

**ENDWELL FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MONTHLY MEETING
August 27, 2026**

Commissioners Present:

James Arnold, Chairman
Scott Costello, Vice Chairman
Gary Leighton
Matthew Cook

District Officials Present:

Erika Pereira, District Secretary
Matthew Grafton, Fire Chief
Jennifer Loup, District Treasurer

Guests / Visitors:

Cheryl Grafton, Fire Company Treasurer
Michael Hamzik, Safety Officer, @ 6:59

p.m.

Gregg Cook, Fire Company Trustee
Dennis Sullivan, Fire Company Trustee
Michelle Pandich, Fire Company 1st Vice President
Robert Brady, Fire Company President & District
Facility Support Technician
William Frantz, 2nd Assistant Chief
Stephen Hill Jr. @ 6:57 p.m.

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.

The Board reviewed agenda items, and the work session 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 July 23, 2026 regular meeting minutes were not complete and were not presented for approval. The minutes from the July 28, 2026 Budget Work Session and August 19, 2026 Special Meeting were distributed to the Board. Motion by Commissioner Cook, seconded by Commissioner Costello, to approve the minutes of the July 28, 2026 Budget Work Session and August 19, 2026 Special Meeting as presented. All in favor, aye; opposed, none. Motion carried.

TREASURER'S REPORT: Motion by Commissioner Costello, seconded by Commissioner Leighton, to approve the Treasurer's Report and Capital Reserve Summary for the period July 24 through August 27, 2026 as presented. All in favor, aye; opposed, none. Motion carried.

Treasurer Loup reported year-to-date expenditures of \$1,132,109.68 against the \$1,447,770.00 annual budget, leaving \$315,660.32 in budget appropriations. The report showed \$696,458.73 in General Fund cash per the August 27 ledger. She explained that transfers were needed for building and apparatus repairs. Quint insurance proceeds are recorded as revenue, while the corresponding repairs are recorded as expenditures. She continued to monitor whether prior-year funds would be needed for HUNT professional fees and Suit-Kote parking lot repairs.

Capital Reserves Update: Treasurer Loup presented an updated apparatus capital reserve forecast using a 5 percent annual inflation assumption. Under its current replacement schedule

and assumptions, the forecast projects a shortfall beginning in 2036. Motion by Commissioner Leighton, seconded by Commissioner Cook, to approve the Treasurer's Capital Reserve forecast as presented. All in favor, aye; opposed, none. Motion carried.

Unfinished Business:

1. Station 3: Secretary Pereira reported that the agreement with Delta Engineers for the proposed station at 438 Chrysler Road remained under District Counsel's review and had not been executed. Counsel had been asked to review the agreement terms and advise on project authorization, SEQRA, financing, voter approval, procurement, and sequencing. The working construction estimate was approximately \$2.3 million, with approximately \$292,000 in professional fees from Delta only.

The District anticipates financing a substantial portion of the project through bonding.

The Board discussed the need to incorporate the anticipated Station 3 project and financing into the District's current financial planning and the development of the 2027 budget. This includes determining how the approximately \$292,000 in professional service costs will be funded, when those payments will become due, whether Bond Anticipation Notes (BANs) may be utilized prior to the issuance of long-term bonds, and when principal and interest payments associated with the project may begin.

The Board further discussed that the District will need to determine how annual debt service payments will be funded within future Fire District budgets. The amount and timing of those payments will depend upon the final project cost, the amount ultimately borrowed, interest rates, financing terms, and the structure recommended by bond counsel and the District's financial advisors.

Financing the Station 3 project may result in an increase in the District's annual expenditures and tax levy. Accordingly, the Board will need to evaluate the anticipated annual debt service and its potential effect on District taxpayers as part of the budget process. The Board also discussed the need to determine whether a tax cap override may be necessary to provide sufficient flexibility to fund project-related expenditures and future debt service while continuing to fund the District's regular operations.

Before final financing decisions are made, the Board will need more complete financial analysis showing the anticipated borrowing amount, financing term, estimated interest rate, annual principal and interest payments, timing of those payments, available District funds, and the estimated effect on the tax levy and taxpayers.

Secretary Pereira will continue to follow up with District Counsel regarding the Delta agreement and the legal and financing process and will provide the Board with the recommendations received so that the Board can determine the appropriate next steps for the Station 3 project and related budget planning.

