ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
May 28, 2026

Commissioners Present:
James Arnold, Chairman
Scott Costello, Vice Chairman
Muhamad Mujcic
Matthew Cook

District Officials Present:
Erika Pereira, District Secretary
Matthew Grafton, Fire Chief

Guests / Visitors:
Cheryl Grafton, Fire Company Treasurer
Gregg Cook, Fire Company Trustee
Jacob Polovchak, 1st Assistant Chief
Michael DelVillano entered at 7:24 pm
Michelle Pandich, Fire Company 1st Vice President
Robert Brady, Fire Company President
William Frantz, 2nd Assistant Chief
Matthew Cargill entered @ 78:03 pm

A public work session of the Endwell Fire District Board of Fire Commissioners was called to order at 6:15 p.m. at Station #1, 3508 Country Club Road, Endwell, New York, by Commissioner Arnold.

Agenda items were reviewed, and the work session was closed at 7:00 p.m.

Commissioner Arnold called the regular monthly meeting of the Board of Fire Commissioners to order at 7:00 p.m.

APPROVAL OF MINUTES: The minutes from the April 28, 2026 Regular Monthly Meeting and the May 12, 2026 Work Session were distributed to the Board.

Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the minutes of the April 28, 2026 Regular Monthly Meeting and the May 12, 2026 Work Session, as presented. All in favor, aye; opposed, none. Motion carried.

TREASURER'S REPORT: Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the Treasurer's Report and the Capital Reserve Summary for the period April 28 through May 28, 2026, as presented and reviewed, subject to audit. All in favor, aye; opposed, none. Motion carried.

Unfinished Business:

1. Station 3 Project: Commissioner Costello reviewed the reports and proposals received regarding Fire Station #3, including facility assessments and conceptual options for renovation or replacement of the existing station. Commissioner Costello stated that he spoke with Delta and would like the bays changed from 48 feet to 85 feet, so the three bays will be longer. The three bays and the office will be sitting out front. The estimated cost would be $1.3 to $2.1 million. If the Board authorizes Delta to handle the paperwork, it will take about 3 to 4 months to prepare the bid documents and complete the bidding process. In September / October, award it in November / December, and construction

should start in the spring of 2027 with a 4- to 6-month build time. The new station will be prefab. Following the discussion, the Board determined that constructing a new Fire Station #3 best meets the District's long-term operational needs.

Motion by Commissioner Costello, seconded by Commissioner Mujcic, to approve Delta Engineers to authorize the selection of Delta Engineers, Architects, Land Surveyors & Landscape Architects, D.P.C., to provide professional architectural and engineering services associated with the development of a new Fire Station #3, and to authorize the appropriate District officials to proceed with the next phase of planning and design services. All in favor, aye; opposed, none. Motion carried.

2. New Apparatus – Engine: The final inspection of the new engine is scheduled for June 4th.

   The discussion of the Kuzmal air booster system was brought up again. Fire Company President Robert Brady and Fire Commissioner Costello would like it installed on the new apparatus. Chief Matthew Grafton will contact the vendor to get a price quote.

   Motion Commissioner Costello, seconded by Commissioner Cook, to approve the purchase and installation of a kuzmal on the new engine not to exceed $7,000.00. Funding will be discussed with the Treasurer to determine whether it should come from the Apparatus Capital Reserve or the unallocated prior-year funds. All in favor, aye; opposed, none. Motion carried.

3. Apparatus Floor: Commissioner Cook reported that he received two quotes, and he is still waiting for the quote from Nuflorz. Commissioner Costello and Commissioner will go to Matthews to review the flooring again and will also visit the Afton Fire Station to inspect the installed flooring.

4. Refurbishment of Engine 2: The apparatus is projected to return the week of June 8-11th. There was an additional cost due to pump issues, pump rebuilding, and additional bodywork.

