

**TOWN OF CLAYTON FIRE DISTRICT
ANNUAL ORGINIZATIONAL MEETING
JANUARY 8, 2020 AT 7:00 PM
Clayton Fire Department Meeting Room**

MEETING MINUTES

- I. Call Meeting to Order-Pledge of Allegiance 7:00 PM**
- II. Roll Call of Board Members/Affirmation of Quorum**
- III. District Structure for 2020**
 - A. Nomination and Election of Chairman-Motion made by Commissioner Taylor to nominate Ray Lowe as chairman, 2nd by Commissioner Pacific. 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 Pacific. 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-Tim Pacific
 3. Department Representatives
 - a. Clayton-Tim Pacific
 - b. Depauville-Jason Rarick
 4. Building Representatives
 - a. Clayton-Justin Taylor
 - b. Depauville-Jason Rarick
 - D. Secretary/Treasurer
 1. Selection and Compensation-Motion made by Commissioner Pacific 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
 4. Spokesperson for the District for the Press-Ray Lowe
 5. Location and Times for the 2020 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.”
- IV. Approval of the Minutes of December 10, 2019**-Motion made by Commissioner Harvey to approve minutes as presented, 2nd by Commissioner Johnson. Carried.
- V. Approval of Abstract**- Motion made by Commissioner Harvey to approve abstract as presented with notes regarding Hazlewood Mechanicals invoice, 2nd by Commissioner Thesier. Carried. Suggestion by Larry Girard to have district send letter to department on building responsibilities. Ray Lowe referred to March 14, 2018 meeting minutes stating departments are responsible for kitchens. Justin Taylor would like to present the question to the district’s attorney for clarification. If attorney feels department is responsible for the kitchen, Depauville Department will reimburse the District for voucher 20-1-22 to Hazlewood Mechanicals \$848.78.
- VI. Financial Report**-Treasurer

- A. Monthly Financial Update & Reports for December 2019
- B. Budget Transfers-Motion made by Commissioner Thesier to approve budget transfers as presented (change column headings), 2nd by Commissioner Harvey. 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.

VII. Correspondence-None

VIII. Chief's Reports

- A. Clayton Chief
 - 26 calls in December
 - EZ Meter 1/2/2020 (34176)
 - Roster submitted
 - Old air packs-no market for them & have been surplused. Board has left it to the departments to dispose of at their discretion.
 - Purchase Requests:
 - a) Charger (A5170)-Amazon \$710.21 (free ship), Auto Tool World \$833.57, Mid State Tool & Supply (Pepe's Parts Xpress) \$995.00. Motion made by Commissioner Taylor to purchase from Amazon, 2nd by Commissioner Thesier. Carried. Luci to set up tax exempt account with Amazon and place order.

- B. Depauville Chief
 - 15 calls in December
 - DOL inspected Social Hall. No issues.
 - Minitor II (low band)-Need to inventory and Justin will send to Auctions International
 - Purchase Requests: None

IX. Use of Building

- Depauville-list submitted
- Clayton-list submitted
- Motion made by Commissioner Thesier to approve use of buildings, 2nd by Commissioner Johnson. Carried.

XI. Old Business

- A. Grants-Justin Taylor-nothing to report
- B. Depauville Fire Station-Overhead Doors-quote from Overhead Door to replace the east door \$5,462.00. Department to get 3 written quotes for replacement of the east door only AND both doors.
- C. 14-5-1-Work in progress. Quotes received from 2 of the 4 vendors. A re-chassis is possible.
- D. Sexual Harassment Policy-Ray Lowe-nothing to report
- E. Cancer Disability Report-Clayton sent in their report that there are no members that qualify. Depauville needs to send their report. Larry will follow through.
- F. Resolution 2020-1 Fire Police Squads-Motion made by Commissioner Taylor to adopt Resolution 2020-1, 2nd by Commissioner Pacific. Vote put to roll call (see attachment). Carried.

XII. New Business

XIII. Public Comment

XIV. Other Business

- XV. Adjourn**-Motion to adjourn Thesier, Johnson 8:16 pm

RESOLUTION 2020-1
OF
THE BOARD OF FIRE COMMISSIONERS
OF
THE TOWN OF CLAYTON FIRE DISTRICT

The Board of Fire Commissioners of the Town of Clayton Fire District at a meeting held on the 8th day of January, 2020, does hereby resolve as follows:

WHEREAS, Section 209-c of the General Municipal Law provides that the authorities having control over the fire department or company may organize within such departments or companies fire police squads;

WHEREAS, this fire police squad shall have the power and render services as peace officers;

WHEREAS, upon orders of the Chief of the fire department, this squad may be separately engaged in response to a call for assistance pursuant to Section 209 of General Municipal Law

NOW, therefore, BE IT RESOLVED, that

1. Effective immediately, the Clayton Fire Department Fire Police Squad is hereby organized
2. Effective immediately, the Depauville Fire Department Fire Police Squad is hereby organized
3. That upon taking of the oath as prescribed by statute, and registering with the Division of Criminal Justice Services, and upon satisfactory proof of training as provided by general and local law, the members of the Clayton Fire Department and the Depauville Fire Department Fire Police Squad's may commence their duties.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:

Raymond Lowe	Yes	<u>X</u>	No	___
Timothy Pacific	Yes	<u>X</u>	No	___
Dale Harvey	Yes	<u>X</u>	No	___
Justin Taylor	Yes	<u>X</u>	No	___
Scott Johnson	Yes	<u>X</u>	No	___
Samuel Thesier	Yes	<u>X</u>	No	___
Jason Rarick	Yes	<u>X</u>	No	___

Dated: January 8, 2020

Certification

I, Lucianne LaPierre Secretary/Treasurer of the Town of Clayton Joint Fire District, do hereby certify that the above resolution was adopted at a regular meeting of the Joint Fire District of the Town of Clayton held on January 8, 2020 and it's on file and of record, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Lucianne LaPierre
Secretary/Treasurer