

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

Meeting October 21, 2024

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, October 21, 2024. Meeting called to order at 6:01pm, by Chairman William Dvorscak.

In Attendance: Commissioners - D. Efaw, R. Purzycki, W. Dvorscak, D. Joy, J. Joy; Chief D. Dodge (6:43pm); Asst. Chief C. Dvorscak (7:33pm) and Secretary/Treasurer K. Dodge.

Guests: Lyn Derway from NYClass (6pm – 6:17pm)

Absent: NA

APPROVAL OF MINUTES

- A motion was made by D. Joy to approve the regular monthly meeting minutes of September 16, 2024 with a second by D. Efaw. The motion was carried by a vote of 5 to 0.
Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Yes
- A motion was made by D. Joy to approve the budget hearing minutes of October 16, 2024 with a second by D. Efaw. The motion was carried by a vote of 5 to 0.
Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Yes

BIDS

- No bids were received for the sale of the utility trailer.
- The trailer will remain for sale.

RESOLUTIONS

- A motion was made by J. Joy to approve Resolution No. 2024-6.0 Approving 2025 final Budget with a second by D. Efaw. The motion was carried by a vote of 5 to 0.
Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Yes
- A motion was made by D. Joy to approve Resolution No. 2024-7.0 Dispose of Surplus Equipment with a second by R. Purzycki. The motion was carried by a vote of 5 to 0.
Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Yes

TREASURERS REPORT

- D. Joy performed a reconciliation of the September 2024 bank statement prior to the meeting, including verifying all checks written. A motion was made by D. 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 Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

- A motion was made by D. Joy to approve all check requests and vouchers as signed with a second by R. Purzycki. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

REQUISITIONS BY THE DISTRICT

- A motion was made by D. Joy with a second by D. Efaw to purchase two (2) Zoll AED's, Adult & Child Pads and Batteries. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

CHIEFS REPORT

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

Commissioner Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

REQUISITIONS BY THE CHIEF

EQUIPMENT, SUPPLY & APPARATUS REQUEST BY THE CHIEF

OTHER REQUESTS/INFO BY THE CHIEF

NEW BUSINESS

****REPORTS OF COMMITTEES****

***CAPITAL IMPROVEMENTS**

- Next building committee meeting is pending.

***BUILDING & GROUNDS**

- Electrical – NA
- Heating/Cooling –
 - Northeast performed heater maintenance on 10/14/24 per contract.
 - A motion was made by R. Purzycki to approve the 2024-2025 Preventive Maintenance Service Agreement with Northeast Refrigeration with a second by D. Efaw. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

- Parcel 3 –
 - Closed for the winter.
 - Commissioner Purzycki to get pricing for a new lock & labor for the bathroom door.
- Station – NA
- New –
 - A motion was made by D. Joy with a second by R. Purzycki to accept the 2024/2025 season snowplow contract with Vinnie's Lawn & Landscape. The motion was carried by a vote of 5 to 0.
 Commissioner Efaw – Yes Commissioner Dvorscak – Yes
 Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Yes
- Old – Waiting for parts on the suppression system to complete repairs.

***PERSONNEL**

- Disciplinary/Dept Status Change – M DiCocco no longer is a member of the GCFD.
- Members In/Out of Service –
 - C VanAlstyne abandonment letter resent.
 - A motion was made by J. Joy with a second by R. Purzycki to issue a key fob and email address to Shawn Pierce as recommended by the Chief per district policy. The motion was carried by a vote of 5 to 0.
 Commissioner Efaw – Yes Commissioner Dvorscak – Yes
 Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Yes
- Firematic Training Classes – Posted
- LENS – On file
- New Members –
- Physicals – Scheduled for Wednesday, December 11 starting at 6pm.

***EQUIPMENT/APPARATUS/INVENTORY**

- Radios – Have been programmed. Waiting for an item to finish install.
- PPE/SCBA –
- Apparatus –
 - E47 is out of service for pump repairs.
 - Email communication dated 10/29/24 regarding repair needed and estimate for E47 are on file.
- Equipment –
- Inventory –
- Other – Pressure washers have been received and installed.

***BENEFITS & INSURANCE**

- LOSAP Investment – The September 2024 monthly statement was reviewed. An increase was noted.
- LOSAP –
- Life / Auto / Liability / Property/ Cancer Insurance –
- Workers Comp –
- A&H/EAP –

***RULES & REGULATIONS/POLICIES**

- A motion was made by J. Joy with a second by W. Dvorscak to research and create a district physical policy with the advisement of legal counsel. The motion was carried by a vote of 5 to 0.

