

**TOWN OF CLAYTON FIRE DISTRICT  
BOARD OF COMMISSIONERS MEETING Minutes  
February 8, 2017 at 7:00 PM  
Depauville Social Hall**

**Regular Meeting Called to Order:** Meeting called to order at 7:00 PM by Chairman Lynn Schnauber at the Depauville Social Hall.

**Roll Call:** Commissioners present: Chairman Lynn Schnauber, Jim Kenney, Dale Harvey, Ben Barton, Raymond Lowe, Justin Taylor, Lucianne LaPierre (Sec/Treas). Excused: Deb Farmer

Others Present: Depauville Chief Arnie Disotell, Depauville Ass't Chief Kevin Warren, Clayton Ass't Chief Josh Reome, Clayton Ass't Chief Scott Wormuth, Bill Evans

**Agenda Amendments:** Power for pressure washer & overhead outlets-Clayton station

**Approval of the minutes:** Motion made by Commissioner Taylor to accept the minutes of January 11, 2017 as presented with typo correction, 2<sup>nd</sup> by Commissioner Kenney. Motion carried.

**Approval of abstract:** Motion made by Commissioner Harvey to approve payment of abstract with changes & addition, 2<sup>nd</sup> by Commissioner Barton. Motion carried.

**Financial Report:** Provided in board packets.

**Correspondence:**

- A. National Grid-Social Hall usage
- B. STAT Communications-area code overlay & equipment

**Chiefs Reports**

Clayton FD: Chief Chris Barton reported on the following:

13 calls for January

Solar Energy Reading 2/1/2017 EZ Meter Total 50844

OSHA Training-March 11 @ 9am

Motion made by Commissioner Barton to accept Erik French as new member, 2<sup>nd</sup> by Commissioner Harvey. Motion carried.

Motion made by Commissioner Barton to reinstate Kevin Dibble, Jr as new member, 2<sup>nd</sup> by Commissioner Taylor. Motion carried.

Dan Lowe submitted a transfer to Depauville.

Clayton restructured the mutual aid alarms.

Utility Truck is out for bid with NYS OGS and closes on Friday, February 10, 2017

Permission to do a birthday boat ride. Fundraising for the Arts Center. \$500 donation to the Fireboat and \$500 donation to the Arts Center. Motion made by Commissioner Barton to approve use, 2<sup>nd</sup> by Commissioner Kenney. Motion carried.

Lucas Patchen is taking BEFFO in Watertown. Jessica Davisdon is taking Compliance Based Awareness in Adams. Both classes are on the same night & Lucas will be taking 14-6-2. Jessica Davisdon is requesting mileage reimbursement. Motion made by Commissioner Taylor to authorize use of 14-6-2 and mileage reimbursement, 2<sup>nd</sup> by Commissioner Barton. Motion carried.

Motion made by Commissioner Taylor to authorize any member of Clayton or Depauville departments wanting to go to National Fire Academy in Emmittsville, MD utilizing a department vehicle for transportation, 2<sup>nd</sup> by Commissioner Lowe

**Purchase Requests:**

Depauville FD: Chief Arnie Disotell reported the following:

12 calls for January

Motion made by Commissioner Harvey to accept new members Brooke Robinson and Cody Horton, 2<sup>nd</sup> by Commissioner Taylor. Motion carried.

Jason Rarick transferred to Lafargeville

OSHA Training-February 11

#### Purchase Requisitions:

- A. C165 E-Force Cutter Rescue Tool (R522-Reserve Account)-Vander Molen Fire Apparatus (sole Source) \$7,595.00. Tabled pending the company bringing tool up to test & demonstrate.

#### Use of Building

Motion made by Commissioner Barton to approve list provided from Clayton and February 18 use of Depauville building, 2<sup>nd</sup> by Commissioner Kenney. Motion carried.

#### Old Business

- A. Grants-Ben Barton-
  1. Fire Prevention Safety (AFG)-board granted permission for Ben to meet with Diane Leonard for the purpose of Knox Boxes
  2. Air Pack Grant-should hear by end of month
  3. Radios-Buy from who we want. Reaching out to Finger Lakes.
- B. Sale of 2006 16' custom built Airboat with 454 engine & 2006 custom built trailer
  1. Resolution 2017-1 Motion made by Commissioner Taylor to approve Resolution 2017-1, 2<sup>nd</sup> by Commissioner Lowe. Motion carried.
  2. Bid requirements-Motion made by Commissioner Barton to put 2006 Custom Built 16'airboat with 2006 Custom Built Trailer out to bid with a minimum bid of \$15,000. Fire District has the right to accept or reject any and all bids. Bids due in by March 6, 2017. Bid opening will be at the March 8, 2017 regular meeting held at 7:00 pm at Clayton Meeting Room, 2<sup>nd</sup> by Commissioner Harvey. Point of contact will be Justin Taylor.
- C. Ladder Truck Update-Update given by Commissioner Taylor
- D. Fire Programs Software-RFP results-Ben Barton-Alpine Software will be doing a demo on Thursday, February 9, 2017. Commissioner Taylor would like departments to commit to using the program to it full potential with monthly reports.
- E. Phone/Internet at Clayton station-Commissioner Taylor met with Westelcom to discuss installation.
- F. Department Inventory-Depauville-tabled
- G. Station Security-establish a scope of what we are looking to accomplish & send to vendors for their recommendation. Commissioner Lowe will prepare an RFP for next month's meeting.
- H. Air Lift Bags-Resolution 2017-2 to spend from Reserves- Motion made by Commissioner Harvey to approve Resolution 2017-2, 2<sup>nd</sup> by Commissioner Kenney. Motion carried.
- I. Pick up Truck-Clayton-Ben reported
- J. Depauville Station-Luci to draft a letter for Commissioner Schnauber to provide to the Town of Clayton board.
- K. Power for pressure washer, overhead outlets, ballasts, emergency lights-Clayton station-Commissioner Taylor wants to see repairs made. Motion made by Commissioner Lowe to have New Century Electric, Town of Clayton electrical vendor, make necessary repairs, 2<sup>nd</sup> by Commissioner Harvey. Motion carried.

#### New Business

- A. Receipts from vendors-signed receipts needed
- B. E-Force Cutters-Resolution 2017-3 to spend from reserves-Tabled
- C. Stackel & Navarra, CPA-engagement letter for 2016 audit-Motion made by Commissioner Harvey to sign engagement letter, 2<sup>nd</sup> by Commissioner Barton. Motion carried.
- D. Insurance-Justin Taylor-Three (3) insurance companies that sell insurance to fire companies. Justin has contacted all three and they will come and look at the inventory and procure quotes.

**Public Comment:** Bill Evans-does the board want to know when someone comes off the rolls. Justin Taylor-departments should provide a roster to the district whenever there is a change, as well as updates to personnel such as physicals and training completed by members.

**Other Business:** None

**Adjourn-**Motion made by Commissioner Harvey to adjourn at 8:38, 2<sup>nd</sup> by Commissioner Kenney. Motion carried.