

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

Meeting November 17, 2025

The regularly scheduled 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, November 17, 2025. Meeting called to order at 6:38pm, by Vice Chairman Debra Sim.

In Attendance: Commissioners – D. Efaw, W. Dvorscak (7:00); D. Joy, and J. Joy; Chief C. Dvorscak and Secretary/Treasurer K. Dodge

Guests: NA

Absent: Asst. Chief J. Riemenschneider

APPROVAL OF MINUTES

- A motion was made by D. Efaw to approve the regular monthly meeting minutes of October 20, 2025 with a second by J. Joy. The motion was carried by a vote of 4 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Absent Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes

BIDS

RESOLUTIONS

TREASURERS REPORT

- D. Joy performed a reconciliation of the October 2025 bank statement prior to the meeting, including verifying all checks written. A motion was made by E. Ash, with a second by D. Efaw, to accept the Treasurer's Report including all transfers noted on the report, if applicable. The motion was carried by a vote of 4 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Absent Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes
- A motion was made by D. Efaw to approve all check requests and vouchers as signed with a second by J. Joy. The motion was carried by a vote of 4 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Absent Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes

REQUISITIONS BY THE DISTRICT

- A motion was made by J. Joy with a second by D. Efaw to renew the NFPA annual membership. The motion was carried by a vote of 4 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Absent Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes

CHIEFS REPORT

- A Chiefs report was submitted.

REQUISITIONS BY THE CHIEF

EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

- A motion was made by J. Joy with a second by D. Joy to approve apparatus requests by the chief for the Town of Guilderland Holiday Parade on 12/6/25. The motion was carried by a vote of 5 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Yes Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes

OTHER REQUESTS/INFO BY THE CHIEF

NEW BUSINESS

****REPORTS OF COMMITTEES****

***CAPITAL IMPROVEMENTS**

- Building Committee

***BUILDING & GROUNDS**

- Electrical –
- Heating/Cooling –
- Parcel 3 –
- Station –
- New –
 - Sprinkler System due for inspection. Bob P. will call after the holidays.
 - Hose reel leak was repaired.
- Old – Roof leak repair in progress.

***PERSONNEL**

- Disciplinary/Dept Status Change
- Members In/Out of Service
- Firematic Training Classes – Posted
- LENS –
- New Members
- Physicals – Goldman missing

***EQUIPMENT/APPARATUS/INVENTORY**

- Radios –
- PPE/SCBA –
- Apparatus –
 - Hose & Ground Ladder testing completed.
- Equipment –
- Inventory –
 - Other –

***BENEFITS & INSURANCE**

- LOSAP Investment –
 - The October 2025 monthly statement was reviewed. An increase was noted.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance – Minimum deductible amount change filed.
- Workers Comp –
- A&H/EAP –
- Legal –

***RULES & REGULATIONS/POLICIES**

- Cybersecurity law update – Secretary/Treasurer to review policy, insurance policy and follow up with IT.
- Insurance Reserve Fund – Secretary/Treasurer to follow up with district attorney.

***AUDIT & BUDGET**

***COMPUTERS & TECHNOLOGY**

***HEALTH & SAFETY**

***LIAISON TO TOWN, SCHOOL & DEPARTMENT**

UNFINISHED BUSINESS

ASSOCIATION ITEMS

- District Training/Meetings –
 - Next regular meeting – December 9, 2025 @ 6:30pm
 - District Elections – December 9, 2025 @ 6-9pm
- Town Chiefs/Commissioners –
- Rural Chiefs – November 20, 2025 @ New Salem FD
- Other –

GOOD OF THE ORGANIZATION

- A motion was made by J. Joy with a second by E. Ash to approve the hall use request for Nick LaPlante on 12/6/25 and Deb Joy on 2/1/26. The motion was carried by a vote of 5 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Yes Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes

COMMUNICATIONS

- Email communications on file –
 - Approval for emergency roof repair 10/28/2025.
 - Hall use request for Girl Scouts.
 - Purchase of soap and soap dispensers.

