

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

Meeting March 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, March 17, 2025. Meeting called to order at 6:11pm, 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: NA

Absent: NA

APPROVAL OF MINUTES

- A motion was made by D. Efaw to approve the regular monthly meeting minutes of February 10, 2025 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

BIDS

- A motion was made by J. Joy with a second by E. Ash to accept a final offer of as low as \$6000 to sell the utility trailer if an offer of \$6500 or more is not attainable. 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

RESOLUTIONS

- A motion was made by J. Joy with a second by D. Efaw to approve Resolution # 2025-3.0 certifying the 2024 LOSAP. The motion was carried by a vote of 4 to 1.
Commissioner Ash – Yes Commissioner Efaw – Yes Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Dvorscak – Abstain

TREASURERS REPORT

- D. Joy performed a reconciliation of the February 2025 bank statement prior to the meeting, including verifying all checks written. A motion was made by D. Efaw, with a second by E. Ash, 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. Efaw to approve all check requests and vouchers as signed with a second by E. Ash. The motion was carried by a vote of 5 to 0.

Commissioner Ash – Yes
Commissioner D. Joy – Yes

Commissioner Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes

REQUISITIONS BY THE DISTRICT

CHIEFS REPORT

- Chief C. Dvorscak presented the March Chiefs report.

REQUISITIONS BY THE CHIEF

- No requisitions were submitted.

EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

- No requests were submitted.

OTHER REQUESTS/INFO BY THE CHIEF

NEW BUSINESS

- A motion was made by J. Joy to purchase 50 Scott 4500 PSIG 45 minute bottles with a second by E. Adh for estimate of \$66146.50. 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 J. Joy with a second by D. Efaw to add Commissioner Debra Joy as an official signer on all bank accounts. 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**

- Building Committee
 - Next meeting to be scheduled after contract has been finalized and received from H2M.

***BUILDING & GROUNDS**

- Electrical – Generator repaired.
- Heating/Cooling –
- Parcel 3 –
- Station –
- New – A motion was made by E. Ash with a second by D. Joy to accept the contract and fee schedule proposed by Vinnie's Lawn and Landscape for the 2025 landscape maintenance service, pending typo correction. 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
- Old –

***PERSONNEL**

- Disciplinary/Dept Status Change – S. Pierce has resigned.
- Members In/Out of Service – C. Doherty back in service.
- Firematic Training Classes – Posted
 - J. Riemenschneider completed Instructor 1
 - N. Merrill completed BEFO
 - J. Meyers enrolled in rescue tech basic
- LENS –
- New Members – A motion was made by J. Joy with a second by D. Efaw to approve new membership for Eshan Naseer. 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
- Physicals –
 - C. Doherty
 - Physicals have been scheduled for October 29, 2025 with Access Health.

***EQUIPMENT/APPARATUS/INVENTORY**

- Radios – Waiting on county for reprogramming.
- PPE/SCBA –
- Apparatus – E47 indicator repair complete.
- Equipment –
- Inventory –
- Other –

***BENEFITS & INSURANCE**

- LOSAP Investment – The February 2025 monthly statement was reviewed. A decrease was noted.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance –
- Workers Comp –
- A&H/EAP –
- Legal –

***RULES & REGULATIONS/POLICIES**

- A motion was made by D. Joy with a second by D. Efaw to approve the changes to policy # 6,

***AUDIT & BUDGET**

- 2024 YE Audit scheduled for April 1st.

***COMPUTERS & TECHNOLOGY**

- All newly purchased PC's have been installed
- Microsoft office has been installed to designated pc's.
- Linstar cart has been assembled and pc installed. Waiting on final programming.

***HEALTH & SAFETY**

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

- Need event dates for the year for hall usage.

UNFINISHED BUSINESS

ASSOCIATION ITEMS

- District Training/Meetings –
 - Next regular meeting – April 21, 2025 @ 6:30pm.
 - District Planning Workshop – Rescheduled to April 26, 2025 @ 10:00am.
- Town Chiefs/Commissioners –
 - Next meeting scheduled for May 1st @ GFD.
- Rural Chiefs –
- Other –
 - CAFDA Annual Conference April 10-12, 2025
 - Fire Expo ticket and flyer.
 - List of dates for possible hands-on training at 3 major fire expos have been provided.

