



# 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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## Organizational Meeting of the Fire District Agenda January 7, 2026

1. Present: Thomas McCartney, Commissioner  
David Harrington, Commissioner  
Mark Tomko, Commissioner  
Daniel Kirchheimer, Commissioner  
Keith Purdy, Commissioner
- Others: John Paffie, Fire Chief  
Chuck Paffie, 1<sup>st</sup> Assistant Chief  
William Stout, 2<sup>nd</sup> Assistant Chief  
Bob Hamilton, 2<sup>nd</sup> Lieutenant, Co 2  
Don Albrecht, 2<sup>nd</sup> Lieutenant, Co 4  
Ed Hildebrand, Dept Rec Secretary  
Jean Stout, Dept Photographer
- District Staff: Susan Bowen, Fire District Secretary  
Paige Willes-Brown, Director of Purchasing  
Marisa Butler, Fire District Treasurer  
Clay Ellis, Director of Communications

Temporary Chairperson Commissioner Kirchheimer to the start meeting pending Election of Chairman.

2. Commissioner Kirchheimer called the meeting to order at 6:01 p.m.

3. Commissioner Kirchheimer led the pledge to the flag.

### 4. Organization Items

4.1 The following Commissioners will take office under the following terms:

Commissioner Daniel Kirchheimer: January 1, 2026, to December 31, 2030  
Commissioner David Harrington: January 1, 2026, to December 31, 2029  
Commissioner Keith Purdy: January 1, 2026, to December 31, 2028  
Commissioner Thomas McCartney: January 1, 2026, to December 31, 2027  
Commissioner Mark Tomko: January 1, 2026, to December 31, 2026

Oath of office was performed by Honorable Matthew Butler for each Commissioner prior to the meeting. Secretary Bowen to file the Oath of Offices of the Commissioners with the Town Clerk's office on the next business day.

4.2 Nominations for the position of Chairman of the Board for 2026

Commissioner Kirchheimer nominates Commissioner McCartney to the position of Chairman with a second to the nomination being offer by Commissioner Tomko.

Motion by Commissioner Kirchheimer seconded by Commissioner Tomko to approve Commissioner McCartney to be the Chairman for 2026.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0

Absent: 0



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## 4.3 Nominations for the position of Vice-Chairman of the Board for 2026

Commissioner McCartney nominates Commissioner Kirchheimer to the position of Vice-Chairman, with a second to the nomination being offer by Commissioner Harrington.

Motion by Commissioner McCartney seconded by Commissioner Harrington to approve Commissioner Kirchheimer to be the Vice-Chairman for 2026

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

Commissioner Kirchheimer now turns the meeting over to the newly elected Chairman.

4.4 Secretary Bowen confirms notification was made on December 30, 2025, to the media of the Organizational Meeting with the publication of Legal Notice to the Binghamton Press and Sun-Bulletin online and in the paper on January 2, 2026.

4.5 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve the appointment of Susan Bowen to the office of Fire District Secretary with the provision for salary as budget at \$67,840 plus \$1675 for longevity.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

Oath of office was performed by Honorable Matthew Butler prior to the meeting. Secretary Bowen to file the Oath of Office with the Town Clerk's office on the next business day.

4.6 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the appointment of Paige Willes-Brown to the Office of Director of Purchasing with the provision for salary as budget at \$43,285.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

Oath of office was performed by Honorable Matthew Butler prior to the meeting. Secretary Bowen to file the Oath of Office with the Town Clerk's office on the next business day.

4.7 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the appointment of Marisa Butler to the office of Fire District Treasurer at a rate of \$85 per hour working up to 776 hours per year.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0



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Oath of office was performed by Honorable Matthew Butler prior to the meeting. Secretary Bowen to file the Oath of Office with the Town Clerk's office on the next business day.

4.8 Motion Commissioner Tomko, seconded by Commissioner Purdy to approve the form, manner and sufficiency of the Employee Surety Bond for the Treasurer and Director of Purchasing for the Bond amount of \$250,000 each, from CNA Surety through the Smith Brothers Insurance.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.9 Motion Commissioner Kirchheimer, seconded Commissioner Tomko to approve Hannigan Law Firm LLC as the appointed Law Firm for the Vestal Fire District for the year 2026 at the retainer rate of \$12,750. Meetings and intensive projects beyond the scope of work included in the flat fee, such as litigation, bid specifications, building construction, or disciplinary actions, would be charged at \$375.00 per hour.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.10 Motion Commissioner Purdy, seconded by Commissioner Tomko to approve the designation of Official Newspaper to be the Binghamton Press and Sun-Bulletin for both print and digital (Online) of the Vestal Fire District. This publication is in general circulation within the Fire District.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.11 Motion Commissioner Tomko, seconded by Commissioner Kirchheimer to approve Vestal Fire Department Station #3 as the designated public location to be used for the posting of Open Meeting Law Notices.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.12 Motion Commissioner Kirchheimer, seconded Commissioner Tomko to approve the following dates for the official regular monthly meetings of the Fire District's Board of Fire Commissioners for 2026:

