



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

1. Present Thomas McCartney, Chairman
 Daniel Kirchheimer, Vice Chairman
 David Harrington, Commissioner
 Mark Tomko, Commissioner
 Keith Purdy, Commissioner

District Staff: Susan Bowen, Fire District Secretary
 Erika Pereira, Assistant Fire District Secretary
 Paige Willes-Brown, Director of Purchasing
 Marisa Butler, Fire District Treasurer
 Clay Ellis, Director of Communications

Other Present: Chuck Paffie, Fire Chief
 Steve Langeland, 3rd Asst. Fire Chief
 Andy Eaton, Department. President
 Bob Hamilton, 2nd Lieutenant, Station 2
 Scott Orcutt, Captain, Station 4
 Don Albrecht, 2nd Lieutenant, Station 4

2. The meeting was called to order at 6:30 p.m. by Commissioner McCartney.

3. Commissioner McCartney led in the Pledge of Allegiance.

4. Approval of the Previous Meeting Minutes

4.1 Meeting minutes from June 11, 16, 24, and July 15 are delayed due to back-to-back meetings and Secretary Bowen 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 June 26 via email.

6. Bid Openings - None

7. Scheduled Appointments (Guests) - None

8. Operations Report – Chief Paffie (or Designee)



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The report summarizes recent fire department activities, meetings, training, equipment updates, and operational plans for July 2026.

- Met with Safety and Training to set future goals; team working to achieve them.
- Discussed messaging consistency with Chiefs; run card review led by Chief Stout.
- Water rescue, SOGs, vehicle projects assigned to specific leaders; budget and application processes reviewed.
- Scheduled hose testing; station equipment updates discussed, including trailer transfers and sales.
- Fire calls totaled 50, including 6 mutual aid and 4 working fires; attended AAR for Knights Inn fire.
- Created all-chief email; old Station 4 demolition scheduled; Battalion Chiefs meeting planned.

8.1 Training requests: Matt Tiberia, Giovanni Seaver and Avery Polumbo to BEFO in Town of Binghamton. Cole Abbott to FF2 Risk Reduction at Chenango Fire and Basic Passenger Vehicle Rescue Starting August 11 - 18 in Tioga County.

Motion by Commissioner Purdy, seconded by Commissioner Tomko to approve Firefighter Cole Abbott to attend Basic Passenger Vehicle Rescue starting August 11 at Spencer Fire Department.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

*Note: These training requests was previously approved on June 24, 2026, at the regular meeting of the Board of Fire Commissioners.

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

- Uniforms: Groundwork was set on Saturday to organize uniforms; working with ceremonial unit and second vice presidents from each station; prioritization planned.
- Virtual meetings capability: Groundwork laid for all four stations to host virtual meetings.
 - Prior attempt during COVID didn't work; with current TVs/technology, an email sent to Dusty and Josh; request to add Chris or Craig Tyger to assess supplies/materials needed.
- The Objective: to enable department meetings without centralizing at one station; ensure interaction and audibility/visibility for members.

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

a. Station 1 - None

b. Station 2

10b.1 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

10b.2 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve Station 2's Pancake Breakfast with Santa on Sunday, December 13 from 7:30 to 11 a.m. Members will be at Station 2 from approximately 4 a.m. to 1 p.m. They will also be having a work party to set up for the pancake



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breakfast on Friday, December 11 from approximately 6 p.m. to 8 p.m. Both events will involve both members and auxiliary.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

c. Station 3 - None

- d. Station 4 – Don Albrecht notified the Commissioners about Station 4’s annual raffle and asks if it would require approval and the answer was yes. The Commissioners would like to ensure they are compliant with payment processing; clarify plan and bring to next month’s agenda.

11. Membership (New and Current)

11.1 Motion by Commissioner Harrington, seconded by Commissioner Tomko to accept the resignation of Firefighter Brennan Leslie from Station 1.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

11.2 Motion Commissioner Kirchheimer, seconded by Commissioner Tomko to accept the leave of absence for 12 months for Firefighter Djamel Zekad from Station 2

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

11.3 Motion by Commissioner Purdy, seconded by Commissioner Tomko to accept the resignation of Firefighter Ean Conti from Station 4.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

11.4 Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to accept the resignation of Firefighter Arthur Davey from Station 4.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

12. Commissioner Report

a. Commissioner McCartney – Administrative/Policy

12a.1 Administrative Report

Commissioner McCartney reports on meetings and projects related to administrative matters, infrastructure, safety, grants, and budget planning from June 25 to July 26, 2026.

