

**TOWN OF CLAYTON FIRE DISTRICT MEETING MINUTES  
OF THE REGULAR MONTHLY MEETING  
July 8, 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, Haver, Johnson, District Treasurer/Secretary Lapiere.
- b. Others present-Chris Garceau-Clayton Ass't Fire Chief, Jacob Angus-Depauville Ass't Chief, Mike Patchin-Clayton Station Captain, Kevin Warren, Deb Farmer, Larry Girard, Corey Dorchester-Deputy District Chief

**4. Agenda Amendments- Fire boat**

**5. Approval of Minutes - Discussion & Action-**Motion made by Commissioner Johnson to approve June 11, 2025 Regular Meeting minutes as presented, seconded by Commissioner Barton. Carried.

**6. Approval of Abstract-**Motion to approve abstract with addition by Commissioner Dickey seconded by Commissioner Haver. Carried.

**7. Financial Reports - Treasurer**

- a. Monthly Financial Update & Reports for June 2025
- b. Motion made by Commissioner Dickey to amend the 2024 budget based on the auditor's recommendation by increasing total expenditures by \$682,478.21 to account for the purchase of a Sutphen Custom Chassis 1500 GPM Pumper, which was previously approved at the May 11, 2022 meeting by Resolution 2022-2, and a subsequent change order approves on June 12, 2024 by Resolution 2024-5. The pumper was paid from fund balance upon delivery but was not included in the 2024 budget, necessitating this amendment for accurate financial reporting. Seconded by Commissioner Johnson. Carried.
- c. Summary AI-Motion by Commissioner Johnson to purchase Summary AI for meeting recordings, seconded by Commissioner Lowe

**8. Correspondence-**Email received by Commissioner Taylor, who then shared it with the Commissioners, Secretary and assistant chiefs and captains, from Chief Reome submitting his resignation effective June 8, 2025. Motion made by Commissioner Lowe to accept Chief Reome's resignation with regret, Commissioner Barton does not accept the resignation. Some discussion regarding options other than accepting resignation. Motion revised by Commissioner Lowe to grant Chief Reome a leave of absence from his district chief responsibilities that expires on December 31, 2025, seconded by Commissioner Dickey. Carried

**9. District Chief's Report**

19 calls in June

Solar Energy Reading-7/5/2025-Total 132058

Training Report-covered in report

Apparatus Updates-14-7-4 check engine light came on again. Angus will take it to Gilco for assessment

Truck chargers ordered for 14-1-3 and 14-1-1 but delayed until August.

14-6-1 went to Tracey Road Equip for vibration. Possibly tires. Garceau getting quotes on tires.

Purchase Requests: none

**10. Policies**

a. Rules & Regulations-

- i. Committee has met and very close to having the points program completed. Call sign in sheets need to be left out for 24 hours.

- ii. Election eligibility-Discussion reading incumbent eligibility when called by the board to fill a mid-year position
- b. Camera, Key Fob Data & Media Retention Policy-discussion on access. Chair, Company Presidents and IT suggested access.
- c. Record Retention & Destruction Policy-tabled until August

## 11. Old Business

- a. Grants-nothing to report
- b. Depauville Station Committee-Scott Johnson-DC Builders is no longer honoring Sourcewell contracts. DC Builders laid out some options. Justin feels a meeting is needed with Butler and the committee for future planning.
- c. Fireboat Update-Scott Johnson- Committee met with Jay Milner regarding balance and items remaining and displeasure of service. Parts that need 4-6 month lead time for ordering were approved out of deposit money MetalCraft has on hand.
- d. Phase 2 Security Plan Update-Ethan has items ordered.
- e. LOSAP Program-Purchased program. Justin will ask for a revised start date vs the signed agreement date since it is not in use at that time.
- f. Social Hall Roof-Bid Advertisement Update-Luci LaPierre-RFB has been reworded as a bid and sent to Ben Barton for accuracy review and date revisions. Jeff Dickey is available after 8/1 for site visits.
- g. Records Transition-District secretary requested board support and for volunteers from the department for cleanup of the room. All items are to be off the floor and shelves will be organized. Decorations can be stored in labeled bins.
  - i. Enter everything into RedMNX, scan documents, drop packet into locked box for District Secretary to file in personnel file.
  - ii. The files of members that want only to be a social member and not a fire department member will be kept with the District Secretary.
  - iii. Scott Johnson will mount a locked box in the Administrative Office at Clayton Station.

## 12. New Business

- a. Budget Workshop Dates
  - i. Tuesday, August 19 @ 6:30 pm at Clayton Meeting
  - ii. If needed, September 10 @ 6:00 pm at Clayton Meeting Room

Chairperson 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, inviting the Clayton Station Officers to be present 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 vote was 7 in favor and 0 against with 0 abstentions.

Commissioner Haver-aye  
 Commissioner Matthews-aye  
 Commissioner Dickey-aye  
 Commissioner Barton-aye  
 Commissioner Johnson-aye  
 Commissioner Lowe-aye  
 Commissioner Taylor-aye

The Board entered Executive Session at 8:26 p.m.

Chairperson Taylor entertained a motion to end Executive Session returned to Open Session.

Motion made by Commissioner Lowe seconded by Commissioner Dickey to end Executive Session and return to Open Session.

The Board exited Executive Session and returned to Open Session at 8:38 p.m.

**The Board took no action in Executive Session.**

Chairperson 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 Matthews seconded by Commissioner Lowe 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 vote was 7 in favor and 0 against with 0 abstentions.

Commissioner Haver-aye

Commissioner Matthews-aye

Commissioner Dickey-aye

Commissioner Barton-aye

Commissioner Johnson-aye

Commissioner Lowe-aye

Commissioner Taylor-aye

The Board entered Executive Session at 8:28 p.m.

Chairperson Taylor entertained a motion to end Executive Session returned to Open Session.

Motion made by Commissioner Matthews seconded by Commissioner Barton to end Executive Session and return to Open Session.

The Board exited Executive Session and returned to Open Session at 8:54 p.m.

**The Board took no action in Executive Session.**

**13. Public Comment**-none

**14. Other Business**-none

**15. Adjourn**- Motion made by Commissioner Johnson to adjourn at 8:55 pm, seconded by Commissioner Barton. Carried.