GOOD OF THE ORGANIZATION

- ISO Reclassification Survey Meeting schedule for April 2 at 10am.

COMMUNICATIONS

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OTHER

ADJOURNMENT

- J. Joy made a motion to adjourn the meeting at 9:10pm with a second by D. Joy. The motion was carried by a vote of 5 to 0.

Commissioner Ash – Yes

Commissioner D. Joy – Yes

Commissioner Efaw – Yes

Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes

Respectfully Submitted,

Kelly Dodge

Kelly Dodge, Secretary/Treasurer

March 24, 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

March 17, 2025

***** Review of Fund Account Balances

1st National Bank of Scotia

Interest

General Fund Checking	\$	840,159.77	\$	17.36
Reserve - Apparatus & Equipment Checking	\$	495,744.33	\$	16.15
Reserve - Building & Repair Checking	\$	1,023,840.13	\$	28.47
Reserve - NFPA Checking	\$	83,637.43	\$	1.95
Reserve - NYCLASS Building & Repair	\$	500,000.00	\$	982.68
Reserve - NYLCASS Appt/Equipment	\$	500,000.00	\$	982.68

Total	\$	3,443,381.66	\$	2,029.29
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***** Review and Approve Bank Account Reconciliation month of FEBRUARY 2025

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

Check Requests / Voucher Approval

Checks Paid Prior to Meeting	\$	21,398.33
Check Requests / Voucher Approval Pending	\$	25,725.25
Outstanding Checks (Checks written but not cleared)	\$	4,629.00

Total	\$	51,752.58
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Deposit

Total	\$	-
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Balance on Books (GFC)	\$	835,530.77
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Total of Reserve Accounts on Hand	\$	2,603,221.89
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*****Total on Hand After Checkwritng	\$	3,413,027.41
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Review of Funds Movement

Following Account(s) need adjustments:

Need to move \$101410.00 to appropriations to make current for 2025 Budget year

Trasfer \$201,500.00 per 2025 budget to reserve accounts

*****AUDIT

Scheduled for April 1st.

*****ADDITIONAL NOTES

3:34 PM
03/17/25
Accrual Basis

Guilderland Center Fire District
Checks Paid List prior to meeting
February 10 through March 17, 2025

