



VESTAL FIRE DISTRICT

1136 Front Street, Suite 01
Vestal • New York • 13850
Phone: 607-797-2756
www.vestalfiredistrict.org

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

Regular Board of Fire Commissioner Meeting Minutes for July 16, 2025

1. Present: Thomas McCartney, Chairman
David Harrington, Commissioner
Mark Tomko, Commissioner
Daniel Kirchheimer, Commissioner
Ronald Birdsall, Commissioner - Absent
Susan Bowen, Fire District Secretary
Paige Willes-Brown, Director of Purchasing
Marisa Butler, Fire District Treasurer
Clay Ellis, Director of Communications
Keith Purdy, Director of Fleet
John Paffie, Fire Chief
Stephen Langeland, Assistant Fire Chief
Charles Paffie, Assistant Fire Chief
2 members from the Public
2. The meeting was called to order at 6:02pm.
3. Commissioner McCartney led the Pledge of Allegiance to those present.
4. Approval of the Previous Meeting Minutes
 - 4.1 Request to approve the Draft Meeting Minutes from June 18th Regular Meeting and June 25th Special Meeting.
Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve.
All in Favor: 4 (McCartney, Harrington, Tomko, Kirchheimer) Opposed: None. Absent 1 (Birdsall) Motion carried.
5. Correspondence Report- None
6. Bid Openings-None
7. Scheduled Appointments (Guests)- Emil Bielecki- LOSAP Program
Mr. Bielecki was invited in to give the Commissioners a bit of history and insight on the investments for the Length of Services Awards Program, this includes types of investments, how funds are invested and how the market is doing from year to year.
8. Operations Report – Chief Paffie (or Designee)
Report Received and will be attached to these minutes



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Total calls for the month: 73

Number of calls to BU: 15

Structure Fires: 2 – (1) House fire (electrical in nature), (1) Garage fire (electrical in nature)

Mutual aid given: 1 – Conklin for 2nd Alarm Structure Fire – cancelled enroute

Mutual aid received: 1 – from West Corners, Endwell, and Town of Binghamton to assist with a structure fire on Knight Road.

Weather Related: (2) July 3rd standby in quarters for weather related-county wide and July 13th- mutual aid to Tioga County (Newark Valley) flooding

There was a change in the location of the water rescue training that was previously approved for Dorchester Park, will now be at Sandy Beach.

8.1 Request to approve 2nd LT Sacha Sigelman-Schwartz to attend Foundations of Emergency Management at State Preparedness Training Center (SPTC) in Oriskany, NY, from 09/08/2025 - 09/12/2025.

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

9. Department Business Report – President Eaton (or Designee)

Report Received and will be attached to these minutes

10. Station Reports (Fund Raiser/Special Events/Member Requests)

a. Station 1- Notification of new members coming in, new Garage door openers have been installed, upcoming work from NYSEG, replacing lines, potential collapse zone in Station 1 parking lot (Mavis Service Center).

b. Station 2- There was a training event held for the New Midi Pumps.

c. Station 3

10c.1 Request from Station President Bowen like to dispose of the old electric stove by taking it to Weitsman's Recycling if a buyer cannot be found.

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

d. Station 4- Question regarding cleaning services for the Station, request to receive insurance information for the purpose of training with the Storming Crab restaurant building.

Per Commissioner McCartney this section is for the record and being recorded as verbatim.

Commissioner McCartney: I got a complaint from the neighbor, Mrs. Giorgio, regarding some training taking place on Monday night at station 4. Shortly after I got the complaint, I got an



