



Oneida-Herkimer-Madison BOCES

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Stephen Hryb

Safety Program Coordinator

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April 20, 2026

Thomas Paddock
Facilities Director
Waterville Central School District
381 Madison Street
Waterville, New York 13480

Dear Mr.Paddock:

Attached are the annual fire inspection reports for each of your district buildings. These inspections were conducted in accordance with the Fire Code of New York State and the SED Manual for Fire Safety Inspections. The reports identify specific items that are not in compliance and require correction.

Now that the inspections are complete, the data must be entered into the secure NYSED business portal. While the superintendent may delegate the data entry process, they must still certify the accuracy of the information. Please ensure that the annual certificate of occupancy for every building is printed and prominently posted once the reports are submitted. Additionally, public notice of the inspections must be provided within 20 days.

NYSED continues to require eight evacuation and four lockdown drills annually. Please ensure the dates and times for these drills in each instructional building are recorded in the Fire and Building Safety Report. Remember you will be using the dates and times from the prior school year. All reports must be entered into the portal by May 1, 2026.

If you have any questions while completing your fire reports, please contact me at 793-8693.

Sincerely,

Stephen Hryb
Safety Coordinator

CC: Business Official

Enc.

Common/BuildingInspections/FireInspections/Coverletter

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District
 Facility # 4119020400008

Building Name Junior/Senior High School

Part II-A (to be completed for public schools only – except "Big 4")					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2				
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1	✓				20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2	✓				21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2					23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2	✓								
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes ☒ No ☐				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Stephen Hryb
 Date 4/7/2026

Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
 Date _____

Registry # _____ (26F-4)

Signature 

☐ No non-conformances found during the inspection

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District: Waterville Central School District Building Name: Jr./Senior High School

Non-Conformance:

15A-2: Stage clear egress paths to exits. Remove curtains from stage to exit door by stairs.

14D-1: Rolling fire door no record of inspection in stage area.

17D-2: Exit signs from courtyard not present at exit doors.

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District

Building Name Memorial Park Elementary School

Facility # 4119020400003

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2										19H-2				
01E-1					08E-2					14A-2									
					09A-2					14B-2					20A-1				
02A-2					09B-2					14C-2					20B-1				
02B-1					09C-1					14D-1					20C-1				
02C-3					09D-1					14E-1					21A-3				
02D-1					09F-2					15A-2					22A-3				
02E-2					09G-2	✓				15B-1					22B-3				
02F-3					10A-2					15C-2					22C-3				
02G-2					10B-2					15D-2					23A-1				
					10C-1					15E-1					23B-1				
03A-3					10D-1					16A-2					23C-1				
03B-1										16B-2					23D-2				
										16C-2					24A-3				
04A-2					11A-2					16D-2					25A-1				
04B-2					11B-1					17A-3					25B-1				
04C-1					11C-2					17B-2					25C-1				
					11D-2					17C-2									
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes ☒ No ☐				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Stephen Hryb
Date 4/7/2026

Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
Date _____

Registry # _____ (26F-4)

Signature _____



☐ No non-conformances found during the inspection

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District: Waterville CSD Building Name: Memorial Park Elem. School

Non-Conformance:

9G-2: Snowblowers, Gas Equipment stored in building, in custodial area.

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District
 Facility # 411902045001

Building Name Bus Garage

Part II-A (to be completed for public schools only - except "Big 4")					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2	✓			
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1					20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2					23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes ☒ No ☐				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Stephen Hryb
 Date 4/7/2026

Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
 Date _____

Registry # _____ (26F-4)

Signature _____



☐ No non-conformances found during the inspection

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District: Waterville CSD Building Name: Bus Garage

Non-Conformance:

19H-2: Fire extinguisher needs to be located 75 feet from fuel storage tanks on outside of the building. Was unable to locate at time of inspection.

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District
Facility # 4119020400008

Building Name Waterville Public Library

Part II-A (to be completed for public schools only - except "Big 4")					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2	✓				19H-2				
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1					20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2					23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes ☒ No ☐				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Stephen Hryb
Date 4/10/2026

Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
Date _____

Registry # _____ (26F-4)

Signature _____



☐ No non-conformances found during the inspection

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District: Waterville CSD Building Name: Waterville Public Library

Non-Conformance:

14A-2: Use of light covers.

