal Action will be taken against Platinum Apparatus by Hannigan Law Firm for poor performance and failure to deliver after being awarded the brush truck bid.

Motion by Commissioner Harrington, seconded by Commissioner Tomko to have Hannigan Law Firm to handle the legal matters against Platinum Apparatus.

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

18.2 Request from Chief Paffie to send one engine and manpower to Endwell Fire Department to cover their district for their annual Inspection Dinner on Saturday, March 29, 2025, from 6:00 PM to 11:59 PM.

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 the following policies:

Code of Ethics

Disciplinary Policy

Public Comment at Meetings and Hearings Policy

Motion by Commissioner Kirchheimer, seconded by Commissioner Birdsall.



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

Secretary Bowen will place these policies in District Format and will be printed and placed on the Fire District Website.

18.4 Motion to approve fit up for Chief's Personal Vehicles with nonspecific vehicle emergency equipment that is 360-degree warning lights and sirens. The Town of Vestal police mechanics are willing to install the equipment at minimal labor cost. Proposal to not exceed the amount of \$3,000 per vehicle.

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

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

19. LOSAP Report

19.1 There were no requests for review from any of the stations. Points for the 2024 Length of Service Awards Program can be submitted.

The Board of Fire Commissioners has overseen and completed the annual process of certifying, approving, and posting the 2024 LOSAP points and service credit as required by Article 11-A of the New York State General Municipal Law.

In addition, the Board has ensured the accuracy of the transcription of points earned from the internal points-tracking system to the Firefly roster.

The Board releases the 2024 LOSAP points and service credit listing to Firefly Admin Inc. for use in assisting the Board to administer the LOSAP in accordance with the terms of the Firefly Admin Inc. Engagement Letter.

We understand that Firefly Admin Inc. will be relying on the accuracy and reliability of the information now submitted by the Board on the Firefly-provided roster, and Firefly Admin Inc. will use this information to determine benefit eligibility and contributions owed by the Fire District to fund the benefits accrued by the participating volunteers.

We acknowledge that Firefly Admin Inc. is not responsible for verifying the transcription of the points from the internal points-tracking system to the Firefly roster, audit the information, or uncover errors that may exist.

Motion for the Chairman of the Board of Fire Commissioner to sign the memo document (as stated above) known as CUP Process Step 4 to Firefly Admin.

Motion by Commissioner Kirchheimer, seconded by Commissioner Birdsall.

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



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-
20. Department Business Report – President Eaton (or Designee) – Report Received
20.1 Motion to allow the Fire Department to run Red Cross Sponsored Blood Drives at Station #1 from 1pm to 6pm. Date will be worked out with the Department President and Red Cross Staff.
Motion by Commissioner Tomko, seconded by Commissioner Birdsall to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.
21. Operations Report – Chief Paffie (or Designee) – Received Report
-Commissioner McCartney read report aloud in District Chief Paffie's absence.
- 42 calls from last meeting
 - 11 calls to Binghamton University
 - 2 mutual aid calls given to the City of Binghamton
 - Authorized Utility 32-3, Boat 32-3, Utility 4 and Car 3 to go to Grippen Park for Battalion 3 Water Rescue Training on March 9, 2025.
 - Continuance of members going through BEFO/IFO and other state classes
 - Foam Mitigation: continue to put foam on the Engines, hold off on Foam presentation until April.
 - Thanked the membership for attending the Saint Patrick's Day Parade in the cold weather.
22. Station Reports (New Members/Membership Changes/Fund Raiser/Special Events)
- a. Station 1
- 22a.1 Ashley Waddell has been approved by the Company and has no Arson or Sex Offender convictions. Motion to approve Ashley Waddell as a Firefighter of Station 1.
Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.
- 22a.2 Motion to accept the resignation of Firefighter Lauren Eaton.
Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.
- b. Station 2
- 22b.1 Jean Stout has been approved by the Company and has no Arson or Sex Offender convictions. Motion to approve Jean Stout as a Support Member of Station 2.
Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve.
All in Favor: 5. Opposed: None. Absent: None. Motion carried.



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c. Station 3 – None.

d. Station 4

22d.1 Declan Cook has been approved by the Company and has no Arson or Sex Offender convictions. Motion to approve Declan Cook as a Firefighter of Station 4.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer 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 – Reported out his report to those present. Details of such report is in Addendum
- d. Commissioner Kirchheimer – Reported out his report to those present. Details of such report is in Addendum
- e. Commissioner Birdsall – Quartermaster Only, Reported out his report to those present. Details of such report is in Addendum

24. Announcements

The New York State Department of Environmental Conservation (DEC) annual statewide ban prohibiting residential brush burning is now in effect, which began on March 16th and runs through May 14th.

25. Public Input Session – Members of the public may speak on meeting items only.

26. Executive Session (if needed)

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to adjourn the meeting at 8:30pm.