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email from Chuck. So, Chuck was immediately making notification that the neighbor was upset. So, in the notification I got from the neighbor, was they were complaining that there was some activity in the parking lot and there was an engine parked in the parking lot and it's warning lights were flashing for about an hour. And then she went on to say that there's been two instances, recently, where the fire trucks were immediately leaving the fire station, and they were blowing their sirens before they got to Jensen. So, my response back to her was, after I received Chief Paffie's email, was that training was taking place in the parking lot was a realistic, reality-based training event and the warning lights were being used to set the stage for a fire emergency training event for new members. Her response back was you said the lights would not be on for no more than 5 minutes. My response back to her was, when I made that statement, it was in a meeting with the town supervisor, it was regarding truck checks that would be taking place on evenings. My statement to her was, they must turn the lights and check the warning lights. She asked well how long would that take. I said it would probably takes 5 minutes to do an exterior truck check of the warning lights. So, there was no statement made to her that we would not exceed the 5 minutes limit. It's that a truck check could take up to 5 minutes when they walk around and check truck. In her conversation, she said oh they have been really good about that when they pull the trucks outside the station. They turn the lights, check them, and they turn them off and do their thing. Her complaint was about the truck sitting in the parking lot, facing her house, and the warning lights were flashing. I reiterated that it was a reality-based training, that's why they were doing it, she didn't say anything anymore about it. So, I want to make sure that's on the record for what is going on. Chuck any commentary.

Assistant Chief Paffie: It was daylight.

Commissioner McCartney: Yep

Assistant Chief Paffie: The truck was not facing her house. It was facing away from her house. At most she would see the rear flashers.

Commissioner McCartney: Okay

Assistant Chief Paffie: Okay, Ah

Commissioner McCartney: Make sure you are getting this

Secretary Bowen: (Nodding yes)

Assistant Chief Paffie: In the daylight, they are not all that bright.

Commissioner McCartney: Yep



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Assistant Chief Paffie: Um, I mean we stopped training about twenty after eight it's still daylight.

Commissioner McCartney: Yep

Assistant Chief Paffie: So, she came over and talked to a bunch of members. I was inside unfortunately.

Commissioner Kirchheimer: She came over?

Commissioner McCartney: On the Property?

Assistant Chief Paffie: Yes, on the property.

Commissioner McCartney: Really.

Assistant Chief Paffie: And ah, I ask the guys, if she comes over again, to have her come see me.

Commissioner McCartney: Absolutely.

Assistant Chief Paffie: So, um, yeah. it's frustrating, you know

Chief Paffie: So, two times out of, what we run seventy?

Assistant Chief Paffie: I don't know how many calls we run anymore.

Unable to pick up conversation as there are too many voices speaking at once.

Commissioner McCartney: It's very minimal. She doesn't understand that when we get a call like that, depends on what the call is, it ramped up. I think we are doing pretty well. I offered to her to come tonight to address the Board of Fire Commissioners. So, she's been told we have a meeting, you're welcome. Um I don't think that we are pay extra special attention to her. We just happen to be answering complaints. Addressing complaints. No one else is making complaints.

Assistant Chief Paffie: It sounds like she is watching us very closely, if she knows every Monday night we are checking the lights and we are doing a good job, turning them off after five minutes. So, um, yeah.

Commissioner McCartney: So, the other considerations that I'm paying attention to is; she is a



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member of one of the very large churches in eastern Vestal and I understand that she doesn't have a great opinion of us and she talks to people about being neighbors with the fire department and I think we should try be as good as a neighbor as we can because we're going to be asking the public to come vote to spend money and we don't need anyone bad mouthing us. So, it's a balancing act and I think we are addressing it. Your detail for the record, I think, is good because you very clearly stated that the truck was not facing her house. Her statement was the truck was facing my house and the lights flashing in my kitchen. So, I think we are managing it.

The discussion continued with other commentary on the matter from some of the commissioners and Assistant Chief Paffie. The matter was satisfactory to Assistant Chief Paffie.

Assistant Chief Paffie commented on the new annual awards. Commissioner Kirchheimer will look into it further.

Don Albrecht, Station 4 President, clarified the lights are on the building to light the sidewalks. Commissioner McCartney advised that dimmer's will be going on the light poles in the parking lot.

Assistant Chief Paffie asked about using the old siren at the old station 4 temporarily since the new one cannot be turned on. Discussion amongst the commissioners with the pro's con's of the siren in general.

11. Membership (New and Current)

11.1 Request to approve new member Alexa Chadwick to Station 1

- Request to be tabled for next month's meeting.

