



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 AUGUST 26, 2026

Meetings 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 Motion to approve the following meeting minutes:
 - June 11, 2026, Special Meeting
 - June 16, 2026, Special Meeting
 - June 24, 2026, Regular Meeting
 - July 15, 2026, Special Meeting
 - July 22, 2026, Regular Meeting
 - August 12, 2026, Special Meeting
5. Correspondence Report
 - 5.1 Receive and file Letter from United Way for Public Hearing regard rezoning of their property.
 - 5.2 Receive and file Letter from NYS Division of Human Rights
 - 5.3 Receive and file FireFly Payment Register for September for LOSAP Recipients
 - 5.4 Receive and file Vestal Fire Department, Fire Advisory Board Meeting Minutes from June 15, 2026
 - 5.5 Receive and file Affidavit of Publication for the Permissive Referendum published on August 16, 2026
 - 5.6 Receive and file Fire District Affairs from AFDSNY for August 2026-September 2026
 - 5.7 Receive and file Letter of Opinion from Orrick, Herrington, & Sutcliffe, LLP
6. Bid Openings - None
7. Scheduled Appointments (Guests) – None
8. Operations Report – Chief Paffie (or Designee) – Report Received
9. Department Business Report – President Eaton (or Designee)
 - 9.1 Discussion on Virtual Meetings at All Stations
10. Station Reports (Fund Raiser/Special Events/Member Requests
 - a. Station 1



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

b. Station 2

c. Station 3

d. Station 4

10d.1 Request from Station 4 to hold a raffle ticket sale (50/50) fundraiser during the following time frame of August 3 to December 11 for the drawing to be held December 11 during the station holiday party. Proper permits are received prior to the event, and the station has a NYS game of chances license on file.

Each member receives a number of tickets and sells them at their discretion. All ticket sales collected are received by the station treasurer and deposited upon receiving the funds. All funds received are by cash or checks. All winnings are paid out within a week of the event by check.

11. Membership (New and Current)

11.1 Request to approve SMAJO MUHOVIC to become a member at Station 2.

11.2 Request to approve ELLA SHADE to become a member at Station 2.

12. Commissioner Report

a. Commissioner McCartney – Administrative/Policy – Report Received

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

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 - Quartermaster and Fleet Report Received

13. Director of Communications

14. Secretary Report

14.1 Status update on NYS Retirement

14.2 Authorize Secretary Susan Bowen to send a reservation of rights letter to PERMA at least 30 days prior to the fire district's renewal date. This gives Smith Brothers the ability to quote other options to consider.

14.3 Request to submit Past Chief Douglas J. Rose Sr. to the AFDSNY for their 2026 Annual Memorial Honoree

14.4 Permissive referendum for Resolution 2026-008 to Expend from Capital Reserve Fund for Vehicle Equipment Acquisition began on August 16, 2026, and will end on September 14, 2026.

15. Elections (Annual or Special) - None

16. Treasurer Report



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

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

17. Approval to Properly Audit and Pay Claims as Submitted

17.1 Motion to approve the Audit of Claims for 2026 Expenses dated August 27, 2026, in total amount of \$201,339.42.

18. Director of Purchasing Report

18.1 Motion to approve debit card expenses from July 2026 in the amount of \$18,768.45.

18.2 Motion to approve Chief 32-2, B. Stout monthly Mileage report from June 24, 2026, to July 22, 2026, and all Chief's Monthly Mileage Reports from July 22, 2026, to August 26, 2026.

18.3 Motion to approve the purchase of (1) Tempest Ventmaster 572HD, 20" with Chain and Depth Gauge not to exceed \$2,500 including shipping costs from Colden Enterprises.

18.4 Motion to approve to purchase (2) Command Cabinets (TV & Bed Slide not Included) to upfit the New Chief's Vehicles at the cost of \$7,450 including shipping, for a total amount of \$14,900 from Nolasco Command Solutions, LLC.

18.5 Motion to approve reimbursement to Chief Charles Paffie for use of personal vehicle for Fire Department and Fire District business at the per diem rate of 76 cents a mile for a total of 491 miles in the amount of \$373.16.

18.6 Motion to approve the following budget modification request:

Description/Reason for Modification

Increase the 2026 adopted budget by appropriating funds from unappropriated fund balance and increasing account A3410.410 for the purchase of (8) Akron Valves

Budget Modification Detail

- Increase in Funding Source

Account Code	Account Description	Amount Requested
A1011	Appropriated Fund Balance	\$19,800.00

- Increase in Expenditure Appropriation

Account Code	Account Description	Amount Requested
A3410.410	Op Materials, Supplies & Exp	\$19,800.00

18.7 Motion to approve the following budget modification request:

Description/Reason for Modification

Increase the 2026 adopted budget by appropriating grant received from Broome County and increasing



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

account A3410.426 for the purchase of engineering study for Fred Singer Training Site
Budget Modification Detail

- Increase in Funding Source

Account Code	Account Description	Amount Requested
A2706TS	Grants from Local Governments	\$29,155.00

- Increase in Expenditure Appropriation

Account Code	Account Description	Amount Requested
A3410.426	Training Site	\$29,155.00

19. Policies and Procedures

19.1 Following policies are currently under review:

- Policy #208.00 Key and Access Control Policy under review.
- Policy #402.00 Firefighter Physical Fitness Training Program Policy under review.
- Policy #403.00 Fundraising Activity Policy under review.