Commissioner Efaw – Yes
Commissioner J. Joy – Yes

Commissioner Dvorscak – Yes
Commissioner D. Joy – Yes

Commissioner Purzycki – Yes

***AUDIT & BUDGET**

***COMPUTERS & TECHNOLOGY**

***HEALTH & SAFETY**

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

UNFINISHED BUSINESS

ASSOCIATION ITEMS

- District Training/Meetings –
 - Next regular meeting – November 18th @ 6:30pm
- Town Chiefs/Commissioners –
 - Next meeting scheduled for November 7th @ GCFD.
- Rural Chiefs – Next meeting scheduled for November 21st.
- Other –

GOOD OF THE ORGANIZATION

- A motion was made by J. Joy with a second by R. Purzycki to accept the community hall request for Deb Joy for the purpose of a Guilderland Girls Softball Fundraiser on 1/31/25. The motion was carried by a vote of 5 to 0.
Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner J. Joy – Yess Commissioner D. Joy – Yes Commissioner Purzycki – Yes
- November 20th is the deadline to receive letters of intent for the 5-year commissioner position to run 1/1/25-12/31/29.

COMMUNICATIONS

- An email solicitation was received from RedNMX and declined.

OTHER

ADJOURNMENT

- J. Joy made a motion to adjourn the meeting at 8:04pm with a second by D. Joy. The motion was carried by a vote of 5 to 0.
Commissioner Efaw – Yes Commissioner Dvorscak – Yes
Commissioner J. Joy – Yes Commissioner D. Joy – Yes Commissioner Purzycki – Ye

Respectfully Submitted,

Kelly Dodge

Kelly Dodge, Secretary/Treasurer
October 26, 2024

***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

October 21, 2024

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

Interest

General Fund Checking	\$	241,967.63	\$	6.77
Reserve - Apparatus & Equipment Checking	\$	995,626.96	\$	25.72
Reserve - Building & Repair Checking	\$	1,523,656.76	\$	39.36
Reserve - NFPA Checking	\$	83,626.98	\$	2.16
Total	\$	2,844,878.33	\$	74.01

***** Review and Approve Bank Account Reconciliation month of SEPTEMBER 2024

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

Check Requests / Voucher Approval	\$	44,801.95
Checks Paid Prior to Meeting	\$	13,462.92
Check Requests / Voucher Approval Pending	\$	8,542.60
Outstanding Checks (Checks written but not cleared)	\$	8,542.60
Total	\$	66,807.47

Deposit

Total	\$	-
-------	----	---

Balance on Books (GFC)	\$	233,425.03
------------------------	----	------------

Total of Reserve Accounts on Hand	\$	2,602,910.70
-----------------------------------	----	--------------

*****Total on Hand After Checkwritng	\$	2,822,872.81
--------------------------------------	----	--------------

Review of Funds Movement
Following Account(s) need adjustments:

*****AUDIT

*****ADDITIONAL NOTES

Guilderland Center Fire District 1

Transaction Report

September 16-October 21, 2024

ACCOUNT	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
1st Natl Bk Scotia - Checking						-\$974.16
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5763	National Grid		-\$38.00
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5755	Adirondack Pest Control, Inc.		-\$3,922.75
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5756	Ernie's Radio Repair		-\$14,513.87
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5757	Firematic Supply Co., Inc	2082	-\$420.97
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5758	Guilderland Center Fire Department		-\$401.82
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5759	Halo Branded Solutions, Inc		-\$650.00
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5760	Matthews Sprinkler LLC		-\$687.00
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5761	MES, Inc.		-\$480.66
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5762	Motorola		-\$500.00
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5764	Paiges Cleaning Service		-\$180.00
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5765	Regal Custom Services		-\$5,046.71
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5766	River Valley Radio, Inc.		-\$4,269.63
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5767	Safety First Fire Hose Testing		-\$229.98
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5768	Spectrum Enterprise-Internet		-\$204.09
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5769	Spectrum Enterprise-Voice		-\$11.85
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5770	The Altamont Enterprise		-\$288.28
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5772	Town of Guilderland - Highway Fund		-\$2,000.00
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5771	Town of Guilderland- Tower		-\$417.89
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5773	Verizon Wireless		-\$562.50
1st Natl Bk Scotia - Checking	09/19/2024	Bill Payment (Check)	5774	Vinnie's Lawn & Landscape		-\$65.50
1st Natl Bk Scotia - Checking	09/23/2024	Bill Payment (Check)	EFT09252024	NYs Income Tax		-\$1,211.06
1st Natl Bk Scotia - Checking	09/23/2024	Bill Payment (Check)	5775	Kelly Dodge		-\$131.25
1st Natl Bk Scotia - Checking	09/26/2024	Bill Payment (Check)	EFT09262024	Citizens Bank	AUGUST 2024	\$6.77
1st Natl Bk Scotia - Checking	09/30/2024	Deposit	INTEREST		Interest Earned	-\$1,211.06
1st Natl Bk Scotia - Checking	10/07/2024	Bill Payment (Check)	5779	Kelly Dodge		-\$204.09
1st Natl Bk Scotia - Checking	10/08/2024	Bill Payment (Check)	5778	Spectrum Enterprise-Voice		-\$497.16
1st Natl Bk Scotia - Checking	10/08/2024	Bill Payment (Check)	5777	Doyle Security Systems	86454	-\$35.00
1st Natl Bk Scotia - Checking	10/08/2024	Bill Payment (Check)	5780	NYS Association of Fire Chiefs		-\$871.67
1st Natl Bk Scotia - Checking	10/18/2024	Bill Payment (Check)	5781	National Grid		-\$4,775.00
1st Natl Bk Scotia - Checking	10/18/2024	Bill Payment (Check)	5782	VFIS		-\$44,795.18
Total for 1st Natl Bk Scotia - Checking						-\$44,795.18

