

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

Meeting December 9, 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 Tuesday, December 9, 2025. Meeting called to order at 6:35pm, by Vice Chairman Debra Joy.

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

Guests: NA

Absent: Commissioner W. Dvorscak and Asst. Chief J. Riemenschneider

APPROVAL OF MINUTES

- A motion was made by D. Efaw to approve the regular monthly meeting minutes of November 17, 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 November 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 J. Joy to approve all check requests and vouchers as signed with a second by E. Ash. 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 E. Ash with a second by D. Joy to purchase 20 pager charger amps for \$184 and return 17 standard pager chargers for a refund minus a small restocking fee. 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

- A motion was made by J. Joy with a second by E. Ash to purchase a space heater not to exceed \$200 for the chief officer's office. The motion was carries 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 appropriate \$20,000 from the chief's budget to purchase rope rescue equipment as itemized by the chief. 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

EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

- A motion was made by E. Ash with a second by D. Joy to approve apparatus requests by the chief for the Schoharie Holiday Parade. 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

OTHER REQUESTS/INFO BY THE CHIEF

NEW BUSINESS

REPORTS OF COMMITTEES

*CAPITAL IMPROVEMENTS

- Building Committee –

*BUILDING & GROUNDS

- Electrical –
- Heating/Cooling –
- Parcel 3 –
- Station –
- New –
- Old –
 - Roof repair complete.
 - Miller's Home Repair to come out and requote for additional work incurred from roof repair.

*PERSONNEL

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

***EQUIPMENT/APPARATUS/INVENTORY**

- Radios –
- PPE/SCBA –
- Apparatus –
- Equipment –
- Inventory –
- Other –

***BENEFITS & INSURANCE**

- LOSAP Investment –
 - The November 2025 monthly statement was reviewed. An increase was noted.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance – Cancer insurance coverage has renewed.
- Workers Comp –
- A&H/EAP –
- Legal –
 - 2026 rate selection for legal counsel to be determined at organizational meeting.
 - Insurance Reserve Fund has been tabled until policy renewal in March.

***RULES & REGULATIONS/POLICIES**

***AUDIT & BUDGET**

***COMPUTERS & TECHNOLOGY**

***HEALTH & SAFETY**

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

UNFINISHED BUSINESS

ASSOCIATION ITEMS

- District Training/Meetings –
 - Next regular meeting – January 15, 2026 @ following organizational meeting
 - Organizational meeting – January 15, 2026 @ 6pm
- Town Chiefs/Commissioners –
- Rural Chiefs –
- 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 Guilderland Girls Softball on 1/30/26 and Pop Warner various dates.. The motion was carried by a vote of 3 to 0.
Commissioner Ash – Yes Commissioner Dvorscak – Absent Commissioner D. Joy – Yes
Commissioner J. Joy –Yes Commissioner Efaw – Absent

COMMUNICATIONS

- Email communications on file –

- S O'Mara membership approval.
- Approval to purchase learning material needed for Firefighter Meyers upcoming class.

OTHER

- A motion was made by J. Joy with a second by E. Ash to separate the sensitive information on the departments membership application and create an additional membership application for district purposes to include sensitive information. The motion was carried by a vote of 3 to 1.

Commissioner Ash – Yes

Commissioner Dvorscak – Absent Commissioner D. Joy – Yes

Commissioner J. Joy – Yes

Commissioner Efaw – No

ADJOURNMENT

- E. Ash made a motion to adjourn the meeting at 8:56pm with a second by D. Joy. The motion was carried by a vote of 3 to 0.

Commissioner Ash – Yes

Commissioner Dvorscak – Absent Commissioner D. Joy – Yes

Commissioner J. Joy – Yes

Commissioner Efaw – Absent

Respectfully Submitted,

Kelly Dodge

Kelly Dodge, Secretary/Treasurer

December 12, 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

December 9, 2025

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

			Interest
General Fund Checking	\$	350,856.48	\$ 9.20
Reserve - Apparatus & Equipment Checking	\$	140,820.99	\$ 3.64
Reserve - Building & Repair Checking	\$	78,954.07	\$ 2.04
Reserve - NFPA Checking	\$	85,156.97	\$ 2.20
Reserve - NYCLASS Building & Repair	\$	1,534,186.99	\$ 4,831.08
Reserve - NYLCASS Appt/Equipment	\$	1,025,405.67	\$ 3,228.96
Total	\$	3,215,381.17	\$ 8,077.12

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

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

Check Requests / Voucher Approval	
Checks Paid Prior to Meeting	\$ 21,669.57
Check Requests / Voucher Approval Pending	\$ 14,068.74
Outstanding Checks (Checks written but not cleared)	\$ 2,051.81
Total	\$ 37,790.12