Respectfully submitted,

Susan Bowen
Fire District Secretary

Resolution to Expend from Capital Reserve Fund for Vehicle Acquisition

WHEREAS, pursuant to General Municipal Law §6-g, the Vestal Fire District, Town of Vestal, County of Broome, State of New York, did establish the “Apparatus Capital Reserve Fund”, a capital reserve fund to finance the cost of acquisition of replacement fire fighting vehicles or the acquisition of additional fire fighting vehicles needed to be added to the existing fleet of fire fighting vehicles of the Vestal Fire District, including, but not limited to, ladder trucks, pumpers, tankers, rescue vehicles, squads and vans; and

WHEREAS, the Vestal Fire District is hereby authorized to expend from the “Apparatus Capital Reserve Fund” an amount not to exceed \$80,000 for the purchase a new brush truck chassis; and

BE IT FURTHER RESOLVED that this resolution and this expenditure is subject to a permissive referendum.

A vote was then taken upon the motion for adoption with the following results:

<u>THOMAS MCCARTNEY, CHAIRMAN</u>	<u>VOTING</u>
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<u>DAVID HARRINGTON, COMMISSIONER</u>	<u>VOTING</u>
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<u>MARK TOMKO, COMMISSIONER</u>	<u>VOTING</u>
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<u>DANIEL KIRCHHEIMER, COMMISSIONER</u>	<u>VOTING</u>
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<u>RONALD BIRDSALL, COMMISSIONER</u>	<u>VOTING</u>
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The Chairman then declared said Resolution adopted by the majority of the permanent vote of the total voting power of the Board of Fire Commissioners of the Vestal Fire District in the Town of Vestal.

By Order of the Board of Fire Commissioners of the Vestal Fire District, VESTAL, NEW YORK.

DATED: March 19, 2025
Susan Bowen, Fire District Secretary
Vestal Fire District

VESTAL FIRE DISTRICT

**RESOLUTION DECLARING CERTAIN FIRE APPARATUS SURPLUS
PURSUANT TO TOWN LAW 176(23)**

WHEREAS, the Vestal Fire District (the "Fire District") previously acquired two certain 2004 International 7400 SFA midi apparatus with a fire pump, emergency lights, and other equipment with the VINS of 1HTWEAAN54J090227 and 1HTWEAAN74J090228 (the "Fire Apparatus") owned and operated by the Fire District for the purpose of fire suppression and for otherwise meeting the uses and purposes of the Fire District, and

WHEREAS, it is no longer necessary for the Fire District to retain such Fire Apparatus to achieve the objectives of the Fire District,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of the Vestal Fire District, does hereby determine that the Fire Apparatus is no longer necessary for any of its uses or purposes and hereby declares the Fire Apparatus to be surplus, subject to permissive referendum as stated below; and it is further

RESOLVED, that pursuant to certain preliminary valuations of the Fire Apparatus, the Fire Apparatus may be valued at least \$20,000 and not more than \$99,999, that this Resolution maybe be subject to permissive referendum pursuant to the requirements of Town Law 176(23); and it is further

RESOLVED, that subject to the satisfaction of the requirements for a permissive referendum be approved declaring the Fire Apparatus surplus, that it be disposed of in a manner acceptable to the Board of Fire Commissioners as it may determine in its discretion including advertised for sale, on an "as is, where is, how is" basis; that the Board of Fire Commissioners shall reserve the right to reject any and all offers submitted; and that the sale be made without warranty, representation or guarantee and upon such further terms or conditions as in the best interests of the Fire District as determined by the Board of Fire Commissioners, and it is further

RESOLVED, that this resolution is subject to a permissive referendum as provided by Section 6-g of the General Municipal Law.

A vote was then taken upon the motion for adoption with the following results:

<u>THOMAS MCCARTNEY, CHAIRMAN</u>	<u>VOTING</u>
<u>DAVID HARRINGTON, COMMISSIONER</u>	<u>VOTING</u>
<u>MARK TOMKO, COMMISSIONER</u>	<u>VOTING</u>
<u>DANIEL KIRCHHEIMER, COMMISSIONER</u>	<u>VOTING</u>
<u>RONALD BIRDSALL, COMMISSIONER</u>	<u>VOTING</u>

The Chairman of the Board of Fire Commissioners then declared said Resolution adopted by the majority of the permanent vote of the total voting power of the Board of Fire Commissioners of the Town of Vestal.

BY ORDER OF THE BOARD OF FIRE COMMISSIONERS
OF THE TOWN OF VESTAL, NEW YORK

DATED: March 19, 2025

SUSAN BOWEN
FIRE DISTRICT SECRETARY

Municipal Cooperation Resolution

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS the Vestal Fire District
Entity Name wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023;

WHEREAS the Vestal Fire District
Entity Name wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That Marisa M. Butler, Treasurer of
Contact Name Title
Vestal Fire District
Entity Name is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023.

