

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

**Meeting August 15, 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, August 15, 2022. Meeting called to order at 6:49 p.m., by Chairman Douglas Efaw.

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

**APPROVAL OF MINUTES**

- A motion was made by J. Joy to approve the minutes of the July 18, 2022 meeting pending an amendment noting that the purchasing policy was not followed properly on a voucher that was submitted for payment, with a second by R. Purzycki, and carried by a vote of 4 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
Commissioner D. Joy – Yes

**RESOLUTION NUMBER**

**POLICIES**

- A motion was made by J. Joy, with a second by R. Purzycki to include the UTV to Policy # 5, Drivers of District Vehicles. The motion was carried by a vote of 4 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
Commissioner D. Joy – Yes

**TREASURER’S REPORT**

- D. Joy performed a reconciliation of the July 2022 bank statement prior to the meeting, including verifying all checks written. A motion was made by R. Purzycki, with a 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 4 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
Commissioner D. Joy – Yes

- A proposed budget was submitted for review.

**REQUISITIONS BY THE DISTRICT**

**CHIEF’S REPORT**

- A motion was made by J. Joy, with a second by D. Joy to accept the Chief's Report. The motion was carried by a vote of 4 to 0.

Commissioner Efaw – Yes  
 Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
 Commissioner D. Joy – Yes

**REQUISITIONS BY THE CHIEF**

- The Chief submitted (1) one request for purchasing. A motion was made by R. Purzycki, with a second by D. Joy to purchase recruitment & retention material not to exceed \$723.00. The motion was carried by a vote of 4 to 0.

Commissioner Efaw – Yes  
 Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
 Commissioner D. Joy – Yes

**EQUIPMENT & SUPPLY REQUEST BY THE CHIEF**

- **Apparatus Request** – S43 is requested on August 17<sup>th</sup> for use at the Altamont Fair. A motion was made by R Purzycki, with a second by D. Joy to accept the apparatus request. The motion was carried by a vote of 4 to 0.

Commissioner Efaw – Yes  
 Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
 Commissioner D. Joy – Yes

**OTHER REQUESTS/INFO BY THE CHIEF**

- A motion was made by R. Purzycki at 7:05pm, with a second by D. Joy to enter into executive session to discuss matters related to the medical history of a particular member. The motion was carried by a vote of 4 to 0. The executive session ended at 7:15pm and no action by formal vote was taken.

Commissioner Efaw – Yes  
 Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
 Commissioner D. Joy – Yes

- EA49 has been renamed to EA48 and will remain in service until sold.

**REPORT OF COMMITTEES**

**CAPITAL IMPROVEMENTS**

- Building Committee next meeting to be held in September.

**BUILDING & GROUNDS**

- Electrical –
- Heating –
- Parcel 3 –

- Station –
- New –
- Old – Kitchen renovations have been completed. Other repairs to water damage to continue.

## **PERSONNEL**

- LENS –
- Members In/Out of Service – C. Gould out of service, pending a physical, J. Joy on light duty until further notice.
- Physicals – Date to be scheduled in October.
- Firematic Training Classes – C Franklin attending FF1.
- Other –

## **EQUIPMENT**

- Apparatus –
- Radios –
- SCBA – Final purchase with Clifton Park Halfmoon Fire District is still pending.
- Plymovent –
- Other –
  - Annual Truck PM's with Firematic have been scheduled. Along with console work on 47.
  - Annual Hoses & Ladders PM with Safety First scheduled for August 24<sup>th</sup>.
  - Annual Aerial Ladder(s) PM with Aerial Testing scheduled for some time in September for both Aerials.
  - UTV to be serviced on August 18<sup>th</sup> for check engine light.

## **BENEFITS & INSURANCE**

- LOSAP Investment – The July 2022 monthly statement was reviewed.
- LOSAP – Tony Hill from Firefly was here earlier this evening to review our policy.
- Life / Auto / Liability / Property/ Cancer Insurance –

## **RULES AND REGULATIONS/ASSOCIATION ITEMS**

- Town Chiefs/Commissioners – Next meeting scheduled for 9/1/22 at Westmere FD.
- District Training/Meetings –
- Rural Chiefs – Next meeting scheduled for 9/15/22 in Westerlo.
- Other – Membership application from AFDCA was declined.

## **COMPUTERS & TECHNOLOGY**

## **HEALTH & SAFETY**

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

## **LIAISON TO THE TOWN, SCHOOL, DEPARTMENT**

## UNFINISHED BUSINESS

- Policy # 10 still under review
- Policy # 22 and a policy for Substance Abuse are under review.

## NEW BUSINESS

## GOOD OF THE ORGANIZATION

## COMMUNICATIONS

- Next Regular Monthly Meeting **September 19, 2022 at 6:30pm.**
- Budget Workshop scheduled for **September 19, 2022 at 6:00pm.**
- The last day to submit a letter of intent to the district secretary for the 5 year term of commissioner is November 23<sup>rd</sup>.

## ADJOURNMENT

- J. Joy made a motion to adjourn the meeting at 9:00 p.m., with a second by D. Joy. The motion was carried by a vote of 4 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Purzycki – Yes  
Commissioner D. Joy – Yes

Respectfully Submitted,  
*Kelly Dodge*

Kelly Dodge, Secretary/Treasurer  
August 26, 2022