

TOWN OF CLAYTON FIRE DISTRICT
ANNUAL ORGINIZATIONAL MEETING
JANUARY 11, 2023 AT 7:00 PM
Clayton Fire Department Wash Bay

MEETING MINUTES

Megan Badour, Town Clerk was in attendance to swear in all newly elected officials. Kim Badour, notary.

I. Call Meeting to Order-Pledge of Allegiance 7:11 PM

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

Others present: District Chief Josh Reome, Deputy District Chief Jarod Wagoner, Clayton Station Asst Chief Corey Dorchester, Depauville Station Asst Chief Kevin Warren, Depauville Station Captain Larry Girard, Clayton Station Captain Chris Garceau, Dan Lowe

III. District Structure for 2023

- A. Nomination and Election of Chairman-Motion made by Commissioner Lowe to nominate Justin Taylor as chairman, 2nd by Commissioner Matthews. Justin accepted. Secretary cast one ballot for Justin Taylor as chairman.
- B. Nomination and Election of Vice Chairman- Commissioner Dickey nominated Ray Lowe as vice chairman. Motion made by Commissioner Dickey to nominate Ray Lowe as vice-chairman, 2nd by Commissioner Johnson. 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-Ben Barton
 - 3. Department Representative-Scott Johnson
 - 4. Building Representatives
 - a. Clayton-Justin Taylor
 - b. Depauville-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 Lowe. Carried
- E. Designation of:
 - 1. Official Newspaper-TI Sun, Watertown Times
 - 2. Depository of Funds-Community Bank, Watertown Savings Bank
 - 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 2023 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 companies, governments, and citizens; to develop a long range plan to ensure that quality equipment and services will continue to be available.”

IV. Approval of the Minutes of December 14, 2022-Motion made by Commissioner Lowe to approve minutes, 2nd by Commissioner Haver. Carried.

V. **Approval of Abstract-** Motion made by Commissioner Johnson to approve abstract with additions, 2nd by Commissioner Dickey. Carried.

VI. **Financial Report-Treasurer**

A. Monthly Financial Update & Reports for December 2022

B. Budget Transfers-Motion made by Commissioner Haver to approve budget transfers as presented, 2nd by Commissioner Johnson. Carried.

VII. **Correspondence-none**

VIII. **Chief's Reports**

A. Clayton Chief

26 calls in December

EZ Meter 1/5/2023 (107673)

Training reports incl Sexual Harassment-appointed Dan Blank as training officer. EVOC training happening now. Bail training in February jointly with Cape Vincent. February 26

OSHA refresher in Depauville

Purchase Requests: None

Physicals being held January 28, 2023 by Encompass at Clayton Station

Motion made by Commissioner to accept new member, Ryhs Jenis; and reinstatement of Christopher Johnson, pending background check and physical, seconded by Commissioner Josh is working on an orientation presentation for new members.

Motion made by Commissioner Dickey to make Clayton locations Station 1 and Depauville location Station 2, seconded by Commissioner Angus. Carried.

Laptop for the boat has arrived

Discussion on compensating the Assistant to the District Chief. Josh to build a job description.

Commissioner Johnson met with Bill Gill on relettering apparatus. Quote \$4050.00. Motion made by Commissioner Angus to go ahead with doing door decals on apparatus in Depauville and not do sign or blue stipe at this time, seconded by Commissioner Dickey. Carried.

Motion made by Commissioner Dickey to approve Hyde Stone Quote #2489-000 as an emergency repair, seconded by Commissioner

B. Depauville Chief

9 calls in December

Training reports incl Sexual Harassment-nothing to report

Purchase Requests: None

OSHA refresher in Depauville. Larry requested help in getting speakers through the year.

IX. **Use of Building**

Depauville-list submitted

Clayton-EVOC classes

Motion made by Commissioner Dickey to approve use of buildings, 2nd by Commissioner Angus. Carried.

XI. **Old Business**

A. Grants-Justin Taylor-nothing to report

B. Door Access System-Jake Angus-functioning and complete. Five people are approved to have access to making changes within the system.

C. 14-1-2 Replacement Committee Update-nothing to report

D. Gutters RFP-Clayton Station-nothing to report

E. Depauville Station Committee-need new representative

F. Knox Boxes-working on fix

- G. Depauville Cooktop Quotes-Larry Girard-electrical portion has been installed by New Century
- H. Workplace Violence, Harassment, and Sexual Harassment Training-Ray Lowe-Christine Robinson is developing a program specific to the department/district.

XII. New Business

- A. Department Meetings-Josh Reome and Hal Matthews-Possibly combine meetings between stations. Board is in support of Josh working through that.
- B. Motion made by Commissioner Dickey to approve Rules & Regulation v4, seconded by Commissioner Matthews. Carried.

XIII. Public Comment-none

XIV. Other Business-None

XV. Adjourn-Motion by Commissioner Dickey to adjourn at 8:55, 2nd by Commissioner Haver. Carried