Type	Date	Num	Name	Memo	Amount
1st Natl Bk Scotia - Checking					
Paycheck	02/10/2025	5882	Kelly S Dodge	PR 1/27/25-2/09/25	-1,241.93
Bill Pmt -Ch...	02/10/2025	EFT012...	Citizens Bank	DECEMBER 2024 CC	-1,766.86
Liability Check	02/10/2025	EFTNY...	NYS Employment Taxes	PR 1/27/25-2/09/25	-67.62
Bill Pmt -Ch...	02/11/2025	5883	Adirondack Pest Control, Inc.	Regular Pest Service	-38.00
Bill Pmt -Ch...	02/11/2025	5884	Doyle Security Systems	86454	-80.85
Bill Pmt -Ch...	02/11/2025	5885	Family Danz	Maintenance/Repairs to Vent	-1,297.60
Bill Pmt -Ch...	02/11/2025	5886	Guilderland Center Fire Department	2025 Department Operations	-4,400.00
Bill Pmt -Ch...	02/11/2025	5887	HR Direct/GNeil	Poster Guard Protection 2025	-97.95
Bill Pmt -Ch...	02/11/2025	5888	Matthews Sprinkler LLC	Repairs to Temporary Patch	-1,857.50
Bill Pmt -Ch...	02/11/2025	5889	NYALGRO	2025 Membership Dues for Gov't Recor...	-50.00
Bill Pmt -Ch...	02/11/2025	5900	NYS Association of Fire Chiefs	VOID:	-315.00
Bill Pmt -Ch...	02/11/2025	5890	Paiges Cleaning Service	JANUARY 2025 CLEANING	-500.00
Bill Pmt -Ch...	02/11/2025	5891	Phillips Hardware	Toilet Plunger	-14.98
Bill Pmt -Ch...	02/11/2025	5892	Regal Custom Services	Jan Computer Services/PC Upgrades	-700.00
Bill Pmt -Ch...	02/11/2025	5893	Spectrum Enterprise-Voice	Voice Service 1/23/25-2/22/25	-171.49
Bill Pmt -Ch...	02/11/2025	5894	The Altamont Enterprise	Elections/Jan&Org Mting/Org Mting Ch...	-33.19
Bill Pmt -Ch...	02/11/2025	5895	ULINE	Computer Cart	-277.99
Bill Pmt -Ch...	02/11/2025	5896	Verizon Wireless	Wireless Service 1/2/25-2/1/25	-191.89
Bill Pmt -Ch...	02/11/2025	5897	Vinnie's Lawn & Landscape	Snow Removal Install 4 of 6	-675.00
Bill Pmt -Ch...	02/11/2025	5899	Workfit Medical	Merrill Physical	-207.00
Bill Pmt -Ch...	02/14/2025	5901	Assoc. of Fire Districts State of NY	2025 District Dues	-500.00
Bill Pmt -Ch...	02/18/2025	EFT021...	National Grid	Gas & Electric Service 12/31/24-1/30/25	-2,340.64
Bill Pmt -Ch...	02/18/2025	5902	Pinsky Law Group, PLLC	Annual Fire & EMS Law & Management...	-750.00
Bill Pmt -Ch...	02/18/2025	5903	Assoc. of Fire Districts of the Capit...	Commissioner Training (Ash & Efaw) M...	-190.00
Bill Pmt -Ch...	02/24/2025	EFT022...	Citizens Bank	JAN 2025	-713.76
Bill Pmt -Ch...	02/24/2025	5904	NYS Association of Fire Chiefs	Short-Handed Firefighting Seminar	-70.00
Bill Pmt -Ch...	02/24/2025	5905	Spectrum Enterprise-Internet	Internet Service 2/12/25-3/11/25	-229.98
Paycheck	02/24/2025	5906	Kelly S Dodge	PR Wk 2/10/25-2/23/25	-1,241.93
Liability Check	02/28/2025	EFTNY...	NYS Employment Taxes	PR 2/10/25-2/23/25	-67.62
Paycheck	03/10/2025	5907	Kelly S Dodge	PR Wk 2/24/25-3/09/25	-1,241.93
Liability Check	03/17/2025	EFTNY...	NYS Employment Taxes	PR WH Taxes 2/23/25-3/9/25	-67.62
Total 1st Natl Bk Scotia - Checking					-21,398.33
TOTAL					-21,398.33

Unpaid Bills Report

Guilderland Center Fire District 1

As of March 17, 2025

DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Adirondack Pest Control, Inc.						
03/17/2025	Bill	140815	03/17/2025	0	\$38.00	\$38.00
02/18/2025	Bill	138487	03/17/2025	0	\$38.00	\$38.00
Total for Adirondack Pest Control, Inc.					\$76.00	\$76.00
Albany Fire Extinguisher						
02/27/2025	Bill	X6853	03/17/2025	0	\$51.95	\$51.95
Total for Albany Fire Extinguisher					\$51.95	\$51.95
Appraisal Affiliates, Inc.						
03/11/2025	Bill		03/17/2025	0	\$900.00	\$900.00
Total for Appraisal Affiliates, Inc.					\$900.00	\$900.00
Citizens Bank						
03/17/2025	Bill	FEB 2025	03/17/2025	0	\$4,620.91	\$4,620.91
Total for Citizens Bank					\$4,620.91	\$4,620.91
Ernie's Radio Repair						
03/11/2025	Bill	GCF01251	03/17/2025	0	\$645.15	\$645.15
Total for Ernie's Radio Repair					\$645.15	\$645.15
Firematic Supply Co., Inc						
03/11/2025	Bill	INSTAL10232	03/17/2025	0	\$1,526.22	\$1,526.22
Total for Firematic Supply Co., Inc					\$1,526.22	\$1,526.22
Greg's Towing & Repair						
03/11/2025	Bill	41196	03/17/2025	0	\$21.00	\$21.00
Total for Greg's Towing & Repair					\$21.00	\$21.00
James Publishing Inc.						
03/11/2025	Bill	223246	03/17/2025	0	\$175.00	\$175.00
Total for James Publishing Inc.					\$175.00	\$175.00
MES, Inc.						
03/11/2025	Bill	IN2207909	03/17/2025	0	\$3,700.00	\$3,700.00
Total for MES, Inc.					\$3,700.00	\$3,700.00
National Grid						
03/11/2025	Bill		03/17/2025	0	\$87.72	\$87.72
03/11/2025	Bill		03/17/2025	0	\$1,645.98	\$1,645.98
Total for National Grid					\$1,733.70	\$1,733.70
Paiges Cleaning Service						
03/11/2025	Bill	1075	03/17/2025	0	\$400.00	\$400.00
Total for Paiges Cleaning Service					\$400.00	\$400.00
Phillips Hardware						
03/11/2025	Bill	368783	03/17/2025	0	\$17.45	\$17.45
03/11/2025	Bill	368769	03/17/2025	0	\$21.99	\$21.99
Total for Phillips Hardware					\$39.44	\$39.44

