

**TOWN OF CLAYTON FIRE DISTRICT
ANNUAL ORGINIZATIONAL MEETING
JANUARY 8, 2025 AT 7:00 PM
Clayton Fire Department Meeting Room**

MEETING MINUTES

I. Call Meeting to Order-Pledge of Allegiance 7:00 PM

II. Roll Call of Board Members/Affirmation of Quorum-Commissioners Present: Scott Johnson, Bob Haver, Christopher Barton, Hal Matthews, Justin Taylor, Ray Lowe, Jeff Dickey; Sec/Treas Luci LaPierre

Others present: District Chief Josh Reome, Clayton Station Ass't Chief Chris Garceau, Clayton Station Captain Jake Angus, Mike Doyle, Millie Clark, Jarod Wagoner, Kaleb Eckert, Mike Patchen, Rhys Jenis

District Structure for 2025

- a) Nomination and Election of Chairman-Motion made by Commissioner Lowe to nominate Justin Taylor as chairman, 2nd by Commissioner Haver. Justin accepted. Secretary cast one ballot for Justin Taylor as chairman.
- b) Nomination and Election of Vice Chairman-Motion made by Commissioner Johnson to nominate Ray Lowe as vice-chairman, 2nd by Commissioner Matthews. Secretary cast one ballot for Ray Lowe as vice-chairman.
- c) Selection of Commissioners for Leadership of Specific Functions of the District
 1. Insurance-Justin Taylor
 2. Reserves-
 3. Company Representative
 - a. Clayton-Scott Johnson
 - b. Depauville-Hal Matthews
 4. Building Representatives
 - a. Clayton-Justin Taylor
 - b. Depauville-Bob Haver
- d) Secretary/Treasurer
 1. Selection and Compensation-Motion made by Commissioner Barton to appoint Lucianne LaPierre as Sec/Treas with annual compensation of \$6000, 2nd by Commissioner Johnson. Carried
- e) Associate to the District Chief
 2. Selection and Compensation-none at this time
- f) Designation of:
 1. Official Newspaper-TI Sun, Watertown Times
 2. Depository of Funds-Community Bank, Watertown Savings Bank, NY Class
 3. Attorney Representation-Mark Butler from Law Offices of Mark C Butler, PLLC
 4. Spokesperson for the District for the Press-Ray Lowe
 5. Location and Times for the 2025 meetings-Accepted
 6. Location for posting general announcements and meeting changes-Website, Newspapers, Town bulletin board
- g) Review of the District Mission Statement Adopted November 13, 1995:

“To provide quality emergency services to all citizens in the most cost-effective manner; to facilitate relationship between the fire companies, governments, and citizens; to develop a long-range plan to ensure that quality equipment and services will continue to be available.”

- III. Approval of the Minutes** of December 11, 2024-Motion made by Commissioner Dickey to approve minutes, 2nd by Commissioner Haver. Carried.
- IV. Approval of Abstract-** Motion made by Commissioner Dickey to approve abstract with corrections, 2nd by Commissioner Johnson. Carried.
- V. Financial Report-Treasurer**
- A. Monthly Financial Update & Reports for December 2024
 - B. Budget Transfers-Motion made by Commissioner Barton to approve 2024 budget transfers with changes, 2nd by Commissioner Haver. Carried.
- VI. Correspondence**-none
- VII. District Chief Report**
- 11 calls in December
 - 230 calls for 2024
 - EZ Meter 1/1/2025 (127347)
 - Annual Report given by Chief Reome
 - Report on PM's
 - Training report-
 - Apparatus Report-
- Purchase Requests:** none
- VIII. Policies**
- A. Rules & Regulations-Depauville-Curtis Harvey, Crystal Wine; District-Chris Barton, Scott Johnson, Justin Taylor; Clayton-TBD
 - B. Workplace Violence/Sexual Harassment-Ray sent out draft based off NYS for all to look at and discuss. Motion made to accept policy by Commissioner Dickey, 2nd by Commissioner Haver. Carried.
- IX. Old Business**
- A. Grants-Josh Reome-AFG submitted
 - B. Company Elections (tabled from December)-Discussion on qualifications of those nominated. Motion made by Commissioner Lowe to accept the nominations presented by the companies, 2nd by Commissioner Taylor. NOT carried.

Motion made by Commissioner Dickey to approve Josh Reome as 2025 District Chief, 2nd by Commissioner Johnson. Carried.

Motion made by Commissioner Johnson to approve Corey Dorchester as 2025 District Deputy Chief, 2nd by Commissioner Haver. Carried 4/3.

Motion made by Commissioner Lowe to approve Chris Garceau as 2025 Clayton Station Chief, 2nd by Commissioner Johnson. Carried

Motion made by Commissioner Johnson to approve Jake Angus as 2025 Depauville Station Chief, 2nd by Commissioner Barton. Carried-6 yes, 1 abstained.

Motion made by Commissioner Haver to approve Jarod Wagoner as 2025 Clayton Station Captain, 2nd by Commissioner Johnson. Carried

Motion made by Commissioner Lowe to approve Mike Doyle as 2025 Depauville Station Chief, 2nd by Commissioner Matthews. Carried-6 yes, 1 abstained.
 - C. Depauville Station Committee-Scott Johnson-nothing new to report
 - D. Fire Boat Bottom Repair Update-nothing new to report
 - E. Resignation of Kevin Warren (tabled from December)-never made it to the table. Resignation was withdrawn at the December meeting.

XI. New Business

A. Email Policy for District Issued Email-Justin Taylor-suggested by Ethan Patchen. More to come.

XII. Public Comment-none

XIV. Other Business-

Chairman Taylor entertained a motion to enter Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons.

Motion made by Commissioner Dickey, seconded by Commissioner Lowe to enter Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons.

The board was 7 in favor and 0 against with 0 abstentions.

Commissioner Taylor-aye

Commissioner Johnson-aye

Commissioner Haver-aye

Commissioner Barton-aye

Commissioner Matthews-aye

Commissioner Lowe-aye

Commissioner Dickey-aye

The board entered Executive Session at 8:08pm.

All persons other than Board members shall leave until we return to Open Session. The District Secretary, Lucianne LaPierre, was invited to stay in Executive Session.

Chairman Taylor entertained a motion to end Executive Session and return to Open Session.

Motion made by Commissioner Barton, seconded by Commissioner Dickey to end Executive Session and return to Open Session.

The Board exited Executive Session and returned to Open Session at 9:44 pm. **The Board took the following action**

Upon coming back into the regular meeting, the board of commissioners reported that it dealt with a personnel matter that is considered confidential and shared the results of the executive session with District Chief Reome for operational needs of the organization.

XV. Adjourn-Motion by Commissioner Barton to adjourn at 10:03, 2nd by Commissioner Johnson. Carried