   Motion Commissioner Costello, seconded by Commissioner Cook, to approve the additional work for the refurbishment of Engine 2, not to exceed $13,000.00. Funding will be discussed with the Treasurer to determine whether it should come from the Apparatus Capital Reserve or the unallocated prior-year funds. All in favor, aye; opposed, none. Motion carried.

5. Repairs to Quint: The apparatus is at the body shop in Owego. Then it will get inspected and tested. The apparatus should be back by the last week of June.

6. Exterior Station 1 Lighting Replacement: AC Spear has ordered the parts and will schedule the work once everything has been received.

7. Apparatus iPad Replacement:

   a. The Board reviewed information regarding the AT&T/FirstNet Trade-In Program for the District's existing apparatus iPads. The program provides a trade-in credit of up to $30 per device for eight Apple iPad (7th Generation) units, for a maximum potential credit of $240 to the District's FirstNet account. The Board was advised that all devices had been removed from mobile device management, factory reset, activation locks disabled, and wireless service deactivated in preparation for trade-in. Following the discussion, the Board approved participation in the trade-in program.

Motion by Commissioner Cook, seconded by Commissioner Mujcic, to authorize participation in the AT&T/FirstNet Trade-In Program for the District's retired apparatus iPads and to authorize the Fire District Secretary to complete all necessary documentation associated with the trade-in process. All in favor, aye; opposed, none. Motion carried.

b. The Board reviewed a request to declare eight retired Apple iPad (7th Generation) devices surplus and remove them from the District's inventory records. The devices are no longer in service and have been replaced as part of the apparatus iPad replacement project. The Board reviewed the inventory list containing the associated asset tag numbers, serial numbers, IMEI numbers, and phone numbers assigned to the devices. Following the discussion, the Board approved the declaration of the devices as surplus and authorized their removal from the District inventory.

   Motion by Commissioner Cook, seconded by Commissioner Mujcic, to declare the listed Apple iPad (7th Generation) devices surplus property, authorize their removal from the Fire District inventory records, and authorize disposal through the approved AT&T/FirstNet Trade-In Program. All in favor, aye; opposed, none. Motion carried.

8. District Policies

   a. Grievance Committee & Policy: The Board reviewed the revised Grievance Policy (Policy 2026-048), the summary of revisions prepared following legal counsel's recommendations, and prior correspondence regarding the Grievance Review Committee and grievance process. Discussion included concerns regarding the policy's overlap with existing disciplinary procedures, statutory authority granted to the Board of Fire Commissioners and Fire Chief under Town Law §§176 and 176-a, and the potential for conflicts with other legally required complaint and investigation processes. Following the discussion, the Board determined that the existing District Rules and Regulations, disciplinary procedures, and other adopted policies provide adequate mechanisms for addressing complaints and grievances. The Board further determined that maintaining a separate Grievance Policy and Grievance Review Committee was unnecessary and voted to rescind both.

      Motion by Commissioner Cook, seconded by Commissioner Costello, to rescind Fire District Policy No. 2025-048, Grievance Policy, dissolve the Grievance Review Committee established under that policy, and repeal all prior resolutions establishing or appointing members to the Grievance Review Committee, effective immediately. All in favor, aye; opposed, none. Motion carried.

      Commissioner Cook will contact the District lawyer to determine how the Board could properly conduct an investigation and disciplinary action.

   b. The Annual Firefighters' Inspection Dinner Policy: The Board received Commissioner Costello's proposed revisions to the Annual Firefighters' Inspection Dinner Policy. Discussion included modifying the dress code requirement from Class A uniforms to business casual attire, removing provisions related to the installation of officers since officer installation is conducted by the Fire Company at its January meeting, eliminating language regarding combining inspection dinners with other fire companies, clarifying venue selection procedures, simplifying guest list provisions, and removing sections related to additional goods and services. Motion by Commissioner Cook, seconded by Commissioner Costello, to adopt the policy as revised by Commissioner Costello. All in favor, aye; opposed, none. Motion carried.

