

Town of Watertown Fire District
Meeting Minutes
July 10, 2024

The July 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 Cooley, Michael Hanley and Meredith George and Warren Day.

Invited for potential Fire Commissioner: Rolly Churchill

Clerk/Treasurer: Jessica Alvarado

Deputy Clerk/treasurer: William Bamann

Chiefs: Jason Lee and Fred Sourwine

District Manager: Fred Sourwine

Guests: Nichole Meeker (Penflex), Nikki Haskins (RBC Wealth Mng) and David Rogers (RBC Wealth Mng) by Zoom

Mathew Pope (Solar on Earth)

The floor was opened for public comment.

Mathew Pope, Solar on Earth answered previously asked question. Can HVAC be powered by Solar. Yes, he replied.

District Manager, Fred Sourwine signed all the paperwork to begin solar distribution.

Nichole Meeker, Penflex talked about updating our agreement for the service award program that was originally signed in 1993. She also stated that the Plan document needed to be completed because it was missing important contents and needs to be updated.

Nikki Haskins and David Rogers, (RBC) talked about the districts money portfolio and reviewed the holdings and projected income in the upcoming months.

Fire Commissioner replacement:

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

Be it resolved all Four Fire Commissioners approved Rolly Churchill to replace former Fire Commissioner Brian Wilcox. (Wilcox resigned 4/24) To serve the remainder of the 2024 year.

Commissioner	Yes	No	Abstain	Absent	Recuse
Arthur Cooley	X				
Michael Hanley	X				
Meredith George	X				

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Warren Day	X				
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The Motion carried.

Minutes: The minutes of the June meeting were provided for review/approval.

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

Be it resolved that the aforementioned minutes from the June meeting is approved.

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

The Motion carried.

Bills and Treasurer's Report: Deputy Clerk-Treasurer Bamann presented the bills (see attached Abstract of Bills), financial reports, and Bank Statements. The Commissioners were reminded to review and sign the Abstract of Bills and the Vouchers for payment. One Commissioner also needs to review and sign/initial the account reconciliations and Bank Statements.

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

Be it resolved the Commissioners approved bills presented on the attached abstract of bills be paid.

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

The Motion carried.

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

Be it resolved the Board of Fire Commissioners approved the quote for the Core Network upgrade by FDRHPO in the amount of \$4,464.00.

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

The Motion carried.

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Seal Coat: Upon a motion made by Arthur Cooley, seconded by Mike Hanley, and after a discussion held, the following resolution was approved:

Be it resolved the Board of Fire Commissioners approved Todd O'Briens quote to seal coat pavement at Station #3 in the amount of \$5000.

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

The Motion carried.

Chief's Report: See Chief's Report attached.

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

Be it resolved the Board of Fire Commissioners approved the First Due Suite quote for additional add-ons (software modules) at a cost of \$2800.

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

The Motion carried.

Executive Session Opened: Upon a motion made by Arthur Cooley, seconded by Meredith George to go in executive session at 7:47pm.

Executive Session Closed: Upon a motion made by Warren Day, seconded by Meredith to close executive session at 8:20pm.

1a) Matters leading to discipline of a particular person. Discipline will remain in effect for 30 days as written.

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

Be it resolved the Board of Fire Commissioners approved the discipline of a particular person will remain in effect for 30 days as written.

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

The Motion carried.

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2b) Employee bonus to be given for the first half of the calendar year.

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

Be it resolved the Board of Fire Commissioners approved Fred Sourwine's bonus to be given for the first half of the calendar year for exceptional performance and working above and beyond his job requirements to complete required actions for the Fire District. Bonus amount \$2331.00.

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

The Motion carried.

3c) Matters leading to full-time employment.

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

Be it resolved the Board of Fire Commissioners approved to hire two full-time employees and send them to 229 NYS Fire fighters training course. Hulbert & Vacchio will have to sign an offer, letter of intent stating that they will stay with the Town of Watertown Fire District for three years, if either one decides to leave prior to the three years, full amount of tuition will be paid back to district.

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

The Motion carried.

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 this meeting is adjourned.

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

The meeting adjourned at 9:00pm.

Respectfully submitted,

Jessy Alvarado
Clerk-Treasurer

William L. Bamann
Deputy Clerk-Treasurer