

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

**Meeting January 11, 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 Saturday, January 11, 2025. Meeting called to order at 12:32pm, by Chairman William Dvorscak.

In Attendance: Commissioners – E. Ash, D. Efaw, W. Dvorscak, D. Joy, J. Joy; Chief C. Dvorscak, Asst. Chief J. Riemenschneider and Secretary/Treasurer K. Dodge.

Guests: Robert Purzycki

Absent: NA

**APPROVAL OF MINUTES**

- A motion was made by D. Joy to approve the regular monthly meeting minutes of December 10, 2024 with a second by D. Efaw. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

**BIDS**

**RESOLUTIONS**

**TREASURERS REPORT**

- D. Joy performed a reconciliation of the December 2024 bank statement prior to the meeting, including verifying all checks written. A motion was made by J. Joy, 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 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes
- A motion was made by D. Joy to approve all check requests and vouchers as signed with a second by J. Joy. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

**REQUISITIONS BY THE DISTRICT**

- A motion was made by D. Joy to purchase 20 G2-G5 pager desktop chargers (\$1800) and to renew the BJ's membership (\$200) with a second by D. Efaw. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

## **CHIEFS REPORT**

- A motion was made by D. Joy with a second by D. Efaw to accept the Chief's Report. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

## **REQUISITIONS BY THE CHIEF**

- A motion was made by J. Joy with a second by D. Joy to proceed with the requisitions from the chief for a drone (\$5800) and a computer cart (\$230). The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

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

- A motion was made by J. Joy with a second by D. Joy to approve apparatus request for 43, 45 & the enclosed trailer for an ice rescue drill on 1/25/25 and L49 for FF1 on 2/12/25. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

## **OTHER REQUESTS/INFO BY THE CHIEF**

- A motion was made by J. Joy with a second by D. Efaw to approve up to 6 members to attend NYS seminar for "Short Handed Firefighting" on 2/24/25. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

## **NEW BUSINESS**

- A motion was made by J. Joy with a second by D. Efaw to invest 1 million dollars (\$500,000 from appt reserve & \$500,000 from equip. reserve) with NYClass. The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes
- Zoom access to be shared with the chiefs.
- A motion was made by D. Efaw with a second by E. Ash to allow the maintenance engineer the following:
  - Access to all facility use.
  - Spend up to \$200 with vendors that allow on account.
  - Call secretary/treasurer with any issues to be communicated via email to the board.The motion was carried by a vote of 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

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

### **\*CAPITAL IMPROVEMENTS**

- A motion was made by D. Joy to proceed with the feasibility proposal provided by H2M, with a second by E. Ash. The motion was carried by a vote 5 to 0.  
Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes
- Next meeting to be scheduled after contract has been received from H2M.

**\*BUILDING & GROUNDS**

- Electrical – NA
- Heating/Cooling –
- Parcel 3 –
- Station – Email communication of 1/21/25 on file regarding the approval to repair the plymovent system.
- New – Commissioner Dvorscak to get pricing for a small hot water heater for office bathroom.
- Old –

**\*PERSONNEL**

- Disciplinary/Dept Status Change – B. Frederick
- Members In/Out of Service – C Doherty and B Frederick
- Firematic Training Classes – Posted
- LENS – On file
- New Members –
- Physicals –K Efaw & C Doherty

**\*EQUIPMENT/APPARATUS/INVENTORY**

- Radios
- PPE/SCBA –
- Apparatus –
  - Seat belt component safety check letter from General Motors is on file.
  - A motion was made by J. Joy to proceed with the repairs for the remote battery charger and indicator light, with a second by D. Joy. The motion was carried by a vote of 5 to 0.  
 Commissioner Ash – Yes                      Commissioner Efaw – Yes      Commissioner Dvorscak – Yes  
 Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes
- Equipment –
- Inventory –
- Other – A motion was made by D. Joy with a second by D. Efaw to have the vacuum cleaner repaired. The motion was carried by a vote of 5 to 0.  
 Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner D. Joy – Yes                      Commissioner J. Joy –Yes

**\*BENEFITS & INSURANCE**

- LOSAP Investment – The December 2024 monthly statement was reviewed. A decrease was noted.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance –
- Workers Comp –
- A&H/EAP –
- Legal – A motion was made by D. Joy with a second by D. Efaw to proceed with Pinsky Law Group engagement letter, option 1 and decline the retainer agreement with MCL&C. The motion was carried by a vote of 4 to 0.  
 Commissioner Ash – Yes                      Commissioner Efaw – Yes                      Commissioner Dvorscak – Yes  
 Commissioner D. Joy – Yes                      Commissioner J. Joy –Absent

**\*RULES & REGULATIONS/POLICIES**

**\*AUDIT & BUDGET**

**\*COMPUTERS & TECHNOLOGY**

- Installation of the IamResponding PC is complete.
- Regal Custom Services scheduled to come on January 20<sup>th</sup> to complete the balance.