Marisa M Butler
Contact Signature
Marisa M. Butler
Printed Name

Treasurer
Title
2/25/2025
Date

Vestal Fire District Abstract of Audited Voucher List

Accounts Payable

Vendor	Comments	Amount	Line
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TOTAL	\$0.00
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Vendor	Comments	Amount	Line
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To be Approved on **March 19, 2025** and To be Paid on **March 20,2025.**

TOTAL	\$0.00
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Grand Total of Accounts Payable	\$0.00
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Vestal Fire District

Abstract of Audited Voucher List

2025 Expenses			
Vendor	Comments	Amount	Line
To be Paid on March 6, 2025.			
Big R&J Exterminating	Quarterly Pest Control for Station 3	\$67.27	A3410.413
Charter Communications	Fiber Internet & Spectrum Business Internet for Station 2	\$719.98	A3410.411
	Phone Lines for All Stations	\$149.95	A3410.408
Gannett-LocalIQ	Resolution for MIDI Pumpers and Legal Notice (BIDS)	\$165.76	A3410.417
Grey Goose Graphics	Video Services, Domain & Hosting Mgmt & Web Development	\$330.00	A3410.401
Quadient Finance USA, Inc.	Postage for District Office	\$700.00	A3410.403
Taylor Garbage	All Stations & New Fire District Office	\$628.16	A3410.413
Verizon Wireless	Monthly Cell Charges	\$92.17	A3410.409
Warner Brothers Real Estate	Rental Services for 1136 Front St for March 2025	\$1,000.00	A3410.418
TOTAL		\$3,853.29	
Vendor	Comments	Amount	Line
To be Approved on March 19, 2025 and To be Paid on March 20, 2025.			
Allan Kirchheimer	Election Day- Poll Worker	\$70.00	A3410.401
CFI Sales & Service, Inc.	Combustible XCELL Replacement Sensors for Chief 32, Engine 4, & Chief 32-1	\$1,222.20	A3410.410
CIT-First Citizens Bank	Copier Lease for February, Late Charge, Copier Lease for March	\$697.96	A3410.422
Cooper Electric	(4) Milwaukee M18 Rocket Tower Light Charger 6000 Lumens	\$1,596.00	A3410.410
	(4) Milwaukee M18 Red Lithium Forge Battery Pack	\$996.00	A3410.410
Cora Walter	Election Day- Poll Worker	\$70.00	A3410.401
EBE Officesource	BPNT70CA Toner & Shipping	\$194.00	A3410.422
Empire Access	Internet Access for Station 3	\$250.00	A3410.411
	Internet Access for Station 4	\$185.00	A3410.411
Empire Access	Internet Access for Fire District Office	\$185.00	A3410.411
Federal Safety Equipment	Labor & Parts- Utility 2, Sm.Vehicle Chassis Service, Labor, Parts & Service for Utility32-4	\$7,659.22	A3410.407
Federal Safety Equipment	Analyze wheels, under carriage, structure holding box to chassis, engine issues for Command Vehicle	\$1,050.00	A3410.407
Federal Safety Equipment	Labor, Parts, & Service for Foam 4	\$2,075.32	A3410.407