Commissioner Costello and Commissioner Leighton will meet with Delta to discuss the project.

2. Apparatus Floor: Robert Brady, Fire Company President and District Facility Support Technician, will obtain quotes for a new floor cleaning machine.
3. Apparatus iPad Replacement: Secretary Pereira reported no recent status update from Pyramid Business Systems regarding Intune and Apple Business Manager. Commissioner Costello will contact Bob Ash.
4. Training Room Upgrade: Presentation Concepts Corporation had received the equipment for the previously approved audiovisual upgrade and scheduled installation for September 8 and 9.
5. Pavlovich Pavement Markings: The work at Stations 1 and 2 was reported complete. Commissioner Costello requested diagonal stripes within the yellow outlined area to discourage parking there. Secretary Pereira will contact Pavlovich Pavement Markings.
6. EMS UVES agreement: Assistant Chief Frantz presented information regarding a proposed Mutual Aid and Auxiliary Membership Agreement between the Endwell Fire Department and Union Volunteer Emergency Squad, Inc. (UVES). He explained that the agreement's purpose and terms would allow eligible Endwell Fire Department members to obtain auxiliary membership with UVES and provide opportunities for EMS continuing education, skills competency, clinical experience, and assistance with maintaining New York State EMT certifications.

Although the Board had not previously reviewed the agreement, the Board discussed the proposed arrangement based on Assistant Chief Frantz's presentation and summary.

Motion by Commissioner Cook, seconded by Commissioner Costello, to approve the proposed Mutual Aid and Auxiliary Membership Agreement between the Endwell Fire Department and Union Volunteer Emergency Squad, Inc. (UVES), as summarized and presented by Assistant Chief Frantz, and to authorize the Fire Chief to sign the agreement. All in favor, aye; opposed, none. Motion carried.

7. Fire Department SOGS: The Board again received SOG 2026-119, Hazardous Materials Incidents; SOG 2026-120, MAYDAY and Firefighter Emergency Procedures; SOG 2026-121, Leather Helmet Repair and Inspection Criteria; and SOG 2026-123, Hydrant Assurance for their review. No action was taken.
8. Broome County Small Community Fund Grant – Firefighter Search & Rescue Training Simulator Enhancement Project: Chief Grafton reported that paperwork for the firefighter search and rescue training simulator project was in progress, that the award must be used by June 30, 2027, and that he would form a project committee.
9. Building Safety Assessment: The Board had received the Safety Officers' assessment of Stations 1, 2 and 3 conducted August 11. The report identified observed safety and housekeeping concerns for evaluation, including a covered sprinkler head and obstructed equipment or exits at Station 1. It was not a formal code inspection. The assessment report

will be placed at each station for review. The Board will review the assessment and develop a corrective action plan.

10. Any Other Old Business: NONE

New Business:

1. Approve bills and supplement for payment: Motion by Commissioner Leighton, seconded by Commissioner Costello, to pay the bills and supplemental bills for payment as follows:

Vouchers #26_08-001 through #26_08-074, including payroll and Debt Service interest payments as applicable, totaling \$154,130.14.

Supplemental list: Vouchers #26_09-001 through 26_09-026, totaling \$22,331.80.

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

NYCLASS Transfer: The Treasurer advised the Board that, based on anticipated cash requirements for payroll, utilities, workers' compensation, Quint repairs, and other operating expenses, the Board should transfer funds from the NYCLASS Current Year Fund to maintain adequate operating balances. Estimated cash requirements totaled \$131,280.02, with an available cash balance of \$27,537.16, resulting in a recommended transfer of \$120,000.00 from the NYCLASS Current Year Fund to the M&T Current Year Fund.

Motion by Commissioner Leighton, seconded by Commissioner Costello, to authorize the transfer of \$120,000.00 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. Line Transfers: The August report proposed \$6,200 from Line 032, Inspection Dinner, to Line 004, Building Repairs, and \$80,500 from Line 030, Capital Improvements, to Department Line D07, Apparatus Parts, Maintenance and Repairs; total current-period transfers were \$86,700. No transfer from prior-year funds was proposed.

Motion by Commissioner Leighton, seconded by Commissioner Costello, to approve current-period line transfers totaling \$86,700 as presented. All in favor, aye; opposed, none. Motion carried.