**\*HEALTH & SAFETY**

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

**UNFINISHED BUSINESS**

**ASSOCIATION ITEMS**

- District Training/Meetings –
  - Next regular meeting – February 10, 2025 @ 6:30pm.
- Town Chiefs/Commissioners –
  - Next meeting scheduled for March 6th @ Knox.
- Rural Chiefs –
- Other –

**GOOD OF THE ORGANIZATION**

- A motion was made by D. Efaw with a second by E. Ash to accept the community hall request from Deb Joy for Pop Warner for the purpose of Board Meetings on 1/29/25, 2/6/25, 2/24/25 & 3/31/25. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Yes	Commissioner Efaw – Yes	Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes	Commissioner J. Joy – Absent	

**COMMUNICATIONS**

**OTHER**

**ADJOURNMENT**

- D. Joy made a motion to adjourn the meeting at 3:12pm with a second by D. Efaw. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Yes	Commissioner Efaw – Yes	Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes	Commissioner J. Joy – Absent	

Respectfully Submitted,

*Kelly Dodge*

Kelly Dodge, Secretary/Treasurer

January 17, 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**  
**Guiliderland Center, New York 12085**

**TREASURER'S REPORT**

**January 11, 2025**

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

Interest

General Fund Checking	\$	141,964.55	\$	4.38
Reserve - Apparatus & Equipment Checking	\$	995,702.46	\$	25.72
Reserve - Building & Repair Checking	\$	1,523,772.30	\$	39.36
Reserve - NFPA Checking	\$	<u>83,633.32</u>	\$	<u>2.16</u>
Total	\$	2,745,072.63	\$	71.62

\*\*\*\*\* Review and Approve Bank Account Reconciliation month of DECEMBER 2024

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

Check Requests / Voucher Approval				
Checks Paid Prior to Meeting	\$	55,239.89		
Check Requests / Voucher Approval Pending	\$	21,587.49		
Outstanding Checks (Checks written but not cleared)	\$	<u>10,404.73</u>		
Total	\$	87,232.11		

Deposit

Total	\$	<u>-</u>
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Balance on Books (GFC)	\$	131,559.82
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Total of Reserve Accounts on Hand	\$	2,603,108.08
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*****Total on Hand After Checkwritng	\$	2,713,080.41
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Review of Funds Movement  
 Following Account(s) need adjustments:

\*\*\*\*\*AUDIT

\*\*\*\*\*ADDITIONAL NOTES

# Guilderland Center Fire District 1

## Checks Paid Prior to Meeting December 10, 2024-January 10, 2025

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
<b>1st Natl Bk Scotia - Checking</b>					
12/10/2024	Bill Payment (Check)	5844	Aimee Schurick		-\$70.00
12/10/2024	Bill Payment (Check)	5845	Jo Ann Mulligan		-\$70.00
12/10/2024	Bill Payment (Check)	5846	Theresa Dodge		-\$70.00
12/11/2024	Bill Payment (Check)	5829	Access Health Systems		-\$480.00
12/11/2024	Bill Payment (Check)	5830	Beliveau Mechanical		-\$1,210.37
12/11/2024	Bill Payment (Check)	5831	Ernie's Radio Repair		-\$302.62
12/11/2024	Bill Payment (Check)	5832	Firematic Supply Co., Inc	2082	-\$8,169.23
12/11/2024	Bill Payment (Check)	5833	Greg's Towing & Repair		-\$454.90
12/11/2024	Bill Payment (Check)	5834	MES, Inc.		-\$17,735.00
12/11/2024	Bill Payment (Check)	5835	Motorola		-\$214.60
12/11/2024	Bill Payment (Check)	5836	National Grid		-\$914.91
12/11/2024	Bill Payment (Check)	5837	Paiges Cleaning Service		-\$500.00
12/11/2024	Bill Payment (Check)	5838	Phillips Hardware		-\$267.39
12/11/2024	Bill Payment (Check)	5839	Postmaster		-\$100.00
12/11/2024	Bill Payment (Check)	5840	Regal Custom Services		-\$300.00
12/11/2024	Bill Payment (Check)	5841	River Valley Radio, Inc.		-\$96.40
12/11/2024	Bill Payment (Check)	5842	Spectrum Enterprise-Voice		-\$205.24
12/11/2024	Bill Payment (Check)	5843	Town of Guilderland-Property Tax		-\$90.00
12/12/2024	Bill Payment (Check)	5847	MES, Inc.		-\$2,012.53
12/12/2024	Deposit		Albany County Board of Elections	2024 Polling Site	\$300.00
12/16/2024	Bill Payment (Check)	5848	Kelly Dodge		-\$1,211.06
12/16/2024	Bill Payment (Check)	5849	Adirondack Pest Control, Inc.		-\$38.00
12/16/2024	Bill Payment (Check)	5850	Verizon Wireless		-\$379.90
12/16/2024	Bill Payment (Check)	5851	Vinnie's Lawn & Landscape		-\$1,350.00
12/16/2024	Bill Payment (Check)	EFT12162024	NYs Income Tax		-\$65.50
12/27/2024	Bill Payment (Check)	5852	Access Health Systems		-\$3,195.00
12/27/2024	Bill Payment (Check)	EFT12242024	Citizens Bank	*****8922	-\$5,402.51
12/27/2024	Bill Payment (Check)	5854	MES, Inc.		-\$2,950.00
12/27/2024	Bill Payment (Check)	5855	Motorola		-\$847.17
12/27/2024	Bill Payment (Check)	5856	Spectrum Enterprise-Internet		-\$229.98
12/27/2024	Bill Payment (Check)	5857	Town of Guilderland - Highway Fund		-\$564.46
12/27/2024	Bill Payment (Check)	5858	Zoll Medical Corporation		-\$4,532.06
12/30/2024	Bill Payment (Check)	5859	Kelly Dodge		-\$1,211.06
12/31/2024	Deposit	INTEREST		Interest Earned	\$4.38
<b>Total for 1st Natl Bk Scotia - Checking</b>					<b>-\$54,935.51</b>
					<b>-\$54,935.51</b>

# Guilderland Center Fire District 1

## Unpaid Bills Report

As of January 10, 2025

DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
<b>Doyle Security Systems</b>						
01/08/2025	Bill	1755993	01/11/2025	-1	\$159.24	\$159.24
<b>Total for Doyle Security Systems</b>					<b>\$159.24</b>	<b>\$159.24</b>
<b>Emergency Services Marketing Corp., Inc.</b>						
01/08/2025	Bill	INV6893	01/11/2025	-1	\$660.00	\$660.00
<b>Total for Emergency Services Marketing Corp., Inc.</b>					<b>\$660.00</b>	<b>\$660.00</b>
<b>Firefly</b>						
01/08/2025	Bill	4160	01/11/2025	-1	\$1,475.00	\$1,475.00
<b>Total for Firefly</b>					<b>\$1,475.00</b>	<b>\$1,475.00</b>
<b>Firematic Supply Co., Inc</b>						
01/08/2025	Bill	INSTAL10102	01/11/2025	-1	\$900.72	\$900.72
<b>Total for Firematic Supply Co., Inc</b>					<b>\$900.72</b>	<b>\$900.72</b>
<b>Greg's Towing &amp; Repair</b>						
01/08/2025	Bill	40619	01/11/2025	-1	\$804.78	\$804.78
<b>Total for Greg's Towing &amp; Repair</b>					<b>\$804.78</b>	<b>\$804.78</b>
<b>Motorola</b>						
01/08/2025	Bill	8282049822	01/11/2025	-1	\$1,664.42	\$1,664.42
<b>Total for Motorola</b>					<b>\$1,664.42</b>	<b>\$1,664.42</b>
<b>New York State Insurance Fund</b>						
01/08/2025	Bill	65730341	01/11/2025	-1	\$7,860.40	\$7,860.40
<b>Total for New York State Insurance Fund</b>					<b>\$7,860.40</b>	<b>\$7,860.40</b>
<b>Paiges Cleaning Service</b>						
01/08/2025	Bill	1042	02/07/2025	-28	\$400.00	\$400.00
<b>Total for Paiges Cleaning Service</b>					<b>\$400.00</b>	<b>\$400.00</b>
<b>Phillips Hardware</b>						
01/08/2025	Bill	368051	01/11/2025	-1	\$32.94	\$32.94
01/08/2025	Bill	368099	01/11/2025	-1	\$24.99	\$24.99
<b>Total for Phillips Hardware</b>					<b>\$57.93</b>	<b>\$57.93</b>
<b>Pinsky Law Group, PLLC</b>						
09/10/2024	Vendor Credit	18475			-\$360.00	-\$360.00
<b>Total for Pinsky Law Group, PLLC</b>					<b>-\$360.00</b>	<b>-\$360.00</b>
<b>Regal Custom Services</b>						
01/08/2025	Bill		01/11/2025	-1	\$150.00	\$150.00
01/08/2025	Bill	191122	01/18/2025	-8	\$180.00	\$180.00
<b>Total for Regal Custom Services</b>					<b>\$330.00</b>	<b>\$330.00</b>
<b>Spectrum Enterprise-Voice</b>						
01/08/2025	Bill	142626501122124	01/11/2025	-1	\$205.24	\$205.24
<b>Total for Spectrum Enterprise-Voice</b>					<b>\$205.24</b>	<b>\$205.24</b>
<b>Town of Guilderland-Property Tax</b>						
01/10/2025	Bill	12613	01/11/2025	-1	\$1,305.27	\$1,305.27
01/08/2025	Bill	12614	01/11/2025	-1	\$334.49	\$334.49
<b>Total for Town of Guilderland-Property Tax</b>					<b>\$1,639.76</b>	<b>\$1,639.76</b>

DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
VFIS						
01/08/2025	Bill	126938131	01/11/2025	-1	\$4,915.00	\$4,915.00
<b>Total for VFIS</b>					<b>\$4,915.00</b>	<b>\$4,915.00</b>
Vinnie's Lawn & Landscape						
01/08/2025	Bill	5049	01/11/2025	-1	\$875.00	\$875.00
<b>Total for Vinnie's Lawn &amp; Landscape</b>					<b>\$875.00</b>	<b>\$875.00</b>
					<b>\$21,587.49</b>	<b>\$21,587.49</b>

# Guilderland Center Fire Department

## Chief's Report January 2025

### Incident Reports: For January:

Call#	Date	Type	Signal
25 - 1	1/1	POSSIBLE STRUCTURE	15
25 - 2	1/2	HAZ COND	20
25 - 3	1/2	MUTUAL AID STRUCTURE	20
25 - 4	1/5	OUTDOOR FIRE	15

Structure Fire	- 1
Possible Structure Fire Alarm ?X	- X
Unknown Fire	-
Outdoor Fire	- 1
Mutual Aid	-
Mutual Aid Structure Fire	- 1
Rescue	-
Hazardous Condition	- 1
Hazardous Material	-
Vehicle Fire	-
PIAA	-
Stand By	-

**Total:** Calls for the month of <sup>Jan</sup> ~~July~~ - 11 4

### Maintenance:

- C401 - New BATTERIES
- C402 - New BATTERIES
- M42 -
- S-43 -
- E-45 -
- E-47 - New BATTERIES
- E-46 -
- EA-49 -

- ATV's -
- Trailer -
- Station-
- Portable Equipment- Portable Radios (keep an eye on batteries)

**Training & Drill Program:**

Drills for the month of <sup>Jan</sup> ~~October~~  
 8<sup>th</sup> - Ice - Classroom  
 15<sup>th</sup> - Ice - hands on  
 22<sup>nd</sup> - SOP/SOG'S  
 29<sup>th</sup> - Ladder Drill

Feb - Truck night  
 - mask confidence / (PUMP OPS?)  
 - Role

**Personnel:** Bob P, Mark D (chief engineers) Jonna (LT)

**Equipment & Supply Request:** See attached Requisitions

**Apparatus Request:** Z112 - L49 to FF101

**Fire Schools:** FF101 in progress

**Town Chiefs:** car 1 is Eric Adams, car 2 is Jackie

**Rural Chiefs:**

**Grant:**

**Other:**

**Upcoming Events:**

Respectfully Submitted

Chris Dvorscak  
 Chief