11.2 Request to terminate Linda Carpenter as a member of Station 3 due to her moving out of the area.

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

11.3 Request to terminate Nathaniel Shugars as a member of Station 3 for failure to complete the requirements of a probationary member.

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

11.4 Notification of members Ronald Birdsall, Chris E. Lupold and Gordon Gardner of



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Station 3 have stepped down to Life Membership.

11.5 Notification of Life Member Keith Lupole of Station 3 passed away on April 7, 2025

12. Commissioner Report

a. Commissioner McCartney – Administrative/Policy

Report Received and will be attached to these minutes

b. Commissioner Harrington – Financial/Records Management/Quality Assurance/LOSAP

c. Commissioner Tomko – Training/Safety Programs

Report Received and will be attached to these minutes

1. Director of Training and Safety - Report Received

2. Fred Singer Training Facility Coordinator - Report Received

d. Commissioner Kirchheimer – Facilities/Information Technology/Physical Security/Human Resources

Report Received and will be attached to these minutes

1. Director of Facilities

2. Physical Security Coordinator - Report Received

3. Director of Information Technology

e. Commissioner Birdsall – Asset/Equipment/Fleet Management

1. Director of Fleet – Report Received

2. Quartermaster - Report Received

13. Director of Communications-Clay Ellis

13.1 Email to the commissioners in regard to beefing up the commissioners/personnel page.

13.2 In addition to the required publications and posting. Director Ellis will be handling a press release for the upcoming election on August 19th.

14. Secretary Report

14.1 Report of 2025 Physicals

14.2 Report on NERIS Update

14.3 Report on 2025 Reporting

14.4 Request to approve purchase HazMat Management Subscription for RedAlert NMX by Alpine Software at a cost of \$465 a year.

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

All in Favor: 4 (McCartney, Harrington, Tomko, Kirchheimer) Opposed: None. Absent 1



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(Birdsall) Motion carried.

14.5 Advertise for July 23rd work session on July 14th in the Press & Sun Bulletin

14.6 Advertising for the Special Election will be published on July 16th in the Press & Sun Bulletin in pursuant to Section 38.00 of the Local Finance Law and Section 179 of the Town Law.

14.7 Notice of the Special Election will be posted on July 30th, 20 days prior to the election. This will be on the district Webpage, Station 3's Glass Door, and in the lobby of the district office. Notice will also be given to the Town Clerk's office.

-C. Ellis recommends posting the Notice of the Special Election in all stations, also adding to the message boards.

15. Elections (Annual or Special)

16. Treasurer Report

16.1 1 Motion to approve June 2025 Balance Sheet, Profit & Loss, and Budget vs. Actual report. All reports and bank reconciliations were reviewed by Commissioner Harrington.

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

16.2 Check deposit from Empire Telephone Company for credit on Station 4 Internet Account in the amount of \$105.97.

-Correction: Station 3 Internet Account

16.3 Received check from Pharsalia Fire Company for the purchase of Old Midi 2 Pumper in the amount of \$40,000 to be deposited into Capital Reserve Fund.

17. Approval to Properly Audit and Pay Claims as Submitted

17.1 Motion to approve the Audit and Claims for 2025 Expenses dated July 3, 2025, and July 17, 2025, in the total amount of \$142,461.23.

-Correction: Amount updated to \$144,977.23 due to missing vouchers on the voucher list that was corrected by M. Butler and P. Willes-Brown.

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

All in Favor: 4 (McCartney, Harrington, Tomko, Kirchheimer) Opposed: None. Absent 1 (Birdsall) Motion carried.



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18. Director of Purchasing Report

18.1 Motion to approve the purchase of Custom Hosebed Covers for New Midi 32-2 and Midi 32-3 in the amount of \$3,950.00 from J&R Auto Upholstery & Accessories.

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

18.2 Motion to approve the purchase of (1) QuickBooks Enterprise Silver Edition subscription for Treasurer Marisa Butler in the amount of \$1,703.00 for Intuit QuickBooks.