Deposit

\$	100.00	ACBOE
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Total	\$	100.00
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Balance on Books (GFC)	\$	348,904.67
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Total of Reserve Accounts on Hand	\$	2,864,524.69
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*****Total on Hand After Checkwriting	\$	3,199,360.62
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Review of Funds Movement
Following Account(s) need adjustments:

*****AUDIT

*****ADDITIONAL NOTES

3:27 PM
12/09/25
Accrual Basis

Guilderland Center Fire District
Checks Paid List prior to meeting
November 17 through December 9, 2025

Type	Date	Num	Name	Memo	Amount
1st Natl Bk Scotia - Checking					
Paycheck	11/17/2025	6075	Kelly S Dodge	PR 11/03/25-11/16/25	-1,241.94
Liability Check	11/17/2025	EFTNY...	NYS Employment Taxes	PR Tax 11/3/025-11/16/25	-67.62
Bill Pmt -Ch...	11/17/2025	6076	Access Health Systems	Annual Physicals 10/30/25	-5,485.00
Bill Pmt -Ch...	11/17/2025	6077	Adirondack Pest Control, Inc.	Monthly Pest Service	-38.00
Bill Pmt -Ch...	11/17/2025	6078	Citizens Bank	October 2025	-780.93
Bill Pmt -Ch...	11/17/2025	6079	Firematic Supply Co., Inc	DEF Header Repair E46	-1,574.91
Bill Pmt -Ch...	11/17/2025	6080	H2M architects & engineers	For Services Rendered through 9/26/25	-1,588.00
Bill Pmt -Ch...	11/17/2025	6081	National Grid	Services 9/30/25-10/29/25	-1,032.53
Bill Pmt -Ch...	11/17/2025	6082	Paiges Cleaning Service	October Cleaning Services	-500.00
Bill Pmt -Ch...	11/17/2025	6083	Phillips Hardware	Degreaser & AA Batteries	-49.97
Bill Pmt -Ch...	11/17/2025	6084	Regal Custom Services	October Computer Services	-210.00
Bill Pmt -Ch...	11/17/2025	6085	UBS Financial Services	2025 Q3 Fees	-1,345.86
Bill Pmt -Ch...	11/17/2025	6086	Verizon Wireless	Wireless Services 10/02/25-11/01/25	-180.00
Bill Pmt -Ch...	11/17/2025	6087	VFIS	2025/26 Policy Premium Installment 4 of 4	-4,764.00
Bill Pmt -Ch...	11/17/2025	6088	Vinnie's Lawn & Landscape	Install 1 Snow/Install 8 Landscape	-1,271.25
Paycheck	12/01/2025	6089	Kelly S Dodge	PR 11/17/25-11/30/25	-1,241.94
Bill Pmt -Ch...	12/01/2025	6090	Spectrum Enterprise-Internet	Internet Services 11/12/25-12/11/25	-230.00
Liability Check	12/02/2025	EFTNY...	NYS Employment Taxes	NYS PR WH TAX 11/17/25-11/30/25	-67.62
Total 1st Natl Bk Scotia - Checking					-21,669.57
TOTAL					-21,669.57

