



# VESTAL FIRE DISTRICT

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

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

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## Regular Board of Fire Commissioner Meeting Agenda on September 24, 2025.

Meetings begin at 6:00pm unless otherwise noted.

1. Present
2. Call to Order
3. Pledge of Allegiance
4. Approval of the Previous Meeting Minutes
  - 4.1 Request to approve the minutes from August 20, 2025, and September 3, 2025  
Request by \_\_\_\_\_, seconded by \_\_\_\_\_ All in Favor \_\_\_\_ Opposed \_\_\_\_ Absent \_\_\_\_
5. Correspondence Report
  - 5.1 Received and Filed AFDSNY Fire District Affairs for August 2025 – September 2025
  - 5.2 Received notice for the upcoming 2026 F3 Global Firefighting School held at the renowned TEEEX Brayton Fire Training Field in College Station, Tx from March 31<sup>st</sup> to April 2<sup>nd</sup>, 2026.
6. Bid Openings – The following bids were opened on September 16<sup>th</sup> at 2pm with Commissioner Purdy present.
  - 6.1 One (1) New and Unused Flat Bed Brush Body – No Bids were received  
Patricia Manarin  
Public Records Requests  
Deltek, Inc.  
2291 Wood Oak Drive,  
Herndon, VA 20171  
Tom Isaacs Jr.  
Nuthouse Industries LLC  
3480 E US 22-3  
Morrow, Ohio 451152  
  
Nathaniel Stoltzfus  
Jutland Truck Bodies  
5140 Martin Drive



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Gap, PA 17527

Amy Price  
CET Fire Pumps  
2 Rue Industrielle  
Pierreville, Quebec J0G 1J0

Saad Habib  
Sales Engineer  
Technology International, Inc.  
1331 South International Parkway, Suite 2251  
Lake Mary, Florida 32746

6.2 Cab and Chassis Conversion and Up-fir for Brush 32-1 - No Bids were received

Tom Isaacs Jr.  
Nuthouse Industries LLC  
3480 E US 22-3  
Morrow, Ohio 451152

Nathaniel Stoltzfus  
Jutland Truck Bodies  
5140 Martin Drive  
Gap, PA 17527

Amy Price  
CET Fire Pumps  
2 Rue Industrielle  
Pierreville, Quebec J0G 1J0

6.3 New Light Tower for Midi 32-2

Les Swartz \$23,153.00  
Federal Safety Equipment  
23 Kinney Street  
Candor, NY 13743

Lance Collins No Bid  
Premier Fire Apparatus, Inc.  
108 Anderson Avenue  
Syracuse, NY 13208



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Saad Habib  
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No Bid

7. Scheduled Appointments (Guests)
8. Operations Report – Chief Paffie (or Designee) – Report Received
9. Department Business Report – President Eaton (or Designee)
10. Station Reports (Fund Raiser/Special Events/Member Requests)
  - a. Station 1
  - b. Station 2
  - c. Station 3
    - 10c.1 Request for approval from Station 3 Auxiliary President Marj Baldwin, for Station 3’s Auxiliary to have a Bake Sale on Tuesday, November 4<sup>th</sup> from 6am to 6pm.
  - d. Station 4
    - 10d.1 Request for retro approval for Fire House Concessions Hook and Ladder Pizza Trailer to be at the old Station 4 from Monday, September 15<sup>th</sup> to Saturday, September 20<sup>th</sup> from 11am to 7pm.
11. Membership (New and Current)
  - 11.1 Request from Station #4 to discharge Firefighter Nakalunk (Nick) Butani from the Vestal Fire Department due to him having moved from the district.
  - 11.2 Request from Station #4 to accept the resignation of Firefighter Brenden Wilcox.
  - 11.3 Request from Chief Paffie to approve new member Parker Terrell to Station #4.
  - 11.4 Request from Chief Paffie to approve new member Anthony DiFiore to Station #4.
12. Commissioners Report
  - a. Commissioner McCartney – Administrative/Policy



