

**TOWN OF CLAYTON FIRE DISTRICT  
MEETING MINUTES  
December 14, 2022  
Depauville Social Hall**

**Meeting called to order at 7:00 pm**

**Pledge of Allegiance**

**Roll Call of Board Members/Affirmation of Quorum**

**Commissioner's Present:** Justin Taylor, Ray Lowe, Scott Johnson, Ben Barton, Bob Haver, Jacob Angus, Jeff Dickey, Luci LaPierre (Sec/Treas).

**Others Present:** Clayton Chief Josh Reome, Depauville Chief Larry Girard, Kevin Warren, Lynn Schnauber, Jarod Wagoner, Corey Dorchester, Ethan Patchen, Mike Patchen, Hal Matthews

**Agenda Amendments**-email, apparatus lettering

**Approval of Minutes** Motion made by Commissioner Johnson to approve minutes from November 9, 2022, seconded by Commissioner Lowe. Motion carried.

**Approval of Abstract** –Motion made by Commissioner Lowe to approve the resolution to pay abstract with changes, seconded by Commissioner Johnson. Carried. Hold on balance due to Northern Computers. Job not complete yet.

**Financial Reports - Treasurer**

Monthly Financial Update & Reports for November 2022 included in board packets.

**Correspondence**-Law Office of Mark Butler-2023 Retainer

**Chiefs Reports**

**Clayton Chief**

20 calls in November

Solar readings

Sexual Harassment: expired at end of year. Need to go to Utica National for access.

Apparatus Update: Boat-aerial test today, all good. One loose cable, part on order. Ben to follow up on reason for the slack. NYS Inspections coming up this month.

Training Calendar: on hold until after the holidays

Purchase Requests:

i. Rugged Laptop Computer (A5155)-Navigational Aid for 14-7-1 (50% reimbursable from Department's Fire Boat Fund)-Dell US \$2252.35. Consolidated Computer \$2849.02 Motion made by Commissioner Angus to approve purchase from Dell in the amount of \$2252.35. Seconded by Commissioner Lowe. Carried.

ii. MSA Thermal Camera (A5135)-Jerome Fire Equip \$2620.48 Motion made by Commissioner Haver to approve purchase from Jerome Fire Equip in the amount of \$2620.48. Seconded by Commissioner Johnson. Carried.

Christmas Party Saturday

Questions on Driving SOP

Upgraded lighting in lounge. New Century will be contacted to look at some issues.

**Depauville Chief**

14 calls in November

Training Report including Sexual Harassment training-nothing new  
Apparatus Update: Inspections due this month  
Training Calendar: on hold until after the holidays  
Purchase Requests: None

**Use of Building** Clayton-nothing new  
Depauville Hall-List Submitted, 12/16 party, 12/18 shower, NY Eve party  
Motion made by Commissioner Barton to accept use of building, seconded by  
Commissioner Dickey. Carried.  
2023 Clayton Officers:  
President-Scott Johnson  
Vice President-Ray Lowe  
Secretary-Liza Dorchester  
Treasurer-Justin Taylor

### **Old Business**

1. Grants-Justin Taylor
2. Door Access System-Jake Angus-It is working but still some issues and parts needed
3. 14-1-2 Replacement Committee Update-Josh Reome-one change order, no price change
4. Gutters RFP-Clayton Station-nothing new
5. Depauville Station Committee-nothing new
6. Knox Boxes-nothing new
7. Depauville Cooktop Quotes-Larry Girard-nothing new
8. Commissioner Election Results-Hal Matthews 32 votes, Samuel Thesier 12 votes
9. SOP's-Josh requested a 90-day extension on deadline. Motion by Commissioner Lowe to extension, seconded by Commissioner Haver. Carried

### **New Business**

1. Approval of Chiefs and Line Officers Motion by Commissioner Dickey to approve line officers, seconded by Commissioner Johnson. Carried.
  - a. District Fire Chief-Josh Reome
  - b. District Deputy Chief-Jarod Wagoner
  - c. Clayton Station Asst Fire Chief-Corey Dorchester
  - d. Depauville Station Asst Chief-Kevin Warren
  - e. Clayton Station Captain-Chris Garceau
  - f. Depauville Station Captain-Larry Girard
2. Resolution Authorizing Volunteer Firefighter Service (Associate Members)-Motion made by Commissioner Barton to approve Resolution 2022-5 for use with associate members, seconded by Commissioner Haver. Carried.
3. Inter-Municipal Cooperation Agreement-Justin Taylor Motion made by Commissioner Lowe to authorize Commissioner Taylor to sign Inter-Municipal Agreement with the Village of Clayton, seconded by Commissioner Angus. Carried.
4. SOP-Mileage Reimbursement Policy-Jake Angus-Motion made by Commissioner Johnson to approve Mileage Reimbursement Policy with revisions, seconded by Commissioner Lowe. Carried.
5. Emails-Ethan Patchen spoke on changing to an email system for officers using Microsoft Office 365. Motion made by Commissioner Dickey to allow Ethan to setup either Microsoft Office 365 or Google Workspace email accounts using the district's domain, seconded by Commissioner Johnson
6. Motion made by Commissioner Dickey to adopt Rules & Regulations v.3, seconded by Commissioner Johnson. Carried.

7. Personnel-discussed a possible extension on training.

8. Annual Organizational Meeting-Wednesday, January 11, 2023

Motion made by Commissioner Johnson to go into executive session at 8:44 pm to discuss personnel matters, seconded by Commissioner Haver. Carried.

Motion made by Commissioner Johnson to come out of executive session at 8:53 pm, seconded by Commissioner Haver. Carried.

Commissioners voted to approve a 60 day extension for Chris Barton to attend harassment training due to availability of in person courses.

**Public Comment**-none

**Other Business**-none

**Adjourn**-Motion made by Commissioner Johnson to adjourn at 8:56 pm, 2<sup>nd</sup> by Commissioner Haver. Carried