

Town of Watertown Fire District
Monthly Meeting Minutes
December 13, 2023

The December Monthly Meeting was called to order by Arthur Cooley at 6:00 pm.

The Pledge of Allegiance to the Flag of the United States of America was recited by all.

Attendance:

Commissioners: Arthur Cooler, Meredith George, Warren Day, Brian Wilcox were present. Michael Hanley arrived at 6:30pm.

Secretary/Treasurer: William Bamann

Chiefs: Chief David Johnston & 1st Asst Chief Jason Lee

District Employees: District Manager Frederick Sourwine

Guests: Christine Harvey by Zoom, Robert Johnston, Josh Wilcox and Jon Sullivan.

The floor was opened for public comment.

Zoom presentation by Christine Harvey, Regional Account Executive for NYS Deferred Compensation Plan, on the New York State Deferred Compensation Plan program for employees at no cost to employers.

There being no one who wanted to speak, the floor was closed for public comments.

Communications: A letter from the Pinsky Law firm regarding 2024 legal representation fees was presented. Chairman Cooley took the letter for further consideration.

Minutes: The minutes of the November monthly meeting were provided via email for review/approval.

Upon a motion made by Arthur Cooley, seconded by Meredith George, and after a discussion held, in that there were no edits required, the following resolution was approved:

Be it resolved that the aforementioned minutes from the November meeting are approved.

Commissioner	Yes	No	Abstain	Absent		Recuse
Arthur Cooley	X					
Michael Hanley	X					
Meredith George	X					
Warren Day	X					
Brian Wilcox	X					

The Motion carried.

Bills and Treasurer's Report: Secretary-Treasurer William Bamann presented the bills (see attached Abstract of Bills), financial reports, and Bank Statements. The Commissioners were

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reminded to review and sign the Abstract of Bills as well as sign all the Vouchers for payment. One Commissioner also needs to review and sign/initial the bank account reconciliations and bank statements.

Upon a motion made by Arthur Cooley, seconded by Brian Wilcox, and after a discussion held, the following resolution was approved:

Be it resolved that the bills presented be paid and the financial reports be approved.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley				X	
Meredith George	X				
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Secretary-Treasurer William Bamann then reported on the results of the annual election of Commissioners. Brian Wilcox was elected for the 5-year term from 1 January 2024 through 31 December 2028. The election certifications were filed with the Town Clerk as required. Brian Wilcox needs to be sworn in by the Town Clerk as soon as possible after January 1st.

Commissioner Michael Hanley arrived at 6:30 pm..

Upon a motion made by Arthur Cooley, seconded by Warren Day, and after a discussion held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners adopts, and approves the Fire District's participation, in the NYS Deferred Compensation Plan for it's employees who wish to participate per the attached language provided by Christine Harvey. The Secretary-Treasurer shall prepare the resolution in our format.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George	X				
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

Chief's Report: See Chief's Report attached. Chief Johnston briefed the Board on two recent structure fires as well as presented personnel changes for the Fire Department (see attached).

Upon a motion made by Arthur Cooley, seconded by Brian Wilcox, and after a discussion held, the following resolution was approved:

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Be it resolved that the Board of Fire Commissioners approves the new members to Fire Department as presented in the attached personnel changes list.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George	X				
Warren Day	X				
Brian Wilcox	X				

The Motion carried.

The Chief deferred discussion on hiring Firefighters until later in the meeting.

Employee's Report: See District Manager's report.

Fred reported on the meeting with the USDA regarding grants and low interest loans including up to 45% of the cost for a new firetruck.

Fred then reported on the meeting with Fourth Coast on Solar panels powering the fire stations. They will be getting back to us with a quote for further consideration. The Board agreed to consider further consideration as the anticipated savings and incentives are noteworthy. Furthermore the USDA has grants and low interest loans available for solar energy projects.

He then reported on the Digital sign project, the different options and quotes received thus far. It was decided to go with a 4'x8' sign the same as the existing one. Fred will get updated quotes.

Fred presented an email from City of Watertown Chief Timmerman regarding Firefighter recruit training, shared use of our facilities, and costs. The discussion ensued on hiring Firefighters and sending our employees to the recruit class. Chief Johnston reported that six applications were received but he has delayed interviewing them until the Board adopts an updated Human Resources policy.

Committee Reports: The Paid Firefighter Committee: The Part-Time Firefighter job announcement garnered six applications and interviews and selection should be made as soon as the Board adopts the new Human Resources policy.

Old Business:

The new HR policy was updated and sent out to all the Commissioners; no feedback was received. Last week, Jessy, Fred and Warren Day went over the policy, made edits and additions. Bill Bamann made further edits. The Policy will be finalized and sent back out for final review before the end of this week. A special meeting will be held on December 20, 2023 at 6 pm to review, finalize and adopt the policy.

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New Business:

Upon a motion made by Meredith George, seconded by Warren Day, and after a discussion held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners will go into Executive Discussion to discuss personnel matters.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George	X				
Warren Day	X				
Brian Wilcox	X				

The Motion carried. The Board went into Executive Session at 7:20 pm.

Upon a motion made by Michael Hanley, seconded by Warren Day and after a discussion held, the following resolution was approved:

Be it resolved that the Board of Fire Commissioners will come out of Executive Discussion and continue the Regular monthly meeting.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George	X				
Warren Day	X				
Brian Wilcox	X				

The Motion carried. The Board came out of Executive Session at 7:35 pm.

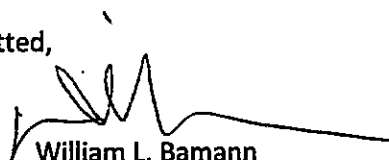
Upon a motion made by Arthur Cooley, seconded by Meredith George and after a discussion held that there's no other business to discuss, the following resolution was approved:

Be it resolved that this meeting is adjourned.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George	X				
Warren Day	X				
Brian Wilcox	X				

The meeting adjourned at 7:50 pm.

Respectfully submitted,


 William L. Bamann
 Secretary-Treasurer