

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

**Meeting October 16, 2023**

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, October 16, 2023. Meeting called to order at 6:35 p.m., by Chairman Douglas Efaw.

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

**APPROVAL OF MINUTES**

- A motion was made by R. Purzycki to approve the regular meeting minutes of the September 18, 2023 meeting with a second by W. Dvorscak and carried by a vote of 3 to 0.

Commissioner Efaw – Yes

Commissioner Dvorscak – Yes

Commissioner J. Joy – Abstain

Commissioner D. Joy – Abstain

Commissioner Purzycki – Yes

**BIDS**

**RESOLUTIONS**

- 2023 7.0 – Resolution Approving Final Budget for 2024 within Real Property Tax Levy Limit - APPROVED

**TREASURERS REPORT**

- D. Joy performed a reconciliation of the September 2023 bank statement prior to the meeting, including verifying all checks written A motion was made by D. Joy, with a second by R. Purzycki, to accept to accept the Treasurer's Report including all transfers noted on the report. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes

Commissioner Dvorscak – Yes

Commissioner J. Joy – Yes

Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

- A motion was made by D. Joy to approve all check requests and vouchers as signed with a second by R. Purzycki and carried by a vote of 5 to 0.

Commissioner Efaw – Yes

Commissioner Dvorscak – Yes

Commissioner J. Joy – Yes

Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

**BUDGET HEARING**

- The budget hearing was held at 7 PM. No one else was in attendance to ask questions of the Treasurer and a motion was made by J. Joy, second by R. Purzycki, to close the budget hearing at 7:05 PM. The motion was carried by a vote of 5 to 0. The regular meeting resumed.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

## AUDIT & BUDGET

- A motion was made by R. Purzycki, second by D. Joy, to approve the 2024 Final Budget, which totals \$738,999.00. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

## REQUISITIONS BY THE DISTRICT

### CHIEFS REPORT

- A motion was made by D. Joy with a second by R. Purzycki to accept the Chief's Report. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

### REQUISITIONS BY THE CHIEF

- A motion was made by D. Joy with a second by R. Purzycki to accept the purchase request submitted by the chief to purchase a push broom and shovel and carried by a vote of 5 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

- A motion was made by J. Joy with a second by D. Joy to purchase and install (6) knox boxes as previously discussed and carried by a vote of 5 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

### EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

- A motion was made by W. Dvorscak with a second by R. Purzycki to accept the apparatus requests by the chief for Big Truck Day on October 21st and the Halloween Parade on October 31st and carried by a vote of 5 to 0.

Commissioner Efaw – Yes  
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

### OTHER REQUESTS/INFO BY THE CHIEF

### NEW BUSINESS

- An attachment of new business provided by Commissioner J. Joy was tabled to review at next month's meeting.

### **\*\*REPORTS OF COMMITTEES\*\***

### CAPITAL IMPROVEMENTS

- Building committee meeting TBD based on responses from RFP.
- A motion was made by J. Joy with a second from W. Dvorscak to proceed with canvassing architects, engineers and/or design firms for the building project and carried by a vote of 5 to 0.

Commissioner Efaw – Yes

Commissioner Dvorscak – Yes

Commissioner J. Joy – Yes

Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

## **BUILDING & GROUNDS**

- Electrical
    - A motion was made by D. Joy with a second by R. Purzycki to proceed with the preventive maintenance agreement with Northeast Refrigeration and carried by a vote of 5 to 0.
- Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner J. Joy – Yes                      Commissioner D. Joy – Yes                      Commissioner Purzycki – Yes
- Parcel 3 – Has been closed for the season.
  - Station –
  - New –
    - A motion was made by D. Joy with a second by R. Purzycki to proceed with the snowplow contract agreement with Vinnie’s Lawn & Landscaping and carried by a vote of 5 to 0.
- Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner J. Joy – Yes                      Commissioner D. Joy – Yes                      Commissioner Purzycki – Yes
- Old –

## **PERSONNEL**

- LENS –
- Members In/Out of Service –
- Physicals – Scheduled for October 18<sup>th</sup> with Workfit.
- Firematic Training Classes – Posted
- Other –

## **EQUIPMENT**

- Apparatus –
- Radios – The mobile radio on the UTV and 3 portables need to be reprogramed.
- SCBA –
- Other –

## **BENEFITS & INSURANCE**

- LOSAP Investment – The September 2023 monthly statement was reviewed. A decrease was noted.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance – A&H policy renewed.
- Workers Comp –

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

- Town Chiefs/Commissioners – Next meeting scheduled for November 2nd at McKownville FD.
- District Training/Meetings –

- Rural Chiefs – Next meeting scheduled for October 19th @ 7:30pm.
  - Other –
    - A motion was made by W. Dvorscak with a second by R. Purzycki to renew the annual subscription to NFPA and carried by a vote of 5 to 0.
- Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner J. Joy – Yes                      Commissioner D. Joy – Yes                      Commissioner Purzycki – Yes

**COMPUTERS & TECHNOLOGY**

- A motion was made by D. Joy with a second by R. Purzycki to renew the annual subscription to Zoom and carried by a vote of 5 to 0.
- Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner J. Joy – Yes                      Commissioner D. Joy – Yes                      Commissioner Purzycki – Yes

**HEALTH & SAFETY**

**TOWN, SCHOOL & DEPARTMENT**

**UNFINISHED BUSINESS**

- Policy # 36 – Workplace Violence & Policy #43 – EEO are still under review.
- The BOFC agreed to not adopt policies for Non-Travel Related Refreshment & Meal Expenditure (policy # 44) and Annual Firefighters Inspection Dinner (Policy # 45) as previously presented and reviewed.

**OLD BUSINESS**

**GOOD OF THE ORGANIZATION**

- Last day to submit a letter of intent for office of commissioner at the elections in December to the secretary is November 21, 2023.
- An email communication (filed) was sent on October 18 asking for approval for a community hall use request for the Focus program at the GHS from Dawn Wier. Commissioners Efaw, J Joy and D Joy all responded with yeses.

**COMMUNICATIONS**

- Next regular district meeting scheduled for November 20, 2023 at 6:30pm.

**OTHER**

**ADJOURNMENT**

- J. Joy made a motion to adjourn the meeting at 8:15 p.m. with a second by D. Joy. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner J. Joy – Yes                      Commissioner D. Joy – Yes                      Commissioner Purzycki – Yes

Respectfully Submitted,

*Kelly Dodge*

Kelly Dodge, Secretary/Treasurer

October 23, 2023

\*\*\*Please note, these minutes have not yet been approved by the board of fire commissioners and are subject to change\*\*\*

DRAFT