3. Buildings & Grounds:

- a. DTV equipment to be removed from the roof: Commissioner Costello reported that the DTV roof equipment had been removed.
- b. Roof Access Door: Commissioner Costello stated that he and Commissioner Mujcic are working on the door replacement.
- c. One-Man Lift – Compliance Requirements and Assignment of Responsibilities: ADMAR Construction Equipment & Supplies has completed the inspection of the one-man lift.
 - Rob Brady received training on its use and pre-check.

- d. Tree clean-up at the rear of Station 1: The work has been completed.
- e. Replacement of Light Pole: Motion by Commissioner Costello, seconded by Commissioner Cook, to approve T&B Electric's \$4,050 proposal to replace the damaged light pole behind Station 1 and reinstall the existing lights and cameras. All in favor, aye; opposed, none. Motion carried.
- f. Camera Replacement Estimate – Station 1 Fuel Tank/Generator Camera: Motion by Commissioner Costello, seconded by Commissioner Cook, to approve The Computer Shop's \$449.99 estimate to replace the camera overlooking the Station 1 fuel tank and generator. All in favor, aye; opposed, none. Motion carried.
- g. Station Cascade / Air Compressor: Assistant Chief Frantz reported that a regulator had required repair. He identified water and possible oil discharge into a drain beneath the carpet at the fill station as a slip hazard and requested cleaning and a different drainage arrangement or compressor location. Robert Brady will reach out to Evans Mechanical for a recommendation on how to address the issues.

Robert Brady reported that, during the preceding 30 days, he coordinated the Genie lift's annual recertification and received training on its use; arranged electrical, overhead door, HVAC, and compressed-air system work; and coordinated tree trimming and pavement striping. He cleared weeds and debris, replaced six water-damaged community room ceiling tiles, and changed the kitchen stove and oven igniter batteries. He also worked on floor scrubber repairs and replacement estimates, the Station 3 flagpole halyard, and replacement keys for the Assistant Chiefs' Office. Brady continued his daily, weekly, and monthly emergency-equipment safety checks at all three stations.

- 4. Community Room Rental Request(s): The Board received Cheryl Grafton's request to use the room on December 11, 2026 for the New York State Police children's holiday party. The request lists a \$200 security deposit. Motion by Commissioner Cook, seconded by Commissioner Leighton, to approve the use of the community room on December 11, 2026. All in favor, aye; opposed, none. Motion carried.
- 5. Chief's Report: Motion by Commissioner Costello, seconded by Commissioner Cook, to accept and approve the Fire Chief's Report as presented and place it on file. All in favor, aye; opposed, none. Motion carried.

Dear Board of Fire Commissioners,

The Department received an invitation to participate in First Responder Night at the Maine-Endwell Homecoming Game on September 11, 2026.

The Department will be participating in the September 11th Ceremony at Highland Park.

Information regarding the Esophageal Pre Screening has been posted on the website for members to sign up.

The mounting brackets on the new Engine are nearly complete. Working with Vander Molen to finish the final tool mounting for Engine #3, which should be completed shortly.

The remaining tool allotment funds from E31-3 will be used to purchase nozzles and portable lighting.

The TC energy grant will be used to purchase a thermal imaging camera.

We have until June 30th 2027, to use the grant funds received from the Broome County Legislature.

We are working with the EMS Coordinator to get our EMS Agency number current.

The Department has experienced responder safety concerns at 609 Hooper Rd. A member was shoved during a call. A Responder Safety notification was put in place, and crews are reminded that if they do not feel safe at

any time, they should remove themselves from the situation and update responding law enforcement.
We had two great community events: first, a Monday night tower training and the National Night Out Event at the Endwell United Methodist Church. The community received both well, with positive feedback.
Quint 31 and E31-2 are in service.

We have another Mutual Aid burn scheduled for September 26, 2026.

We have secured a vehicle to cut apart for the Fire Company's 105th event. After the event, we will tape, cover, and cone off the vehicle until it is removed from the back parking lot.

We continue to review and update SOGs monthly.

Members are reminded to keep an eye on their required times and physicals and to support one another.