OTHER

ADJOURNMENT

- D. Joy made a motion to adjourn the meeting at 8:17pm with a second by D. Efaw. The motion was carried by a vote of 5 to 0.

Commissioner Ash – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner Efaw – Yes

Commissioner D. Joy – Yes

Respectfully Submitted,

Kelly Dodge

Kelly Dodge, Secretary/Treasurer

November 21, 2025

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

GUILDERLAND CENTER FIRE DISTRICT
30 School Road, P.O. Box 141
Guilderland Center, New York 12085

TREASURER'S REPORT

November 17, 2025

***** Review of Fund Account Balances
1st National Bank of Scotia

		Interest
General Fund Checking	\$ 374,559.90	\$ 10.00
Reserve - Apparatus & Equipment Checking	\$ 140,817.35	\$ 3.52
Reserve - Building & Repair Checking	\$ 78,952.03	\$ 1.97
Reserve - NFPA Checking	\$ 85,154.77	\$ 2.13
Reserve - NYCLASS Building & Repair	\$ 1,529,355.91	\$ 5,086.18
Reserve - NYLCASS Appt/Equipment	\$ 1,022,176.71	\$ 3,399.46
Total	\$ 3,231,016.67	\$ 8,503.26

***** Review and Approve Bank Account Reconciliation month of OCTOBER 2025

***** Review and Approve Check requests / voucher Approval

Check Requests / Voucher Approval	
Checks Paid Prior to Meeting	\$ 17,370.50
Check Requests / Voucher Approval Pending	\$ 18,039.52
Outstanding Checks (Checks written but not cleared)	\$ 4,274.86
Total	\$ 39,684.88

Deposit

Total	\$ -
Balance on Books (GFC)	\$ 370,285.04
Total of Reserve Accounts on Hand	\$ 2,856,456.77
*****Total on Hand After Checkwritng	\$ 3,208,702.29

Review of Funds Movement
Following Account(s) need adjustments:

*****AUDIT

*****ADDITIONAL NOTES

3:26 PM
11/17/25
Accrual Basis

Guiderland Center Fire District
Checks Paid List prior to meeting
October 20 through November 17, 2025

Type	Date	Num	Name	Memo	Amount
1st Natl Bk Scotia - Checking					
Liability Check	10/20/2025	EFTNY...	NYS Employment Taxes	3RD QTR WITHHOLDING TAX	-67.62
Paycheck	10/20/2025	6058	Kelly S Dodge	PR 10/06/25-10/19/25	-1,241.94
Liability Check	10/20/2025	EFTNY...	NYS Employment Taxes	PR 10/06/25-10/19/25 WH TAX	-67.62
Bill Pmt -Ch...	10/20/2025	6059	Access Health Systems	B Crupe Physical	-325.00
Bill Pmt -Ch...	10/20/2025	6060	Adirondack Pest Control, Inc.	Monthly Pest Service	-38.00
Bill Pmt -Ch...	10/20/2025	6061	All Seasons Equipment	S43 Honda Generator Repair	-180.54
Bill Pmt -Ch...	10/20/2025	6062	Citizens Bank	Sept 2025	-474.15
Bill Pmt -Ch...	10/20/2025	6063	Doyle Security Systems	Service Call/System Maintenance	-357.00
Bill Pmt -Ch...	10/20/2025	6064	Firematic Supply Co., Inc	L47 Repairs/E47 PM	-5,418.31
Bill Pmt -Ch...	10/20/2025	6065	Paiges Cleaning Service	September Cleaning Service	-400.00
Bill Pmt -Ch...	10/20/2025	6066	Phillips Hardware	Antifreeze/Hardware	-64.75
Bill Pmt -Ch...	10/20/2025	6067	Regal Custom Services	September Computer Related Services	-150.00
Bill Pmt -Ch...	10/20/2025	6068	Spectrum Enterprise-Internet	Internet Service 10/12/25-11/11/25	-230.00
Bill Pmt -Ch...	10/20/2025	6069	The Altamont Enterprise	Legal Notices for Budget Workshop	-29.63
Bill Pmt -Ch...	10/20/2025	6070	Town of Guiderland-Highway	September Fuel	-272.36
Bill Pmt -Ch...	10/20/2025	6071	Vinnie's Lawn & Landscape	Landscape Install 7 of 8	-562.50
Liability Check	10/30/2025	EFTIRS...	United States Treasury	3rd QTR PR TAX	-2,426.16
Bill Pmt -Ch...	10/30/2025	6072	Linstar	Badge System Upgrade to Cloud Softwa...	-2,355.00
Bill Pmt -Ch...	11/03/2025	6073	Spectrum Enterprise-Voice	Voice Service 10/23/25-11/22/25	-158.42
Paycheck	11/03/2025	6074	Kelly S Dodge	PR 10/20/25-11/02/25	-1,241.94
Liability Check	11/04/2025	EFTNY...	NYS Employment Taxes	PR Taxes 10/20/25-11/02/25	-67.62
Paycheck	11/17/2025	6075	Kelly S Dodge	PR 11/03/25-11/16/25	-1,241.94
Total 1st Natl Bk Scotia - Checking					-17,370.50
TOTAL					-17,370.50