Vestal Fire District

Abstract of Audited Voucher List

Federal Safety Equipment	Standard Chassis Service, Labor, Parts & Service for Rescue 1	\$8,417.48	A3410.407
Federal Safety Equipment	Sm.Vehicle Chassis Service, Labor, Parts, Service, NYS Inspection on Utility 32-3	\$1,444.62	A3410.407
FirstLight Fiber	Fiber Internet for Station 3	\$440.00	A3410.411
HINDS Energy	4 cases of (2- 2.5 gallon containers of DEF Fluid) 1 per Station	\$65.44	A3410.407
Home Central	Supplies for Ceremonial Flag for Funeral Services	\$68.15	A3410.410
Home Central	(1) GT Ergo Fireman Nozzle & (1) GT 5/8 x 75 Neverkink Hose for Station 2	\$71.88	A3410.410
Home Central	(1) 3/8C x 7/8BC x 20 Connector & (1) ADJ Tank Repair Kit for Station 2	\$23.98	A3410.413
Home Central	(10) 8x2 P.H. Sheet Metal Screws	\$2.50	A3410.410
Joyce M. Ellis	Election Day- Poll Worker	\$70.00	A3410.401
Mairin Kirchheimer	Election Day- Poll Worker	\$70.00	A3410.401
Millertown Garage	Preventative Maintenance, Oil, Oil Filter, Tran. Fluid, Fuel Filter for Engine 2 and Engine 3	\$2,384.48	A3410.407
Mirabito Energy Products	Gasoline & Diesel Fuel	\$1,374.86	A3410.419
Moore's Tire Sales	(4) 265/65R18XL Cooper Discover Tires for Chief 32-4	\$708.00	A3410.407
Morris-Crocker LLC	(10) pairs of LION QR14 Boots-Various Sizes	\$3,587.50	A3410.410
Petcosky & Sons	Repair for Coravac Heater for Station 4	\$155.00	A3410.407
Postler & Jaekle	Q Burner Replacement on Coray Vac Unit-Quoted Amount for Station 1	\$3,100.00	A3410.413
Pritchard Development	Salting and Plowing Services for All Locations on Various Dates	\$12,310.00	A3410.413
Schultz's Vestal Service Center	Lube, Oil, Filter, NYS Inspection, replace front wheel bearings, brake pads, rotors for C32-3	\$448.50	A3410.407
SHI International Corp	Win Server CAL 2025 SLng UCAL: Multiple Windows Platform Single Language ESD Software	\$2,178.84	A3410.401
	Win Server Standard Core 2025 SLng 16L: Multiple Windows Platform Single, Language ESD Software	\$1,530.84	A3410.401
Smith Brothers	Insurance	\$95,428.93	A3410.412
START Rescue Training	(1) Teufelberger KM III 1/2" Rope, White (300ft.), (2) Teufelberger KM III 1/2" Rope, Green (150ft.)	\$816.00	A3410.410
START Rescue Training	(1) Petzl Maestro, Decesender, Large, Shipping & Handling Charge	\$498.00	A3410.410
Town of Vestal	Reimbursement for Warrant-2025-04F	\$2,508.00	A917
Tri-County Communications	(12) G3 Dual Band P25 Voice Pagers, (14) G2-G5 Standard Desk Charger, (12) Pager Programming	\$9,584.92	A3410.420
Union Center Fire Company, Inc.	Purchase of (2) Seek Revealpro Thermal Imagers	\$499.99	A3410.02
United Auto Supply	Disc Brake Rotor, Raybestos Disc Brake Pad Set, Disc Brake Caliper and Bracket Assembly and Core Charge for Chief 32-4	\$317.66	A3410.407
Wirsig Electronics	Reconfiguration of Radio for Chief 32-4	\$829.85	A3410.420
	Radio not working with ignition control for Brush 32-2	\$251.50	A3410.420
TOTAL		\$165,437.62	
Grand Total of 2025 Expenses		\$169,290.91	
Grand Total of Encumbrance		\$0.00	

Vestal Fire District

Abstract of Audited Voucher List

03/19/2025 Fire District Meeting
Operational Expenses

Vendor	Comments	Amount	Line
To be Paid on March 6, 2025.			
Gannett-LocaliQ	Resolution for MIDI Pumps and Legal Notice (BIDS)	\$165.76	A3410.417
Quadient Finance USA, Inc.	Postage for District Office	\$700.00	A3410.403
Verizon Wireless	Monthly Cell Charges	\$92.17	A3410.409
TOTAL		\$957.93	

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

2025 Expenses

Allan Kirchheimer	Election Day- Poll Worker	\$70.00	A3410.401
CFI Sales & Service, Inc.	Combustible XCELL Replacement Sensors for Chief 32, Engine 4, & Chief 32-1	\$1,222.20	A3410.410
CIT-First Citizens Bank	Copier Lease for February, Late Charge, Copier Lease for March	\$697.96	A3410.422
Cooper Electric	(4) Milwaukee M18 Rocket Tower Light Charger 6000 Lumens	\$1,596.00	A3410.410
	(4) Milwaukee M18 Red Lithium Forge Battery Pack	\$996.00	A3410.410
Cora Walter	Election Day- Poll Worker	\$70.00	A3410.401
EBE Officesource	BPNT70CA Toner & Shipping	\$194.00	A3410.422
Home Central	Supplies for Ceremonial Flag for Funeral Services	\$68.15	A3410.410
Home Central	(1) GT Ergo Fireman Nozzle & (1) GT 5/8 x 75 Neverkink Hose for Station 2	\$71.88	A3410.410
Home Central	(1) 8x2 P.H Sheet Metal Screws	\$2.50	A3410.410
Joyce M. Ellis	Election Day- Poll Worker	\$70.00	A3410.401
Mairin Kirchheimer	Election Day- Poll Worker	\$70.00	A3410.401
Smith Brothers	Insurance	\$95,428.93	A3410.412
START Rescue Training	(1) Teufelberger KM III 1/2" Rope, White (300ft.), (2) Teufelberger KM III 1/2" Rope, Green (150ft.)	\$816.00	A3410.410
START Rescue Training	(1) Petzl Maestro, Decesender, Large, Shipping & Handling Charge	\$498.00	A3410.410

Vestal Fire District
Abstract of Audited Voucher List

Tri-County Communications	(12) G3 Dual Band P25 Voice Pagers, (14) G2-G5 Standard Desk Charger, (12) Pager Programming	\$9,584.92	A3410.420
Union Center Fire Company, Inc.	(2) Seek Revealpro Thermal Imagers	\$499.99	A3410.02
Wirsig Electronics	Reconfiguration of Radio for Chief 32-4	\$829.85	A3410.420
	Radio not working with igniton control for Brush 32-2	\$251.50	A3410.420
	TOTAL	\$113,037.88	
	Grand Total of Claims for 2025 Expenses	\$113,995.81	

