

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

Meeting September 22, 2025

The scheduled budget workshop of the Board of Fire Commissioners of the Guilderland Center Fire District held in the District Office of the Fire Station on Monday, September 22, 2025. Meeting called to order at 6:10pm, by Vice Chairman Debra Joy.

In Attendance: Commissioners – D. Efaw, W. Dvorscak (6:30pm), D. Joy, and J. Joy; and Secretary/Treasurer K. Dodge

Guests: NA

Absent: Commissioner E. Ash, Chief C. Dvorscak

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, September 22, 2025. Meeting called to order at 6:40pm, by Chairman William Dvorscak.

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

Guests: NA

Absent: Commissioner E. Ash

APPROVAL OF MINUTES

- A motion was made by D. Joy to approve the regular monthly meeting minutes of August 18, 2025 with a second by D. Efaw. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Absent

Commissioner Dvorscak – Yes

Commissioner D. Joy – Yes

Commissioner J. Joy – Yes

Commissioner Efaw – Yes

BIDS

RESOLUTIONS

TREASURERS REPORT

- D. Joy performed a reconciliation of the August 2025 bank statement prior to the meeting, including verifying all checks written. A motion was made by D. Joy, 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 – Absent

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 D. Efaw. The motion was carried by a vote of 4 to 0.
 Commissioner Ash – Absent Commissioner Dvorscak – Yes 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. Joy to purchase a 6'x10' "G" flag to support the local athletic teams. Purchase not to exceed \$500. The motion was carried by a vote of 4 to 0.
 Commissioner Ash – Absent Commissioner Dvorscak – Yes Commissioner D. Joy – Yes
 Commissioner J. Joy – Yes Commissioner Efaw – Yes

CHIEFS REPORT

- A Chiefs report was submitted.

REQUISITIONS BY THE CHIEF

- No requisitions were submitted.

EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

- A motion was made by D. Efaw with a second by D. Joy to approve apparatus requests by the chief for open house, trunk or treat and Halloween activities. The motion was carried by a vote of 4 to 0.
 Commissioner Ash – Absent 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
 - Next meeting TBD.

***BUILDING & GROUNDS**

- Electrical –
- Heating/Cooling –
 - Northeast Heating & Cooling serviced all furnaces for the winter as per the maintenance agreement
 - A motion was made by J. Joy with a second by D. Joy to get pricing for wifi capable thermostats from Northeast Heating. The motion was carried by a vote of 4 to 0.
 Commissioner Ash – Absent Commissioner Dvorscak – Yes Commissioner D. Joy – Yes
 Commissioner J. Joy – Yes Commissioner Efaw – Yes
- Parcel 3 – Parcel 3 to be winterized on October 3rd or 4th.
- Station –
- New –
 - System service inspection for security system scheduled for Oct 3 between 12-4.
 - A motion was made by D. Joy with a second by D. Efaw to retain Vinnie's Landscaping Services for snowplowing services again this year. Contract to follow. The motion was carried by a vote of 4

to 0.

Commissioner Ash – Absent

Commissioner Dvorscak – Yes

Commissioner D. Joy – Yes

Commissioner J. Joy – Yes

Commissioner Efaw – Yes

- Old –

*PERSONNEL

- Disciplinary/Dept Status Change –Members In/Out of Service –

- Firematic Training Classes –

- Posted

- A motion was made by J. Joy with a second by D. Efaw to host a Fire Behavior from the Outside class. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Absent

Commissioner Efaw – Yes

Commissioner Dvorscak – Yes

Commissioner D. Joy – Yes

Commissioner J. Joy –Yes

- LENS – nothing to report

- New Members

- Physicals –

- Scheduled for Wednesday, October 29th starting at 4pm. Sign-up sheet is posted and paperwork is available in the members room.

*EQUIPMENT/APPARATUS/INVENTORY

- Radios –

- PPE/SCBA –

- Apparatus –

- Hose & Ground Ladder testing scheduled for September 25th.

- All suggested repairs/parts ordered/received during preventive maintenance have been completed.

- M42 to go to Greg's Auto for an AC repair. Appointment to follow.

