

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

Meeting April 20, 2026

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, April 20 2026. Meeting called to order at 6:46pm, by Vice Chairman Debra Joy.

In Attendance: Commissioners – W. Dvorscak (7:05pm), D. Efaw, 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 J. Joy to approve the regular monthly meeting minutes of March 16, 2026 with a second by D. Efaw. 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 March 2026 bank statement prior to the meeting, including verifying all checks written. A motion was made by D. Efaw, with a second by J. Joy, 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 D. 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
- A motion was made by E. Ash with a second by D. Joy to move \$20,000 from line-item compliance to firefighting equipment. 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

REQUISITIONS BY THE DISTRICT

- A motion was made by D. Joy with a second by E. Ash to proceed with the quote received from Dival for 20 45 min SCBA cylinders. 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 and reviewed.

REQUISITIONS BY THE CHIEF

- A motion was made by J. Joy with a second by E. Ash to proceed with the requisitions for a SCBA mobile storage rack, 2 CMC red clutch, 2 CMC red anchor and 50 resqme escape tools, total estimate of all is \$4000, as submitted by the Chief. 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

EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

- A motion was made by J. Joy with a second by D. Efaw to approve the apparatus request for May 8, May 21 and May 23, 2026. 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

- Discussion ongoing regarding inventory tags
- List of locker nametags to be complied

NEW BUSINESS

- Annual Workplace Violence Prevention Worksheet Appendix 2A &2B are on file.
- The new chiefs cell phones are in service.

****REPORTS OF COMMITTEES****

***CAPITAL IMPROVEMENTS**

- Building Committee – Next Meeting TBD.

***BUILDING & GROUNDS**

- Bids for the sealing and striping of the parking lot are available must be submitted by May 15, 2026.
- Northeast Heating & Cooling PM agreement is on file.
- Parcel 3 has been opened.
- Tree fell and has been removed.

***PERSONNEL**

- Physicals – Needed by D. Goldman
- A motion was made by E. Ash with a second by D. Efaw to approve new member Steven Silver. The motion as 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

- Per the abandonment policy, Xander Olsen is no longer a member.

***EQUIPMENT/APPARATUS/INVENTORY**

- A service bulletin for trust ball bearings on the track n go system was received.

***BENEFITS & INSURANCE**

- LOSAP Investment –
 - The January 2026 monthly statement was reviewed. A decrease was noted.

***RULES & REGULATIONS/POLICIES**

- District and Department still needs to conduct sexual harassment, workplace violence, computer network & email policy and cybersecurity training.

***AUDIT & BUDGET**

***COMPUTERS & TECHNOLOGY**

***HEALTH & SAFETY**

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

- Department membership application to be updated to align with the district's membership application.
- Key fob requests
- Letter regarding the end of life of department treasurer's computer was submitted.

UNFINISHED BUSINESS

- Spectrum bundle vs Verizon

ASSOCIATION ITEMS

- District Training/Meetings –
 - Next regular meeting – May 18, 2026 @ 6:30pm
- Town Chiefs/Commissioners – May 7, 2026 7pm @ WFD
- Rural Chiefs – May 21, 2026, 7:30pm @ Voorheesville FD
- Other – Lancaster County Firemens Association Fire Expo May 15-16

GOOD OF THE ORGANIZATION

- A motion was made by E. Ash with a second by D. Joy to approved the facility use requests pending proper documents submitted for David Dodge (May 8th or May 30th), Joanna Elario/Bill West (June 20th), Clayton Ash (July 5th), and Ben Crupe (Aug 8th). 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 –
 - COI for facility use by Dodge for May 8th submitted.