Mileage Report - Car 31

Starting Mileage: 2260

Ending Mileage: 2930

Total mileage: 670.00

Fuel Usage: 65.76 Gallons (3 fill-ups)

6. Support Services Report: Motion by Commissioner Costello, seconded by Commissioner Cook, to accept and approve the Support Services Report as presented and place it on file. All in favor, aye; opposed, none. Motion carried.

Board of Commissioners of the Endwell Fire District,

- Support Services has had a slow month, focusing on maintenance and returning apparatus to service.
- Part of the new turnout gear order has been delivered, inventoried, and assigned SO numbers. We will fill out asset forms shortly. Members whose gear has arrived are
 - Mike Dellvillano
 - Zach Raider
 - Johnny Mancancela
 - Matt Grafton
 - Tyler Derkowski
- We purchased 2 MSA Gas meter chargers. These mounts will be installed on (new) Engine 3 and Engine 1
- Spoke with Erika; we will get the paperwork together and lay out items for the auction site. I need to meet with the Chief to see what he wants to sell upstairs. Any vehicles going to be auctioned off will be moved to the back lot at Station 1 for photos and to allow prospective buyers to view them.
- We need to discuss what we are doing with the surplus SCBA bottles. I understand a member wants to obtain 2 of them, and I'm waiting to hear the status. If this person no longer wants them, should I put all bottles up for auction?
- Engine 2 cascade. It is still up at Vander Mollen. Last time I spoke with them, they said they would try to remove the broken threads from the bottles. If they haven't done that, what does the board want? If you want it returned, I will need to go up before September 10th to retrieve it.
- We need to discuss new Engine 3 and its progress. The following is what is needed to put the Engine in service. We are waiting on Vander Mollen for a few items, and I also need to address the following.
 1. Knox box installation
 2. Ram Mount for Tablet
 3. Hydrant Gate Holder
 4. MSA Gas Meter
 5. Loading of Hose
 6. Tablet Install
 7. Additional Hose Trays need to be loaded.
 8. Door Switch repair
- We have sent out 1 coat for repair.
- I've been working with Senator Webb on her grant. This is on the agenda, and we will discuss the route I want to take.

- The Grant that the Department received from Jon Aaron's company. I spoke with Jon; we can use the grant money for whatever firematic purpose we need. In an email discussion with the Chiefs, we are looking at purchasing a few handline nozzles. This will allow us to purchase a new brush truck nozzle and upgrade our fire attack operations. These are the same nozzles that we discussed purchasing with leftover money we had coming from the tool mounting on New Engine 3
- We have decided to purchase the portable ground lighting using the leftover funds from tool mounting on New Engine 3. We cannot move forward until Vander Mollen finishes what they need to do.
- We've had some discussions about the quality and quantity of turnout gear. Over the last year, we have surplused almost all the gear from 2008-2016. We currently have 100% compliant turnout gear in various sizes to outfit new members, plus spare gear for current members. The only stock items that may come into play are helmets. I hope we can go into 2027 with what we have and purchase as needed.

7. Maintenance Division Report: Motion by Commissioner Costello, seconded by Commissioner Leighton, to accept and approve the Maintenance Services Report as presented and place it on file. All in favor, aye; opposed, none. Motion carried.

Board of Commissioners of the Endwell Fire District,
Here is a detailed report on the status of each piece of Apparatus:

Engine 31-1

The parts we were waiting for to address the outstanding yearly maintenance issues are in. We will schedule a short time to finish the repairs.

Engine 31-2

I am waiting for Vander Mollen to come down, repair the small air leak, and install Goldleaf vinyl 2 on the front of the Engine.

Engine 31-3

There are no outstanding issues.

New Engine 31-3

A list of action items must be completed before the truck can be placed into service. This list consists of the following. Ram Mount, Knox Box mounting, Hydrant Gate Holder, and Compartment Door Sensor. Mounting of tools, Hurst Tool Mount. Outstanding items by the Department are loading of 2 ½ Inch hose, Ram Mount, MSA Gas Meter Mount, and Loading of hose on additional hose trays.

Rescue 31

No outstanding issues.

Tower 31.

No outstanding issues.

Utility 31-1

No outstanding issues

UTV 31

No issues.

Quint 31.

Has returned and is back in service. We are waiting for the Door emblems to arrive so that

they will be installed. We are also waiting for the Fire Company 100 decals to be placed on the truck. The quint failed its original NYS Safety Inspection because the rear brake drums and shoes were rusted. We repaired the brakes, and the truck passed inspection.