Guilderland Center Fire District 1

Unpaid Bills Report

As of October 21, 2024

VENDOR	DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Adirondack Pest Control, Inc.							
Adirondack Pest Control, Inc.	10/18/2024	Bill	128342	10/21/2024	0	\$80.00	\$80.00
Total for Adirondack Pest Control, Inc.						\$80.00	\$80.00
Albany Fire Extinguisher							
Albany Fire Extinguisher	09/19/2024	Bill	AFE206361	10/21/2024	0	\$217.55	\$217.55
Total for Albany Fire Extinguisher						\$217.55	\$217.55
Ernie's Radio Repair							
Ernie's Radio Repair	10/18/2024	Bill	GCF09241	10/21/2024	0	\$250.00	\$250.00
Total for Ernie's Radio Repair						\$250.00	\$250.00
Greg's Towing & Repair							
Greg's Towing & Repair	09/27/2024	Bill	39436	10/21/2024	0	\$484.16	\$484.16
Total for Greg's Towing & Repair						\$484.16	\$484.16
Guilderland Center Fire Department							
Guilderland Center Fire Department	09/10/2024	Bill	MES INV # IN2115792	10/21/2024	0	\$186.20	\$186.20
Total for Guilderland Center Fire Department						\$186.20	\$186.20
Halo Branded Solutions, Inc							
Halo Branded Solutions, Inc	09/27/2024	Bill	7467921	10/21/2024	0	\$253.58	\$253.58
Total for Halo Branded Solutions, Inc						\$253.58	\$253.58
MES, Inc.							
MES, Inc.	10/18/2024	Bill	IN212690	10/21/2024	0	\$2,400.00	\$2,400.00
MES, Inc.	10/21/2024	Bill	IN2133363	10/21/2024	0	\$2,775.00	\$2,775.00
Total for MES, Inc.						\$5,175.00	\$5,175.00
Paiges Cleaning Service							
Paiges Cleaning Service	10/06/2024	Bill	623	10/21/2024	0	\$400.00	\$400.00
Total for Paiges Cleaning Service						\$400.00	\$400.00
Phillips Hardware							
Phillips Hardware	10/01/2024	Bill	366984	10/11/2024	10	\$12.98	\$12.98
Phillips Hardware	10/18/2024	Bill	367149	10/21/2024	0	\$78.24	\$78.24
Phillips Hardware	09/27/2024	Bill	366975	10/21/2024	0	\$20.74	\$20.74
Phillips Hardware	10/01/2024	Bill	366986	10/21/2024	0	\$18.99	\$18.99
Phillips Hardware	09/27/2024	Bill	366966	10/21/2024	0	\$15.65	\$15.65
Phillips Hardware	10/18/2024	Bill	367161	10/21/2024	0	\$23.99	\$23.99
Phillips Hardware	09/27/2024	Bill	257783	10/21/2024	0	\$5.99	\$5.99
Phillips Hardware	09/20/2024	Bill	366922	10/21/2024	0	\$20.37	\$20.37
Phillips Hardware	09/19/2024	Bill	366905	10/21/2024	0	\$27.92	\$27.92
Phillips Hardware	10/18/2024	Bill	367109	10/21/2024	0	\$41.94	\$41.94
Total for Phillips Hardware						\$266.81	\$266.81
Pinsky Law Group, PLLC							
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							
Regal Custom Services	10/01/2024	Bill	191118	10/21/2024	0	\$210.00	\$210.00
Total for Regal Custom Services						\$210.00	\$210.00
River Valley Radio, Inc.							
River Valley Radio, Inc.	09/10/2024	Bill	28275R	10/21/2024	0	\$13.55	\$13.55
Total for River Valley Radio, Inc.						\$13.55	\$13.55