January 28, 2026  
February 25, 2026  
March 25, 2026  
April 22, 2026  
May 20, 2026 \*\* Third Wednesday  
June 24, 2026  
July 22, 2026  
August 26, 2026  
September 23, 2026 \*\* Third Wednesday  
October 28, 2026  
November 18, 2026 \*\* Third Wednesday



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December 16, 2026 \*\* Third Wednesday

All meeting will begin at 6:30 p.m. and will be held at Vestal Fire Station #3 at 2164 Owego Road, Vestal NY 13850.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.13 Motion Commissioner Kirchheimer, seconded by Commissioner Tomko to approve the 2027 Fire District Budget Hearing on Tuesday, October 20, 2026, at 6:30 p.m. at Vestal Fire Station #3.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.14 Motion Commissioner Purdy, seconded by Commissioner Kirchheimer to approve the 2026 Annual Fire District Election on Tuesday, December 8, 2026, from 6pm to 9pm at Vestal Fire Station #3, 2164 Owego Road, Vestal NY.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.15 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve the designated Depositories for Fire District Funds

Tioga State Bank	\$10,000,000
New York Class	\$10,000,000

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.16 Motion Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the 2026 mileage reimbursement at IRS Rate of \$0.725 per mile.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.17 Authorize Pay in Advance Claims

Motion by Commissioner Harrington, seconded by Commissioner Purdy to approve the Treasurer of the Fire District to pay in advance of an audit by this Board of Fire Commissioners of the Vestal Fire District the following claims. Such claims must be presented at the next meeting of the Board of Fire Commissioners of the Vestal Fire District for audit:

- i. Utility payments to NYSEG for Electric and Natural Gas
- ii. Telephone payment to All Mode.
- iii. Cell Phone payments to AT & T and Verizon Wireless.
- iv. Water and Sewer payment to Town of Vestal Utility Fund.
- v. Garbage and Recycling payments to Casella Waste Systems, Inc.
- vi. Internet Services payments to Spectrum, Empire Access and First Light Fiber.
- vii. Gas and Diesel payments to Mirabito Fuel



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- viii. Extermination Service payments to Big R & J Exterminating, Inc.
- ix. Payments for U.S Postage
- x. Payments to United Parcel Service and FedEx for Shipping Charges
- xi. Contracts in progress
- xii. Payroll.
- xiii. Debt Services.
- xiv. Any special check or wire requests
- xv. Publication in Local Newspaper to Gannett New York-New Jersey LocalIQ
- xvi. Monthly Website Maintenance and Updates to Grey Goose Graphics
- xvii. Medical Services

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.18 BE IT RESOLVED that the fire district treasurer is hereby authorized, within 60 days after the end of the fiscal year, to submit to this Board of Fire Commissioners a copy of the annual report required by General Municipal Law §30, in lieu of a written statement showing her receipts and disbursements for the preceding fiscal year. This authorization shall remain in effect from year to year until rescinded by this Board of Fire Commissioners.

Motion by Commissioner Harrington, seconded by Commissioner Tomko to authorize the treasurer to submit a copy of the annual report within 60 days after the end of the fiscal year.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.19 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the appointment of the Fire District Secretary as Records Management Officer and the Records Access Officer for FOIL Requests.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.20 BE IT RESOLVED that the Official Records of the Fire District will be maintained in Paper Format  
Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve that the official records of the fire district will be maintained in paper format.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.21 Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to adopt the New York State Archives LGS-1 as modified as the Record Retention Policy of the Fire District.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0



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4.22 Motion by Commissioner Tomko, Commissioner Kirchheimer to approve the appointment of the Fire Chief and Assistant Fire Chiefs for the Vestal Fire Department for 2026 as nominated by the Fire Department Membership.

Fire Chief John Paffie  
Assistant Chief for Station 1 Stephen Langeland  
Assistant Chief for Station 2 William Stout  
Assistant Chief for Station 3 Kahl Miller  
Assistant Chief for Station 4 Charles Paffie

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

Oath of office was performed by Commissioner McCartney for Chief Paffie, 1<sup>st</sup> Assistant Chief Paffie and 2<sup>nd</sup> Assistant Chief Stout. Secretary Bowen to give the Oath of Office to 3<sup>rd</sup> Assistant Chief Miller and 4<sup>th</sup> Assistant Chief Langeland when they stop in at the District Office.