9. Fire Department SOGs:
    a. Hazard Communication Program SOG: The Board reviewed the revised Hazard Communication Program SOG. The revisions updated OSHA/PESH compliance requirements, hazardous chemical inventory procedures, Safety Data Sheet (SDS) accessibility, Globally Harmonized System (GHS) labeling standards, employee training requirements, and program administration responsibilities. The revisions were intended to ensure compliance with current hazard communication regulations and improve consistency in the management of hazardous materials within the District.
    b. Emergency Building Evacuation Signal SOG: The Board reviewed the Emergency Building Evacuation Signal SOG. Revisions clarified evacuation procedures, emergency radio traffic, personnel accountability requirements, Personnel Accountability Report (PAR) procedures, and re-entry authorization protocols, all consistent with ICS/NIMS practices. A minor wording change was made to the evacuation radio transmission language, changing "operating at" to "operating on" the incident.
    c. Confined Space Rescue SOG: The Board reviewed the revised Confined Space Rescue SOG. The revisions clarified that the Department operates at the Awareness/Defensive level for confined-space incidents, established operational limitations, outlined scene-control responsibilities, and identified procedures for requesting specialized confined-space rescue resources. The SOG was updated to align with applicable OSHA/PESH requirements and the Department's current capabilities.
    d. Tanker Fill Operation from a Hydrant SOG: The Board reviewed the revised Tanker Fill Operation from a Hydrant SOG. The revisions included procedures to prevent water hammer, guidance on apparatus positioning, pressure-control requirements, operational safety practices, and clarification of responsibilities for pump and tanker operators during water-shuttle operations.
    e. Origin and Cause Determination SOG: The Board reviewed the revised Origin and Cause Determination SOG. Revisions included updated procedures for scene preservation, notification of the Broome County Bureau of Fire Investigation, evidence protection requirements, operational limitations of Department personnel, and reporting obligations under New York State Executive Law §204-d.
    f. Medical Response SOG: The Board reviewed a newly developed Standard Operating Guideline establishing procedures for Fire Department medical responses and EMS assistance operations. The SOG outlines ECHO-level response procedures, scene safety requirements, patient care responsibilities, required member qualifications, coordination with EMS agencies and law enforcement, and operational expectations during medical

incidents. The SOG was developed to provide consistent guidance for medical responses and to clearly define the Department's role in EMS-related incidents.

g. Response to Violent or Potentially Hostile Incidents: The Board reviewed the new Response to Violent or Potentially Hostile Incidents SOG. The SOG establishes mandatory staging procedures, restrictions on personal vehicle response, coordination requirements with law enforcement, and safety procedures for incidents involving domestic violence, weapons, threats, or other potentially hostile situations. The purpose of the SOG is to enhance firefighter safety during high-risk responses.

Motion by Commissioner Costello, seconded by Commissioner Cook, to adopt Fire Department SOGs 2026-112 through 2026-118, including the Hazard Communication Program, Emergency Building Evacuation Signal, Confined Space Rescue, Tanker Fill Operation from a Hydrant, Origin and Cause Determination, Response to Violent or Potentially Hostile Incidents, and Medical Response, as presented. All in favor, aye; opposed, none. Motion carried.

10. Training Room Upgrade Proposal: Commissioner Costello does not feel the cost is necessary. Commissioner Arnold would like to see the equipment in the room upgraded, since everything is more than 10 years old. After discussion, the Board tabled the matter again for further review.

11. Fire Commissioner Committee Assignments: The Board reviewed the proposed Fire Commissioner Committee Assignments. Motion by Commissioner Cook, seconded by Commissioner Mujcic, to approve the Fire Commissioner Committee Assignments as presented. All in favor, aye; opposed, none. Motion carried.