- Meetings included discussions with commissioners, vendors, town engineers, and external agencies on salary plans, concrete work, traffic systems, vehicle projects, and federal benefits.
- Focus areas were budget planning for 2027, bond proceeds, and sale of old station.
- Administrative updates involved reassignments, records, and reports.
- Projects covered infrastructure repairs, apron and parking lot renovations, and traffic light systems.
- External communications included grants, federal benefits, and safety protocols.



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

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

The report summarizes the Vestal Fire District's recent financial, grants, and records management activities, focusing on budget planning, grant opportunities, and incident reporting improvements.

- **Finances**
 - Reviewed June financials; held budget work session to finalize 2027 draft budget.
 - Discussed strategies for equipment needs like thermal imaging cameras and SCBA gear.
 - Key dates set for budget revisions and approvals, with confirmation needed on facilities forecast.
- **Grants & Funding**
 - Attended virtual grants meetings; finalized outreach flyer.
 - Awarded \$35,900 for metal siding project; no eligibility for Firehouse Subs Grant.
 - Preparing for Chemtrec grant due September 4; exploring local grants via a subscription-based database.
- **Records Management**
 - Monthly meetings reviewed fire reports; May and June reports pending review and submission.
 - Emphasized timely report completion for accurate incident data and points allocation.
 - Proposed improvements include monthly error reporting, training bulletins, and an FAQ system to enhance documentation and accountability.

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

12c.1 Training & Safety Report

The report summarizes recent safety, training, and operational updates within the fire district for July 2026.

- No line-of-duty deaths; one minor burn injury reported; minor damage to a mud flap on Tower 1.
- Ongoing safety discussions with Chief Paffie covering weather policies, inspections, traffic cone compliance, TIMS training, gear use, and uniformity.
- Planning safety inspections at all stations; adjusting training schedules for electric bus and vehicle work.
- Upcoming large-scale water rescue training; awaiting point person from Water Rescue Team.
- Low supply of cars for FSTS; seeking alternative sources.

The Safety and Training report will now go to the Fire Chief, who will then decide which highlights to bring forward to the commissioners. This change aligns with the Fire Chief having



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operational oversight. It was agreed that the commissioners should still be copied on the report, as safety and training fall within their purview.

12c.2 An update was provided on the status of annual physicals.

- The deadline for completing annual physicals is July 31, 2026.
 - As of the meeting date, 81 members have completed their physical.
 - Approximately 49 or 50 people have yet to complete theirs.
 - Seven people have completed enhanced physicals, a topic to be discussed later by Secretary Bowen.
 - The gym membership policy acknowledgement will also be discussed later in the meeting as agreement is in place with Guthrie Health and Fitness to bill the department for enrolled members

12c.3 Fred Singer Training Facility

A project to develop a comprehensive online training site is underway to streamline processes.

- A meeting was held with Director of Training Derek Waddell, Department President Andy Eaton, and Director of IT Josh Fischbeck regarding fencing the training site and moving forms online.
- Short-term plan: Utilize Google Docs to make all training forms easily and inexpensively accessible online, with paper forms as a backup.
- Long-term plan: A meeting was held with Greg Goose and John Husar to scope a project for a full apprenticeship training site.
 - A quote of approximately \$5,000 was received for the site's development.
 - The site would host all information, documents, and a shared calendar for online sign-ups.
 - It would allow the organization to seek donations and keep the platform separate from the district/department.
 - The team will investigate if there is money in the IT budget for this project.
 - Security cameras are being installed at the front center.
- The team is working to automate processes and reduce the administrative burden on officers and volunteers.
- The new online system is anticipated to be ready by September 2026, at the latest.

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

12d.1 Physical Security Report

The document outlines the Vestal Fire District's recent security updates, incident investigations, and budget proposals to enhance physical security measures.

- Security System Updates
 - The district approved a modernization project for surveillance systems, pending equipment arrival.
 - A new security access policy has been completed and submitted for board review.



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- A proposal to upgrade the building lock keyways by Yel Help Locksmith is under review, with a cost of about \$2,204.
- A budget amendment includes funding for network connection and camera systems at the training site.
- Security Notices
 - A confidential security risk assessment identified vulnerabilities in key control, emphasizing the need for system overhaul.
 - No recent unauthorized entries were reported.
 - Additional reports on access levels, denial logs, and cardholder lists are available upon request.