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- b. Commissioner Harrington – Financial/Records Management/Quality Assurance/LOSAP
  - c. Commissioner Tomko – Training/Safety Programs/Fred Singer Training Facility
  - d. Commissioner Kirchheimer – Facilities/Information Technology/Physical Security/Human Resources
  - e. Commissioner Purdy – Asset/Equipment/Fleet Management

## 13. Director of Communications-Clay Ellis

### 14. Secretary Report

14.1 Request to approve the retainer for Hannigan Law Firm PLLC of 388 Kenwood Avenue, Delmar, New York 12054 in the amount of \$12,700 for 2026.

14.2 Request to approve Commissioner Harrington to sign the Fred Singer Training Facility Lease Agreement with the Chenango Bridge Fire Department for Monday, September 29th.

14.3 Request to retro actively approve Commissioner Harrington to sign the Fred Singer Training Facility Lease Agreement with the Binghamton Fire Department for July 29<sup>th</sup> and accept a check in the amount of \$200 for the Treasurer to deposit.

14.4 Request to accept a check for the Treasurer to deposit from West Corners Fire District in the amount of \$800 for year 4 of the Fred Singer Training Facility Lease Agreement.

14.5 Request to accept a check for the Treasurer to deposit from Apalachin Fire District in the amount of \$800 for year 4 of the Fred Singer Training Facility Lease Agreement.

14.6 Request to accept a check for the Treasurer to deposit from Town of Owego Fire District in the amount of \$800 for year 4 of the Fred Singer Training Facility Lease Agreement.

14.7 Request to accept a check for the Treasurer to deposit from Union Center Fire Company, Inc in the amount of \$800 for year 4 of the Fred Singer Training Facility Lease Agreement.

14.8 Request to accept a check for the Treasurer to deposit from the Town of Vestal for Vestal Fire's PERMA Refund for October through December of 2024 in the amount of \$23,281.00.



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14.9 Secretary Bowen to publish the budget hearing for the 2026 Vestal Fire District Budget on October 1, 2025, in and online the Press & Sun-Bulletin and on the fire district website. Budget hearing will take place on October 21<sup>st</sup> at 6pm at the Vestal Fire Department, Station #3, located at 2164 Owego Road.

14.10 Secretary Bowen to advertise and post the following changes:  
Cancel the October 15<sup>th</sup> Regular Meeting of the Board of Fire Commissioners  
Advertise Work Session for October 22<sup>nd</sup> at 6:30pm  
Advertise Regular Meeting of the Board of Fire Commissioners for October 29<sup>th</sup> at 6pm.

14.11 2025 Physicals Report

14.12 2026 New York State Volunteer Firefighter Cancer Benefit Program

14.13 NERIS Transition Training

14.14 Records Management – Hose Records

15. Elections (Annual or Special)

16. Treasurer Report

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

16.2 Deposited check from Rick Smtih, reimbursement for payment of (38) Speedi Dri Bags in the amount of \$476.52.

16.3 Deposit check from UPS, paid out claim for shipment of drysuits in the amount of \$185.67.

16.4 Deposit check from Station 1, reimbursement for 80lb bags of concrete in the amount of \$64.35.

16.5 Deposit check from Weitsman Shredding, LLC, payment for scrap metal disposal in the amount of \$139.93.



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16.6 Request to adopt the Proposed 2026 Vestal Fire District Budget including Fund Balance Projection for 2026 with a total appropriation, including the foam district, in the amount of \$2,925,161.

17. Approval of Properly Audit and Pay Claims as Submitted

17.1 Request to approve the Audit and Claims for 2025 Expenses dated September 25, 2025, in the total amount of \$111,077.27.

18. Director of Purchasing Report

18.1 Request to approve to purchase (1) Aluminum 2 ½” Smooth Bore Stackable Tip Fire Nozzle (NH) in the amount of \$838.52 from FireHoseDirect. This will come from Station 2 Operations line in the budget.