Muhamed Mujcic
HazMat & Medical Liaison
OSHA/Safety/PESH
Station 3
Advisor to the Grievance Committee
Fire Company Committees: Uniform
Alternates for Fire Company Committees: Memorial Fund; Fire Officers' Qualifications
Gary Leighton
Apparatus Replacement
Equipment
Grants
Long-Term Planning/Finance/Budget
Fire Company Committees: Finance; Income and Contingency Fund; Memorial Fund
Alternates for Fire Company Committees: Uniform
Matthew Cook
Grants
Long-Term Planning/Finance/Budget
Personnel and Training
Insurance / Risk Management Committee
One Non-Voting Member of the Ethics Board
Fire Company Committees: Fire Company By-Laws
Alternates for Fire Company Committees: Finance; Income and Contingency Fund
James Arnold
Chairman
Apparatus Replacement
Day-to-Day Operations / Facilities
Personnel and Training
Insurance / Risk Management Committee

Fire Company Committees: Company Membership; Fire Officers' Qualifications;
Alternates for Fire Company Committees: Life Membership
Scott Costello
Vice Chairman
Day-to-Day Operations / Facilities
Equipment
OSHA/Safety/PESH
Station 3
Fire Company Committees: Life Membership
Alternates for Fire Company Committees: Company Membership; Fire Company By-Laws

12. Any Other Old Business: Vehicle Use Policy: Assistant Chief William Frantz stated that he believed certain items discussed during the April 9, 2026 Work Session were not reflected in the Vehicle Use Policy that was distributed to the membership on May 20, 2026. The Fire District Secretary advised that the items discussed at the work session had been incorporated into the draft policy and distributed to the Board of Fire Commissioners and Fire Chief for review prior to the April Board meeting, after which the policy was reviewed and adopted by the Board.

    Assistant Chief Frantz expressed concerns about the provision, stating that the transportation of non-members, including family members, is "strongly discouraged," and requested that the phrase be removed.

    Assistant Chief Frantz also expressed concerns regarding the vehicle reassignment section of the policy. Assistant Chief William Frantz stated in the policy that if the assigned Chief is unavailable, the vehicle may be reassigned to the next-highest-ranking qualified officer. Reassignment is required when the Chief is unavailable for 48 hours or longer, or for any extended period that affects response availability. Following a decision, the wording should be changed to more than a week, and the reassignment of the Chief's vehicles should be at the Chief's discretion, not automatic.

    Commissioner Costello would also like wording allowing a Chief to use their vehicle to commute to work, as long as they can leave to respond to a call.

    The Fire District Secretary will make the corrections, send them to the Board for review, and the Board will adopt them at the June meeting.

New Business:

1. Approve bills and supplement for payment: Motion by Commissioner Costello, seconded by Commissioner Cook, to pay the bills and supplement for payment:

   Vouchers #26_05-001 to #26_05-061, including payroll and Debt Service interest payments as applicable, totaling $43,284.94.

   Supplemental list: Vouchers #26_06-001 to 26_06-022, totaling $21,422.69.

   All in favor, aye; opposed, none. Motion carried.

   NYCLASS Transfer: Motion by Commissioner Costello, seconded by Commissioner Cook, to authorize the transfer of $50,000.00 from the NYCLASS Current Year Fund to the M&T Current Year Fund to maintain adequate operating balances and meet anticipated cash requirements.

All in favor, aye; opposed, none. Motion carried.