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

18.3 Motion to approve upgrade for Enterprise Licenses for 2 users for Limble Solutions in the amount of \$245.44, for a total amount of \$1,901.44.

-Discussion: Maintenance software that was approved at 6/18 meeting, received quote did not reflect actual amount for licenses.

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

All in Favor: 4 (McCartney, Harrington, Tomko, Kirchheimer) Opposed: None. Absent 1 (Birdsall) Motion carried.

18.4 Motion to approve the purchase of (76) Reflective Helmet Crescents (Titled) and (301) Junior Crescents for SCBA in Green for an estimated cost of \$1,200.00.

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

18.5 Motion to approve the purchase of (1) 20ft. Used Storage Container to be used as a training prop for CAFS training for the New Midi Pumpers in the amount of \$3,900 from Abbey Service Group. Budget lines will be reviewed to determine where the money will come from to complete the purchase.

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

18.6 Motion to approve the purchase of (3) Adobe Acrobat Pro Software Licenses for Secretary S. Bowen, Director of Purchasing P. Willes-Brown, and Treasurer M. Butler



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for an estimated amount of \$1,050.00.

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

18.7 Motion to approve Chief Langeland, William Fletcher and Keith Purdy to travel to Sutphen Towers in Hilliard, Ohio for Inspection of New Tower 32-1 using Chief 32-1 Vehicle.

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

18.7.1 Motion to approve Chief Langeland to be the designated debit card holder for purchase of Meals at the GSA per Diem Rate & Fuel from August 5th -August 7th for purpose of Trip to Sutphen Towers in Hilliard, Ohio for New Tower 32-1 Inspection.

GSA Per Diem Rate- Meals & Incidental Expenses

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First/last day of travel
Columbus	Franklin	\$80	\$20	\$22	\$33	\$5	\$60.00

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

18.8 Motion to approve (3) Hotel Rooms for Chief Langeland, William Fletcher, and Keith Purdy at _____ from August 5th- August 7th for 2 nights, 3 days at the GSA per Diem Rate of \$131 a night, not to exceed \$1,000.

GSA Per Diem Rate- Daily Lodging Rates

Primary destination	County	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Columbus	Franklin	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131	\$131

-Correction: Hotel reservations were booked at Hampton Inn & Suites Columbus Hilliard for 2 nights, 3 days from August 5th-August 7th for an estimated cost of \$927.48.

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

18.9 Motion to approve payment for Gas Valve, Labor & Additional Parts for Station 3's Stove in the amount of \$1,300 to Cintas Fire Protection.

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



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All in Favor: 4 (McCartney, Harrington, Tomko, Kirchheimer) Opposed: None. Absent 1 (Birdsall) Motion carried.

18.10 Motion to approve the purchase of (3) LION Thorogood QR-14 Boots in various sizes in the amount of \$1,083.99 from Fire-End & Croker.

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

18.11 Motion to approve Air Cleaning Systems Inc. for Plymovent Preventative Maintenance for All Stations in the amount of \$3,335.00. This is a sole source vendor. Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve. All in Favor: 4 (McCartney, Harrington, Tomko, Kirchheimer) Opposed: None. Absent 1 (Birdsall) Motion carried.

18.12 Motion to approve the change order for bi-directional slide tray and adjustable shelves for Brush 32-3 to be performed by Jutland Truck Bodies in the amount of \$6,050.00.

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

18.13 Motion to approve all Chief's Monthly Mileage Reports from June 18th to July 16th. See Reports in Addendum.

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

-P. Willes-Brown read aloud Director of Fleet Report for additional approvals needed.

18.14 Motion to approve the purchase of (1) True Light Tower for Midi Pumper 32-2 not to exceed \$20,000.

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

19. Policies and Procedures-None.

20. Unfinished Business-None.

21. New Business

21.1 Request to approve the Bid for Sealing and Striping of the Station parking lots.



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

21.2 Request to approve to move forward with a land use agreement with Murphy LLC to develop a training site to hold CAFS training pending Attorney Hannigan to submit for review.