Unpaid Bills Report

Guilderland Center Fire District 1

As of March 17, 2025

DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Pinsky Law Group, PLLC						
09/10/2024	Vendor Credit	18475			-\$360.00	-\$360.00
Total for Pinsky Law Group, PLLC					-\$360.00	-\$360.00
Regal Custom Services						
03/11/2025	Bill	191126	03/17/2025	0	\$210.00	\$210.00
Total for Regal Custom Services					\$210.00	\$210.00
River Valley Radio, Inc.						
03/11/2025	Bill	28800	03/17/2025	0	\$1,818.23	\$1,818.23
Total for River Valley Radio, Inc.					\$1,818.23	\$1,818.23
R. Santorelli Electric, Inc.						
03/11/2025	Bill	10065	03/17/2025	0	\$392.00	\$392.00
03/17/2025	Bill	10077	03/17/2025	0	\$1,476.30	\$1,476.30
Total for R. Santorelli Electric, Inc.					\$1,868.30	\$1,868.30
Spectrum Enterprise-Internet						
03/17/2025	Bill	141961201030725	03/17/2025	0	\$230.00	\$230.00
Total for Spectrum Enterprise-Internet					\$230.00	\$230.00
Spectrum Enterprise-Voice						
03/13/2025	Bill	142626501022125	03/17/2025	0	\$204.25	\$204.25
Total for Spectrum Enterprise-Voice					\$204.25	\$204.25
The Altamont Enterprise						
03/11/2025	Bill	5060	03/17/2025	0	\$15.41	\$15.41
Total for The Altamont Enterprise					\$15.41	\$15.41
Town of Guilderland - Highway Fund						
03/11/2025	Bill	02-25	03/17/2025	0	\$433.75	\$433.75
02/18/2025	Bill	01-25	03/17/2025	0	\$275.16	\$275.16
Total for Town of Guilderland - Highway Fund					\$708.91	\$708.91
Verizon Wireless						
03/11/2025	Bill	6107486925	03/17/2025	0	\$217.99	\$217.99
Total for Verizon Wireless					\$217.99	\$217.99
VFIS						
03/11/2025	Bill	330291131	03/17/2025	0	\$4,829.79	\$4,829.79
03/11/2025	Bill	330311131	03/17/2025	0	\$993.00	\$993.00
Total for VFIS					\$5,822.79	\$5,822.79
Vinnie's Lawn & Landscape						
03/11/2025	Bill	5110	03/17/2025	0	\$875.00	\$875.00
Total for Vinnie's Lawn & Landscape					\$875.00	\$875.00
Workfit Medical						
03/11/2025	Bill	00189189-00	03/17/2025	0	\$225.00	\$225.00
Total for Workfit Medical					\$225.00	\$225.00
TOTAL					\$25,725.25	\$25,725.25

Guilderland Center Fire Department

Chief's Report March 2025

Incident Report for February 2025

<u>Call #</u>	<u>Date</u>	<u>Type</u>	<u>Signal</u>
25-12	2/1	Hazardous Condition @ 31 Ridgefield Dr	15
25-13	2/3	Structure Fire @ 2 Van Buren Blvd	15
25-14	2/10	Structure Fire @ 2 Van Buren Blvd	15
25-15	2/13	Mutual Aid @ 6700 Dunnsville Rd	15
25-16	2/13	Hazardous Condition @ 457 Rt 146	15
25-17	2/13	Hazardous Condition @ 5640 Depot Rd	20
25-18	2/16	Structure Fire @ 428 Rt 146	20
25-19	2/20	Structure Fire @ 2 Van Buren Blvd	15
25-20	2/26	Mutual Aid @ 4245 Amanda Lane	15
25-21	2/28	Structure Fire @ 2 Van Buren Blvd	15
25-22	2/28	Mutual Aid @ 14 Dutch Hill Terr	15