2. Buildings & Grounds:
    a. Furniture Relocation Quote: Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the proposal from Rogers Service Group for the relocation of office furniture within the Fire District building at a rate of $230.00 per hour for a truck and two movers, for an estimated four (4) to six (6) hours, at a total cost not to exceed $1,380.00, and to authorize the Fire District Secretary to schedule and coordinate the relocation. All in favor, aye; opposed, none. Motion carried.
    b. Riley Maintenance Systems Quote – Floor Scrubber Repair: Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the proposal from Riley Maintenance Systems for repairs to the Tornado Floor Keeper floor scrubber in the amount of $1,198.10, including replacement of the batteries, squeegee blades, squeegee hose, associated labor, and fuel surcharge, and to authorize the Fire District Secretary to schedule the repairs. All in favor, aye; opposed, none. Motion carried.
    c. Planned Maintenance Quote – Community Rooms' Kitchen Dishwasher and Rage: Motion by Commissioner Cook, seconded by Commissioner Mujcic, to approve the Planned Maintenance Agreement with Duffy's AIS for the Community Room kitchen equipment, specifically the Lamber HT Undercounter Dishwasher and Southbend Six Burner Range with Griddle, at an annual cost of $680.00, and to authorize the Fire District Secretary to execute the agreement on behalf of the District. All in favor, aye; opposed, none. Motion carried.
    d. Suit-Kote Micro Project: The Board reviewed the Suit-Kote proposals for crack sealing and Type 2 micro-surface treatment of the District parking lots, as well as the proposed repair of the Station 2 parking lot. The proposals included micro-surface treatment of the Station 1, Station 2, and Station 3 parking lots, with an estimated total project cost of $40,240.00, and a separate proposal for repairs to the Station 2 parking lot at an estimated cost of $3,250.00. Discussion included the condition of the Station 3 parking lot and the anticipated plans for the Station 3 property. Following the discussion, the Board determined that no maintenance work would be performed at Station 3 at this time. The Board approved proceeding with the parking lot maintenance project at Stations 1 and 2 only, including the necessary repairs to the Station 2 parking lot.
    e. Roof Access Door: Commissioner Costello stated that the roof access door is not working correctly and won't lock due to rust and deterioration. Commissioner Costello asked the Fire District Secretary to find vendors to complete the removal and installation. The Fire District Secretary stated that she tried a couple of companies and was told they only do residential work, not commercial work. Commissioner Costello and Commissioner Mujcic will take measurements of the door, purchase one, and install it themselves.
    f. Commissioner Costello would like the Fire District Secretary to obtain a price quote for window cleaning. The Fire District once had a vendor who would come in, but that vendor retired.
3. Chief's Report: Motion by Commissioner Costello, seconded by Commissioner Mujcic, to accept the

Chief's Report as presented. All in favor, aye; opposed, none. Motion carried.

Commissioners,
The final inspection of the new engine is scheduled for June 4th.
The Department is evaluating options for the sale of outdated equipment, including Scott bottles.
We continue to review and update department SOGs on a monthly basis.
The next mutual aid live burn is scheduled for June 6, 2026.
Battalion 3 was staffed again by our department on Saturday, April 18, 2026, and there has been increased interest among members in participating in the program.
The water tank on Lott St is being worked on. We have hydrant pressure, but a large incident requiring a lot of water may strain the system in the area of Lott St.
Awaiting a response on the grant submitted for the new search room.
New emergency stairs have been installed at 15 Delaware Ave.
It's been a busy first four months of the year in terms of call volume, and I would like to thank all members who have been available to respond and assist.
Mileage Report: Car 31
New Chief Vehicle
Starting Mileage: 766
Ending Mileage: 1138
Total Miles Driven: 372
Fuel Usage: 18.21 Gallons (1 Fill up)

4. Support Services Report: Motion by Commissioner Cook, seconded by Commissioner Mujcic, to accept the Support Services Report as presented. All in favor, aye; motion carried.

   Assistant Chief William Frantz reported that a Fire Police portable returned by former member Christopher Lee was damaged. The portable is valued at $2,200.00 because it is on the new P25 system, and the front crystal screen is cracked all the way through. The portable is functioning, but the crystal glass is shattered all the way through to the LED display on the back end. It will cost about $500-$600 to repair.

   Fire Company President Robert Brady said the returned Class A uniform incurred an extra dry-cleaning fee due to the extensive cleaning required. He stated that the uniform was the dirtiest and worst he had ever seen.