3:27 PM
12/09/25

Guilderland Center Fire District
Abstract of Unpaid Bills
As of December 9, 2025

Type	Date	Num	Memo	Due Date	Split	Amount
Access Health Systems						
Bill	12/02/2025	37239	Mosley DOT	12/09/2025	422 · Fire Physicals	65.00
Bill	12/02/2025	37241	Omara Physical	12/09/2025	422 · Fire Physicals	260.00
Bill	12/02/2025	37244	Riemenschneider Physical	12/09/2025	422 · Fire Physicals	260.00
Total Access Health Systems						585.00
Doyle Security Systems						
Bill	12/09/2025	1914498	Station Monitoring 11/01/25-1/31/26	12/09/2025	-SPLIT-	80.85
Bill	12/09/2025	1898833	30 School Yearly Agreement 10/01/...	12/09/2025	-SPLIT-	306.24
Bill	12/09/2025	1898391	28 School Yearly Agreement 10/01/...	12/09/2025	-SPLIT-	229.92
Total Doyle Security Systems						617.01
H2M architects & engineers						
Bill	12/02/2025	286652	Services through 10/31/25	12/09/2025	420.3 · Consultants	2,580.50
Total H2M architects & engineers						2,580.50
National Grid						
Bill	12/09/2025		30 School Rd 10/29/25-12/01/25	12/09/2025	-SPLIT-	1,271.96
Total National Grid						1,271.96
Paiges Cleaning Service						
Bill	12/09/2025	1178	November Cleaning Services	12/09/2025	413 · Building Maintenance	400.00
Total Paiges Cleaning Service						400.00
Phillips Hardware						
Bill	12/02/2025	372395	Mounting Tape for Soap Dispensers	12/09/2025	218 · Station/ Building Eq...	14.99
Total Phillips Hardware						14.99
Postmaster						
Bill	12/09/2025		Yearly Rental 2026	12/09/2025	A480 · Prepaid expenses	106.00
Total Postmaster						106.00
Regal Custom Services						
Bill	12/02/2025	191139	November IT Services	12/09/2025	418 · Internet & Computer...	210.00
Total Regal Custom Services						210.00
Safety First Fire Hose Testing						
Bill	12/02/2025	24-1435	Hose & Ladder Test	12/09/2025	416 · Equipment Repairs	4,513.38
Total Safety First Fire Hose Testing						4,513.38
Spectrum Enterprise-Voice						
Bill	12/09/2025	142626501112125	Voice Services 11/23/25-12/22/25	12/09/2025	419 · Telephone	158.42
Total Spectrum Enterprise-Voice						158.42
Suburban Construction Co.						
Bill	12/09/2025	ROOF	Roof Repair to Bell Tower	12/09/2025	411 · Building Repair	2,250.00
Total Suburban Construction Co.						2,250.00
Town of Guilderland-Highway						
Bill	12/09/2025	10-25	October Fuel	12/09/2025	-SPLIT-	261.40
Total Town of Guilderland-Highway						261.40
Town of Guilderland-Property Tax						
Bill	12/09/2025	118331	Water Tax 28 School Rd 5/6/25-11/...	12/09/2025	421 · Taxes & Assessments	42.88
Bill	12/09/2025	115651	Water Tax 30 School Rd 5/6/25-11/...	12/09/2025	421 · Taxes & Assessments	63.45
Total Town of Guilderland-Property Tax						106.33
Verizon Wireless						
Bill	08/14/2025	6120016848	Wireless Services 7/02/25-8/01/25	08/18/2025	419 · Telephone	180.00
Total Verizon Wireless						180.00

3:27 PM
12/09/25

Guilderland Center Fire District
Abstract of Unpaid Bills
As of December 9, 2025

Type	Date	Num	Memo	Due Date	Split	Amount
Vinnie's Lawn & Landscape						
Bill	12/09/2025	5722	Snow Contract 2 of 8	12/09/2025	-SPLIT-	813.75
Total Vinnie's Lawn & Landscape						813.75
TOTAL						14,068.74

Guilderland Center Fire Department

Chief's Report December 2025

Incident Report for November 2025

<u>Call #</u>	<u>Date</u>	<u>Type</u>	<u>Signal</u>
25-115	11/1	Possible Structure Fire @ 216 Wormer Rd	15
25-116	11/10	Mutual Aid W/ Fort Hunter FD @ 235 Pine Dr	15
25-117	11/14	Haz Mat @ Rte 146 / Rte 158	15
25-118	11/15	Structure Fire @ 10 Spring Farm Lane	20
25-119	11/25	Mutual Aid W/ Altamont FD @ 15 Van Evera Rd	15
25-120	11/25	Mutual Aid W/ Guilderland FD@ 217 Landbridge Dr	20
25-121	11/27	Mutual Aid Structure Fire @ 807 Rainbow Rd	20
25-122	11/30	Mutual Aid W/ Westmere FD @ 62 Woodlake Rd	20

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

Totals

Calls for the month of November: 8

Maintenance

- **C401** - Trunk light turning on when going over speedbumps..
- **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 the entirety of the meeting due to the mic.
 - Meeting between Casey and Stewards to discuss?
 - Roof repairs in progress
 - Officers room needs Heater for winter months in order to work upstairs.
- **Portable Equipment** - No Report.

Training & Drill Program:

Drills for the month of December.

3rd - Brooks BBQ

10th - Station Night

17th - Appreciation Night

24th - No Drill (Merry Christmas)

Personnel: Sean has been voted by the board last month.

Equipment and Supply Request: No Report. Requesting to yearmark \$15,000 from this year's budget for items listed below.

- Rigtech Pack (7) = \$1911
- Rope Bags (4) = \$452
- Fire Rescue Harness (7) = \$3,983
- Rappel Gloves (30) = \$1,350
- SL Anchor Straps (12) = \$720.00
- Helmets (4) = \$560.00
- Headlamps (4) = \$356
- Anchor Plates (3) = \$315
- Full Face Helmets (6) = \$2,000
- Radio Adapters (4) = \$480
- Helmet Speakers (4) = \$640

Apparatus Request:

- Guilderland Holiday Tree Lighting Parade (12/6)
- Schoharie Christmas Parade (12/13)

Fire Schools: Classes have been posted.

Training Requests

Rescue Tech Basic

EVOG

Aerial Ops

Town Chiefs: No Report.

Rural Chiefs: No Report.

Grants: No Report.

Other: Department still in need of Auxiliary's minutes and financial information to reform the auxiliary.

Upcoming Events:

- Guilderland Holiday Parade (12/6)
- Schoharie Christmas Parade (12/13)

Respectfully submitted

Chris Dvorscak
Chief