



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

Date: July 24, 2023

The meeting of the Board of Fire Commissioners of the Vestal Fire District was called to order at 5:33pm at the conclusion of the Town of Vestal Town Board Work Session by Chairman J. Schaffer.

Present: Commissioners:

J. Schaffer, Chairman
S. Donnelly
J. Fletcher
S. Messina
P. Fitzgerald

Others Present:

S. Bowen, Fire District Secretary
J. Farley, Deputy Town Comptroller
N. Angeline, Town Comptroller
J. Paffie, Fire Chief
C. Paffie, Asst Fire Chief ST 4
D. Kirchheimer, Dept President

Motion by J. Fletcher, seconded by P. Fitzgerald to Approval of Minutes of the July 10, 2023 Meeting. Carried

Correspondence:

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

Bid Openings

None

Resolutions

1.) Resolution **R34F-2023** 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, sealing and striping 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 the resolution by S. Donnelly, seconded S. Messina. Carried

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

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

SUE MESSINA, Fire Commissioner

VOTING AYE

2.) Resolution **R35F-2023** 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 an annual appointment commencing July 31, 2023.

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 the resolution by S. Messina, seconded S. Donnelly. Carried

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

JOHN SCHAFFER, Chairman VOTING AYE

STEPHEN DONNELLY, Fire Commissioner VOTING AYE

PATTY FITZGERALD, Fire Commissioner VOTING AYE

JOHN FLETCHER, Fire Commissioner VOTING AYE

SUE MESSINA, Fire Commissioner VOTING AYE

Treasurer's Report:

Presented Vouchers to be paid.

J. Schaffer stated that he reviewed and signed off on the vouchers. The commissioners reviewed the list with no further questions.

Chief's Report

J. Paffie:

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

No report was given by Chief J. Paffie

Budget & Finance

- 1.) Motion by J. Fletcher, seconded by S. Donnelly 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. Carried.
- 2.) Motion by S. Donnelly, seconded by S. Messina 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. Carried.
- 3.) Motion by S. Messina, seconded by J. Fletcher to Approve the purchase of (7) Batteries for the Phillips HeartSmart AED's at a cost of \$825.00. Carried.
- 4.) Motion by S. Messina, seconded by J. Fletcher to Approve the Purchase of (2) Fuji ScanSnap iX1600 Scanners to upgrade the current one and one for the additional employee at a cost of \$500 each. Carried.
- 5.) Motion by S. Messina, seconded by S. Donnelly 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, software and cloud storage. Carried.
- 6.) Motion by S. Messina, seconded by J. Fletcher 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 J, Fletcher, seconded by J. Schaffer to Rescind the Approval of Paige Willes to the position of Deputy Fire District Secretary from the July 10, 2023 meeting. Carried.
- 2.) Motion by S. Messina, seconded by S. Donnelly to 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. Carried.

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.

J. Schaffer ask Asst. Chief C. Paffie to speak on progress. Asst. Chief C. Paffie advised that he has a decent inventory of what is on hand and needs to break it down by containers it's stored in. He reached out to Miller Environmental Group Inc. where he can send the list of the inventory to, in order to receive a quote. He has also reached out several times to CleanHarbor with no return call back.

Chief J. Paffie added that the inventory also includes current Universal Gold that has the PFAS which is in 5 gal pails, 275 gal totes and what's in the apparatus.

P. Fitzgerald ask what brought this about? Asst. Chief C. Paffie stated it started in 2016 with research on how it does not breakdown in the soil, which is now being outlawed. It's not just the foam that has PFAS in it, there are in lots of items that are on the market that has the same chemical in it. There is a crackdown on it

J. Fletcher ask if this is what you see on TV in regards to lawsuits? Asst Chief C. Paffie said yes in regards to the Firefighting Foam.

President D. Kirchheimer ask if this is something the special district can assist in the costs? Chief J. Paffie and Asst Chief C. Paffie that it would be best to wait for the quotes and then have discussions with the Special District.

J. Schaffer ask what would be replacing it? Asst Chief C. Paffie stated that he asked that to a National Foam Representative and was advised that the Universal F3 Green 3%-3% would be best to replace the Universal Gold and there would not be a change in applications (equipment used for foam).

- 2) Motion by S. Messina, seconded by J. Fletcher 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:

Asst Chief C. Paffie ask a series of questions in regards to purchases and purchasing.

- Compact Lights were approved 8 weeks ago and the vendor has not heard from anyone on the purchase, wanted to know the status? Secretary S. Bowen stated that a message was left for the vendor and she has not heard back from them. She will follow up with the vendor.
*NOTE: the purchase was approved on June 14, 2023 and message was left with the vendor on 6/26/2023 at 12:45pm to make the purchase.
- Asked the status of the Gear washer as Asst Chief C. Paffie left quotes three weeks ago with the business office for a Purchase Order. J. Schaffer to look into it.
- Asst Chief C. Paffie noted that he dropped of a procurement form on Friday Afternoon and did not see it on the list for approval and wanted to know who orders the items. Secretary S.

Bowen stated that she places the orders. Secretary Bowen asked where they would like rack deliver to due to the weight of the shipment. Asst Chief C. Paffie stated to the Old Station 4 Building.

J. Schaffer had gotten a request from a church that would like the station donated to them to hold services and meals. Under further discussion it was determined that J. Schaffer will send the church a letter advising thank you for consideration however it will not be donated once it is vacant.

Meeting Dates:

Fire District Meeting: Monday, August 7, 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.

Future Meeting in August with the Board of Fire Commissioners, the Fire Chiefs, and the Fire Department President with Fire Department Attorney Mark Butler and Fire District Attorney Timothy Hannigan. More information will be forth coming when available.

J. Schaffer would like it on record that the Fire District is not undermining anyone, try doing everything legal as we can. It's been done one way for 50 years, need to work through it slowly.

Motioned by J. Fletcher seconded by S. Donnelly to adjourn the meeting at 5:55pm. Carried

The Board of Fire Commissioners along with Secretary S. Bowen and Chief J. Paffie, entered into an informal work session at 6:05 pm to listen to Keith Purdy, Fire Apparatus Consultant, give an overview of the current Vestal Fire District Fleet, Fire Apparatus 101 for the first half of the session. Mr. Purdy for the second half, gave a breakdown review of the bid specifications for the new Tower 32-1 that was received on June 29, 2023. The pros and cons were given on all four bids that were received.

No decisions were made during this session.

The Board of Fire Commissioners exited from this session at 7:05pm.

Respectively Submitted,
Susan Bowen
Fire District Secretary