   The Board discussed the condition of the returned District property, the estimated repair costs associated with the portable radio, and the additional cleaning expenses incurred for the returned gear. Following the discussion, the Board determined that it would not seek reimbursement for the repair or cleaning costs and directed that the radio be repaired and the matter be closed.

Board of Commissioners Endwell Fire District,

- *2 turnout coats have been for repair and will be returned next week*
- *6 members have been measured for gear.*
- *Seeking prices for Brush Fire Shirts.*
- *I would like to put a hold on last month's request for the items that were up for decommission and placed up for sale. I would like to put the items up for sale and decommission them in June. I still need to collect further data.*
  1. *2015 Chevy Tahoe (Old Chief's Car)*
  2. *2012 Inflatable Rescue Boat, Trailer, and motor (Boat 31)*
  3. *Approximately 800 Ft of 4-inch hose that has failed the Hose Test. I will include a separate sheet with SO Numbers.*
  4. *86 SCBA Bottles. I will include a separate sheet with SO Numbers.*
  5. *3 Code 3 light bars*

6. *Numerous Fittings and old adaptors.*
7. *Old Tahoe center consoles*
8. *Several old Tahoe Tires*

- *The initial hose order has arrived and is located at Station 3. The 2nd order has shipped and will be here within a week*
- *Completed any outstanding missing asset forms*

The following equipment has been issued:
Cheryl Grafton
Pager - SOSO5456
Hand light - SO8685
Helmet - SO11049
Turnout coat - SOO5125
Vest - SOO8680
Rob Congdon
Motorola Pager - S005461
Particular Hood
The following has been returned and placed back into stock:
Unification Pager SO11024 (Rob Congdon's officer pager)
Christopher Lee
Helmet - SO10153
Steamlight - 8674
FP Lightstick - 9793
Motorola 6 Pager/Charger - 5322
FP Portable - 0189
Gloves - medium
Turnout coat - 1022 - Size: 50/32 - DOM: 01/2023
Vest
Hood
10021 - Turnout pants - Size:50/28 - DOM: 01/2023
Kim Hill
Helmet SOO 8346
Turnout Coat SO25101
Turnout Pants SO25182
Flashlight SOO8693
Rain Gear
Rain Pants
Reflective Vest
Camera
Asking the following turnout coats to be deemed for surplus and discarded

SO25101	*SO06766*
SO25159	*SO10243*
SOO8441	*SO06764*
SO10356	*SO26075*
SO08436	*SO25155*
SO25119	*SO26065*
SO08443	*SO10358*
SO25128	*SO26061*
SO25195	*SO25103*
SO26075	*SO25006*
SO26069	*SO25157*
SO08625	*36 R Coat Dated 10/16 No liner or Identification*
SO25137	

Chief Vehicle Report:

Starting Mileage	*920*
Mileage for this meeting:	*1362*
Total Miles driven	*442*
3 tanks of gas.	*52 Gallons*

5. Maintenance Division Report: Motion by Commissioner Cook, seconded by Commissioner Cook, to accept the Maintenance Report as presented. All in favor, aye; opposed, none. Motion carried.