VENDOR	DATE	TRANSACTION TYPE	NUM	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Schenectady Unit Parts							
Schenectady Unit Parts	10/18/2024	Bill	698058	10/21/2024	0	\$489.62	\$489.62
Total for Schenectady Unit Parts						\$489.62	\$489.62
Spectrum Enterprise-Internet							
Spectrum Enterprise-Internet	10/18/2024	Bill	141961201100724	10/21/2024	0	\$229.98	\$229.98
Total for Spectrum Enterprise-Internet						\$229.98	\$229.98
The Altamont Enterprise							
The Altamont Enterprise	09/07/2024	Bill	4332	10/21/2024	0	\$12.64	\$12.64
Total for The Altamont Enterprise						\$12.64	\$12.64
Town of Guilderland - Highway Fund							
Town of Guilderland - Highway Fund	10/18/2024	Bill	09-24	10/21/2024	0	\$307.44	\$307.44
Total for Town of Guilderland - Highway Fund						\$307.44	\$307.44
Van Buren Enterprises Inc.							
Van Buren Enterprises Inc.	10/01/2024	Bill	30143	10/21/2024	0	\$3,927.00	\$3,927.00
Total for Van Buren Enterprises Inc.						\$3,927.00	\$3,927.00
Verizon Wireless							
Verizon Wireless	10/21/2024	Bill	9975297362	10/21/2024	0	\$417.89	\$417.89
Total for Verizon Wireless						\$417.89	\$417.89
Vinnie's Lawn & Landscape							
Vinnie's Lawn & Landscape	10/18/2024	Bill	4879	10/21/2024	0	\$562.50	\$562.50
Total for Vinnie's Lawn & Landscape						\$562.50	\$562.50
Workfit Medical							
Workfit Medical	10/21/2024	Bill	00185766-00	10/21/2024	0	\$339.00	\$339.00
Total for Workfit Medical						\$339.00	\$339.00
						\$13,462.92	\$13,462.92

Guilderland Center Fire Department

Chief's Report October 2024

Incident Reports for September 2024:

Call #	Date	Type	Signal
24-128	09/04	Vehicle Fire/NEIP	15
24-129	09/10	Possible Structure Fire/Store Away 108 Wagner Road	15
24-130	09/10	Possible Structure Fire/The Grand	15
24-131	09/10	MA Possible Structure Fire (FHFD/212 Vincenza	15
24-132	09/10	MA Possible Structure Fire (AFD/2990 Furbeck Rd	15
24-133	09/11	Possible Structure Fire/The Grand	15
24-134	09/12	MA Possible Structure Fire (FHFD)/Guilderland EMS	15
24-135	09/16	Possible Structure Fire/The Grand	15
24-136	09/16	Possible Structure Fire/The Grand	15
24-137	09/28	Outdoor Fire/Guilderland Landfill	20
24-138	09/29	Outdoor Fire/Guilderland Landfill	20

Structure Fire	-	0
Possible Structure Fire	-	5
Unknown Fire	-	0
Outdoor Fire	-	2
Mutual Aid	-	3
Rescue	-	0
Hazardous Condition	-	0
Hazardous Material	-	0
Vehicle Fire	-	1
PIAA	-	0
Stand By	-	0

Total: Calls for the month of September – 11 Calls for 2024 – 145

Maintenance:

- **C401** – Water pump repair completed
- **C402** – No Report
- **M42** – No Report

- **S-43** – No Report
- **E-45** – No Report
- **E-47** –
 - Restricted pump operations to 1000lb per minute (out for service 10/11/24)
 - Know box replaced, installed, and working properly.
- **E-46** – No Report
- **L-49** – Water seal leak completed
- **ATV's** – No Report
- **UTV** – No Report
- **Enclosed Trailer** – No Report
- **Station** – No Report
- **Portable Equipment** – No Report
- **Flatbed Trailer** – For Sale

Training & Drill Program:

Drills for the month of October;

10/2 – Truck Night

10/9 – Forcible Entry

10/16 – Mighty Strut Demo/Mask Fitting

10/23 – Ground Ladders

10/30 – Station Night/Officers Meeting

Personnel:

Equipment & Supply Request:

- See attached Requisitions.

Apparatus Request:

Fire Schools:

- Schedule printed and posted.

Town Chiefs & Commissioners: November 7th @ GCFD

Rural Chiefs: October 17th

Grant(s):

- 2024 Volunteer Fire Assistance Grant (not Eligible)

Other:

- Knox Boxes are all set.
- Portable radios have been programmed. Waiting on mic chargers so Ernie can finish install.
- **PHYISCAL DATE HAS BEEN CHANGED TO DECEMBER 11TH**

Upcoming Events:

- Big Truck Day
- Halloween Parade

Respectfully Submitted,

Chief David Dodge