



# VESTAL FIRE DISTRICT

1136 Front Street, Suite 01  
Vestal • New York • 13850  
Phone: 607-797-2756  
[www.vestalfiredistrict.org](http://www.vestalfiredistrict.org)

**Board of  
Fire Commissioners**  
David Harrington  
Daniel Kirchheimer  
Thomas McCartney  
Keith Purdy  
Mark Tomko

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## **Special Board of Fire Commissioner Meeting Agenda on September 3, 2025.**

Meetings begin at 6:30pm unless otherwise noted.

1. Present Thomas McCartney, Chairman  
David Harrington, Commissioner  
Mark Tomko, Commissioner  
Daniel Kirchheimer, Commissioner  
Keith Purdy, Commissioner  
Susan Bowen, Fire District Secretary  
Paige Willes-Brown, Director of Purchasing  
Marisa Butler, Fire District Treasurer  
Clay Ellis, Director of Communications  
1 member from the Public
2. The meeting was called to order at 6:30pm.
3. Commissioner McCartney led the Pledge of Allegiance to those present.
4. Approval of the Previous Meeting Minutes - None
5. Correspondence Report - None
6. Bid Openings - None
7. Scheduled Appointments (Guests) - None
8. Operations Report – Chief Paffie (or Designee) - None
9. Department Business Report – President Eaton (or Designee) - None
10. Station Reports (Fund Raiser/Special Events/Member Requests - None
11. Membership (New and Current) - None
12. Commissioners Report - None



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13. Director of Communications-Clay Ellis – None

14. Secretary Report

14.1 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve Secretary Bowen to sign the Document Disposition Election Form from Firefly Admin, Inc. as District Secretary and Records Management Officer that all original documents will be returned with the Annual Report.

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

15. Elections (Annual or Special) - None

16. Treasurer Report

16.1 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve the following budget transfer:

<b>From Line Item</b>	<b>To Line Item</b>	<b>Amount Requested</b>	<b>Explanation</b>
A917	A3410.209	\$ 11,600.00	Cover Expense for Ductless Split for Station 4

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

17. Approval to Properly Audit and Pay Claims as Submitted

17.1 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve the Audit and Claims for 2025 Expenses dated September 5, 2025, in the total amount of \$62,554.17.

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

18. Director of Purchasing Report

18.1 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve Chief's Mileage Reports from July 17, 2025, to August 20, 2025. See Reports in Addendum.

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

18.2 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve the purchase of (1) Harrington Floating Barrel Strainer with NH Female Long Handle Swivel with 6" Hose Connection, and (1) Task Force Tips Legacy Adapter, 5" Storz to 6" NH from the theFireStore for an estimated cost of \$1,600, including shipping cost.

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



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18.3 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve repair cost of (9) Drysuits from NRS Rescue in the amount of \$1,439.15 to come out of Water Rescue budget.

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

19. Policies and Procedures – None

20. Unfinished Business

21. New Business

Commissioner Purdy presented a summary of the hose bid review:

**The Bids:**

There are three (3) recorded bid responses to the Vestal Fire District requested bid titled: “MUNICIPAL – ATTACK & LDH HOSE” .

Only one (1) bidder was in conformance with the forms, signatures and bid submission requirements.

There is no pricing review or analysis as part of this summarized report as the other two (2) bids cannot be acted upon at this time. The other two bids are incomplete and thus do not move forward in the review process.

The bid that is complete and has been reviewed by Susan Bowen generated a question from Chief John Paffie regarding the weight of Large Diameter Hose (LDH) as bid versus another brand.

**The Hose Weight Review:**

The summarized review of this inquiry is as follows:

Current VFD LDH (Note: Also known as “supply line”) is largely Snap-Tite 5.0” model ATX with a 100’ section of hose weighing 178-pounds with couplings. Source: ATX\_NEW-v2.pdf

This hose is found on Engine-1, Tower-1, Engine-2, Tanker-2, Engine-3, Mini-3, Tanker-3, and Reserve Engine-5.



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The single complete bidder offered the contemporary style Snap-Tite 5.0” model CONQUEST LDH with a 100’ section of hose weighing 129-pounds with couplings. Source: Conquest-LDH\_NEW-v2.pdf

The non-conforming bidder offered Mercedes Textiles 5.0” model MegaFlo Breather LDH with a 100’ section of hose weighing 100-pounds with couplings. Sources: Megaflo® Breather and 6” Storz Coupling Set – FireHoseDirect  
This hose is found on Tower-4 and Engine-4 today.