Board of Commissioners Endwell Fire District
Here is a detailed report on the status of each piece of Apparatus:
Engine 31-1
Will be having its yearly service and maintenance on June 20th. The officer in charge will compile a list of issues to pass on for maintenance. The engine has been washed and waxed.
Engine 31-2
The Engine 2 is projected to return the week of June 8-11th. There was an additional cost due to pump issues, pump rebuilding, and additional bodywork. I will ask the board to go out to referendum for an additional $12,000.00
Engine 31-3
There are no outstanding issues.
Rescue 31
The Rescue will also be going out for its yearly PM the week of June 20th.
Tower 31.
The Tower will be going out for Ladder Certification on June 2nd. Along with yearly maintenance, the week of June 20th.
Utility 31-1
Waiting for a quote on the rear tailgate flap. It will be similar to a roll-up door used for wildland brush pump covers.
UTV 31
No issues.
Quint 31.
Will be conducting its Aerial and non-destructive tests on June 2nd. There is some outstanding PM work to be completed. It is currently in the body shop. There is a chance that Quint will return in the last week of June.
Utility 31-3
All work has been completed. The vehicle is in service.
Utility 31-2
There are no outstanding issues.
Brush 31
There are no outstanding issues.
operational and in service.
Chief 31 Tahoe
No issues to report
Chief 31A Tahoe
Is in service, no outstanding issues.
Chief 31B Tahoe
It is out of service at Botnick due to an electrical issue.
Old Chief 31-A Tahoe *(Now Chief 31-C)*
Is OOS, has a front-end issue, brake issue, and needs tires.
Old 2018 Tahoe
No issues reported, it is now utility 31-11 and has been re-lettered.
Boat 31-1
The boat is still OOS
Fire Extinguishers
All extinguishers are inspected and in service.
In Station Cascade
No issues.

6. Training Division Report: Motion by Commissioner Cook, seconded by Commissioner Mujcic, to accept the Training Report as presented. All in favor, aye; opposed, none. Motion carried.

Dear Board of Fire Commissioners,

Special Ops Training

- *F.A.S.T Training- 6/27/2026*

Upcoming Special Ops Training

- *Water Rescue Training (Battalion 3)- TBD*

Currently Attending

- *Fire Officer 1 National Certification*
- *Firefighter 2 Modules*
- *Interior Firefighting Operations*
- *2026 Technical Rescue Conference*

Completed Trainings

- *Principles of Instruction*
- *Basic Exterior Firefighting Operations*
- *Various Online Trainings - McNeil and Co, FEMA, National Fire Academy, ULFSRI*

Upcoming Fire Trainings

- *6/1- Auto Extrication (Vestal Training Site)*
- *6/6- Mutual Aid Live Burn (6 Departments Attending)*
- *6/8- Donning/ Doffing and DECON*
- *6/15- Air Consumption Course*
- *6/22- Task Oriented Air Consumption*
- *6/29- Max Fire Burn Box*

Vehicle Usage Report

Start Mileage - 11, 425 / End Mileage- 11,730
Total - 305 Miles
Fuel - 5/20/26- 17 Gallons

7. Fire Company Report(s):

   a. Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the membership applications of Vincent Mancini (Badge #545) and Alateya Russell (Badge #560), contingent upon successful completion of physical examinations. All in favor, aye; opposed, none. Motion carried.

   b. Motion by Commissioner Costello, seconded by Commissioner Mujcic, to accept the resignations of Kimberly Hill, effective immediately, and Matthew Brennan, effective July 1, 2026. All in favor, aye; opposed, none. Motion carried.

   c. The Board reviewed a request from the O.L. Davis Fire Company to conduct its 105th Anniversary Celebration on September 18-20, 2026. The planned activities include setup on Friday, September 18; a members' cocktail party on Saturday, September 19; an Annual Memorial Service on Sunday, September 20; and a public open house on Sunday afternoon. Following the discussion, the Board approved the request.

   Motion by Commissioner Cook, seconded by Commissioner Mujcic, to approve the O.L. Davis Fire Company's request to conduct its 105th Anniversary Celebration on September 18-20, 2026, utilizing District facilities as outlined in the submitted request. All in favor, aye; opposed, none. Motion carried.

d. Motion by Commissioner Costello, seconded by Commissioner Mujcic, to approve the O.L. Davis Fire Company's request to hold a Cornhole/Horseshoe Tournament for members at Station 3 on June 12, 2026, at 7:00 p.m. All in favor, aye; opposed, none. Motion carried.

