

GUILDERLAND CENTER FIRE DISTRICT
30 SCHOOL ROAD, P.O. BOX 141
GUILDERLAND CENTER, NEW YORK 12085

Meeting April 25, 2022

Minutes of the monthly meeting of the Board of Fire Commissioners of the Guilderland Center Fire District held in the District Office of the Fire Station on Monday, April 25, 2022. Meeting called to order at 7:09 p.m., by Chairman Douglas Efaw.

In Attendance; Commissioners - D. Efaw, D. Joy, R. Purzycki; Secretary/Treasurer K. Dodge; Chief D. Dodge.

APPROVAL OF MINUTES

- Motion was made by R. Purzycki to approve the minutes of the March 21, 2022 meeting, second by D. Joy, and carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

RESOLUTION NUMBER

TREASURER’S REPORT

- D. Joy performed a reconciliation of the March 2022 bank statement prior to the meeting, including verifying all checks written. A motion was made by R. Purzycki, second by D. Joy, to accept the Treasurer's Report and to accept the check requests/vouchers. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

- The annual district audit has been conducted. Financial statements to follow. A motion was made by R. Purzycki, second by D. Joy to accept the terms of the final arrangement letter and fee schedule as prepared by BST, our independent auditing company. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

REQUISITIONS BY THE DISTRICT

- The Secretary/Treasurer submitted a request to purchase a new HP printer for the district office. A motion was made by D. Joy, second by R. Purzycki. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

CHIEF'S REPORT

- A motion was made by D. Joy, second by R. Purzycki to accept the Chief's Report. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

REQUISITIONS BY THE CHIEF

- The Chief submitted (5) five requests for purchasing. A motion was made by D. Joy, second by R. Purzycki to purchase the following items; snatch block, multi-position ladder, wye valve and items for a hydrant bag. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

- In addition, the Chief advised the board that the originally budgeted cost to purchase (1) UTV would not be sufficient and therefore requested more funding. A motion was made by R. Purzycki, second by D. Joy to increase the purchase of (1) UTV not to exceed \$28,000. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

Equipment & Supply Request –

Apparatus Request –

Other – A requisition submitted by the chief for the incentive program was not approved, pending further information.

REPORT OF COMMITTEES

CAPITAL IMPROVEMENTS

- Building Committee meeting to be scheduled in June pending meetings of subcommittees.

BUILDING & GROUNDS

- Electrical – A repair was made to the vacuum cleaner.
- Heating – After annual maintenance on 4/15/22, a proposal from Northeast Heating was submitted to replace (2) AC units & (1) furnace. A motion was made by D. Joy, second by R. Purzycki to accept the proposals and proceed with the repairs. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

- Parcel 3 – R Purzycki to open by May 14th.
- Station –
- New –
 - Kitchen Update – R. Purzycki to advise the board if the sink in the kitchen can be moved and done in house.
 - Leak in members room bathroom. R Purzycki to call for repairs.
- Old – Ansel system moved on 4/15/22.

PERSONNEL

- LENS – Anniversary Status Report for all members received.
- Members In/Out of Service – C. VanAstyne, C Gould
- Physicals – 2 members missing physicals. They have been contacted and a notice is posted.
- Firematic Training Classes – Posted.
- Other –

EQUIPMENT

- Apparatus –
- Radios –
- SCBA – A motion was made from D. Joy, second by R. Purzycki to transfer \$95,000 for the cost of the 19 units of SCBA's from Clifton Park-Halfmoon FD plus \$740.05 for inspection from the Apparatus Reserve to the General Fund as per permissive referendum on file with the district Secretary/Treasurer. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

- Plymovent – Preventive maintenance needs to be scheduled and performed.
- Other –

BENEFITS & INSURANCE

- LOSAP Investment – The March 2022 monthly statement was reviewed.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance – A motion was made from D. Joy, second by R. Purzycki to increase our umbrella for liability insurance after a review of our policy with Hopmeier Evans. The motion was carried by a vote if 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

RULES AND REGULATIONS/ASSOCIATION ITEMS

- Town Chiefs/Commissioners – Next meeting scheduled for 5/5/22 at Knox.
- District Training/Meetings –
- Rural Chiefs –. GCFD to host next meeting on 5/19/22.
- Other –

COMPUTERS & TECHNOLOGY

- Linstar – Still pending. Waiting for updated pricing.
- RedNMXA – A demo was performed. Board and Chiefs to review.

HEALTH & SAFETY

- Sexual Harassment training needs to be completed by all members, commissioners, employees and auxiliary members.

LIAISON TO THE TOWN, SCHOOL, DEPARTMENT

- Commissioner Efaw to follow up with town regarding blacktop repairs where water main break was in the fall.

UNFINISHED BUSINESS

- Commissioner vacancy still pending and is tabled until the next meeting.
- Policy # 10 still under review

NEW BUSINESS

- Policy # 22 and a policy for Substance Abuse are under review.
- Reimbursement to Fire Police tabled until next meeting pending clarification.
- Secretary/Treasurer rate of pay/salary.

OLD BUSINESS

- The repairs from the water damage are still pending due to discrepancies with the original estimate and the final claim.

GOOD OF THE ORGANIZATION

- Community Hall/Pavilion Requests – A motion was made to accept the applications for hall use from Nick LaPlante on May 7th for a birthday party by D. Joy, second by R. Purzycki. The motion was carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

COMMUNICATIONS

- Next Regular Monthly Meeting **May 16, 2022.**
- District Workshop: **TBD**

ADJOURNMENT

- D. Joy made a motion to adjourn the meeting at 10:26 p.m., second by R. Purzycki. The motion was

carried by a vote of 3 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Absent

Commissioner Purzycki – Yes
Commissioner D. Joy – Yes

Respectfully Submitted,

Kelly Dodge

Kelly Dodge, Secretary/Treasurer
May 2, 2022

DRAFT