Vestal Fire District

Abstract of Audited Voucher List

03/19/2025 Fire District Meeting
Buildings & Grounds Expenses

Vendor	Comments	Amount	Line
To be Paid on March 6, 2025.			
Big R&J Exterminating	Quarterly Pest Control for Station 3	\$67.27	A3410.413
Charter Communications	Fiber Internet & Spectrum Business Internet for Station 2	\$719.98	A3410.411
	Phone Lines for All Stations	\$149.95	A3410.408
Grey Goose Graphics	Video Services, Domain/Hosting Mgmt & Web Development	\$330.00	A3410.401
Taylor Garbage	All Stations & New Fire District Office	\$628.16	A3410.413
Warner Brothers Real Estate	Rental Services for 1136 Front St for March 2025	\$1,000.00	A3410.418
TOTAL		\$2,895.36	

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

2025 Expenses

Empire Access	Internet Access for Station 3	\$250.00	A3410.411
	Internet Access for Station 4	\$185.00	A3410.411
Empire Access	Internet Access for Fire District Office	\$185.00	A3410.411
FirstLight Fiber	Fiber Internet for Station 3	\$440.00	A3410.411
Home Central	(1) 3/8C x 7/8BC x 20 Connector & (1) ADJ Tank Repair Kit for Station 2	\$23.98	A3410.413
Petcosky & Sons	Repair for Coravac Heater at Station 4	\$155.00	A3410.407
Postler & Jaeckle	Q Burner Replacement on Coray Vac Unit-Quoted Amount for Station 1	\$3,100.00	A3410.413
Pritchard Development	Salting and Plowing Services for All Locations on Various Dates	\$12,310.00	A3410.413
SHI International Corp	Win Server CAL 2025 SLng UCAL: Multiple Windows Platform Single Language ESD Software	\$2,178.84	A3410.401
	Win Server Standard Core 2025 SLng 16L: Multiple Windows Platform Single, Language ESD Software	\$1,530.84	A3410.401
TOTAL		\$20,358.66	
Grand Total of Claims for Buildings & Grounds		\$23,254.02	

Vestal Fire District

Abstract of Audited Voucher List

03/19/2025 Fire District Meeting
Fleet Maintenance Expenses

Vendor	Comments	Amount	Line
To be Approved on March 19, 2025 and To be Paid on March 20,2025 .			
2025 Expenses			
Federal Safety Equipment	Labor & Parts-Utility 2, Sm.Vehicle Chassis Service, Labor, Parts & Service for Utility32-4	\$7,659.22	A3410.407
Federal Safety Equipment	Analyze wheels, under carriage, structure holding box to chassis, engine issues for Command Vehicle	\$1,050.00	A3410.407
Federal Safety Equipment	Labor, Parts, & Service for Foam 4	\$2,075.32	A3410.407
Federal Safety Equipment	Standard Chassis Service, Labor, Parts & Service for Rescue 1	\$8,417.48	A3410.407
Federal Safety Equipment	Sm.Vehicle Chassis Service, Labor, Parts, Service, NYS Inspection on Utility 32-3	\$1,444.62	A3410.407
HINDS Energy	4 cases of (2- 2.5 gallon containers of DEF Fluid) 1 per Station	\$65.44	A3410.407
Millertown Garage	Preventative Maintenance, Oil, Oil Filter, Tran. Fluid, Fuel Filter for Engine 2 and Engine 3	\$2,384.48	A3410.407
Mirabito Energy Products	Gasoline & Diesel Fuel	\$1,374.86	A3410.419
Moore's Tire Sales	(4) 265/65/R18XL Cooper Discover Tires for Chief 32-4	\$708.00	A3410.407
Schultz's Vestal Service Center	Lube, Oil, Filter, NYS Inspection, replace front wheel bearings, brake pads, rotors for C32-3	\$448.50	A3410.407
United Auto Supply	Disc Brake Rotor, Raybestos Disc Brake Pad Set, Disc Brake Caliper and Bracket Assembly and Core Charge for Chief 32-4	\$317.66	A3410.407
TOTAL		\$25,945.58	
Central Storage Expenses			
2025 Expenses			
Morris-Croker LLC	(10) pairs of LION QR14 Boots-Various Sizes	\$3,587.50	A3410.410
TOTAL		\$3,587.50	
Grand Total of Claims for Fleet Maintenance & Central Storage		\$29,533.08	

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

03/19/2025 Fire District Meeting
Training & Safety Expenses



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

2025 Expenses

TOTAL	\$0.00
Grand Total of Claims for 2025 Expenses	\$0.00

Vestal Fire District
Abstract of Audited Voucher List

03/19/2025 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 March 19, 2025 and To be Paid on March 20, 2025 .			
Town of Vestal	Reimbursement for Warrant 2025-04F	\$2,508.00	A917
		TOTAL	\$2,508.00
Grand Total of Claims Town of Vestal Reimbursements		\$2,508.00	