8. O.L. Davis Fire Company Newsletter: Commissioner Arnold reminded everyone that Alice Fiacco, the Fire Company Secretary, is continuing to work on the monthly O.L. Davis Fire Company newsletter and requested ideas and content submissions for inclusion in future editions. All newly adopted Fire Department Standard Operating Guidelines (SOGs) will be included in upcoming newsletters to help keep members informed of operational, administrative, and safety-related updates.

9. Workers' Compensation and Volunteer Firefighters' Benefit Law Coverage: The Board reviewed the 2026 renewal quotations for the District's Workers' Compensation and Volunteer Firefighters' Benefit Law (VFBL) insurance coverage. The proposed annual premium for both policies is $37,929.00, a decrease of $8,012 from the prior year's combined premium of $45,941.00. The reduction was attributed to state rate adjustments, favorable claims experience, and statewide population changes. The proposed renewal includes Workers' Compensation coverage at an annual premium of $464 and Volunteer Firefighters' Benefit Law coverage at an annual premium of $37,465.

   Motion by Commissioner Costello, seconded by Commissioner Mujcic, to approve the renewal of the Fire District's Workers' Compensation and Volunteer Firefighters' Benefit Law insurance policies with Fire Districts of New York Mutual Insurance Company at a total annual premium of $37,929.00, and to authorize NBT Insurance Agency to bind coverage for the 2026-2027 policy term. All in favor, aye; opposed, none. Motion carried.

10. TSI PortaCount 8048 Calibration & Service Agreement Renewal: The Board reviewed the renewal options for the District's TSI PortaCount 8048 Respirator Fit Tester calibration and service agreement. The current agreement has expired, and the unit is due for calibration on August 4, 2026. The Board reviewed available service agreement options, including a two-year agreement for $1,675, a three-year agreement for $2,410, and a five-year agreement for $4,000. The discussion included the importance of maintaining accurate respirator fit-testing equipment to ensure compliance with OSHA/PESH requirements and respiratory protection standards. The Board determined that the five-year agreement provided the greatest long-term value through discounted calibration services, expedited turnaround times, and protection from future price increases.

    Motion by Commissioner Costello, seconded by Commissioner Mujcic, to approve the purchase of a five-year TSI QualityGuard Calibration and Service Agreement for the District's PortaCount 8048 Respirator Fit Tester in the amount of $4,000.00 and authorize the Fire District Secretary to execute the necessary documents. All in favor, aye; opposed, none. Motion carried.

11. Any other new business: Commissioner Arnold stated that he would like more information on the EMS UVES agreement that is being discussed before any decisions are made. Commissioner Arnold would like to understand exactly what this agreement would entitle.

    Robert Brady, Fire Company President, stated that the Department currently has 16 EMTs, 8 of whom are associated with Union ambulance and 8 who are not. These members would like to recertify as easily as possible. There is agreement with the State and UVES that online recertifications are available. He discussed the process and stated that UVES agreed to make the other 8 people auxiliary members of the ambulance squad. He stated that he is working with the Fire Company's lawyer to create a memorandum of understanding.

12. Commissioner Costello stated he will not be here for the June and July meetings. Commissioner Mujcic will not be at the June meeting.

13. Correspondence(s): Copies of the Fire District Affairs April 2026 -May 2026 were handed out.

14. Hearing of Visitor(s): NONE

Motion by Commissioner Cook, seconded by Commissioner Mujcic, to enter into executive session at 8:11 pm to discuss matters leading to the Appointment, Employment, Promotion, Demotion, Discipline, Suspension, Dismissal, or Removal of a Particular Person. All in favor, aye; opposed, none. Motion carried.

The Board exited the executive session and returned to the regular session at 8:57 p.m., with no action taken.

Motion by Commissioner Cook, seconded by Commissioner Costello, to adjourn the meeting at 8:59 p.m. All in favor, aye; opposed, none. Motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully submitted,

Erika Pereira

Erika Pereira
Fire District Secretary
Board of Fire Commissioners
Endwell Fire District