## **The Summary:**

The hoses are at 100 pounds or more by size and brand. The National Institute for Occupational Safety and Health (NIOSH) lists that the maximum weight for a single person lift is 51 pounds under ideal conditions. These hoses, by default, are twice that limit in our 100’ lengths and thus are a two-person lift by safety standard and guideline.

Source: Applications Manual for the Revised NIOSH Lifting Equation (94-110) | NIOSH | CDC and OSHA procedures for safe weight limits when manually lifting | Occupational Safety and Health Administration

There is no hose solution or practical concession that provides large diameter hose under 50 pounds for our application.

There are no defects in the submitted bid. The hose is in conformance to the request in the published bid document.

21.1 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to award the hose bid to J.P.B. Fire Sales, LLC for the Snap-Tite Conquest Hose in sizes 5”, 3”, 2.5”, and 1.75”. Pricing as indicated in the August 20<sup>th</sup> Minutes.

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

21.2 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve the request from NYS OFPC Fire Protection Specialist Brennon Tompkins to secure two fire Stations and the Fred Singer Training Facility for a Firefighter 2 Instructor Authorization for 40 students (20 per station) with propane prop burns at the Training Facility on December 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> from approximately 7:30am to 5pm each day. Fire Stations to be used would be Station #1 and Station #3.

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



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21.3 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve the request for Ironwood Heavy Highway LLC to park their bucket trucks at old Station 4 for September and October 2025 as they will be doing tree trimming in the Vestal area.

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

## 22. Resolutions

22.1 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve Resolution 2025-014 to expend from the Capital Reserve Fund for Capital Improvement to Station 3 for the replacement of the rear concrete pad in the amount not to exceed \$12,500. (See attached Resolution)

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

## 23. Announcements

Commissioner McCartney and Commissioner Harrington will be unavailable from September 9<sup>th</sup> to September 23<sup>rd</sup>.

Commissioner Tomko will be unavailable from September 18<sup>th</sup> to October 2<sup>nd</sup>.

Commissioner Kirchheimer will be available in Commissioners' absences.

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

25. Executive Session (if needed)

26. Motion by Commissioner Harrington, seconded by Commissioner Tomko to adjourn the meeting at 6:54pm. All in Favor: 5. Opposed: None. Absent: None. Motion carried.

Respectfully Submitted,

Susan Bowen  
Fire District Secretary

# Vestal Fire District Voucher List

17.1

## 2025 Expenses

Vendor	Comments	Amount	Line
<b>To be Approved on September 3, 2025 and To be Paid on September 5, 2025.</b>			
All-Mode Communications	Phone Lines for Station 1, 2, 3, 4 & Fire District Office	\$324.49	A3410.408
Arcadian Greens	(1) Lift Rental, Delivery & Pick Up Charge	\$300.00	A3410.405
BCS Facilities Group	Janitorial Services- September 2025	\$710.00	A3410.413
Charter Communications	Fiber Internet for Station 2	\$550.00	A3410.411
	Static IP, Spectrum Business Internet for Station 2	\$169.99	A3410.411
Coleman Lawncare	Lawn Mowing, Spray Weeds at All Stations, District Office & Training Site	\$1,745.00	A3410.413
Culligan-Endicott-Scranton	Rental BWC, 5G Spring Water	\$33.20	A3410.410
DnD Sanitation	Handicapp Rental for July	\$150.00	A3410.426
Fastenal Company	(38) Bags of Speedi Dri	\$476.52	A3410.410
Federal Safety Equipment	Labor, Parts and Service for Command 32	\$932.03	A3410.407
Federal Safety Equipment	Standard Chassis Service, Pump Service, Pump Testing,	\$6,130.98	A3410.407
	Labor, Parts and Service for Foam 32-4		
Ferrario Ford Lincoln Mercury	(1) Wheels & Hub Caps, (6) Tires for New Brush 32-1	\$3,395.00	A3410.208
Fiscal Advisors & Marketing, Inc.	Professional services rendered for BANS & BONDS	\$11,306.00	A3410.401
Heiman Fire Equipment	(1) Medium Ladder Pad, (1) Extra Large Ladder Pad	\$158.85	H3410.2C
Home Central	(4) 2x6x8 Treated #1 MCA GRND CONT	\$34.20	A3410.426
	(1) 4pk. 1/2" STL KO Seal	\$3.34	A3410.410
	(8) 1/4x 3 1/2 LAG Screw, (8) 1/4" Galv Washer- 745pc./#5 Box	\$6.88	A3410.426
	(1) SLG Pack out Tool Box	\$97.94	H3410.2C
	(1) 10pk. 9" x 6- 9T GP Blade	\$104.94	A3410.410
Jerome Fire Equipment Co., Inc.	Station 4 Air Compressor Maintenance	\$1,462.50	A3410.410
Jutland Truck Bodies	Shelving Units for Midi 32-2 and Midi 32-3	\$6,599.00	H3410.2B
Jutland Truck Bodies	Pull out Tray & Adjustable Shelves for Brush 32-3	\$6,050.00	A3410.208
Morris-Croker LLC	(1) LION Coat Repair- S. Frisbie	\$112.00	A3410.410
Morris-Croker LLC	Majestic Gloves (4) 3XL, (6) 2XL	\$1,274.00	A3410.410
New York State Association of Fire Chiefs	Cortland County Seminar-Short-Handed Firefighting (B.Stout, C. Paffie)	\$70.00	A3410.404
Postler & Jaeckle Corp.	Installation of Mini Ductless Split for New Station 4 Server Room	\$11,600.00	A3410.209

