

**TOWN OF CLAYTON FIRE DISTRICT MEETING MINUTES
OF THE REGULAR MONTHLY MEETING
February 12, 2025 at 7:00 PM
Depauville Social Hall**

1. Call Regular Meeting to Order at 7:00 pm

2. Pledge of Allegiance

3. Roll Call:

- a. Commissioners present-Taylor, Dickey, Barton, Matthews, Lowe, Johnson, District Treasurer/Secretary Lapierre. Excused- Haver
- b. Others present-District Chief Josh Reome, Clayton Station Captain Jarod Wagoner, Assoc to the District Chief Liza Dorchester, Michael Patchen

4. Agenda Amendments-none

5. Approval of Minutes - Discussion & Action –

- a. Motion made by Commissioner Dickey to approve January 8, 2025 Regular Meeting minutes, seconded by Commissioner Barton. Carried.
- b. Motion made by Commissioner Johnson to approve January 28, 2025 Special Meeting minutes, seconded by Commissioner Dickey. Carried.

6. Approval of Abstract–Motion to approve abstract with addition & changes by Commissioner Barton, seconded by Commissioner Lowe. Carried.

7. Financial Reports - Treasurer

- a. Monthly Financial Update & Reports for January 2025
- b. Stackel & Navarra Engagement Letter. Motion by Commissioner Lowe to sign engagement letter, seconded by Commissioner Johnson. Carried.

8. Correspondence-

- a. Encompass Workplace Testing Inc-new rates
- b. Utica National Insurance Endorsement Change
- c. Regional EMS Council-no action

9. District Chief's Report

24 calls in January

Solar Energy Reading-2/4/25-127699

Training Report-Dan Lowe appointed Lieutenant of Training (see Chief's Report slideshow for details)

Apparatus Updates-

- 1. POV-Angus-Responded to a fire alarm on Wood Rd and hit trees. Invoice of \$500 deductible has been sent to the insurance agent
- 2. 14-1-3-Backed over a mailbox. Have to replace mailbox (financially)
- 3. 14-6-1 went to Whitesboro for tie rods. Back in service today
- 4. 14-7-1-out of service-at Metalcraft Marine
- 5. 14-7-3 is lettered

Purchase Requests:

MSA Altair 5X-(A5135) Jerome Fire Equipment-sole authorized distributor-\$4,143.98 incl S/H.

Motion made by Commissioner Barton to purchase from Jerome Fire Equipment and to get training, calibration gas pricing and maintenance SOP, seconded by Commissioner Johnson. Carried.

Josh inquired if there is an Employee Assistance Program available? More discussion to be had outside of the meeting to find avenues for help, if possible. Commissioner Barton checking with the county.

10. Policies

- a. Rules & Regulations-discussion on pre-employment physicals for new members. Rules & Regulations committee meeting 1st Wednesday of the month. Justin would like a scribe for the meeting. Motion made by Commissioner Dickey to reimburse Mariah LeClair \$25/hour, seconded by Commissioner Barton. Carried
- b. Workplace Violence-Motion made by Commissioner Lowe to accept Workplace Violence Policy as drafted by Mark Butler, Esq, seconded by Commissioner Dickey. Carried.
- c. Sexual Harassment- Motion made by Commissioner Lowe to accept Sexual Harassment Policy as drafted by Mark Butler, Esq, seconded by Commissioner Matthews. Carried.
- d. Conceal Carry SOP-Hal contacted AFSDNY attorney regarding conceal carry. NYS Law (9/1/2022) does not allow for conceal carry on premises or at scenes unless it is a member of law enforcement. Law enforcement does not include corrections officers unless they are there on official business. Luci will look into the James Publishing Guide for a policy.
- e. Email Policy (briefly discussed Jan 8, 2025)-tabled

11. Old Business

- a. Grants-Justin Taylor-tabled
- b. Depauville Station Committee-Scott Johnson-Hal, Jeff and Scott met again after being passed over for grant. They met with Adam Power to scale back to essentials only. Estimate on building itself (no landscaping, no pavement) \$594,000. To move forward we need a scope of work, blueprint and a budget per Commissioner Taylor.
- c. Investigation Personnel Matter-Have secured the services of an outside investigator. Commissioner Taylor will be meeting with him tomorrow to review and give him access to Station 1.
- d. Fire Boat Update-Scott Johnson-researched hearing systems. Can get a secondary wiring harness and headphones and can swap unit with air boat seasonally. There was an issue matching the red paint. They will now paint all the red instead of touching up. Repairs are on track.
- e. Associate to the District Chief-Liza Dorchester submitted interest. Motion made by Commissioner Johnson to re-appoint Liza Dorchester for the remainder of 2025, seconded by Commissioner Taylor.

Chairman Taylor entertained a motion to enter Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons.

Motion made by Commissioner Lowe, seconded by Commissioner Dickey to enter Executive Session for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or persons.

The board was 6 in favor and 0 against with 1 absent.

Commissioner Taylor-aye

Commissioner Johnson-aye

Commissioner Haver-absent

Commissioner Barton-aye

Commissioner Matthews-aye

Commissioner Lowe-aye

Commissioner Dickey-aye

The board entered Executive Session at 8:21 pm.

The board members held the Executive Session in the kitchen.

Chairman Taylor entertained a motion to end Executive Session and return to Open Session.
Motion made by Commissioner Barton, seconded by Commissioner Dickey to end Executive Session and return to Open Session.

The Board exited Executive Session and returned to Open Session at 8:43 pm **The Board took the no action in executive session.**

Upon coming back into the regular meeting, the board of commissioners reported that it discussed personnel matter regarding the appointment of Liza Dorchester as Associate to the District Chief.

Roll call vote for open motion:

Commissioner Taylor-aye

Commissioner Johnson-aye

Commissioner Barton-nay

Commissioner Matthews-nay

Commissioner Lowe-nay

Commissioner Dickey-nay

Commissioner Haver-absent

Vote resulted in 2 in favor, 4 against with 1 absent. Motion not carried.

12. New Business

- a. Commissioner Dickey asked about regular meetings with the officers and the board. The board and officers will now open the regular monthly meeting at 6:30, immediately go into executive session, then come out of executive session at 7:00 and continue the regular monthly meeting. Luci will advertise the change of time.

13. Public Comment-none

14. Other Business-none

15. Adjourn- Motion made by Commissioner Dickey to adjourn at 8:44, seconded by Commissioner Matthews. Carried.