OTHER

ADJOURNMENT

- A motion was made by D. Efaw with a second by D. Joy to adjourn the meeting at 9:14pm. 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

April 24, 2026

***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

April 20, 2026

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

Interest

General Fund Checking	\$	623,482.07	\$	19.61
Reserve - Apparatus & Equipment Checking	\$	140,835.20	\$	3.76
Reserve - Building & Repair Checking	\$	78,962.03	\$	2.11
Reserve - NFPA Checking	\$	86,665.58	\$	2.29
Reserve - NYCLASS Building & Repair	\$	1,758,179.45	\$	5,171.75
Reserve - NYLCASS Appt/Equipment	\$	<u>1,233,069.86</u>	\$	<u>3,441.51</u>
Total	\$	3,921,194.19	\$	8,641.03

***** Review and Approve Bank Account Reconciliation month of March 2026

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

Check Requests / Voucher Approval

Checks Paid Prior to Meeting	\$	247,024.90	
Check Requests / Voucher Approval Pending	\$	40,994.71	
Outstanding Checks (Checks written but not cleared)	\$	<u>14,040.74</u>	
Total	\$	302,060.35	

Deposit

Total	\$	<u>-</u>	
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Balance on Books (GFC)	\$	609,441.33	
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Total of Reserve Accounts on Hand	\$	3,297,712.12	
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*****Total on Hand After Checkwritng	\$	3,866,158.74	
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Review of Funds Movement

Following Account(s) need adjustments:

*****AUDIT

*****ADDITIONAL NOTES

4:04 PM

04/20/26

Accrual Basis

**Guilderland Center Fire District
Checks Paid List prior to meeting
March 16 through April 20, 2026**

Type	Date	Num	Name	Memo	Amount
1st Natl Bk Scotia - Checking					
Bill Pmt -Ch...	03/17/2026	EFTFE...	National Grid	Utilities1/30/26-3/03/26	-2,595.29
Bill Pmt -Ch...	03/17/2026	EFT506...	Verizon Wireless	Wireless Service 2/02/26-3/01/26	-34.60
Bill Pmt -Ch...	03/17/2026	6161	Adirondack Pest Control, Inc.	Pest Control Services	-76.00
Bill Pmt -Ch...	03/17/2026	6162	Albany Fire Extinguisher	Annual Inspection of Suppression Syste...	-926.55
Bill Pmt -Ch...	03/17/2026	6163	Appraisal Affiliates, Inc.	2025 Appraisal	-900.00
Bill Pmt -Ch...	03/17/2026	6164	Greg's Towing & Repair	Inspection, Hood Latch & Air Conditioner	-322.83
Bill Pmt -Ch...	03/17/2026	6165	H2M architects & engineers	For Services Rendered through 1/30/26	-5,955.00
Bill Pmt -Ch...	03/17/2026	6166	James Publishing Inc.	NY Fire District Officers Guide Revision 28	-175.00
Bill Pmt -Ch...	03/17/2026	6167	Matthews Sprinkler LLC	Sprinkler System Repair	-4,405.00
Bill Pmt -Ch...	03/17/2026	6168	Paiges Cleaning Service	February Cleaning Services	-400.00
Bill Pmt -Ch...	03/17/2026	6169	Phillips Hardware	DEF & Fuel Stabilizer	-39.98
Bill Pmt -Ch...	03/17/2026	6170	R. Santorelli Electric, Inc.	Repairs to Plymovent Exhaust Pipe	-1,191.97
Bill Pmt -Ch...	03/17/2026	6171	Regal Custom Services	Printers/PC's/Battery Backup	-4,225.00
Bill Pmt -Ch...	03/17/2026	6172	River Valley Radio, Inc.	G5 Charger Amplifier with Antenna	-2,240.80
Bill Pmt -Ch...	03/17/2026	6173	Spectrum Enterprise-Internet	Internet Service 3/12/26-4/11/26	-230.00
Bill Pmt -Ch...	03/17/2026	6174	Town of Guilderland-Highway	Jan & Feb Fuel	-520.84
Bill Pmt -Ch...	03/17/2026	6175	VFIS	Policy Renewals	-6,108.20
Bill Pmt -Ch...	03/17/2026	6176	Vinnie's Lawn & Landscape	February Snowplowing Services	-918.75
Bill Pmt -Ch...	03/17/2026	6177	Spectrum Enterprise-Voice	Voice Service 2/23/26-3/22/26	-181.93
Transfer	03/17/2026			Funds Transfer - Per 2026 Approved Bu...	-1,500.00
Paycheck	03/23/2026	6178	Kelly S Dodge	PR 3/09/26-3/22/26	-1,248.67
Bill Pmt -Ch...	03/31/2026	EFTMA...	Citizens Bank	MARCH 2026	-6,038.08
Bill Pmt -Ch...	03/31/2026	6179	Auto Cosmetics of Altamont LLC	402 Hood Repair	-1,771.40
Bill Pmt -Ch...	03/31/2026	6180	Spectrum Enterprise-Voice	Voice Services 3/23/26-4/22/26	-183.79
Paycheck	04/06/2026	6182	Kelly S Dodge	PR 3/23/26-4/5/26	-1,248.67
Transfer	04/16/2026			Funds Transfer per 2026 budget	-145,000.00
Transfer	04/16/2026			Funds Transfer per 2026 budget	-55,000.00
Bill Pmt -Ch...	04/16/2026	EFT436...	Verizon Wireless	Wireless Service 3/02/26-4/01/26	-214.58
Bill Pmt -Ch...	04/16/2026	EFTMA...	National Grid	Utilities Services 3/02/26-3/31/26	-1,192.31
Liability Check	04/16/2026	EFTNY...	NYS Employment Taxes	NYS WH Tax PR 3/23/26-4/10/26	-66.36
Liability Check	04/20/2026	EFTNY...	NYS Employment Taxes	NYS WH Tax Qtr1 2026	-66.36
Liability Check	04/20/2026	EFTFE...	United States Treasury	FED PR TAX Q1 2026	-2,046.94
Total 1st Natl Bk Scotia - Checking					-247,024.90
TOTAL					-247,024.90