Guilderland Center Fire Department

Chief's Report November 2025

Incident Report for October 2025

<u>Call #</u>	<u>Date</u>	<u>Type</u>	<u>Signal</u>
25-100	10/1	Possible Structure Fire @ 821 Greenthorn Rd	15
25-101	10/4	Possible Structure Fire @ 8 School Rd	15
25-102	10/5	Mutual Aid W/ Knox FD @ 55 Street Rd	20
25-103	10/6	Possible Structure Fire @ 8 School Rd	15
25-104	10/8	Possible Structure Fire @ 8 School Rd	15
25-105	10/8	P.I.A.A @ Relyea Rd/Wormer Rd	20
25-106	10/9	Rescue @ 461 Route 146	20
25-107	10/17	Structure Fire @ 2 Van Buren Blvd Bldg 21	20
25-108	10/17	Mutual Aid W/ Fort Hunter @ 2965 W Old State	20
25-109	10/18	Rescue @ 461 Route 146	20
25-110	10/22	Vehicle Fire @ 2 Van Buren Blvd	15
25-111	10/22	Rescue @ 461 Route 146	20
25-112	10/24	Mutual Aid W/ Fort Hunter @ 2354 Western Ave	15
25-113	10/24	Outdoor Fire @ 2 Van Buren Blvd	20
25-114	10/30	Rescue @ 461 Route 146	20

Possible Structure Fire	- 4
Structure Fire	- 1
Outdoor Fire	- 1
Mutual Aid	- 3
Mutual Aid Structure Fire	- 0
Rescue	- 4
Hazardous Condition	- 0
Hazardous Material	- 0
Vehicle Fire	- 1
PIAA	- 1
Standby	- 0

Totals

Calls for the month of October: 15

Maintenance

- **C401** - No Report.
- **C402** - No Report.
- **M42** - No Report.
- **S43** - No Report.
- **E45** - No Report.
- **E46** - No Report.
- **E47** - No Report.
- **L49** - No Report.
- **Trailer** - No Report.
- **ATV's** - No Report.
- **UTV** - No Report.
- **Station** - Need to look for new mic and speaker for community hall and kitchen
 - Not loud enough in the kitchen and can't hear all of the meeting due to the mic.
 - Need to set up a meeting between Casey and Stewards to discuss.
 - Current leak in the roof, unknown location where it is coming from.
- **Portable Equipment** - No Report.

Training & Drill Program:

Drills for the month of October.

5th - Truck Night

12th - Extrication

19th - Chimney Fires

26th - No Drill (Happy Thanksgiving!)

Personnel: No Report.

Equipment and Supply Request: New rope rescue gear being purchased.

Apparatus Request:

Ticket Sales

Fire Schools: Classes have been posted.

Training Requests

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Town Chiefs: No Report.

Rural Chiefs: No Report.

Grants: No Report.

Other: No Report.

Upcoming Events:

Comedy Night @ Altamont FD - 11/8

Turkey Game Party - 11/22

Respectfully submitted

Chris Dvorscak

Chief