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

21.3 Request to approve Cold Fire, a CAFS fire suppression agent, to be used in Midi 32-2 and Midi 32-3.

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

-Chief J. Paffie asked questions regarding the Cold Fire Foam.

21.4 Request to approve to advertise for bids for Fire Hose in sizes of 5", 3", 2.5" and 1.75" on July 23rd and to be opened on August 8th at 1pm

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

21.5 Request to approve 3x3 Decals with the Vestal Fire District Logo to be placed on all apparatus labeled as Vestal Fire District property.

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

21.6 Request to approve Vestal Police Department, Vestal Fire Department and Vestal Volunteer Emergency Services to hold an Armed Assailant Exercise Planning Meeting on August 8, 2025, and October 3, 2025, at 10:00am and an Exercise After Action- Hot Wash on November 1, 2025, from 1:00pm-4:00pm located at Station 4, 118 South Jensen Road. Chief J. Paffie has been notified and approved of this request.

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

22. Resolutions-None.



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23. Announcements-None.

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

-A member of the public mentioned that it is listed on the agenda that reports, and such are in the addendums. However, there are no addendums attached to the draft minutes when they are posted on the website. Secretary S. Bowen advised that the addendums will be posted with the upcoming meeting minutes and prior meeting minutes.

25. Executive Session (if needed)

26. Motion by Commissioner Harrington, seconded by Commissioner Kirchheimer to adjourn the meeting at 8:20pm.

Respectfully Submitted

Susan Bowen
District Secretary

Chief's report July 2025

73 total calls since last board meeting

15 to Binghamton University

House Fire – 1 house fire- electrical in nature

Garage Fire – electrical in nature

2 Weather related incidents

- July 3rd stand by in quarters for weather related-county wide
- July 13th- mutual aid to Tioga County (Newark Valley) flooding

Mutual Aid

- Received mutual aid from West Corners, Endwell and TOB – house fire on Knight Rd
- Given mutual aid to Conklin 2nd alarm house fire –cancelled

Vestal Fire covered Battalions 1 and some of 2 for funeral for Chief Jim Sitek from West Colesville Fire. Engine 4 with crew of 5 and Chief 32 designated as Fire Coordinator due to the funeral.

Foam- Discussions still in place to see what Class A foam we would like to go with for the new Midi's. Still waiting on the 1x3 to place on the Engines. Some CAFS training held, "Official" training to be conducted by Darley, once trucks are put into service.

Trainings- Looking to possibly have a rope rescue class in the Town. Several members have signed up for different classes

Thank all the members for taking care of the Youth Academy today. We landed helicopters the past 2 days.

Confirm that all apparatus for Water Rescue training in Dorchester Park approved for this Sunday?

From: "Andrew W. Eaton" <AWEaton@vestalfiredistrict.org>

Date: July 16, 2025 at 13:11:19 EDT

To: Thomas McCartney <tmccartney@vestalfiredistrict.org>

Subject: Dept. notes for July

Not a lot to report for July. The June blood drive at station one had 24 donors, one shy of their goal. July 21st is the next one, station -3 members will be on hand at station to meet with the public. The Dept. had a strong showing at the LODD funeral for the West Colesville Chief. As of yet we have no nominations for the awards commissioner number 4 and my self have been promoting the up coming annual dinner.

I will be on vacation from 7 /19/25 through 8/4/25, Matt Start, and Shelby Frisbee as VP's are prepared to act in my absence.

Andy Eaton

Vestal Fire Department President

From: [Thomas McCartney](#)
To: [Susan Bowen](#)
Subject: BOFC report - FC1 for July, 2025
Date: Friday, July 11, 2025 9:34:36 AM

Sue,

This is my report for activity for July 2025:

BOFC report - FC1 for July, 2025:

6/19 vendor visit in Lancaster, PA. - B3 build.

6/23 finance meeting 5/20 yr. plan.

6/24 conference call on the sale of old Sta. 4. Environmental considerations.

6/25 special fire district meeting.