Utility 31-3

No outstanding issues.

Utility 31-2

Been monitoring the electrical issues with the wiring for the light bar and radio. We have had only 1 issue so far, and I replaced the fuse holder and added a 30-amp breaker to the line. Seems to be holding up fine at this time.

Brush 31

The brush truck has returned and is now in service. Improper drafting caused the damage. We disassembled, cleaned, and reassembled the pump. We serviced the motor and repaired the top-right valve because it was installed backward. We installed a screen on the 2 ½ inlets to help prevent this problem from happening again. The nozzle to the booster line is damaged and will need to be replaced.

Chief 31 Tahoe

Has some of the same issues as 31-B Tahoe. Will set up a time for the needed repairs. Will set up a time with the Chief to complete the repairs.

Chief 31A Tahoe

No outstanding issues.

Chief 31B Tahoe

Robinson sent over a new design choice. I will work with Chief to see which one he would like.

Chief 31-C Tahoe

Has been prepared for service.

In Station Cascade

Developed a leak behind one of the fill valves that needed to be rebuilt, and discussed the oil leaking from Cascade. There is very little, if any, oil leaking. The major issue is the air compressor draining into the floor drain under the fill station carpet. This poses a safety hazard to anyone in the room. I am asking the board to have the floor and carpet cleaned and to find a different location for the air compressor and/or drain. While servicing the compressor, I also found that the fill reel on the wall is damaging the fill hose with the rollers. Jerome turned the bearings around to see if this would help. We will follow up on this during the annual inspection and maintenance in December.

- All NYS Inspections were completed, and all vehicles are done for 2027.
- (2) of the 5 gas meters are out for service, and a new bump has been ordered.
- Most of the apparatus were found to have NAPA Oil filters and other 2nd-hand filters installed. Detroit and on.
- Hurst Tool Maintenance is due; we also need to purchase new batteries for them
- All air pack batteries have been replaced, and packs have been tagged with stickers showing that the batteries have been changed.
- MES has been contacted for 2 repairs that are needed on the SCBA, (1) on the tower and (1) on Old Engine 3.
- We have several intake valves, hydrant gates, and gated wyes that need to be

rebuilt or replaced. Will discuss this issue under the grant discussion.

- We will be putting an additional 500ft of 4-inch on the back of Engine 1
- Will be working with the other Chiefs to produce SOG's or Memos about truck idling after calls, vehicle washing, documented paperwork for vehicle use, training on apparatus without an officer, and where and where not the department will take vehicles to draft and train with.
- Currently in the process of inputting all maintenance data into the G3 system. All SCBA inspections and new bottle inventory have been uploaded.
- Whelen is asking us if we would be interested in getting set up on the cloud system for our emergency lighting that is attached to the "CORE" system, which we currently have in 7 of our vehicles. This would allow us to keep all programs up to date, monitor any issues, reprogram any lights, and report any issues that are occurring. The start-up would be \$275.00 per vehicle, which installs the cloud in the vehicles, along with its transmitter. Whelen will then give us free access to the CLOUD once it is done.
- Twin Tier Fire would like us to set up our fleet on their system to report maintenance issues directly to them. This would save us from making phone calls, etc. This system would expedite repair time as they have all the information on the apparatus, and if parts need to be ordered, they can order ASAP. This also lets us track all maintenance and duplicate the system for our tracking.

Chief Vehicle Report: 31B

Starting Mileage	2512
Mileage for this meeting:	3258
Total Miles	746
3 tanks of gas.	55 Gallons

8. Training Division Report: Motion by Commissioner Cook, seconded by Commissioner Leighton, to accept and approve the Training Division Report as presented and place it on file. All in favor, aye; opposed, none. Motion carried.

