

**TOWN OF CLAYTON FIRE DISTRICT MEETING MINUTES
OF THE REGULAR MONTHLY MEETING
June 11, 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 (via Teams), Barton, Matthews, Lowe, Haver, Johnson, District Treasurer/Secretary Lapierre.
 - b. Others present-District Chief Reome (via Teams)
- 4. Agenda Amendments-Fire Boat**
- 5. Approval of Minutes - Discussion & Action-Motion** made by Commissioner Matthews to approve May 14, 2025 Regular Meeting minutes as presented, seconded by Commissioner Haver. Carried.
- 6. Approval of Abstract**—Motion to approve abstract by Commissioner Johnson seconded by Commissioner Barton. Carried.
- 7. Financial Reports - Treasurer**
 - a. Monthly Financial Update & Reports for May 2025
- 8. Correspondence**-none
- 9. District Chief's Report**

13 calls in May
Solar Energy Reading-6/9/2025-Bank #1 130469, Bank #2 127210, Bank#3 130914
Training Report-covered in report
Apparatus Updates-covered in report

 1. Colden Fire & Rescue – Service Quote for 14-1-3 - \$1,749.00
 2. Colden Fire & Rescue – Service Quote for 14-7-4 - \$1,604.78

Purchase Requests: none
Motion made by Commissioner Barton to accept Lynne Lessley for membership to Depauville Company, seconded by Commissioner Haver. Carried.
Special Election-Mike Patchen nominated and voted in as Clayton Station Captain.
Hose test-taking care of stuff not done last year first, then move to the rest.
- 10. Policies**
 - a. Rules & Regulations-Committee Update-finished and in draft mode. Justin will get it reviewed and out to the district for commissioner review.
 - b. Video Release Policy-Commissioner Barton will share a draft with the commissioners.
Commissioner Barton expressed concerns about the amount of access allowed to cameras and key fob. Suggests camera access limited to commissioner chair and IT and key fob access limited to the two company presidents, commissioner chair & IT.
 - c. Uniform Policy-submitted by Commissioner Johnson for review. Will clean up some formatting.
Motion made by Commissioner Dickey to accept the Uniform policy, seconded by Commissioner Haver. Carried.
- 11. Old Business**
 - a. Grants-Josh Reome-nothing new to report
 - b. Depauville Station Committee-Scott Johnson-nothing new to report from Adam Power with DC Builders. Commissioner Taylor had a conversation with Atty Butler regarding the project. Suggests Butler prepare a legal review and have him identify the steps to follow. Motion made by Commissioner Dickey to retain Atty Butler for purpose of station build after his retirement, seconded by Commissioner Barton. Carried
 - c. Phase 2 Security Plan Update-Ethan looking for better pricing on cameras

- d. LOSAP Program-Commissioner Taylor shared an outline with Chief Reome to use LOSAP module for points. Motion made by Commissioner Johnson to purchase the LOSAP Module from Alpine at a cost of \$1000/year, seconded by Commissioner Barton. Carried.
- e. Social Hall Roof-Bid Specs-discussed procurement policy and NYS purchasing requirements. Commissioner Johnson updated the board on the project and what the cost could be. Project will be put out to competitive bidding. Once the bid packet is prepared, it will be sent to Atty Butler for review before advertising.
- f. PDF Editor-comparison pricing sent to commissioners in packet. Motion by Commissioner Barton to purchase the non-profit Adobe Acrobat Pro for five users @ \$15 per user per year for a cost of \$75/year, seconded by Commissioner Johnson. Carried.
- g. LENS Program through DMV-Motion made by Commissioner Haver to sign up for the LENS Program, seconded by Commissioner Lowe. Carried.
- h. FOIL Requests-all requests have been responded to in the time required.
- i. Fire Boat Update-Scott Johnson-sent an email to Metal Craft for a refund. They are under the impression that the boat was returning in the fall for engine work.

12. New Business

- a. Secretary/Records Management Officer
 - i. Salary-Secretary proposed \$15,000 for combined Sec/Treas for 2025 Motion made by Commissioner Barton to approve salary increase to \$15,000 for 2025, seconded by Commissioner Dickey. Carried.
 - ii. Clean up storage room-clean floor, department on one side of room, district on other side, no small equipment. Everything will be in boxes on shelves or in stacked and labeled bins.
 - iii. Lock on lateral file cabinet-Justin to reach out to Ron Smith
 - iv. Locked drop box-mounted in storage room
 - v. Security cameras-inside storage room-add to Phase 2
- b. Thomas Trash-Commissioner Johnson-spoke to them about the recycling bin not being emptied for 6 months. We will receive a 6-month credit (possibly for both stations). Also switch to single stream with a once-a-month dump.

13. Public Comment-none

14. Other Business-none

15. Adjourn- Motion made by Commissioner Barton to adjourn at 8:31 pm, seconded by Commissioner Haver. Carried.