6/25 chiefs round table.

6/27 conference call regarding PFAS litigation.

6/29 review Sta. 2 property issues.

6/30 teams meeting regarding budget and 5/20 year financial plan.

7/1 budget review B3.

7/1 sale of old M2.

7/2 attorney call re: PFAS litigation and Sta. 2 property issue.

7/3 finance meeting with Treasurer and FC2.

7/3 tour of Sta. 4 for John Schaffer and handicapped individual.

7/6 arrange with C32 VFD support for LODD funeral in Batt. 1.

7/6 FC3 discussion on training site.

7/5 meeting with Murphy LLC on CAFS training site. Development of land use agreement.

7/6 follow up on Conex box quotes.

7/7 finance meeting 5/20 plan.

7/10 discussion with S. Messina regarding town finance audit.

7/11 conference call w/ c32 regarding CFAS training site.

Thomas E. McCartney II, Chairman

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Vestal Fire District

tmccartney@vestalfiredistrict.org

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To: Vestal Fire District Secretary Susan Bowen
From: Fire Commissioner David Harrington
Date: Wednesday 07/16/2025
Subject: Vestal Fire District Report for 07/15/2025 Meeting

Finances:

1. Reviewed June Financials and Bank Reconciliations report prepared by District Treasurer.
2. Performed full 2026 budget assessment and prepared proposed budget cuts for discussion at the upcoming 2026 budget work session 7/23.
3. Performed full assessment of Fleet Vehicle Capital Plan and prepared questions/clarifications needed from Chiefs and Fire Commissioners on strategy of several fleet vehicles for 7/22 meeting; distributed latest plan.
4. Fire District Treasurer continues to update the 5Y/20Y Long Term Forecast in preparation for 2026 budget simulations; including partial simulations with the partial 5Y/20Y Financials Forecast.
5. Scheduled 3 meetings:
 - a. 6/23 meeting held for 2026 Fiscal Budget Check-In with Facility Director McCartney and Fire Commissioner Kirchheimer on the IT operational budget. Provided several clarifications needed on the Pyramid vendor 2026 budget proposal, reviewed and identified recommended cuts for the 7/23 budget work session.
 - b. 7/18 meeting held on 2026 Fiscal Budget Check-In with District Treasurer and Fire Commissioner McCartney; reviewed 5Y/20Y Long Term Forecast and recommended 2026 budget cuts for budget work session 7/23.
 - c. 7/22 meeting scheduled on 2026 Fiscal Budget Check-In with Fleet Director, Chief Paffie, and Chief Langeland.

Grants & Funding:

1. In the process of getting agreement executed for the community grant awarded for the Fred Singer Training Facility.
2. Scheduling a meeting for Week of 7/21 or 7/28 with Communications Director Ellis, Funding & Grants Coordinator Fletcher, and Fire Commissioner McCartney; for outreach material and video needed for Training Site funding efforts.
3. Following items remain in progress:
 - Bill and Joe are reviewing the SAM.gov checklist for registering the FSTF (Fred Singer Training Facility). It's an extensive checklist with lots of questions that include some we cannot answer. Getting assistance from Sue/Paige and others.
 - We await an update from the Fire Department on the charitable registration.
 - Assessing an updated list of grants and funding opportunities; vetting each one to see if we as a fire district or the Fred Singer Training Facility qualify. Each opportunity has it's own list of requirements.
 - Have a list of possible donors and would like to begin reaching out to them.
 - Awaiting an outreach pamphlet/flier for inclusion in our 2025 funding efforts. Even a simpler interim solution for 2025 to give us something to start using until a more permanent solution is in place.
 - Awaiting a good marketing video for the Fred Singer training facility for inclusion in the funding outreach.