Vestal Fire District
Abstract of Audited Voucher List

District Expenses for 03/19/2025 Meeting	
Accounts Payable	\$0.00
Encumbrance	\$0.00
2025 Expenses	\$169,290.91
TOV Reimbursement	\$2,508.00
Total Audit of Claims Amount	\$171,798.91

From: president32@vestalfire.com
To: [Fire Commissioner1](#); [Sue Bowen](#)
Subject: Report for Fire commissioners
Date: Sunday, March 16, 2025 1:22:54 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. When in doubt, contact our IT Department

Good evening,
I will not be in attendance due to my work having out in Long Island this week.

The Red Cross has reached out and is looking to restart collecting blood at Station #1. The dates are as follows:

Hi Andy.

Thanks for talking with me today. I spoke to Megan who is the Account Manager for Vestal, and she is free to meet with you on Tuesday, March 11th at 4:30. I also wanted to give you the potential dates for the blood drives. All drives will be from 1-6pm with staff arriving at 11:30 to set up. We ask for the room to be reserved from 11am-8pm so that we don't interfere with any other events you might have planned. We would need 8 tables and 12 chairs in the room for staff to quickly set the drive up.

Please let me know if these dates are available:

May 21st
June 24th
July 21st
August 27th

Thank you so much for partnering with the Red Cross!

Nancy Brady
Strategic Business Planning Manager
Donor Services Recruitment
Southwestern NY District

American Red Cross
365 Harry L. Drive
Johnson, City, NY 13790

Cell 607.237.9747

I feel this is a great opportunity for us to also have video and other materials along with our own table promoting Vestal Fire to the community. Two more senior members at station #1 are concerned about the security of the station during these events. So with that being said i will reach out to the entire department for participation to staff the table to help spread the load.
I have nothing else to report from the other stations.

Respectfully
Andy Eaton.
Department President

From: [vfdchief](#)
To: [Sue Bowen](#)
Cc: [Fire Commissioner1](#)
Subject: District meeting
Date: Sunday, March 16, 2025 5:03:11 PM

Fire calls since last meeting: 42
Calls to BU : 11
Gave mutual aid : 2 to the City of Binghamton

Training: Authorized U323, Boat 323, Utility 4 and Car 3 to go to Grippen for Batt 3 Water Rescue training 3/9
Continue to have members go through BEFO/IFO and other State classes

Foam mitigation: Continue to put foam on the engines
Asked the BOFC to hold off on the Foam presentation until April. Allowing Lt Petcosky to attend the school in Texas, talk to some vendor experts and see if they have run into any of the things we are seeing, and how to mitigate them

Want to thank the membership that braved the cold weather and attended the St Patty's Day parade in Binghamton. I don't know the number but I am guessing around 40.

John J Paffie
Fire District Chief
Vestal Fire Dept
607-343-0599

From: [Fire Commissioner1](#)
To: [Sue Bowen](#)
Subject: Fire Commissioner 1 - report: March 2025
Date: Friday, March 14, 2025 7:02:30 PM

Fire Commissioner 1 report: March 2025

Activity 2/20 - 3/18:

2/22 Fire Commissioner 1 participation in fire officer training, opening comments.

2/24 weekly staff focus discussion on priorities.

2/27 phone call with fire district attorney on various items and guidance.

3/4 fleet Director review regarding CV32 problems.

3/4 weekly staff focus discussion on priorities. Review of Treasurer activities for January 2025. Sign off on January 2025 audit.

3/5 BOFC work session on fleet and policy.

3/5 discussion with fire district attorney regarding real estate attorney and sale of old Sta. 4.

3/6 discussion with VPD mechanics regarding Chief car fit up.

3/7 discussion with Fiscal Advisors regarding BAN for new Tac. Pumper apparatus.

3/7 discussion regarding station and office phone line assignments. Significant issues with porting lines.

3/10 weekly staff focus discussion on priorities, ESIP records issues, FCC license issues, and cell phone contract issues.

3/12 meeting with administrative staff regarding various assignments.

3/13 meeting with FC2, D. Rose and D. Waddell regarding training records and fire reports.

3/14 discussion with C32 on Chief car fit up.

3/17 weekly staff focus discussion on priorities.

3/17 meeting with C32, 32C, 33D regarding chief car fit up.

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

From: [Fire Commissioner1](#)
To: [Sue Bowen](#)
Subject: Addendum Re: Fire Commissioner 1 - report: March 2025
Date: Friday, March 14, 2025 8:15:11 PM

Please add:

- 3/11 attorney guidance on support of little league by fire district - not allowed. Guidance on selling surplus apparatus (bid vs. no bid)

3/11 discussion with county legislator Reynolds regarding potential community grant for the fire training site.