4.23 Motion by Commissioner Tomko, seconded by Commissioner Purdy to appoint Clay Ellis as Director of Communications.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.24 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to appoint Edward Hildebrand as Property Control Officer for the Vestal Fire District

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.25 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve the appointment of Douglas Rose Sr. to Fire Department Records officer.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.26 Motion Commissioner Tomko, seconded by Commissioner Purdy to approve the appointment of Derek Waddell to Director of Training and Safety.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.27 Motion Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the appointment of Andrew Eaton to Assistant Director of Training and Safety.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0



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4.28 Motion Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the appointment of Bruce Willis to Fred Singer Training Site Facility Coordinator.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.29 Motion by Commissioner Harrington, seconded by Commissioner Tomko to **TABLE** the appointment of Dustin McCartney to Director of Facilities

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.30 Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to approve the appointment of Colin White to Director of Physical Security

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.31 Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to approve the appointment of Joshua Fischbeck to Director of Information Technology

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.32 Motion by Commissioner Purdy, seconded by Commissioner Tomko to approve the appointment of David Bowen to the Office of Quartermaster

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.33 Motion by Commissioner Tomko, seconded Kirchheimer to approve the active members of Vestal Fire Department, Inc from Station #1, Station #2, Station #3 and Station #4 are designated as the firefighting force for the Vestal Fire District.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.34 BE IT RESOLVED THAT the Fire District will maintain membership in the following organizations:

Association of Fire District of the State of New York (AFDSNY)

Fireman's Association of the State of New York (FASNY)

National Fire Protection Association (NFPA)

New York State Association of Fire Chiefs

Broome County Firefighter's Association

Broome County Fire Chief's Association

Western Broome County Fire Chief's Association

Fire Department Training Network

Volunteer Fire Police Association of the State of New York



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South Central Fire Police Association  
Susquehanna Fire Police Association  
Pennsylvania Fire Police Association

Motion by Commissioner Harrington, seconded by Commissioner Purdy to approve the listed Organization Memberships

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.35 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve Commissioners and District Officers to attend the following trainings in 2026:

Fire Commissioner Training, place to be determined  
PERMA Annual Conference, at Turning Stone in Verona, NY on May 14 - 15, 2026  
NYALGRO (New York Association of Local Government Records Officers) Annual Conference at High Peaks Resort, Lake Placid, NY, June 7 – 9, 2026  
NYS AFC 120th Annual Conference and Fire 2026 Expo at the Oncenter in Syracuse, NY, June 10 – 13, 2026  
AFDSNY 2026 Annual Meeting and Vendor Expo, at the Saratoga Hilton & City Center, Saratoga Springs, NY, October 8 – 10, 2026

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.36 BE IT RESOLVED that upon review, the Fire District approves the following yearly contracts and leases:

Lease with the First -Citizens Bank & Trust for the copy machine.  
Service contract EBE Office Source for copier  
Lease for 1136 Front Street Building for Fire District Offices  
Lease for Quadient Postage Machine

Motion by Commissioner Tomko, Seconded by Commissioner Kirchheimer to approve the yearly contract and lease agreements as listed.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.37 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve \$1000.00 per year for two-year lease agreement and \$500.00 per day lease agreement to the Fred Singer Training Facility.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.38 Reviewed and Approve District policies:

Motion by Commissioner Purdy, seconded by Commissioner Kirchheimer to approve the following Policies and Procedures of the Vestal Fire District



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- Policy 100 – Procurement Policy and Procedure
- Policy 101 – Purchasing Policy
- Policy 102 – Audit of Claims
- Policy 103 – Budget and Fund Balance Policy
- Policy 104 – Fire District Annual Fiscal Budget
- Policy 105 – Credit Card Use Policy
- Policy 106 – Investment Policy
- Policy 107 – Capital Assets Policy
- Policy 200 – Sexual and Other Harassment Policy
- Policy 201 – Workplace Violence Policy
- Policy 202 – Drug and Alcohol Abuse Policy
- Policy 203 – Code of Ethics
- Policy 204 – Public Comments at Meetings
- Policy 205 – District Elections
- Policy 206 – ABCs of the Powers and Duties of the Commissioners
- Policy 207 – The ABCs of the Fire Chief and Assistant Chiefs
- Policy 300 – Chief Vehicle Use Policy
- Policy 301 – Hazard Communication Plan
- Policy 400 – Disciplinary Policy

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.39 Motion by Commissioner Purdy, seconded by Commissioner to approve the Vestal Fire District Employee Handbook.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.40 Motion Commissioner Tomko, seconded by Commissioner Kirchheimer to approve the authorization to send one piece of fire apparatus and personnel to parades in 2026 as follows:

<u>Parade</u>	<u>Location</u>	<u>Month</u>	<u>Station</u>
<i>St. Patrick's</i>	<i>Binghamton</i>	<i>March</i>	<i>Station 4</i>
<i>Memorial Day</i>	<i>Endicott</i>	<i>May</i>	<i>Station 1</i>
<i>Memorial Day</i>	<i>Binghamton</i>	<i>May</i>	<i>Station 4</i>
<i>Strawberry Festival</i>	<i>Owego</i>	<i>June</i>	<i>Station 3</i>
<i>Veteran's Day</i>	<i>Endicott</i>	<i>November</i>	<i>Station 1</i>
<i>Veteran's Day</i>	<i>Binghamton</i>	<i>November</i>	<i>Station 4</i>
<i>Johnson City Holiday</i>	<i>Johnson City</i>	<i>December</i>	<i>Station 4</i>
<i>Endicott Holiday</i>	<i>Endicott</i>	<i>December</i>	<i>Station 1</i>

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0



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4.41 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to authorize the Fire District to collaborate with the Fire Department to assist with payment of the Firefighter's Annual Inspection Dinner in October.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.42 Motion Commissioner Tomko, seconded by Commissioner Kirchheimer to approve designation Commissioner committee assignments as follows:

Commissioner McCartney - Administrative Management / Policy  
Commissioner Harrington - Financial / Records Management / Quality Assurance / LOSAP  
Commissioner Tomko - Training / Safety Programs  
Commissioner Kirchheimer - Facilities / Information Technology / Physical Security / Human Resources  
Commissioner Purdy - Asset / Equipment and Fleet Management

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.43 Motion by Commissioner Purdy, seconded Commissioner Tomko to approve defense and indemnification of Commissioners, District Employees and District Volunteers pursuant to Public Officers Law § 18 and District Volunteer Firefighters pursuant to General Municipal Law § 205-g is covered under ESIP Insurance through the Smith Brothers Insurance.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.44 Motion by Commissioner Tomko, seconded by Purdy to acknowledge that the Vestal Fire District has obtained Hartford Life and Accident Insurance Company to provide an Enhanced Plan for Cancer Insurance for eligible Firefighters.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

4.45 Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to adopt Resolution 2026-001 to Designate the Fire District Board of Electors for 2026. See attached Resolution.

4.46 Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to adopt Resolution 2026-002 to Override the tax cap for the 2027 Budget. See attached Resolution.



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## 5. Approval of Audit of Claims to be Paid

5.1 Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to approve the Audit of Claims for 2025 Accounts Payable and 2026 Expenses dated for December 23, 2025, December 29, 2025, January 8, 2026 in the total amount of \$93,748.00.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

## 6. New Business

6.1 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve payment to the Board of Electors \$100 each instead of the \$70 for the December 9<sup>th</sup> Annual Election due to additional duties and time spent in preparation for the election.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

6.2 Motion by Commissioner Tomko, seconded Kirchheimer to approve the request from Company 4 Past President Albrecht to approve new member Avery Palumbo to Company 4 roster.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

6.3 Motion by Commissioner Tomko, seconded by Purdy to approve the request from Company 3 Past President D Bowen to approve new member James Talbert to Company 3 roster.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

6.4 Motion by Commissioner Harrington, seconded by Commissioner Purdy to approve Vestal Fire Department Firefighters to attend "The Coordinated Attack" training program hosted by West Corners Fire District on January 9, 2026, from 6:30-10:00 p.m. and January 10, 2026, from 8:30am-4:00pm in the amount of \$325.00. The cost is per department.

All in Favor: 5 (McCartney, Harrington, Tomko, Kirchheimer, Purdy) Opposed: 0 Abstained: 0  
Absent: 0

6.5 Discussion on Purchasing Audio Equipment and Transcription Software. Reviewed the OWL that was being used as a demo for the meeting and felt this would be best for trainings more so for meetings. Secretary Bowen went over Plaud Digital Record and the software for transcription. More research needs to be completed and bring back to the January Regular meeting.

6.6 Discussion on NERIS Reporting. Secretary Bowen brief the commissioners on NERIS and steps that are being taken to get it working properly. Several hotfixes and updates were performed during the month of December. Secretary Bowen will advised Commissioner Harrington of any developments that may occur.



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6.7 Special Fire District Meeting is planned for February 4, 2026. at 6:30 p.m. at Station #3, 2164 Owego Road, for the purpose of reviewing the fire district insurance coverage with Smith Brothers and McNeil & Company.

7. Motion by Commissioner Harrington, seconded by Commissioner Tomko to adjourn the meeting at 6:56 p.m.

Respectfully submitted,

Susan Bowen  
Fire District Secretary