



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

Regular Board of Fire Commissioner Meeting Agenda For JULY 22, 2026

Meetings to begin at 6:30pm unless otherwise noted.

1. Present
2. Call to Order
3. Pledge of Allegiance
4. Approval of the Previous Meeting Minutes
 - 4.1 Meeting minutes from June 11th, 16th, 24th, and July 15th are delayed due to back-to-back meetings and being out of the office.
5. Correspondence Report
 - 5.1 Receive and File Association of Fire Districts of the State of New York Fire District Affairs Newsletter for June-July. This was forwarded to the Fire District Officials on 6/26 via email.
6. Bid Openings
7. Scheduled Appointments (Guests)
8. Operations Report – Chief Paffie (or Designee)
 - 8.1 Chief July Report
9. Department Business Report – President Eaton (or Designee)
10. Station Reports (Fund Raiser/Special Events/Member Requests)
 - a. Station 1
 - b. Station 2
 - 10b.1 Motion to approve Station 2's Doug's Fish Fry Fundraiser on Friday, July 31 from 11 a.m. to 6 p.m. at Tractor Supply. There will be no Fire Department involvement with this fundraiser.
 - 10b.2 Motion to approve Station 2's Pancake Breakfast with Santa on Sunday, December 13 from 7:30 a.m. to 11:00 a.m. Members will be at Station 2 from approximately 4:00 a.m. to 1 p.m. They will also be having a work party to set up for the pancake breakfast on Friday, December 11 from approximately 6:00 p.m. to 8:00 p.m. Both events will involve both members and auxiliary.
 - c. Station 3
 - d. Station 4



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11. Membership (New and Current)

11.1 Motion to accept the resignation of Firefighter Brennan Leslie from Station 1.

11.2 Motion to accept the leave of absence for 12 months for Firefighter Djamel Zekad from Station 2

11.3 Motion to accept the resignation of Firefighter Ean Conti from Station 4.

11.4 Motion to accept the resignation of Firefighter Arthur Davey from Station 4.

12. Commissioner Report

a. Commissioner McCartney – Administrative/Policy

12a.1 Administrative Report

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

12b.1 Finance/Records/QA/LOSAP Report

c. Commissioner Tomko – Training/Safety Programs/Fred Singer Training Facility

12c.1 Training & Safety Report

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

12d.1 Physical Security Report

12d.2 Facilities, IT, Member Relations Report

e. Commissioner Purdy – Asset/Equipment/Fleet Management

12e.1 Quartermaster Report

12e.2 Fleet Report

Motion for Brush 32-1 Tires

13. Director of Communications

14. Secretary Report

14.1 Review communication from Alison Helmetsie regarding the Enhanced Lit Test that was conducted on July 13.

14.2 Discussion on Guthrie Lourdes Physical Fitness Program

14.3 Association Updates

15. Elections (Annual or Special)

16. Treasurer Report

16.1 Motion to approve June 2026 Balance Sheet, Profit & Loss, and Budget vs. Actual report. All reports and bank reconciliations were reviewed by Commissioner Harrington.

16.2 Motion to deposit check received from State of New York Department of Taxation and Finance



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(DEC Grant Reimbursement) in the amount of \$3,500.

16.3 Motion to deposit check received from Smith Brothers Insurance, LLC (return premium to insured policies) in the amount of \$3,749.15.

16.4 Motion to deposit check received from Town of Owego Fire District (purchase of (6) stock tires and rims from new Brush 32-1) in the amount of \$1,200.00.

17. Approval to Properly Audit and Pay Claims as Submitted

17.1 Motion to approve the Audit of Claims for 2026 Expenses dated July 23, 2026, in total amount of \$138,703.91.

18. Director of Purchasing Report

18.1 Motion to approve reimbursement to Paige Willes-Brown for travel to DMV in Owego at the per diem rate of 72.5 cents a mile for a total of 28.4 miles in the amount of \$20.59.

18.2 Motion to approve debit card expenses from June 2026 in the amount of \$11,227.45.

18.3 Motion to approve all Chief's Monthly Mileage Reports from June 24, 2026, to July 22, 2026.

19. Policies and Procedures

19.1 Discussion on Policy # 402.00 Fitness Membership Program

19.2 Discussion on Policy # 208.00 Key and Access Control Policy

20. Resolutions

21. Unfinished Business

21.1 Motion to approve to purchase one (1) bed cap for each command car vehicle, price not to exceed \$5,000.00 per bed cap for a total of two (2) bed caps at a total cost of \$10,000.

21.2 Motion to approve to purchase command car grill guard for each new vehicle, material cost not to exceed \$3,000.00 per grill guard each. Total of two grill guards for a total cost of \$6,000.

21.3 Motion to approve that each command car shall be fitted with one (1) passenger side cap storage bin and one (1) driver side cap storage bin. Each bin shall not exceed \$750.00 for a total of four (4) bins at a total cost of \$3,000.00.

21.4 Motion to approve that each command car shall be fitted with one (1) front seat area console. Console materials cost not to exceed \$3,000.00 for a total of two (2) consoles at a total cost of \$6,000.00.

21.5 Motion to approve to purchase one (1) set of running boards per command car. Price for materials



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and shipping not to exceed a total cost of \$2,600.00.

21.6 Motion to approve to purchase one (1) bed slide for each command car. Each bed slide materials cost not to exceed \$3,000.00 for a total of two (2) bed slides at a total cost of \$6,000.00.

21.7 Motion to approve to purchase one (1) rear mounted command console assembly for each command car. Price not to exceed \$4,000.00 for a total of two (2) at a total cost of \$8,000.00.

21.8 Discussion on direction of the UTV 32-3 project

22. New Business

22.1 Discussion on Lakeside Engineering to provide engineering services to conduct an NFPA 1403 inspection on the building at the training facility.

Motion to accept Lakeside Engineering to provide engineering services to conduct an NFPA 1403 inspection on the building at the training facility in the amount of \$8,750. Funds to come from the training facility budget.

22.2 Discussion on Lexipol Services and Master Service Agreement

Motion to approve services and agreement (Write motion in)

22.3 Discussion and Review from Commissioner Kirchheimer on Concrete Floor Resurfacing Bids

Motion to accept the bid from Siteworx Inc. DBA Worx Paint & Epoxy, 2370 US Highway 11, Whitney Point, NY 13862 in the amount of \$32,475 to resurface the concrete floor in the apparatus bay at Station 1.

22.4 Discussion on Leader Group to lease the Fred Singer Training Facility for demonstration of the Diphasic Systems.

23. Announcements - Upcoming Meetings of the Fire District

Special Meeting for 2027 Fire District Budget on August 12, 2026, at 6:30 p.m.

Regular Meeting on August 26, 2026, at 6:30 p.m.

Special Meeting for 2027 Fire District Budget on September 2, 2026, at 6:30 p.m.

Regular Meeting on September 23, 2026, at 6:30 p.m.

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

25. Executive Session

25.1 Move to go into executive session to discuss the employment history of a particular person(s) in accordance to NYS Public Offices Law section 105 (f).

26. Motion to Adjourn at