- Equipment –

- Inventory –

- Other – Firematic's 2026 pricing and preventive maintenance schedule is on file.

*BENEFITS & INSURANCE

- LOSAP Investment –

- The August 2025 monthly statement was reviewed. An increase was noted.

- LOSAP –

- A motion was made by J. Joy with a second by D. Joy to proceed with the presented engagement letter from Firefly to proceed with services for the LOSAP. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Absent

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. Joy to proceed with the presented document disposition election form from Firefly. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Absent

Commissioner Efaw – Yes

Commissioner Dvorscak –Yes

Commissioner D. Joy – Yes

Commissioner J. Joy –Yes

- Life / Auto / Liability / Property/ Cancer Insurance –

- Workers Comp –

- A&H/EAP –

- Legal –

***RULES & REGULATIONS/POLICIES**

- Physical policy to be reviewed at next months meeting.

***AUDIT & BUDGET**

- A motion was made by D. Joy with a second by D. Efaw to approve the 2026 proposed budget. The motion was carried by a vote of 4 to 0.
Commissioner Ash – Absent Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes Commissioner J. Joy – Yes

***COMPUTERS & TECHNOLOGY**

- Linstar training still needs to be completed.

***HEALTH & SAFETY**

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

UNFINISHED BUSINESS

ASSOCIATION ITEMS

- District Training/Meetings –
 - Next regular meeting – October 20, 2025 @ 6:30pm
 - Budget Hearing – October 20, 2025 @ 7:00pm
- Town Chiefs/Commissioners –
 - Next meeting scheduled for November 6th @ 7pm at NBFD.
- Rural Chiefs –
- Other –

GOOD OF THE ORGANIZATION

- A motion was made by D. Joy with a second by J. Joy to approve the hall use request for Eric Batchelder on 10/18/25 and for Scott Mosley on 10/19/25. The motion was carried by a vote of 4 to 0.
Commissioner Ash – Absent Commissioner Dvorscak – Yes Commissioner D. Joy – Yes
Commissioner J. Joy – Yes Commissioner Efaw – Yes
- Letter of intent for 5-year commissioner term commencing on 1/1/26-12/31/30 must be submitted to the district secretary/treasurer by November 19, 2025.

COMMUNICATIONS

- Email communications on file –
 - Approval for apparatus request for big truck day.
 - Approval for apparatus request for all home football games.
 - Approval to reschedule district budget workshop and meeting to 9/22/25.
 - Approval for hall use for John & Deb Joy 10/4/25 and CDPW for 10/13/25.

OTHER

ADJOURNMENT

- D. Joy made a motion to adjourn the budget workshop at 6:40pm with a second by D. Efaw. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Absent
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner Efaw – Yes

Commissioner D. Joy – Yes

- J. Joy made a motion to adjourn the meeting at 8:35pm with a second by D. Efaw. The motion was carried by a vote of 4 to 0.

Commissioner Ash – Absent
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner Efaw – Yes

Commissioner D. Joy – Yes

Respectfully Submitted,

Kelly Dodge

Kelly Dodge, Secretary/Treasurer
September 25, 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

September 15, 2025

***** Review of Fund Account Balances

1st National Bank of Scotia		Interest
General Fund Checking	\$ 400,708.43	\$ 11.15
Reserve - Apparatus & Equipment Checking	\$ 140,810.19	\$ 3.29
Reserve - Building & Repair Checking	\$ 78,948.02	\$ 1.84
Reserve - NFPA Checking	\$ 85,150.44	\$ 1.99
Reserve - NYCLASS Building & Repair	\$ 1,519,198.29	\$ 5,323.33
Reserve - NYLCASS Appt/Equipment	\$ 1,015,387.62	\$ 3,557.97

Total \$ 3,240,202.99 \$ 8,899.57

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

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

Check Requests / Voucher Approval	
Checks Paid Prior to Meeting	\$ 48,108.96
Check Requests / Voucher Approval Pending	\$ -
Outstanding Checks (Checks written but not cleared)	\$ 12,416.11