4:00 PM
04/20/26

Guilderland Center Fire District
Abstract of Unpaid Bills
As of April 20, 2026

Type	Date	Num	Memo	Due Date	Split	Amount
Adirondack Pest Control, Inc.						
Bill	04/16/2026	204558	April Pest Services	04/20/2026	413 · Building Maintenance	38.00
Total Adirondack Pest Control, Inc.						38.00
Albany Fire Extinguisher						
Bill	03/31/2026	AFE217657	Suppression System Repair	04/20/2026	413 · Building Maintenance	515.00
Total Albany Fire Extinguisher						515.00
Albany Times Union						
Bill	04/16/2026	IO4350653-0411...	Legal Notice - Parking Lot Striping	04/20/2026	409 · Public Notices	107.34
Total Albany Times Union						107.34
All Seasons Equipment						
Bill	03/23/2026	827760	Repairs to Honda water Pump	04/20/2026	416 · Equipment Repairs	217.10
Total All Seasons Equipment						217.10
BST						
Bill	04/16/2026	402889		04/20/2026	425 · CPA Audit Fees	4,800.00
Total BST						4,800.00
Citizens Bank						
Bill	04/13/2026	APR 26	April 2026	04/20/2026	-SPLIT-	994.34
Total Citizens Bank						994.34
Firematic Supply Co., Inc						
Bill	04/02/2026	INSTAL11475	Repair to D/S Brow Light	04/20/2026	415.3 · S-43	450.28
Total Firematic Supply Co., Inc						450.28
Grainger						
Bill	04/16/2026	9866605562	6 Volt Batteries	04/20/2026	415.6 · E-46	44.76
Bill	04/16/2026	9867655962	12 Volt Batteries	04/20/2026	415.3 · S-43	55.68
Bill	04/16/2026	9869697632	12 Volt Batteries	04/20/2026	415.3 · S-43	111.36
Total Grainger						211.80
H2M architects & engineers						
Bill	03/23/2026	291810	Services through 2/27/26 for Feasibi...	04/20/2026	420.3 · Consultants	1,985.00
Total H2M architects & engineers						1,985.00
Matthews Sprinkler LLC						
Bill	03/17/2026	872	Repairs to leak in sprinkler pipe	04/20/2026	411 · Building Repair	1,913.25
Total Matthews Sprinkler LLC						1,913.25
Mitchell Test \$ Safety Inc						
Bill	04/16/2026	604077892		04/20/2026	-SPLIT-	3,014.55
Total Mitchell Test \$ Safety Inc						3,014.55
Paiges Cleaning Service						
Bill	04/02/2026	1215	March Cleaning Services	04/20/2026	413 · Building Maintenance	400.00
Total Paiges Cleaning Service						400.00
Phillips Hardware						
Bill	04/16/2026	373984	Toliet Bowl Cleaner	04/20/2026	215 · Misc. Station / Equi...	31.96
Total Phillips Hardware						31.96
Pinsky Law Group, PLLC						
Bill	04/16/2026	19500	For Professional Services Rendered...	04/20/2026	420 · Professional Fees	60.00
Total Pinsky Law Group, PLLC						60.00

