

**TOWN OF CLAYTON FIRE DISTRICT
ANNUAL ORGINIZATIONAL MEETING
JANUARY 13, 2021 AT 7:00 PM
Clayton Fire Department Meeting Room**

MEETING MINUTES

- I. Call Meeting to Order-Pledge of Allegiance 7:0 PM**
- II. Roll Call of Board Members/Affirmation of Quorum**-Commissioners Present: Scott Johnson, Bob Haver, Jake Angus, Sam Thesier, Justin Taylor, Ray Lowe, Jason Rarick,; Sec/Treas Luci LaPierre
Others present: Clayton Chief Chris Barton, Depauville Chief Larry Girard, Kevin Warren, Jarod Wagoner, Lynn Schnauber, Josh Reome
- III. Swearing in of Commissioners**-Megan Badour and Kim Johnston from the Town of Clayton were present to swear in the newly elected commissioners.
- IV. District Structure for 2021**
 - A. Nomination and Election of Chairman-Motion made by Commissioner Taylor to nominate Ray Lowe as chairman, 2nd by Commissioner Haver. Secretary cast one ballot for Ray Lowe as chairman.
 - B. Nomination and Election of Vice Chairman- Motion made by Commissioner Thesier to nominate Justin Taylor as vice-chairman, 2nd by Commissioner Haver. Secretary cast one ballot for Justin Taylor as vice-chairman.
 - C. Selection of Commissioners for Leadership of Specific Functions of the District
 1. Insurance-Justin Taylor
 2. Reserves-Sam Thesier
 3. Department Representatives
 - a. Clayton-Scott Johnson
 - b. Depauville-Jason Rarick
 4. Building Representatives
 - a. Clayton-Justin Taylor
 - b. Depauville-Jason Rarick/Bob Haver
 - D. Secretary/Treasurer
 1. Selection and Compensation-Motion made by Commissioner Taylor to appoint Lucianne LaPierre as Sec/Treas with annual compensation of \$6000, 2nd by Commissioner Thesier. Carried
 - E. Designation of:
 1. Official Newspaper-TI Sun, Watertown Times
 2. Depository of Funds-Community Bank, Watertown Savings Bank, Key Bank
 3. Attorney Representation-Joe Russell for most standard district processes and Mark Butler for merger and additional as deemed necessary
 4. Spokesperson for the District for the Press-Ray Lowe
 5. Location and Times for the 2021 meetings-Accepted
 6. Location for posting general announcements and meeting changes-Website, Newspapers, Town bulletin board
 - F. 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 departments, governments, and citizens; to develop a long range plan to ensure that quality equipment and services will continue to be available."
- V. Approval of the Minutes of December 9, 2020**-Motion made by Commissioner Angus to approve minutes with addition of election results, 2nd by Commissioner Thesier. Carried.

- VI. Approval of Abstract-** Motion made by Commissioner Thesier to approve abstract as presented, 2nd by Commissioner Angus. Carried.
- VII. Financial Report-Treasurer**
- A. Monthly Financial Update & Reports for December 2020
 - B. Budget Transfers-Motion made by Commissioner Taylor to approve budget transfers as presented, 2nd by Commissioner Haver. Carried.
 - C. Any other financial business to be discussed-Possibly move money received for sale of air packs to reserve accounts. Also need to look at expense of tanker.
- VIII. Correspondence-Insurance Exclusions, St Lawrence Restoration-haul and block boat at no charge, Sole Source Purchasing article in Fire District Affairs newsletter**
- IX. Chief's Reports**
- A. Clayton Chief
 - 16 calls in December
 - EZ Meter 1/2/2021 (63495)
 - Purchase Requests: None
 - Fuel system has been added to new tanker
 - Motion by Commissioner Thesier to accept new junior member, Peyton LaClair, 2nd by Commissioner Rarick. Carried
 - B. Depauville Chief
 - 14 calls in December
 - Purchase Requests: None
 - Motion by Commissioner Thesier to accept new member, David Rogers, 2nd by Commissioner Angus. Carried
 - Suggestion made by Commissioner Taylor to upgrade both department computers with web cam and dual screens.
- X. Use of Building**
- Depauville-list submitted-nothing new
 - Clayton-Red Cross blood drives rescheduled to 2/5, 5/28, 7/23, 12/10
 - Motion made by Commissioner Thesier to approve use of buildings, 2nd by Commissioner Haver. Carried.
- XI. Old Business**
- A. Grants-Justin Taylor-nothing new to report
 - B. Depauville Fire Station-Larry Girard-nothing new to report
 - C. Merger-Justin Taylor-had 2nd video conference with departments and Atty Butler. Revised by-laws incorporated into merger plan. Departments have met and membership has been clarified. Concerns on the wording of the handling of Depauville's existing funds/Sanford in the merger agreement. Justin will discuss with Atty Butler. Truck lettering will change in an agreed upon format. Additional discussion over concerns.
- XII. New Business**
- A. Website Update-fire chief, commissioners, minutes, budget
 - B. Commissioners-all newly elected commissioners have completed training
 - C. Policy Updates on Website-add to website
- XIII. Public Comment-None**
- XIV. Other Business**
- XV. Adjourn-**Motion by Commissioner Angus to adjourn at 8:04, 2nd by Commissioner Haver. Carried