

**TOWN OF CLAYTON FIRE DISTRICT**  
**MEETING MINUTES**  
**June 9, 2021 at 7:00 PM**  
**Depauville Social Hall**

**Regular meeting called to order at 7:00 pm**

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

**Others Present:** Clayton Chief Chris Barton, Depauville Chief Larry Girard, Kevin Patchen, Josh Reome, Jarod Wagonner, Ben Barton, Carlton Yandow, Lynn Schnauber, Pam Schnauber, Jeff Dickey, Hal Matthews

**Agenda Amendments-**

**Approval of Minutes** – Motion made by Commissioner Taylor to approve May 12, 2021 minutes as presented, 2<sup>nd</sup> by Commissioner Thesier.

**Approval of Abstract** –Motion made by Commissioner Haver to approve the resolution to pay abstract as submitted with addition, 2<sup>nd</sup> by Commissioner Angus. Carried

**Financial Reports - Treasurer**

Monthly Financial Update & Reports for May 2021 distributed in board packets  
Will adjust budget numbers at year end once we review the 50% fire boat reimbursement

**Correspondence-**

- Letter from Jeff Dickey-emailed to board ahead of meeting and read aloud at meeting

**Chiefs Reports**

**Clayton Chief**

16 calls in May

Solar Energy Reading 6/1/21 (75035)

Report submitted

Some damage to bottom of Last Chance due to low water. Boat was pulled and fixed.

Purchase Requests:

- a. Genesis Hydraulic Tool Compliment (A5172 & A5135a)-Qty 1-Vander Molen Fire (Sole Source)  
\$35,797.00

Motion made by Commissioner Thesier to approve purchase, 2<sup>nd</sup> by Commissioner Angus. Discussion regarding sole source purchases. Motion rescinded by Commissioner Thesier. Motion made by Commissioner Thesier to approve purchase pending resolution for standardization of Genesis Rescue Tools and resolution to use Vander Molen as sole source vendor and letter from Howell Rescue Systems stating such, 2<sup>nd</sup> by Commissioner Angus. Carried. Resolutions 2021-1 and 2021-2 presented, voted on and carried (see attachments)

Motion made by Commissioner Thesier to accept new member, Madison Cupernall, pending physical & investigation, 2<sup>nd</sup> by Commissioner Johnson. Carried.

**Depauville Chief**

17 calls in May

Report submitted

Purchase Requests: None

Motion made by Commissioner Thesier to accept new member, Edward Grant, pending physical & investigation, 2<sup>nd</sup> by Commissioner Haver. Carried.

Department voted in Pam Schnauber as honorary member. Pam will be handling data entry in RedMNX.

Forestry Grant coming up.

**Use of Building:** Depauville-list submitted.  
Clayton-7/10 chicken BBQ, 8/28 Clam bake, 8/29 Legion picnic  
Motion by Commissioner Thesier to approve use of buildings, 2<sup>nd</sup> by Commissioner Haver. Carried.

### Old Business

- a. Grants-Justin Taylor-  
Motion made by Commissioner Taylor to authorize Clayton FD to submit DEC grant application for 8 sets of wild land firefighting gear, with 50% district responsibility, 2<sup>nd</sup> Commissioner Johnson. Carried.  
Motion made by Commissioner Taylor to authorize Depauville FD to submit DEC grant application for 8 sets of gear, with 50% district resp, 2<sup>nd</sup> Commissioner Johnson. Carried.
- b. Depauville Fire Station-Larry Girard-nothing new
- c. Fire Dept Rep-Line Structure Committee-Justin Taylor-Committee will consist of Hal Matthews and Laura Yandow from Depauville; Mike Patchen and Ben Barton from Clayton; and Justin Taylor, Sam Thesier & Bob Haver from District. First meeting will be July 7 at Depauville Social Hall at 7 pm
- d. Fuel Depot-Justin Taylor-nothing to report. Remove from agenda.
- e. Door Access System-Ray Lowe-working on quotes
- f. Marine Navigation System Installation-Chris Barton-working well. Waiting on one part.
- g. Knox Box Reprogramming-Depauville-Ben Barton-Ben will bring engine down to Clayton and work on it.
- h. Substance Use Policy-Justin Taylor-Justin has reviewed it. Should be shared with department members. Motion made by Commissioner Taylor to adopt Substance Use Policy provided by Law Office of Mark Butler, 2<sup>nd</sup> by Commissioner Angus. Carried. Larry Girard suggested training for reasonable suspicion. Online training is available. Some concern on items in the policy. Departments and board will submit policy concerns in writing. Motion rescinded by Commissioner Taylor and 2<sup>nd</sup> rescinded by Commissioner Angus.
- i. Training-Justin Taylor-Justin has received some records of the training of the line officers. Depauville will submit theirs. Clayton needs to review records. Some information is missing.
- j. Sexual harassment Training-Larry Girard-nothing new. Checking with insurance agent to see if the company provides any.
- k. Radios-Ben Barton-In good shape fore preparedness. Spoke with Motorola regarding credit owed. Credit will be used for programming and base station.
- l. Nest Upstairs@ Clayton-Nest still there but no longer coming into equipment room. Franny covered hole..

### New Business

- a. Sole Source/Standardized Record Keeping-Ben Barton-Need to keep a register in excel to keep ongoing record. Ben will put together an SOP for future sole source or standardization.
- b. Zone 3 Meeting in Alex Bay in May-Josh Reome-Acadis System (new NYS record keeping system)-work in progress still. BIFO & IFO books are coming out. New editions will need to be purchased. Radios will be two nights of training per department. County is on the system.
- c. Letter from Jeff Dickey-Commissioner Taylor suggests we put out a public notice/invitation for appointment to fill board vacancy until December 2021. Board agreed. Motion made by Commissioner Angus to put out a display ad for two weeks to the let community know there's an open seat, 2<sup>nd</sup> by Commissioner Johnson. Carried. Larry Girard suggested Pam McDowell write article on the board's purpose & responsibilities.

- d. Mowing in Depauville-Scott Johnson-soil between Carol Black's and station is eroding. Suggests gutters on station. Town will bring in fill and bring back up to grade once gutters are installed.
- e. Side Door at Depauville Station-Scott Johnson-need set of steps with handrail. Need to look at property line.
- f. Apparatus Industry Price Increase-Ben Barton-Impacts districts 20 year plan. Ben would like to help revisit the 20 year plan to assure we are on track going forward. Scott Johnson and Justin Taylor will work with ben on updating.

**Public Comment**-None

**Other Business**-None

**Adjourn:** Motion made by Commissioner Thesier to adjourn meeting at 8:34 pm, 2<sup>nd</sup> by Commissioner Haver. Carried.