Total \$ 60,525.07

Deposit

Total \$ -

Balance on Books (GFC) \$ 388,292.32

Total of Reserve Accounts on Hand \$ 2,839,494.56

*****Total on Hand After Checkwriting \$ 3,227,786.88

Review of Funds Movement

Following Account(s) need adjustments:

*****AUDIT

*****ADDITIONAL NOTES

1:45 PM
09/18/25
Accrual Basis

Guilderland Center Fire District
Checks Paid List prior to meeting
August 18 through September 22, 2025

Type	Date	Num	Name	Memo	Amount
1st Natl Bk Scotia - Checking					
Liability Check	08/18/2025	EFTNY...	NYS Employment Taxes	PR Taxes 7/28/25-8/10/25	-67.62
Bill Pmt -Ch...	08/19/2025	6021	Adirondack Pest Control, Inc.	Regular Service	-38.00
Bill Pmt -Ch...	08/19/2025	6022	Albany Fire Extinguisher	Hood Suppression System Annual Inspe...	-227.85
Bill Pmt -Ch...	08/19/2025	6023	BST	Final Audit Bill YE 2024	-3,400.00
Bill Pmt -Ch...	08/19/2025	6024	Doyle Security Systems	Service Agreement	-80.85
Bill Pmt -Ch...	08/19/2025	6025	Firematic Supply Co., Inc	Preventive Maint	-23,385.83
Bill Pmt -Ch...	08/19/2025	6026	Greg's Towing & Repair	Oil Change/Air Filter/Tire Rotation	-175.45
Bill Pmt -Ch...	08/19/2025	6027	H2M architects & engineers	For Professional Services Rendered thro...	-595.50
Bill Pmt -Ch...	08/19/2025	6028	National Grid	Utility Services	-1,648.25
Bill Pmt -Ch...	08/19/2025	6029	Paiges Cleaning Service	July Cleaning Services	-400.00
Bill Pmt -Ch...	08/19/2025	6030	Regal Custom Services	Speaker Install/July Services	-345.00
Bill Pmt -Ch...	08/19/2025	6031	Verizon Wireless	Wireless Services 7/02/25-8/01/25	-180.00
Bill Pmt -Ch...	08/19/2025	6032	VFIS	Policy Premium Install 3 of 4	-4,766.00
Bill Pmt -Ch...	08/19/2025	6033	Vinnie's Lawn & Landscape	Landscape Services Install 5 of 8	-562.50
Paycheck	08/25/2025	6035	Kelly S Dodge	PR 8/11/25-8/24/25	-1,241.94
Bill Pmt -Ch...	08/28/2025	EFTJU...	Citizens Bank	July 2025	-276.24
Bill Pmt -Ch...	08/28/2025	6034	Spectrum Enterprise-Internet	Internet Serices 8/12/25-9/11/25	-230.00
Liability Check	09/01/2025	EFTNY...	NYS Employment Taxes	PR Taxes 8/11/25-8/24/25	-67.62
Paycheck	09/08/2025	6036	Kelly S Dodge	PR 8/25/25-9/7/25	-1,241.94
Bill Pmt -Ch...	09/16/2025	6037	Adirondack Pest Control, Inc.	Monthly Pest Service	-38.00
Bill Pmt -Ch...	09/16/2025	6038	Doyle Security Systems	86454	-40.00
Bill Pmt -Ch...	09/16/2025	6039	Greg's Towing & Repair	Inspection, Oil Change, Tire Rotation	-173.95
Bill Pmt -Ch...	09/16/2025	6040	Linstar	Badge System Upgrade to Cloud Softwa...	-2,355.00
Bill Pmt -Ch...	09/16/2025	6041	Motorola	APX 4000 Batteries	-210.60
Bill Pmt -Ch...	09/16/2025	6042	National Grid		-1,204.78
Bill Pmt -Ch...	09/16/2025	6043	Paiges Cleaning Service	August Cleaning Services	-500.00
Bill Pmt -Ch...	09/16/2025	6044	Phillips Hardware		-67.95
Bill Pmt -Ch...	09/16/2025	6045	Regal Custom Services	August Computer Services	-150.00
Bill Pmt -Ch...	09/16/2025	6046	Spectrum Enterprise-Internet	Internet Service 9/12/25-10/11/25	-230.00
Bill Pmt -Ch...	09/16/2025	6047	Spectrum Enterprise-Voice	Voice Services 8/23/25-9/22/25	-214.97
Bill Pmt -Ch...	09/16/2025	6048	The Altamont Enterprise	Legal Notice - Budget workshop	-12.25
Bill Pmt -Ch...	09/16/2025	6049	Town of Guilderland- Tower	Annual Tower Reserve	-2,500.00
Bill Pmt -Ch...	09/16/2025	6050	Town of Guilderland-Highway		-670.75
Bill Pmt -Ch...	09/16/2025	6051	Verizon Wireless	Wireless Services 8/02/25-9/01/25	-180.00
Bill Pmt -Ch...	09/16/2025	6052	Vinnie's Lawn & Landscape	Landscape Install 6 of 8	-562.50
Liability Check	09/16/2025	EFTNY...	NYS Employment Taxes	NY PR Taxes 8/25/25-9/07/25	-67.62
Total 1st Natl Bk Scotia - Checking					-48,108.96
TOTAL					-48,108.96