12d.2 Facilities, IT, Member Relations Report

The report summarizes fire department facility projects, security, IT initiatives, and member relations activities as of July 2026.

- Facilities: Completed work includes pothole patching and electrical corrections; open work orders involve urinal, lighting, gutter issues, and ongoing projects like concrete, drywall, fencing, and underground circuit repairs.
- Truck room floor bids are being reviewed, with work planned for late summer after referendum.
- Security details are in a separate report.
- IT: Laptop project ongoing, computer policy assessment, budget planning, and ticket handling.
- Member relations: Banquet and awards planning, room block open, working with Tioga Downs, and ongoing gym membership inquiries.

e. Commissioner Purdy – Asset/Equipment/Fleet Management

12e.1 Quartermaster Report

- Inventory was completed through the end of June; all items were accounted for and signed out.
- Two bunker coats were returned and placed in the returned gear box; however, the quartermaster was not notified as required by procedure.
- The quartermaster issued a reminder: any item not being placed into a station storage area must be accompanied by notification to the quartermaster.

12e.2 Fleet Report

- Valve corrosion issue across agencies due to hard water and dissimilar metals:
 - Options: regularly work/inspect valves; run with dry pumps; or mechanics disassemble/clean during preventive maintenance.
- HME service cycle:
 - Miller County Garage evaluated HME vehicles, identified parts; work will occur once parts are on hand to minimize out-of-service time. Engine 4 remaining repairs will be done at the station.
- Electronic systems complexity:



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- Tower 4 siren switch relocation requires software review and patch; component swap entails software upgrade.
- Tower 1 taillight/turn signal failure on a new \$1.6 million tower due to Whelen component; DOT violation risk addressed via expedited parts.
- UTV3 and chiefs' cars: Progress expected later contingent on approvals.
- Foam 4: Vendor to evaluate for refurbishment first week or third week of August; scheduling to be communicated after meeting.
- Brush 1 transport to Jutland: Vendor flatbed quote of 750; see motion.
- Akron Revolution valves on order; upon installation, TFPs will be removed, stored centrally, and organized by serial number; coordination with Commissioner Purdy.
- Electronic service indicators: M3 shows oil change due icon; no ticket/instructions present; concern that electronic indicator service info is not being conveyed.
- Brush 1 tires: surplus steel wheels and tires from pre-super single conversion identified for disposal; see motion.
- Vehicle GVW compliance: M2 vs M3
 - M2 (Station Two) reduced equipment and supply lines to meet GVW; weight validated at scales; operates under GVW.
 - M3 (Station Three) is overweight; Station 3 philosophy includes carrying more equipment due to lack of rescue/support vehicle. Proposed reducing water carried, but safety concerns exist due to top-heavy configuration, super single tires, lift kit, baffle reliance, and sloshing risk on crowned back roads with hose load above the tank.
 - NFPA considerations: Reserve capacity of 250 pounds per seating position (appendix notes actual firefighter with gear often 300–350 pounds but calculation uses 250). Minis are weight sensitive; Station 2 discussed restricting seating (driver and officer only) to maintain reserve capacity.
 - Commissioners emphasized district liability under NYS DOT in an MVA if operating overweight. Directive issued to make M3 compliant with GVW and similar layout to M2 by August 6, with out-of-service consequence if unmet. See motion.

12e.3 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to proceed with selling (6) stock tires and rims from new Brush 32-1 to Town of Owego Fire District. All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

12e.4 Motion by Commissioner Harrington, seconded by Commissioner Kirchheimer to approve Shank Brothers Towing Service to transport new Brush 32-1 to Jutland Bodies for upfitting. All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

12e.5 Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to approve



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Chief Paffie to advise Assistant Chief Miller to get Midi 32-3 in compliance with weight restrictions by August 6, 2026. With a failure to comply, the truck will be taken out of service.
All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

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.