# Vestal Fire District Voucher List

Premier Printing, Inc.	Professional Services rendered for BANS & BONDS	\$4,980.00	A3410.401
Pyramid Business Systems, Inc.	PYRAMID Technical Support Hours	\$495.00	A3410.401
	Service Order# 121044-Quarterly IT Security Vulnerability Assessment		
The Computer Shop	Remote Access for Collin White	\$32.94	A3410.401
Tri-County Communications	(1) Factory Pager Repair	\$189.00	A3410.420
	(2) G1 Battery AAA	\$13.00	A3410.420
ULINE	(1) Flammable Storage Cabinet- Standard, Manual Doors, Yellow, 60-Gallon	\$1,810.75	A3410.202
Verizon Connect	(5) Vehicle Tracking Subscription for Chief's Vehicles	\$94.75	A3410.407
Warner Brother Real Estate	Rental Services for 1136 Front St. for September 2025	\$1,000.00	A3410.418
Witmer Associates (theFireStore)	(10) Omega Black Carabiners with Logo	\$141.87	A3410.410
	<b>TOTAL</b>	<b>\$62,554.17</b>	
	<b>Grand Total of 2025 Expenses</b>	<b>\$62,554.17</b>	



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## VESTAL FIRE DISTRICT RESOLUTION TO EXPEND FROM CAPITAL RESERVE FUND FOR CAPITAL IMPROVEMENTS

Resolution No. 2025-014

WHEREAS, pursuant to General Municipal Law § 6-g, the Vestal Fire District in the Town of Vestal, County of Broome, State of New York, established the “Capital Improvement Capital Reserve Fund for the purpose of accumulating capital reserves for acquiring, maintaining, repairing, improving, and replacing the buildings and land of the Vestal Fire District; and

WHEREAS, at a duly noticed public meeting held on Wednesday September 3, 2025, the Board of Fire Commissioners of the Vestal Fire District authorized and approved the expenditure of an amount not to exceed \$12,500 from the Capital Improvement Capital Reserve Fund to pay for the necessary replacement of the rear concrete pad at Vestal Fire Department Station #3 as it has been determined to be necessary for the Fire District pursuant to Section 6-g of the General Municipal Law; and

BE IT FURTHER RESOLVED THAT this resolution is subject to permissive referendum.

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

<u>THOMAS MCCARTNEY, CHAIRMAN</u>	<u>VOTING</u>	<u>AYE</u>
<u>DAVID HARRINGTON, COMMISSIONER</u>	<u>VOTING</u>	<u>AYE</u>
<u>MARK TOMKO, COMMISSIONER</u>	<u>VOTING</u>	<u>AYE</u>
<u>DANIEL KIRCHHEIMER, COMMISSIONER</u>	<u>VOTING</u>	<u>AYE</u>
<u>KEITH PURDY, COMMISSIONER</u>	<u>VOTING</u>	<u>AYE</u>

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: September 3, 2025  
Susan Bowen, Fire District Secretary  
Vestal Fire District