

## **INSPECTION DINNER COSTS POLICY**

### **POLICY STATEMENT**

It is the policy of the Clarence Fire District No. 1 (“Fire District”) to contribute funds toward the annual Inspection Dinner, pursuant to the authority of Town Law 176-d. The Fire District recognizes the importance of inter-municipal and inter-agency cooperation, along with mutual aid and training with other fire departments as necessities to providing effective fire protection and service to the public within the Fire District. The Board of Fire Commissioners in its discretion hereby determines that such inter-municipal and inter-agency cooperation, and mutual aid and training which have occurred should be recognized at and as part of the annual Inspection Dinner. The Board of Fire Commissioners hereby adopts this Policy to document proper expenditure of tax dollars.

### **POLICY**

A. The Fire District will provide dinner (meal) costs for the following:

- All Active and Active Life Clarence Fire Company members along with one guest per member.
- Any invited guests of the Fire District along with one guest per person.
- One firematic representative (and guest) and one administrative representative (and guest) from each of the Fire Companies within the Town of Clarence.
- One firematic representative (and guest) and one administrative representative (and guest) from up to 4 other surrounding Fire Departments as determined by the Fire Chief of Clarence Fire Co.
- Members of the Clarence Town Board and one guest each.
- The Clarence Highway Superintendent (and guest) and the Head of the Parks Dept. (and guest).
- Firefighters providing a stand-by for Clarence Fire Company during the Inspection Dinner.

B. Meal costs for Life members and all other guests of the Fire Company shall be the responsibility of the Clarence Fire Company. The Fire Company must present a copy of the caterer’s contract to the Fire District prior to event.

C. The Fire District will not provide reimbursement for any alcoholic beverages.

D. The Fire District may purchase awards/plaques up to a total cost of \$500.

E. Based upon the above, the Fire Company President shall, within 14 days of the Inspection Dinner, submit a list of names to the Fire District Treasurer along with documented cost per Meal & gratuity from the caterer. The Treasurer will prepare for payment approval at the next Fire District meeting. Final determination of reimbursable costs is at the discretion of the Board of Fire Commissioners.

This Policy is adopted October 18, 2016 and supersedes any previous versions of the Policy.  
Revised on March 8, 2021 and further revised on June 13, 2022.

By Order of the Board of Fire Commissioners, Clarence Fire District No. 1