- An email from Allison Helmetsie reported on the enhanced lift test held on Monday, July 13, 2026; seven volunteers participated (six male, one female), from Vestal Fire District Stations 1 and 2; roles included three interior and four exterior firefighters.
 - Demographics: Average age 42 (range 17–60); average years of service 14 (range 1–43).
 - Test components (current pilot):
 - Lift 20 lbs. overhead.
 - Lift 35 lbs. to chest height and carry 50 ft.
 - Lift 50 lbs. to waist height and carry 50 ft.
 - Climb 12-inch step, 15 repetitions, wearing a 25 lb. backpack.
 - Crawl 10 ft. forward and backward wearing a 25 lb. backpack.
 - Drag 80 lb. sack for 20 ft while walking backward.
 - Results and feedback:
 - All participants completed the test without difficulty.
 - All exterior firefighters said the test was appropriate for their duties.
 - All interior firefighters said the test was too easy.
 - Feedback also incorporated input from six other volunteer fire departments in the region earlier this year.
 - Planned upgrades for the upcoming year:
 - Lift 20 lbs. overhead: no change.
 - Lift 35 lbs. to chest height and carry 50 ft. no change.
 - Lift 50 lbs. as two 25 lb. hand weights (one in each hand at sides) and carry 50 ft. modified format.
 - Climb 12-inch step, 15 repetitions, wearing a 40 lb. backpack: increased load.
 - Crawl 10 ft. forward and backward wearing a 40 lb. backpack: increased load.
 - Drag 150 lb. sack for 20 ft. while walking backward: increased load.



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14.2 Discussion on Guthrie Lourdes Physical Fitness Program

The firefighter fitness program is designed to assess and improve physical conditioning to reduce job-related injuries.

- Applications for the program are available at the office, and members must pick them up in person.
- The application packet includes a business card with instructions on how to fill it out and contact information for setting up the program at the gym.
- The ultimate goal is to get firefighters in better physical condition to perform their duties with a lower risk of injury.
- The program utilizes occupational health professionals to determine appropriate fitness standards and protocols, as the board is not qualified to make these assessments.
- The district's fitness program is part of a growing trend among volunteer fire departments. This trend suggests a more serious approach being taken toward improving firefighter health and safety.

14.3 Association Updates

- Dave Dennison provided an update on July 17, 2026 regarding association matters.
 - Key Decision: OSHA will make a final ruling on its emergency response standard in April 2027.
- A reminder was issued for the annual meeting scheduled from October 7 to October 10.

15. Elections (Annual or Special)

16. Treasurer Report

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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

16.2 Motion by Commissioner Harrington, seconded by Commissioner Tomko to deposit check received from State of New York Department of Taxation and Finance (DEC Grant Reimbursement) in the amount of \$3,500.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

16.4 Motion by Commissioner Purdy, seconded by Commissioner Tomko to deposit check received from



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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

17. Approval to Properly Audit and Pay Claims as Submitted

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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

18. Director of Purchasing Report

18.1 Motion by Commissioner Purdy, seconded by Commissioner Tomko 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

18.3 Motion by Commissioner Purdy, seconded by Commissioner Tomko to approve all Chief's Monthly Mileage Reports (excluding Chief 32-2) from June 24, 2026, to July 22, 2026.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

19. Policies and Procedures

19.1 Discussion on Policy # 402.00 Fitness Membership Program

- District must approve members since it is paying; likely process includes station officer recommendation before district final approval.
- Eligibility: active, in good standing, prior-year participation minimums met, and current physical on file.
- Old version mistakenly reviewed included reimbursement for other gyms; clarified that program must be district-sponsored with no reimbursements.
- Policy to be updated with board recommendations and reviewed by attorney before August meeting.

19.2 Discussion on Policy # 208.00 Key and Access Control Policy

- Security Access Control Policy received by board; discussion tabled for thorough review later.

20. Resolutions – None



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21. Unfinished Business

21.1 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve to purchase a 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.2 Motion by Commissioner Tomko, seconded by Commissioner Purdy 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.3 Motion by Commissioner Purdy, seconded by Commissioner Tomko 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.4 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve that each command car shall be fitted with a 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.5 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve to purchase one (1) set of running boards per command car. Price for materials and shipping not to exceed a total cost of \$2,600.00.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.6 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve to purchase a 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.7 Motion by Commissioner Tomko, seconded by Commissioner Purdy to approve to purchase a 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.8 Discussion on direction of the UTV 32-3 project

- The Station 3 committee conceded on the originally requested model and trim level due to budget constraints.
- An acceptable, more mainstream model with the required weight capacity was located at a vendor in Montrose, PA.