Records Management

1. New NERIS system

- The dates for Transitioning from NFIRS to NERIS for NYS is as follows:
 - January 1, 2026 – All fire departments must be reporting to NERIS by this date; no 2026 incidents will be accepted in eNFIRS
 - January 31, 2026 – All CY 2025 NFIRS data must be in the system and released by the end of day
- Fire District Secretary asking Alpine on any modules that interface with the NERIS are going to be updated to pull the correct information for the report; have an open ticket with the County and Alpine on the Tyler Technologies CAD Interface, this is a one-time cost and waiting to see who is covering that.
- Records Management Coordinator (RMC) Rose has RedAlert Training System access to help familiarize with the new NERIS System and can enter data to see how all the fields work and interact with each other. Fire District Secretary did this for beta testing and that data was cleared out so Alpine can duplicate what was being experienced as it could not be duplicated in their test environment.
- Fire District Secretary is the NERIS Coordinator as submitted to the state on the Annual Demographics form as the Incident Reporting System Administrator. Secretary uploads the incident to the state for NFIRS. Therefore, the onboarding has been completed, all information will be updated as of 7/16 once information from Chief Paffie is completed.

2. Discussion with Alpine sounds like it shouldn't be too bad, and they are doing most of the work to make the changeover, we need to make sure our info is up to date, and Records Management Rose does not have that access.

- Those entering are going to have to know their on-scene information and make sure that property information is correct.

3. Confirmed the following monthly Fire Report submittals to NYS has occurred for 2025:

- Jan – 3/25
- Feb – 6/3
- Mar – 7/11

4. Fire Reports target date for upcoming submittals:

- Apr, May, Jun - 7/16

July 2025 Training & Safety Commissioners Report for Vestal District

- Safety & Training report submitted by Andy Eaton and Derek Waddell.
- Fred Singer Training Site report submitted by Bruce Willis.
- ZERO scene incidents, accidents and/or injuries reported for June 2025
- June Dept. training on new Midi's and CAFS was well received with 65 folks in attendance on short notice. Thank you to Keith Purdy and Bob Hamilton for assisting with this. Darley will do a more indepth training with Station 2 & # personnel.
- July training will be water rescue.
- PESH report form and follow-up from February inspection. Andy Eaton will be working with the stations on remedies and to prepare for round of inspections.
- Meeting was held with 2nd Lts. Regarding tags and status requirements, as well as driver qualifications. This is work in progress and more to come.
- VFD cell phones were put into service for Andy and Derek, which was very much appreciated. They also both have access to NFPA standards/documents as requested.
- Bruce continues to work on replacing deck floor boards at Fred Singer site as weather permits, about 90% complete now. Next project is rebuilding box mounted to roof ventilation training structure that holds the rebar and setting up delivery of more hay for live fire training.
- BFD will be using training site for new recruits on July 29th from 8 AM-4 PM.
- Had a follow-up meeting with Lourdes Occupational Health last week about the way this years process went. There are several action items that came out of this to smooth things out for next year and enhance the process for the members. Follow-up communications process will be better enhanced as well.

**Board of Fire Commissioners–Facilities, IT, Security, Member Relations
Reports
July 16, 2025
Dan Kirchheimer**



1. Facilities
 - a. Director of Facilities–Dusty McCartney, separate report attached
 - i. Rolling out new ticket system with QR code
 - b. Continue to finalize budget for 2026
 - c. Station 4 Sale
 - i. Buyer had an inspection done and brought up two issues
 1. Drain from the “old” section of the building drains into a drum outside, presenting an environmental concern. A study has been started to assess further action.
 2. Electrical issues have been uncovered. Still in early stages of assessment and whether this is something the fire district is willing to address or not.
 3. Many discussions with real estate brokers and attorney
2. Physical Security–Director of Physical Security Colin White–See separate reports
3. Information Technology–Director of IT Services Josh Fischbeck–See separate report
4. Member Relations
 - a. FRAP–Have in place through our insurance company. Currently vetting with Dr. Mazzeo and preparing rollout to membership.
 - b. Banquet–Tioga Downs October 18, 2025, October 17, 2026
 - i. Awards program has been rolled out, accepting nominations
 - ii. Preparing the menu and getting the hotel room block in place.
5. Minor Property Damage issue
 - a. Pritchard has repaired the driveway on Marion and this issue is resolved.