Guilderland Center Fire Department

Chief's Report September 2025

Incident Report for August 2025

<u>Call #</u>	<u>Date</u>	<u>Type</u>	<u>Signal</u>
25-77	8/2	Possible Structure Fire @ 9 Welsey Pl	15
25-78	8/5	Possible Structure Fire @ 8 School Rd	15
25-79	8/6	Possible Structure Fire @ 461 Rte 146	15
25-80	8/7	Possible Structure Fire @ 461 Rte 146	15
25-81	8/7	Possible Structure Fire @ 461 Rte 146	15
25-82	8/8	Haz Con @ 6517 Rte 158	15
25-83	8/11	Haz Con @ 6517 Rte 158	15
25-84	8/11	Possible Structure Fire @ 8 School Rd	15
25-85	8/12	Possible Structure Fire @ 6 Devon Ct	15
25-86	8/13	Mutual Aid W/ AFD @ 3069 Furbeck Rd	15
25-87	8/14	Mutual Aid W/ FHFD @ 2880 W Old State Rd	15
25-88	8/14	PIAA @ Route 146/Depot Rd	20
25-89	8/15	Possible Structure Fire @ 8 School Rd	15
25-90	8/15	Possible Structure Fire @ 461 Rte 146	10
25-91	8/16	PIAA @ Western Tpke/Avallon Way	15
25-92	8/17	Rescue @ 461 Rte 146	15
25-93	8/18	Haz Con @ 400 Helderview Dr	15
25-94	8/20	Possible Structure Fire @ 8 Lenann Dr	15
25-95	8/21	Possible Structure Fire @ 8 Lenann Dr	15
25-96	8/30	Possible Structure Fire @ 8 School Rd	15

Possible Structure Fire	- 12
Structure Fire	- 0
Outdoor Fire	- 0
Mutual Aid	- 2
Mutual Aid Structure Fire	- 0
Rescue	- 1
Hazardous Condition	- 3
Hazardous Material	- 0
Vehicle Fire	- 0
PIAA	- 2
Standby	- 0

Totals

Calls for the month of August: 20

Maintenance

- **C401** - No Report.
- **C402** - Back from service
- **M42** - No Report.
- **S43** - Annual Maintenance completed.
- **E45** - Annual Maintenance completed.
- **E46** - Annual Maintenance completed.
- **E47** - Annual Maintenance completed.
- **L49** - Annual Maintenance completed.
- **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.
- **Portable Equipment** - No Report.

Training & Drill Program:

Drills for the month of September.

3th - Station Night (Prep for Old Timers Day)

10th - Ariel

17th - Albany County Dinner

24th - Car Fire

Personnel: No Report.

Equipment and Supply Request:**Apparatus Request:**

9/11 Memorials

Wet down at WFD

Fire Schools: Classes have been posted.

Town Chiefs: No Report.

Rural Chiefs: No Report.

Grants: No Report.

Other: No Report.

Upcoming Events:

9/11 Memorials

Wet down at WFD

Respectfully submitted

Chris Dvorscak
Chief