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District
 Facility # 411902042006

Building Name Storage Building

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2				
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1					20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2					23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes ☒ No ☐				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Stephen Hryb
 Date 4/7/2026

Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
 Date _____

Registry # _____ (26F-4)

Signature 

☒ No non-conformances found during the inspection

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District
 Facility # 411902047011

Building Name Storage Concession Stand

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2										19H-2				
01E-1					08E-2					14A-2									
					09A-2					14B-2									
02A-2					09B-2					14C-2					20A-1				
02B-1					09C-1					14D-1					20B-1				
02C-3					09D-1					14E-1					20C-1				
02D-1					09F-2					15A-2					21A-3				
02E-2					09G-2					15B-1					22A-3				
02F-3					10A-2					15C-2					22B-3				
02G-2					10B-2					15D-2					22C-3				
					10C-1					15E-1					23A-1				
03A-3					10D-1					16A-2					23B-1				
03B-1										16B-2					23C-1				
										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
										17E-1									
05A-3					12A-1					17F-3									
05B-2					12B-3					17G-1									
05C-2					12C-2					17H-2									
					12D-2					17I-2									
06A-1					12E-1					17J-1									
06B-1					12F-1					17K-1									
06C-1					12G-1					17L-1									
06D-2					12H-1					18A-2									
06E-3					12I-1					18B-2									
06F-1					12J-1					18C-2									
06G-1					12K-1					18D-2									
06H-2					12L-1					19A-3									
					12M-1					19B-2									
07A-3					12N-1					19C-1									
07B-2					12O-2					19D-1									
07C-2																			

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ☒ No ☐

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

Fire Safety Inspector: Name Stephen Hryb
 Date 4/7/2026

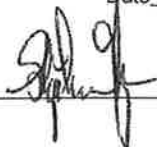
Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
 Date _____

Registry # _____ (26F-4)

Signature _____



☒ No non-conformances found during the inspection

Part II: Public School Fire and Building Safety Non-Conformance Report Sheet

School District Waterville Central School District
 Facility # 411902047012

Building Name Observation/Broadcast Booth

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2										19H-2				
01E-1					08E-2					14A-2									
					09A-2					14B-2					20A-1				
02A-2					09B-2					14C-2					20B-1				
02B-1					09C-1					14D-1					20C-1				
02C-3					09D-1					14E-1					21A-3				
02D-1					09F-2					15A-2					22A-3				
02E-2					09G-2					15B-1					22B-3				
02F-3					10A-2					15C-2					22C-3				
02G-2					10B-2					15D-2					23A-1				
					10C-1					15E-1					23B-1				
03A-3					10D-1					16A-2					23C-1				
03B-1										16B-2					23D-2				
					11A-2					16C-2					24A-3				
04A-2					11B-1					16D-2					25A-1				
04B-2					11C-2					17A-3					25B-1				
04C-1					11D-2					17B-2					25C-1				
					11E-1					17C-2									
05A-3										17D-2									
05B-2					12A-1					17E-1					26A-3				
05C-2					12B-3					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes ☒ No ☐				
					12C-2					17G-1									
06A-1					12D-2					17H-2									
06B-1					12E-1					17I-2									
06C-1					12F-1					17J-1									
06D-2					12G-1					17K-1									
06E-3					12H-1					17L-1									
06F-1					12I-1					18A-2									
06G-1					12J-1					18B-2									
06H-2					12K-1					18C-2									
					12L-1					18D-2									
07A-3					12M-1					19A-3									
07B-2					12N-1					19B-2									
07C-2					12O-2					19C-1									
										19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

Initial Inspection:

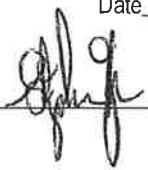
Fire Safety Inspector: Name Stephen Hryb
 Date 4/7/2026

Registry # 1125-0678 (26E-4)

Final Inspection (if required):

Fire Safety Inspector: Name _____
 Date _____

Registry # _____ (26F-4)

Signature 

☒ No non-conformances found during the inspection

Part III: Public School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: Stephen Hryb Telephone #: (315) 793-8693
Title: Safety Coordinator Certification # 1125-0678
Email: shryb@oneida-boces.org (as designated by the NYS Department of State)

Section III-B. Building Administrator or Designee

Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)

The individual identified below certifies that this building inspection was conducted on this date _____ and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: _____ Telephone #: (_____) _____
Title: _____ Email: _____
Signature _____

Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which are not corrected immediately shall be corrected within a period of time approved by the Commissioner.

Name: _____ Telephone #: (_____) _____
Title: _____
Email: _____ Signature _____