



# VESTAL FIRE DISTRICT BOARD OF FIRE COMMISSIONER REGULAR MEETING

Date: July 10, 2023

The meeting of the Board of Fire Commissioners of the Vestal Fire District was called to order at 5:18pm at the conclusion of the Town of Vestal Town Board Work Session by Chairman J. Schaffer.

Present: J. Schaffer, S. Donnelly, J. Fletcher, S. Messina, P. Fitzgerald, S. Bowen, C. Paffie, W. Stout, D. Rose Sr., D. Kirchheimer

Motion S. Messina, seconded by J. Fletcher to Approval of Minutes of the June 26, 2023 Meeting. Carried.

### Correspondence:

- Warrant 2023-26F
- Fire District Affairs Received

### Bid Openings

Tower 32-1 Bids were open on June 29, 2023 at 2 pm in the Town of Vestal Board Room with S. Bowen - Fire District Secretary, J. Schaffer – Fire Commissioner Chair, Assistant Chief D. Rose, 3<sup>rd</sup> Assistant Foreman J. Weber and K. Purdy – Apparatus Consultant plus Vendor representation.

### Following Bid Received:

Vander Molen Fire Apparatus (Sutphen), Dewitt, NY	\$1,772,112.58
Empire Emergency (Rosenbauer), Niagara Falls, NY	\$1,497,803.00
J.P.B Fire Sales & Service (Spartan/Toyne), Liverpool, NY	\$1,570,769.00
Zwack, Inc (Darley Dealer), Stephentown, NY	\$1,260,000.00

### Resolutions & Motions

None

### Treasurer's Report:

Presented Vouchers to be paid. Motion by S. Donnelly, seconded by J. Fletcher to approve Vouchers as Audited.

### Chief's Report

J. Paffie:

- 1) Equipment
- 2) Apparatus
- 3) Radio Communications
- 4) Stations
- 5) Training
- 6) Special Events
- 7) Miscellaneous

No Report was submitted

Asst. Chief C. Paffie brought up about acquiring purchases for the new station. May proceed with the purchases by following the Procurement Policy and stay under the allotted funds that was allocated. Asst. Chief C. Paffie will turn in a list of items being purchased to the Fire Commissioners.

#### Budget & Finance

Approve the purchase of (6) additional Lion Helmets at the cost of \$343.36 each (total: \$2060.16) for new members coming in.

Approve the transfer of funds from Fire General Fund Balance or from the Equipment Capital Reserve in the amount of \$25,000 to complete the P25 Radio Project as cost for radio equipment and additional labor was came in higher than planned.

Approve the transfer of funds in the amount of \$54,000 from the Fire General Fund Balance to the following lines:

- F3410 2210 Office Equipment \$14,000
  - Parlor City – New Office Desks & Storage Units - \$4,000
  - Parlor City – New Rotating Filing Units (4) - \$7,088
  - Amazon – Guest Chairs (4) - \$500.00
- F3410 2220 Computer Equipment - \$1,000
  - Fuji ScanSnap iX1600 Scanners (2) - \$500.00
- F3410 4000 – Professional Service \$17,000
  - Avalon Legal – Document Scanning - \$17,000
- F3410 4010 Office Supplies - \$1500
  - Additional Filing Supplies (Expandable File Folder, Labeling, File Folders)
- F3410 4060 Operational \$340.00
  - Amazon – New Desk Chairs (2) - \$170
- Various Payroll Lines - \$14,000
  - To Cover New Employee till the End of the Year
- Budget Transfers - \$9,800
  - To Cover overage in Insurance Lines and Additional Services in Professional Line

J. Schaffer, S. Bowen, J. Farley and N. Angeline to begin working on 2024 Budget. The Chief J. Paffie's requested budget is due to the Fire District on July 17, 2023

#### Personnel:

Approve Retro-Actively from June 26, 2023 to appoint Jessica Farley as Fire District Treasurer. Fire District Treasurer will receive a Stipend of \$5,000 per year. For 2023 the Stipend would be \$2500.

Approve Retro-Actively from June 26, 2023 to appoint Susan Bowen as Fire District Secretary.

Approve the decommission of the position of Part-Time Clerk in the Fire District Administration effective August 11, 2023.

Approve to hire and appoint Paige Willes effect July 17, 2023 to the position of Deputy Fire District Secretary full-time at the rate of \$18.50 per hour. Ms. Willes will be on probation for 1 year instead of 6 months as indicated.

Old Business:

Approve and Publish on July 21, 2023 Updated Meeting Schedule reflecting the Fire District Meetings being held on the second and fourth Monday of each month at 6:00 PM (local time).

Work sessions shall be held prior to the meeting, commencing at the conclusion of the Town of Vestal Town Board's Work Session at 5:30 PM.

Approve and Publish on August 4, 2023 the Budget Work Sessions for August and September

New Business:

No New Business was presented

Public Comments: P. Fitzgerald ask on the difference of each Aerial that was on bid. Asst Chief D. Rose gave a brief breakdown of the Sutphen, Rosenbauer, Spartan/Toyne and Darley apparatus. The Spartan/Toyne and Darley Aerials are straight ladders with no platform. Sutphen and Rosenbauer are platform aerials. There a several differences between these two pieces of apparatus the Tower 32-1 committee will be reviewing all bid specifications at their meeting, Tuesday, July 11<sup>th</sup>.

Chairman J. Schaffer advised those present that Chief J. Paffie does not want to communicate or work with District Secretary S. Bowen. Chairman Schaffer advised that the nonsense needs to stop and for Chief J. Paffie to start being more professional.

Meeting Dates:

Fire District Meeting – Monday, July 24<sup>th</sup> at approximately 5:30pm in the Town Board Room. There will be a Work Session prior and one to follow the Meeting. All meetings will begin at the conclusion of the Town Board Work Session.

Motion to approve all items in Budget & Finance, Personnel and Old Business by J. Fletcher, seconded by S. Messina. Carried.

S. Donnelly motioned to adjourn at 5:50pm and seconded by S. Messina. Carried.

Respectively Submitted,

Susan Bowen  
Fire District Secretary