3/11 discussion with FC3 regarding training site and plan to get member agencies together for status and 2026 budget planning.

3/12 discussion with Bill Fletcher regarding training site grant potential.

3/14 discussion with fiscal advisors and treasurer regarding BAN.

Thanks for the update Sue! I hope your Dad is doing well st home!!

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

On Mar 14, 2025, at 19:16, Sue Bowen <sbowen@vestalny.gov> wrote:

Thank you!!

Susan Bowen
Fire District Secretary
Vestal Fire District

Sent from my iPhone

On Mar 14, 2025, at 7:02 PM, Fire Commissioner1
<vfdcommissioner1@vestalny.gov> wrote:

Fire Commissioner 1 report:

March 2025

Activity 2/20 - 3/18:

2/22 Fire Commissioner 1 participation in fire officer training, opening comments.

2/24 weekly staff focus discussion on priorities.

2/27 phone call with fire district attorney on various items and guidance.

3/4 fleet Director review regarding CV32 problems.

3/4 weekly staff focus discussion on priorities. Review of Treasurer activities for January 2025. Sign off on January 2025 audit.

3/5 BOFC work session on fleet and policy.

3/5 discussion with fire district attorney regarding real estate attorney and sale of old Sta. 4.

3/6 discussion with VPD mechanics regarding Chief car fit up.

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3/7 discussion regarding station and office phone line assignments. Significant issues with porting lines.

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3/12 meeting with administrative staff regarding various assignments.

3/13 meeting with FC2, D. Rose and D. Waddell regarding training records and fire reports.

3/14 discussion with C32 on Chief car fit up.

3/17 weekly staff focus discussion on priorities.

3/17 meeting with C32, 32C, 33D regarding chief car fit up.

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

Title: VFD Commissioner 3 March 2025 Report

Date: March 17, 2025

Training Update:

- Department Training for February was Active Event training with Chief Kintner of VPD. It was very informative training and we had 70 members in attendance.
- Derek and all Station Lt's are meeting this Thursday 18:00 at station 1 to go over training and documentation. They will finalize the Department Training for 2025 and give everyone next steps in making training docs.
- ESIP and signing off on SOG's - We need to make sure that people are taking the courses and signing off on the SOG's. Looking to have the Captains send out an update list to members by the end of the month with where they are at.
- Derek is in talks with VPD in regard to this year's VHS Police Academy. We have two events planned for July 16th. First is to set up a landing zone for the Medical Helicopter and second, some hand on evaluations with the students. Derek and Lt. Frisbie are leads.
- Derek and Andy are working with Doug Rose to get as much information as possible added into REDNMX. As of today, the system is up to date for Qualified Drivers and Green Tags.
- Derek and Andy still need FD emails or laptops.

Safety Update:

- There have been no incidents, injuries or accidents since 2/4.
- Andy has noticed an increase in FF wearing proper PPE at calls.
- We still need to make sure that Command is establishing a Safety person at larger incidents. We also need to do more training on tags and accountability.
- Andy and Derek met with PESH last month and are still awaiting the official letter from them on what corrections need to be made. Andy has started conversations with the Station Capts and Chiefs of the ones we have inspected so far, about what is coming that will need to be addressed.
- We are looking into Battery Safety Containers for each station. With the uptick of fires we feel that this should be looked at and we are looking into different options.

Fred Singer Training Center Update:

- Bruce has updated the training site rental agreement that is sent annually to participating departments. The updates are to highlight the importance of filling out the required safety check list every time they use the training site. This is required as an acknowledgement that the NFPA 1403 guidelines are being followed and so we can accurately track who is using the training site.
- The check list has been a requirement that is rarely fulfilled by any department using the site, including Vestal. Blank safety check lists are in a notebook kept near the front of the classroom building. Completed forms should be placed in the dropbox in the classroom building.
- Bruce did an end of winter walkthrough of the entire training site. No new issues were found.
- Vern Myers (Town Engineer) is working on getting a quote for new railings and outside stairs for the Burn Building, as well as enclosing them with block to have a stairwell and standpipe training area. Once quote is back we will take to the County to see if we can get grant money for this project.

To: Vestal Fire District Secretary Susan Bowen
From: Fire Commissioner David Harrington
Date: Tuesday 03/18/2025
Subject: Vestal Fire District Report for 03/19/2025 Meeting

Finances:

1. Open Item remains for the Length Of Service Awards Program (LOSAP) Committee Chair Bob Warner has stepped down from his position and we are seeking out candidate names to consider for the replacement.
2. Reminder sent to Fleet Director Purdy and FC Birdsall that the annual update of the Fleet Replace Schedule for replacement years and estimated costs is due by 3/31/25; as input for our 5 Year / 20 Year Finance Plan.
3. Reviewing February 2025 Financials and Bank Reconciliations for Fire District Secretary monthly audit.