Dear Board of Fire Commissioners,

Special Training

- Battalion 3 Mutual Aid Burn - 9/26/2026
- Officer Development - Held 8/11/2026
- F.A.S.T Training - Held 8/22/2026
- NYS OFPC Battery Emergencies - 8/27/2026

Upcoming Outside Trainings To Be Attended

- NYS- Basic Exterior Firefighting Operations
- ICS 400

Completed Trainings

- Fire Police
- Mental Health First Aid Certification - National Council for Mental Wellbeing
- Various Online Trainings - McNeil and Co, NVFC, UL-FSRI

Upcoming Fire Trainings

- 8/24- 609 Hooper Rd - Response Plans and Building Walk-Through
- 8/31 - Hydrants
- 9/7 - Labor Day (NO Training)
- 9/14 - Initial Arrival Engine Company Drills
- 9/21 - Bailouts and Forcible Entry

Vehicle Usage Report

- Start Mileage - 12,509
End Mileage - 12,901
Total - 392 Miles
- Last Fuel Up - 8/18/26 - 20 Gallons

9. Fire Company Report(s):

- a. Motion by Commissioner Costello, seconded by Commissioner Cook, to approve Benjamin Calderon (Badge # 566) as a member of the O.L. Davis Fire Company, Inc., contingent upon successful completion of the required physical examination and medical clearance for active duty, and Jana Molyneaux (Badge # 067) as an Auxiliary member of the O.L. Davis Fire Company, Inc., contingent upon successful completion of the required physical examination and medical clearance for Auxiliary. All in favor, aye; opposed, none. Motion carried.
- b. The Fire Company requested use of Station 1 for its September 20 memorial service at 1:00 p.m. on the apparatus floor and an open house from 2:00 to 4:00 p.m. It also requested an announcement on the District message board. The Chief reported that a vehicle had been secured for an extrication demonstration and described plans to secure it pending removal after the event. Motion by Commissioner Costello, seconded by Commissioner Cook, to approve the request from the O.L. Davis Fire Company, Inc. All in favor, aye; opposed, none. Motion carried.

10. 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.

11. Donations: Motion by Commissioner Costello, seconded by Commissioner Leighton, to accept with appreciation a donation in the amount of \$100.00 associated with Philip T. Knapp and a donation in the amount of \$300.00 from the Endwell League of Community Action and to authorize the Treasurer to deposit and account for the funds accordingly. All in favor, aye; opposed, none. Motion carried.

12. 2025 Financial Audit and Annual Financial/ Bond Disclosure: Motion by Commissioner Leighton, seconded by Commissioner Cook, to acknowledge receipt of and accept the Endwell Fire District Audited Financial Statements for the fiscal year ended December 31, 2025, together with the Independent Auditor's Report prepared by Mondorf & Fenwick, PLLC, and to place the same on file. The Board further acknowledges Finding No. 2025-1 concerning segregation of duties and the compensating internal controls identified in the District's management response. All in favor, aye; opposed, none. Motion carried.
13. Robert Brady – Lost Prescription Glasses / Reimbursement Request / VFBL Claim: Motion by Commissioner Costello, seconded by Commissioner Cook, authorizing the Fire District Secretary to submit a claim to Fire Districts Mutual under the District's Volunteer Firefighters' Benefit Law coverage for Robert Brady's prescription glasses reportedly lost during authorized Fire Department training on August 10, 2026, together with the replacement invoice and all required supporting documentation. All in favor, aye; opposed, none. Motion carried.
14. Any other new business:

Denny Sullivan asked whether Commissioner Arnold had received information about checking the hydrants around Good Shepherd. Commissioner Arnold identified a hydrant on Harmony Ridge that sits close to the ground and expressed concern that it might be difficult to use. He requested that someone from the Fire Department examine it. Robert Brady stated that he understood the hydrants at Good Shepherd to be owned by Good Shepherd and that Good Shepherd would be responsible for clearing them. Commissioner Leighton said he had raised a similar concern with Good Shepherd approximately a year earlier.

Mr. Sullivan asked whether hydrants throughout the District are checked for height, location, accessibility, and working condition, and who is responsible for those checks and any needed repairs. The Village of Endicott mostly owns the hydrants throughout the District.

Commissioner Arnold suggested that the District write to the Village of Endicott Water Superintendent, Anthony Bates, and the mayor to ask about the process for inspecting hydrants and addressing any problems.

Mr. Sullivan also raised a separate concern about vehicles parking along his building despite pavement markings. He said he had asked Good Shepherd to install signs and would follow up again with the parties involved.

Mr. Sullivan asked Commissioner Costello about the shirts for the Fire Company's 105th anniversary and whether the Fire Company would pay for them. Robert Brady, Michele Pandich, and Commissioner Costello confirmed that the Fire Company would purchase the shirts for its members.