20. Unfinished Business

21. New Business

21.1 Motion to approve Change Order by Worx Paint & Epoxy for Station 1 Resurfacing Concrete Floor in Apparatus Bay.

Proposal includes:

- Insurance
- All Materials & Equipment Needed
- Prevailing Wage Rate
- Installation of 3M Yellow Marking Tape

Total amount: \$2,900.00

21.2 Motion to approve Change Order by Robinson Design Company for Station 1 Resurfacing Concrete Floor in Apparatus Bay.

- Floor Badge Logo (Installed)

Total amount: \$765.00

21.3 Robert G. Harner, PE, a licensed Professional Engineer in the State of New York, certify that the permanent live-fire training building at the Vestal Fire Training Site on Pumphouse Road in Vestal, NY was inspected in accordance with accepted engineering practices and the guidelines of NFPA 1402/1403 and is certified under the same.

Robert G. Harner hereby certify that this report has been prepared in accordance with generally accepted engineering practice and applicable codes and standards. The building's physical structure complies with the inspection criteria of NFPA 1402, and the department is legally cleared to conduct training in accordance with NFPA 1403. Further this building is compliant with NFPA 1402 and NFPA 1403 which satisfies the 2025 New York State Building Code Section 430.1



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

The structure is certified safe for Class-A live-fire training for a period not to exceed five (5) years from the date of this report. On-going inspection and maintenance are required to keep the building in good working order.

Motion to approve Lakeside Engineering's Structural Evaluation of the Vestal Live Fire Burn Building as provided by Robert G. Harner, PE.

21.4 Request to approve from Quartermaster David Bowen to discard expired turnout pants and coats as follows:

Coats:

MAKE	CONDITION	SN#	DATE MFG.	LOCATION	NOTES
LION	USED	0006004611	1/2013	CENTRAL STORAGE	DISPOSE
LION	USED	0007714171	12/2015	CENTRAL STORAGE	DISPOSE
LION	USED	0006582751	1/2014	CENTRAL STORAGE	DISPOSE
LION	USED	0008507211	12/2016	CENTRAL STORAGE	DISPOSE
LION	USED	0007713401	12/2015	CENTRAL STORAGE	DISPOSE
LION	USED	0006004621	1/2013	CENTRAL STORAGE	DISPOSE
LION	USED	0006582701	1/2014	CENTRAL STORAGE	DISPOSE
LION	USED	0007712871	12/2015	CENTRAL STORAGE	DISPOSE
LION	USED	0007713381	12/2015	CENTRAL STORAGE	DISPOSE

Pants:

MAKE	CONDITION	SN#	DATE MFG.	LOCATION	NOTES
LION	USED	0008503872	12/2016	CENTRAL STORAGE	DISPOSE
LION	USED	0007710472	12/2015	CENTRAL STORAGE	DISPOSE
LION	USED	0006008462	1/2013	CENTRAL STORAGE	DISPOSE
LION	USED	0008503862	12/2016	CENTRAL STORAGE	DISPOSE
LION	USED	0007709672	12/2015	CENTRAL STORAGE	DISPOSE
LION	USED	0006583982	1/2014	CENTRAL STORAGE	DISPOSE
LION	USED	0006008482	1/2013	CENTRAL STORAGE	DISPOSE
LION	USED	0008503912	12/2016	CENTRAL STORAGE	DISPOSE
LION	USED	0007709772	12/2015	CENTRAL STORAGE	DISPOSE
LION	USED	?	?	CENTRAL STORAGE	DISPOSE

21.5 Request to approve from Radio Communications Officer Robert Hamilton to donate the following radio equipment to the Boy Scouts of America, Greater Finger Lakes Council.

- (4) Kenwood TK-7180 mobile Radios
- (12) Motorola HT-750, HT-1000 or HT-1250 handheld radios



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

The donation is, as is, no warranties. This equipment is needed to support the camp operation and safety at Camp Tuscarora here in Broome County.

21.5 Request to approve from Radio Communications Officer Robert Hamilton to donate additional obsolete/surplus radios that come available as the fire department implements the new Knox Box system to the Boy Scouts of America, Greater Finger Lakes Council.

22. Resolutions - None

23. Announcements

- Special Meeting of the Board of Fire Commissioners will be on September 2, 2026, at 6:30 p.m.
- Fire District Office will be closed on September 7, 2026 for Labor Day.
- Regular Meeting of the Board of Fire4 Commissioners will be 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 (if needed)

25.1 Move to enter executive session to discuss the employment history of individual(s) under Public Officers Law Section 105 (f)

26. Motion to Adjourn