Grants & Funding:

1. Grants Coordinator Bill Fletcher and Assistant Coordinator Joe Seif are in the process of getting the registration completed for The Fred Singer Training Facility in the U.S. Government's System for Award Management (SAM.gov). This will allow us to apply for and receive grants from the Federal Government. Target date for getting this process complete is the end of March.
2. Joe Seif has set up an Excel file for listing and tracking grants and funding opportunities as well as a list of potential donors and any progress made on that front. We are still awaiting the Marketing Video to aid us in the venture.
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. This goes along with our SAM.gov account as they are all tied together. Target date for this process is mid-April.
4. Still awaiting the Fred Singer Training Facility leadership information. This information will be used as contact information for Grants and Funding applications.
5. We are currently putting together an application for a Broome County Community Improvement Grant for the Fred Singer Training Facility. This funding will be utilized to bring our current burn building at the training facility up to NFPA (National Fire Protection Association) 1403 standards (Standard on Live Fire Training Evolutions). Deadline for the application submission is April 9th.

Records Management:

- Records Management Coordinator Rose:
 - o completed training on the improved Incidents Reports Process during the department's annual officers training session.
 - o completed fire reports through early March 2025, including 2024.
 - o Coordinator Rose working with Fire District Secretary Bowen on resolving some data corrections prior to fire reports submittal to NYS.
- Fire Reports for 2025 YTD is 164.

Process Review & Efficiency Improvements:

1. Fire Reports & Training Sheets Process
 - a. Status Meeting with Records Management Coordinator Doug Rose Monday 3/10:
 - b. Incorporated Non-Incidents into the Metrics Scorecard to be along with the Incidents.
 - c. Incorporated Non-Incidents into the Process Diagram along with the Incidents, allowing for tracking of all training/meeting sheets within a single timeline and quality checks for all reporting and using the same timeline for targeted completions.

Board of Fire Commissioners—Commissioner 4 Report
March 19, 2025
Dan Kirchheimer



1. Buildings and Grounds—Thanks to Dusty McCartney
 - a. Tickets/Maintenance
 - i. Station 2 Floor
 1. Endwell Rug recommends a core sample to assess asbestos risk.
 2. Will obtain estimates for this
 - ii. Station 2 Boiler:
 1. P&J is working an estimate to repair/retrofit zone valves stuck on above kitchen
 - iii. Station 3 Drain in women's room
 1. P&J still needs to assess
 - iv. Shore Line for Engine 3:
 1. Resolved in house, wiring corrected
 - v. Leak from skylight at Station 1: occasional drip, still assessing, roof may be under warranty
 - b. Sale of old Station 4
 - i. Several offers/viewings/interest, see separate report from Pyramid Brokerage
 - ii. Tentatively accepting offer for \$1m from Matsushima
 - iii. Hiring Ken Tomko, a real estate attorney at Hinman Howard & Kattell
 - iv. Likely closing in 90 days
 - c. Generators
 - i. Still awaiting additional quote for service to move forward with PM's
 - d. Cleaning Services
 - i. Obtaining key access for BCS cleaners, will be starting ASAP.
 - e. Snow removal
 - i. Pritchard—Happy with service this winter, hopefully winding down at this point. So far we've spent \$36,150 on snow removal.
 - ii. Adjustments were made to sidewalk/parking areas mid winter to allow better access.
 - f. Landscaping contractor—Opening sealed bids this evening, would like to award the bid to a contractor, could probably wait until the 4/16 meeting.
2. Physical Security—See separate report from Colin White who is doing an excellent job
3. Information Technology—Thanks to Dave Foland, and Josh Fischbeck
 - a. Had an in person meeting with Pyramid owner Bob Ash, Dan Kirchheimer, Josh Fischbeck to tour the office, meet the staff, and prepare for the switchover.
 - b. 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. This change is tentatively scheduled for 3/21/25
 3. Will likely be new phone numbers for the stations/office which will be widely publicized once in place.
 - ii. A good inventory of current hardware has been taken.
 - iii. Computer conversion has started
 - iv. 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.

- v. 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.
- vi. This is completed with a program called Nuke and Pave.
- vii. Data networks are installed and VPN firewalls are at every site, have been tested to be able to move all traffic and are encrypted.
- viii. Microsoft Office 365 is installed and will be configured for email accounts once ready to break away from the vestalny.gov email accounts.
- ix. The IT room at Station 4 is set up but we only have Spectrum for internet service and not fiber yet. The fiber build out is projected for April but this will not hold up the changeover.
- x. 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.
- xi. 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.
- xii. 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.
- xiii. 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.
- xiv. 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.
- c. 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

5. Minor Property Damage issue

- a. During a fire call on Marion Street Engine 3 damaged the end of a driveway.
- b. Reached out to homeowner and discussed, friendly conversation
- c. Pritchard is assessing to fix, will take a few weeks as blacktop production increases