Assistant Chief Frantz expressed concern about the administration of the breathing test during his recent occupational physical following a change in testing equipment. He asked the Board to contact Guthrie Occupational Health to review the testing procedure and help prevent delays or confusion for members completing required physicals. District Secretary Pereira will email Guthrie to request

a review of the procedure and staff training on the new equipment.

Robert Brady, Fire Company President and District Facility Support Technician, reported dead plants, weeds, and overgrowth around the LED signs and requested that the landscaping be inspected. District Secretary Pereira will contact NorthernScapes, which designed the landscaping and provides spring and fall cleanup services.

Chairman Arnold reported that the Fire District had received two workplace violence complaints and that they were being reviewed under the District's Workplace Violence Prevention Policy. Motion by Commissioner Costello, seconded by Commissioner Cook, to acknowledge receipt of the two complaints and authorize an investigation in accordance with the policy. All in favor, aye; opposed, none. Motion carried. The Board did not discuss the individuals involved or the substance of the complaints during the public meeting.

Michael Hamzik, Safety Officer, read the Fire, Safety & Health Assessment Report.

Thank you for the opportunity to present the findings of the Fire, Safety & Health Assessment conducted at Endwell Fire Stations 1, 2, and 3 on August 11, 2026.

The assessment was conducted by the Safety Officers Mike Hamzik & John Hussar at the direction of the Fire Chief. The purpose of the assessment was to identify conditions that could affect fire and life safety, general safety, health, and the safe operation and use of the fire stations. Accompanying the safety officers were Commissioners James Arnold & Scott Costello, Fire Chief Matt Grafton & Assistant Chief Jake Polovchak.

The assessment was conducted as a comprehensive walkthrough of the facilities. Conditions observed during the assessment were documented, and photographs were taken.

The completed assessment report was submitted to the Fire Chief. With the authority of the Fire Chief, the report was subsequently provided to the Board of Fire Commissioners for review and consideration.

Before discussing the findings, the Safety Officers want to clarify the scope and limitations of the assessment.

The Safety Officers are not NYS-certified code inspectors. The purpose of the assessment was to identify conditions that were observed that may present a fire, life-safety, health, or general safety concern and to bring those conditions to the attention of the Fire Chief and District to determine what corrective action, further evaluation, or professional inspection may be necessary. It was not intended to constitute a formal code-enforcement inspection or formal determination of code violations.

Questions concerning formal code determinations, legal interpretations, engineering matters, or other matters outside the Safety Officers' qualifications should be determined by a certified code official, engineer, health professional, or other qualified professional where such an evaluation is warranted.

The Safety Officers reviewed conditions relating to:

- 1. Fire and life safety.*
- 2. Emergency exits and access.*
- 3. Fire-protection equipment.*
- 4. Building and fire-protection features.*
- 5. Housekeeping and storage.*
- 6. General health and safety.*
- 7. Potential hazards to firefighters, members, employees, visitors, and members of the public.*

The written report identifies the observations and, where applicable, provides an explanation and references to OSHA, NFPA, and other applicable standards or guidance.

The assessment reflects conditions observed on August 11, 2026. Conditions may have changed after the assessment.

Tyler Derkowski is currently enrolled in an Advanced EMT class and would like the Fire District to cover the remaining \$300 upon successful completion of the class. The Board has decided that the

Fire Chief should make the determination and that the fee should come from the training budget.
The Board took no action.

15. The next regular board meeting is scheduled for Thursday, September 24, 2026, at 7:00 pm. The work session begins at 6:15 pm.

16. Correspondence(s): Correspondence included a Pinsky Law Group training notice; Doyle Security's notice concerning its combination with Sentry Alarms; Fire District Affairs; and Verizon's final notice that affected ISDN PRI or Engineered Centrex service was scheduled for disconnection on or after October 28, 2026. Verizon requested a valid disconnect order by October 21 if service was being migrated.

17. Hearing of Visitor(s): NONE

Motion by Commissioner Costello, seconded by Commissioner Leighton, to adjourn the meeting at 8:06 p.m. All in favor, aye; opposed, none. Motion carried.

All motions were unanimously carried unless otherwise noted.

Respectfully submitted,



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