Structure Fire	- 5
Outdoor Fire	- 0
Mutual Aid	- 3
Mutual Aid Structure Fire	- 0
Rescue	- 0
Hazardous Condition	- 3
Hazardous Material	- 0
Vehicle Fire	- 0
PIAA	- 0
Standby	- 0

Totals Calls for the month of February: 11

Maintenance

- **C401** - No Report.
- **C402** - No Report.
- **M42** - Inspected.
- **S43** - No Report.
- **E45** - No Report.
- **E46** - Headlights realigned.
- **E47** - No Report.
- **L49** - No Report.
- **Trailer** - No Report.
- **ATV's** - No Report.
- **UTV** - No Report.
- **Station** - No Report.
- **Portable Equipment** - L49's gas meter recalibrated.

Training & Drill Program

Drills for the month of March

5th - Truck night, and driver training

12th - Rope

19th - Pump Ops (Drone Demo)

26th - Station Night

Personnel: Background check for B Burnash has come back clean.

Equipment and Supply Request: Autel Drone.

Apparatus Request: L49 for FireFighter 1 Class.

Fire Schools: Classes have been posted. Jon R passed Fire Instructor 1, Joanna Is in RTB.

Town Chiefs: No Report.

Rural Chiefs: No Report.

Grants: No Report.

Other: Slingerlands board has voted to drop their swift water rescue program. Our rope rescue gear needs to be updated.

Upcoming Events: No Report

Respectfully submitted

Chris Dvorscak
Chief

Guilderland Center Fire District
Resolution of the Board of Fire Commissioners
Resolution Number: 2025-3.0

In the matter of approving the 2024 certified points

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the Guilderland Center Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML);

WHEREAS, as required by GML § 219-a(2)(c), the Guilderland Center Fire Department has submitted the attached list, certified under oath, of active members of the Fire Department, indicating those volunteers who earned at least fifty (50) points during 2024 to qualify for service credit;

WHEREAS, the certification made by the Fire Department includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Fire District to be in effect during calendar year 2024, and to the best of the knowledge of the Fire Department, is a true and accurate reflection of the activities performed by the active members;

WHEREAS, GML § 219-a(2)(d) requires the Board of Fire Commissioners (Board) to review and approve the attached list, then return it to the Fire Department to be posted for thirty (30) days;

WHEREAS, the Board has completed its review of the attached list; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners approves the attached list of volunteer firefighters of the Guilderland Center Fire Department and the points earned by these firefighters during calendar year 2024; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty days.

Commissioner John Joy raised the motion to approve, Commissioner Douglas Efaw seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner	William Dvorscak	Aye / Nay / Absent/Abstain
Commissioner	Douglas Efaw	Aye / Nay / Absent/Abstain
Commissioner	Debra Joy	Aye / Nay / Absent/Abstain
Commissioner	John Joy	Aye / Nay / Absent/Abstain
Commissioner	Edward Ash	Aye / Nay / Absent/Abstain

The resolution was thereupon declared duly adopted.

Dated: March 17, 2025

Certified by Fire District Secretary (signature or seal):

GUILDERLAND CENTER FIRE DISTRICT
REINSTATEMENT OF FORMER ACTIVE FIREFIGHTER

POLICY #6

Former active Firefighter of the Guilderland Center Fire District who requests reinstatement as an active Firefighter, must have their request accompanied by a current application for membership prepared in duplicate, and evidence of a District prescribed physical examination.

In addition, the request-must have been approved by the Guilderland Center Fire Department Inc. in accordance with its By-Laws. The proposed firefighter will also be subject to an arson and registered sex offender background check and approval by the Guilderland Center Fire District board of Fire Commissioners.

APPROVED: APRIL 13, 1993
REVISED MAY 10, 1994
REVISED: FEBRUARY 20, 2012
REVISED: JULY 15, 2024
REVISED: MARCH 17, 2025