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- The negotiated agreement brings the project cost to the budgeted amount of \$120,000. This includes the vehicle, warning lights, scene lights, underbody lights, and a skid.
- Other desired options are bolt-on items and can be added later as budgets permit.
- The vendor is investigating if the purchase can be made through Sourcwell. If not, a short bid process will be required. A determination is expected within a few days.

Motioned by Commissioner Purdy, seconded by Commissioner Tomko to approve moving forward with the purchase of the UTV 32-3 vehicle, under the condition that it can be purchased via Sourcwell or a compliant bidding process, and that the total cost does not exceed the \$120,000 referendum limit.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

21.9 Clarification on Quantity of Kiosk Systems to be Purchased

Secretary Bowen raised a question regarding the kiosk system deployment: whether to start with two or implement all four. It was agreed to purchase all three with one free with the system. The purchase can be covered by the IT budget. No new vote is required as it was approved the previous week.

22. New Business

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

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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

22.2 Discussion on Lexipol Services and Master Service Agreement

A motion was made to approve a master service agreement with Lexipol for the review of SOGs and SOPs, as requested by Assistant Fire Chief Petcosky and supported by the Fire Chief and other Assistant Fire Chiefs. Lexipol is noted as a great company, used by police for policies and procedures via LexisNexis. The agreement is seen to reduce the burden on personnel and improve legal coverage for the district. After a presentation, there was consensus that the service is among the better options available.

Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy to approve Lexipol services and enter into the agreement. The cost of this start up service is \$18,851.50 with the annual subscription cost of \$7,566.70, for a one time total of \$26,418.20.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

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

Motion by Commissioner Kirchheimer, seconded by Commissioner Purdy 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.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None



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22.4 A proposal from the Leader Group to demonstrate its biphasic fire suppression system at the training facility was discussed.

- External demo event:
 - Fire will administer exercise and ensure protocols, though renters typically handle their own. Visiting renters not local; team to launch and demonstrate initially, assess repeat potential.
- Revenue perspective noted by Commissioner Purdy: Fred Singer site has fixed customers/rental rate; growth via expanded channels. Short-term inconvenience of three days offset by revenue.
- Schedule and scope:
 - Set up one day, evening demo one day, cleanup one day; customers on-site only demo day.
 - Target dates: first week of September, September 2–4. Daytime prep/cleanup; evening demo. Existing renters Monday and Tuesday; schedule checked.
- Equipment uncertainty:
 - Truck shipped from Germany; will be uncrated and tested; may do outside pallet fire to verify; might not launch.
- Pricing and support:
 - Rate of \$500 per day; Volunteer time concerns; impact a couple hours for demo; renters manage most setup; team will lead by example initially for future self-administration.
- Safety and inspections:
 - Building inspection non-destructive; may complete by end of August. Must align scheduling with inspections and existing renters. Safety plan required before execution.
- Legal approval:
 - Liability is acceptable if attorney concurs. Enhanced business agreement required, different from standard lease; attorney to write. Need sign-off by training center's board of directors.
- Decision:
 - Board moved, seconded, and approved proceeding only to the next level to involve attorney and obtain opinion, ensuring district held harmless and compliance maintained.

Motion by Commissioner Kirchheimer, seconded by Commissioner Tomko to approve to move forward with planning for the Leader Group event, contingent on the attorney's sign-off, ensuring the district is held harmless, and complying with all regulations.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

22.5 A change order was requested to add bed liner to the three upper baskets above the body of New Brush 32-1, Chief Langland is in favor of this addition. The additional cost is \$1,595.00, which keeps the overall truck purchase within its allocated budget.

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer to add the bed liner to the three upper baskets above the body of New Brush 32-1 at a cost of \$1,595.00.



VESTAL FIRE DISTRICT

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

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

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 – No one spoke at this time.

25. Executive Session

25.1 Motion by Commissioner Tomko, seconded by Commissioner Purdy 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) at 8:28 p.m.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

Motion by Commissioner Tomko, seconded by Commissioner Kirchheimer, to conclude the executive session and enter the regular meeting at 9:32 p.m.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

No action or decision was made.

26. Motion by Commissioner Harrington, seconded by Commissioner Kirchheimer to adjourn the regular meeting at 9:33 p.m.

All in Favor: 5 (McCartney, Kirchheimer, Harrington, Tomko, Purdy) Opposed: None Absent: None

Respectfully Submitted,

Susan Bowen
Fire District Secretary