



**VESTAL FIRE DISTRICT
BOARD OF FIRE COMMISSIONER
REGULAR MEETING**

Date: July 24, 2023

Call To Order

Present:

Pledge to the Flag

Motion to Approval of Minutes of the July 10, 2023 Meeting

Correspondence:

- Fire Advisory Board Minutes from June 17, 2023
- Warrant 2023-28F, 28C and 29 (Town)

Bid Openings

None

Resolutions

- 1) Resolution to use funds from the Fire District's Capital Reserve:

RESOLVED, that the Board of Fire Commissioners of the Vestal Fire District, in the Town of Vestal, pursuant to the provisions of Section 64 of the Town Law, hereby to spend from the Fire District's Capital Building and Grounds Reserve Fund in the amount of \$16,961 for the repair and sealing of the parking lots of Vestal Fire Department Station 1, Station 2 and Station 3.

BE IT FURTHER RESOLVED that this Resolution is subject to a Permissive Referendum, notice of which shall be posted and published in accordance with Section 90 of the Town Law.

Motion to approve

A vote was then taken upon the motion for adoption with the following results:

JOHN SCHAFFER, Chairman	VOTING
STEPHEN DONNELLY, Fire Commissioner	VOTING
PATTY FITZGERALD, Fire Commissioner	VOTING
JOHN FLETCHER, Fire Commissioner	VOTING
SUE MESSINA, Fire Commissioner	VOTING

2) Resolution for Creation of the position of Director of Purchasing:

BE IT RESOLVED that the Board of Fire Commissioners of the Vestal Fire District, pursuant to Town Law Section 174 2-a, hereby creates the position of Director of Purchasing of the Vestal Fire District. The Director of Purchasing will undertake the duties of the office of Director of Purchasing upon filing the required oath of Office with the Secretary of the Vestal Fire District and the Clerk of the Town of Vestal, and the filing of an undertaking with such Town Clerk.

BE IT FURTHER RESOLVED that the term of office of the Director of Purchasing will be for a period of (5) five years commencing, 2023 and ending on December 31, 2027.

BE IT FURTHER RESOLVED that the duties of the Director of Purchasing are/are not combined with the duties of the Treasurer of the Vestal Fire District.

BE IT FURTHER RESOLVED that the compensation for the Director of Purchasing is Salaried at the discretion of the Board of Fire Commissioners.

BE IT FURTHER RESOLVED that Paige B. Willes is hereby appointed to the position of Director of Purchasing as herein established.

BE IT FURTHER RESOLVED that in addition to those duties defined in Town Law Section 174 2-a, the Director of Purchasing shall have the following additional duties: Shall provide administrative, accounting, clerical, and personnel support to carry out the administrative functions and duties of the Fire District. by assisting the Fire District Secretary in the discharge of their duties and in their absence or disability, shall assume those duties.

Motion to approve

A vote was then taken upon the motion for adoption with the following results:

JOHN SCHAFFER, Chairman	VOTING
STEPHEN DONNELLY, Fire Commissioner	VOTING
PATTY FITZGERALD, Fire Commissioner	VOTING
JOHN FLETCHER, Fire Commissioner	VOTING
SUE MESSINA, Fire Commissioner	VOTING

Treasurer's Report:

Presented Vouchers to be paid.

Motion to approve Vouchers for payment.

Chief's Report

J. Paffie:

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

Budget & Finance

- 1) Motion to Approve from Rogers Services Group Inc, the rental of (1) 20' unit at the rate of \$100.00 per month rental, plus a one-time charge of \$275.00 for transportation charge of delivery and pick up.
- 2) Motion to Approve Seal Right Inc. of Owego, NY to Asphalt Crack Fill, Sealing and Re-Striping of Parking Lines at Station 1, 2 and 3 for an amount \$16,961. Fund will come from the Building Capital Reserves pending Permissive Referendum.
- 3) Motion to Approve the purchase of (7) Batteries for the Phillips HeartSmart AED's at a cost of \$825.00.
- 4) Motion to Approve the Purchase of (2) Fuji ScanSnap iX1600 desktop Scanners to upgrade the current one in the Fire District Office and one for the additional employee at a cost of \$500 each.
- 5) Motion to Approve the services of Avalon Legal for the scanning of Reporting Documents in the amount of \$17,000. Second quote was received from Repeat Business Systems, Inc in the amount of \$104,412.15 for complete scan of records, software and cloud storage.
- 6) Motion to enter into an agreement for Binghamton Fire Department to lease the Fred Singer Training Facility on August 15, 2023 at the daily rate of \$200.00.

Personnel:

- 1) Motion to Rescind the Approval of Paige Willes to the position of Deputy Fire District Secretary.
- 2) Approve to hire and appoint Paige Willes effect July 31, 2023 to the position of Director of Purchasing full-time at the rate of \$18.50 per hour. Ms. Willes will be on probation for 1 year.

Old Business:

None

New Business:

- 1) The Chairman have been made aware of the storage of old Firefighter Foam in the basement of Station 3. He has asked Assist Chief C. Paffie to put a plan of action in place to properly dispose of it.
- 2) Motion to retro-actively approve Station 4's Fundraising Activity. Ice Cream Rescue was at Station 4 beginning July 17th through July 20th from 12pm to 8pm. The membership was requesting for VFBL coverage for members who was present during the event. A sign-in sheet was used to track attendance.

Public Comments:

Future Meeting Dates:

Fire District Meeting: Monday, August 14, 2023 at approximately 5:30pm in the Town Board Room.

Work Session:

All meetings will begin at the conclusion of the Town Board Work Session.

Motioned to adjourn