18.2 Request to approve to purchase (1) 25ft length of 5” (est. \$640.00) and (1) 10ft. length of 1 ¾” Snap-Tite Conquest Hose for New Tower 32-1.

18.3 Request to approve the purchase of 7 additional cameras to be added to Station 2 CCTV system, with additional hard drive and two days of labor in the amount of \$4,350.00 from the Computer Shop.

18.4 Request to approve to pay Pyramid Business System, Inc. invoice for \$815.00 for the purchase of (1) HP EliteDesk 805 g8 Computer System for Station 2. The district should receive a reimbursement check to pay for this expense.

18.5 Request to approve to pay Office of NYS Comptroller invoice for \$85.00 for Introduction to Governmental Accounting Online Courses for Treasurer M. Butler completed on 9/3/2025 and 9/4/2025.

18.6 Request to approve Vestal Fire Department members to attend “The Coordinated Attack” training program hosted by West Corners Fire District on October 24, 2025, from 6:30-10:00pm and October 25, 2025, from 8:30am-4:00pm in the amount of \$325.00. The cost is per department, not individual.

18.7 Request to approve updated pricing for (1) Akron Akroflow Portable Flow Meter, (1) Akron 2.5” NH Line Gauge 0-160 PSI and (1) Akron 1.5” NH Line Gauge 0-160 PSI in the amount of \$3,116.58.

18.8 Discussion on National Foam Nozzle Purchases- (Price Increase) Foam District



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18.9 Request to approve request from D. Waddell to purchase (3) 65” Roku TVs and (3) TV Wall Mounts for Station 1 in the amount of \$1,361.82 for the purpose of replacing current TVs for training. This expense will come out of the Training Budget.

18.10 Request to approve debit card expenses from January 2025-July 2025. All commissioners have reviewed.

18.11 Request to approve Assistant Chief C. Paffie Mileage Report from July 17, 2025, to August 20, 2025. See Report in Addendum.

18.12 Request to approve all Chief’s Monthly Mileage Reports from August 21, 2025, to September 24, 2025. See Reports in Addendum.

19. Policies and Procedures – None

20. Unfinished Business

21. New Business

21.1 Review the Workman’s Compensation Coverage with PERMA from Smith Brothers.

21.2 Request to award the New Light Tower Conversion and Upfit for Midi 32-2

21.3 Request from State Fire to approve the use of Station #3 for portions of their peace officer Academy, December 1<sup>st</sup> through December 5<sup>th</sup>, December 15<sup>th</sup> through December 19<sup>th</sup>, and January 20<sup>th</sup> through January 23<sup>rd</sup>. These sessions will be lectures during the day from 8am to 4pm.

21.4 Request to advertise and receive sealed bids for New and Unused Flat Bed Brush Body on September 29<sup>th</sup>, and to be received by 12pm on October 20<sup>th</sup>. Bids will be opened and read aloud at 2pm on the same day as received.

21.5 Request to advertise and receive sealed bids for Customer Supplied Cab and Chassis Conversion and Up-Fit on September 29<sup>th</sup>, and to be received by 12pm on October 20<sup>th</sup>. Bids will be opened and read aloud at 2pm on the same day as received.



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21.6 Request to retroactively approve to pay invoice from EcoPro Power Washing, Inc. for Exterior Power Washing at Station 2 in the amount of \$1,579.00.

21.7 Request to approve installation and purchase of Water Meters for Station 1, 2, & 3 not to exceed \$4,500.

21.8 Request to approve the following budget transfer:

<b>From Line Item</b>	<b>To Line Item</b>	<b>Amount Requested</b>	<b>Explanation</b>
A3410.413	A3410.416	\$ 2,300.00	Cover Installation Cost for Water Meters for Station 1, 2, & 3

22. Resolutions

23. Announcements

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

25. Executive Session (if needed)

26. Request to Adjourn