4:00 PM
04/20/26

Guilderland Center Fire District
Abstract of Unpaid Bills
As of April 20, 2026

Type	Date	Num	Memo	Due Date	Split	Amount
Regal Custom Services						
Bill	04/02/2026	191147	March Computer Related Services	04/20/2026	418 · Internet & Computer...	240.00
Total Regal Custom Services						240.00
Rescue Essentials						
Bill	04/16/2026	1320294	Compact First Responder Kits	04/20/2026	206 · Rescue	2,455.74
Total Rescue Essentials						2,455.74
Spectrum Enterprise-Internet						
Bill	04/13/2026	141961201040726	Internet Service 4/12/26-5/11/26	04/20/2026	418 · Internet & Computer...	230.00
Total Spectrum Enterprise-Internet						230.00
Town of Guilderland-Highway						
Bill	04/16/2026	03-26	March Fuel	04/20/2026	-SPLIT-	368.88
Total Town of Guilderland-Highway						368.88
UBS Financial Services						
Bill	03/31/2026		2026 Contribution	04/20/2026	9025.1 · Contribution	20,258.70
Bill	03/31/2026		2026 Q1 Advisory Fee	04/20/2026	9025.2 · Fees	1,309.02
Total UBS Financial Services						21,567.72
VFIS						
Bill	03/23/2026	76091134	Increase to Crime Bond	04/20/2026	450.4 · Treasurer Bond	85.00
Total VFIS						85.00
Vinnie's Lawn & Landscape						
Bill	04/16/2026	5824	2026 Landscape Maintenance Instal...	04/20/2026	413 · Building Maintenance	600.00
Bill	04/16/2026	5821	2025/2026 Snowplow Services Insta...	04/20/2026	413 · Building Maintenance	708.75
Total Vinnie's Lawn & Landscape						1,308.75
TOTAL						40,994.71

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** - Comments made about handling when responding to the outdoor fire.
- **ATV's** - No Report.
- **UTV** - No Report.
- **Station** - Roof repairs in progress (Still leaking in members room).
- **Portable Equipment** - No Report.

Training & Drill Program:

Drills for the month of March

- 1st - Truck Night
- 8th - Sexual Harassment
- 15th - Burn Drill
- 18th - Recruit NY / Spring Cleanup
- 20th - Bus Garage Walkthrough w/ AFD
- 22th - Rope Rescue
- 29th - Brooks BBQ

Personnel: Debra Joy Applicant – Voted in favor

Equipment and Supply Request: See req's

Apparatus Request: L49 for Aerial Ops Class
S43 for Rescue Tech Basic

Fire Schools: Classes have been posted.

Training Requests

Rescue Tech Basic

EVOC

Aerial Ops

Town awarded an EVOC class (At risk of being cancelled - Need 5 more)

- April 7th, 9th, 21st, 25th, May 2nd (High School)

Awarded Aerial Ops Class

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Awarded Rescue Tech Basic (Moved to Westmere FD)

- May 12th, 14th, 21st, 26th, 28th, 30th (Tawasentha), June 2nd

Town Chiefs: Next meeting is at May 7th

Rural Chiefs: Next meeting is at

Grants: No Report

Other:

- In progress of setting up a meeting to re-train on the ID system.
- Please do not smoke in the buildings. If you need to smoke, please do so outside.

Upcoming Events: Memorial Day Parades

Respectfully submitted

Chris Dvorscak
Chief