

Clarence Fire District No. 1
Board of Fire Commissioners
2023 Budget Public Hearing & Monthly Meeting
10355 Main St., Clarence, NY 14031
Monday, October 17, 2022, 6:00 PM

1. **6:00 PM: 2023 Budget Public Hearing**

- a. **Chairman Work:** *This is the public hearing regarding the 2023 proposed budget. In accordance with New York State Town Law, all Fire Districts must, prior to the adoption of their budget, hold a public hearing on their budget. This budget hearing must be held in such a manner to maximize participation in the budget process. The purpose of this hearing is to discuss the contents of the budget. The Board of Fire Commissioners in accordance with legal requirements has adopted their proposed budget on September 12, 2022, which is more than 21 days prior to this budget hearing.*
1. *Since the Clarence Fire District No. 1 maintains a website, the proposed budget was posted on that website pursuant to the requirement of the Town Law.*
 2. *The Secretary of the fire district has filed with this district an affidavit*
 - i. *Stating that the notice of this public hearing was at published or posted at least once at least 5 days before the date specified for the hearing in*
 1. *The official newspaper of the fire district, (Clarence Bee)*
 2. *The official signboard of the Town or Towns where the district is located,*
 3. *On the fire district's website, and*
 3. *The notice of public hearing specified the time and date when and the place where this public hearing would be held. Upon its adoption, the fire district secretary also made available for inspection, and copying of the proposed budget to any interested person during district office hours.*
 4. *The purpose of this public hearing is to allow member of the public to make comments on the budget. Any person may be heard in favor of, or against, the preliminary budget or any item in it. Please note that this is only a proposed budget until the Board of Fire Commissioners adopts the final budget.*
 5. *Prior to the public comment portion of this budget hearing, we will hear from the Fire District Treasurer who will make a brief presentation about the preliminary budget to the Board of Fire Commissioners and members of the public who are present. The Fire District Treasurer will be asked submit the proposed budget to the Board of Fire Commissioners and members of the public who are here this evening.*
 6. *This budget must be adopted no later than November 4, and submitted to the Town budget officer by November 7.*

PUBLIC COMMENTS

Chairman Work: *The public comments period begins. I will now ask any person present wishing to be heard on this proposed budget to come forward so that that person may be heard in favor of, or against, the proposed budget or any item in it. I request that if you wish to address the Board on the proposed budget, you come to the podium directly in front of us, or raise your hand to be recognized. Clearly state your name and address for the record. Please limit your comments to five (5) minutes. Please direct all your questions to the Board or the Treasurer. This is not a question and answer session. You question will not be answered when asked. The board is looking for your opinion on the budget or any part of it, whether favorable or not. Please tell us what you are in favor of regarding this budget or what you are against. You may ask questions, but this Board and the treasurer will not answer any questions, until the conclusion of the public comments period.*

2. **6:30 PM: CALL TO ORDER AND PLEDGE TO THE FLAG** – led by _____

3. **ROLL CALL**

4. **APPROVAL OF PRIOR MEETING MINUTES**

- | | |
|---------|---|
| 8/8/22 | Motion to amend Regular Board Meeting Minutes |
| 9/12/22 | Regular Board Meeting Minutes |

5. **BOARD OF DIRECTORS/PRESIDENT REPORT**
6. **SECRETARY'S REPORT**
 - 6.1 In/ Out Correspondence
 - 6.2 District Election Update - Election Chair, Inspectors, & Nominating Petitions
 - 6.3 Turnout & Active Member ID Card Distribution
7. **TREASURER'S REPORT**
 - 7.1 Bank Statements Reports Review (Commissioner Heim)
 - 7.2 Chief Vehicle Reports - Review (Commissioner Work)
 - 7.3 Credit Card Statement – BOFC Review from _____ - _____ in the amount of \$ _____
 - 7.4 Motion to pay bills, check # _____ - _____, in the amount of \$ _____
 - 7.5 Monthly Summary Report
 - 7.6 Wilmington Trust Update
 - 7.7 FEMA Covid-19 Project Update
 - 7.8 Auto Insurance Update
 - 7.9 VFBL Update
 - 7.10 2019 Chevrolet Surplus Sale Update
8. **CHIEF'S REPORT**
9. **COMMISSIONER WORK**
 - 9.1 Ongoing Pandemic & Response
 - 9.2 Verizon Connect Cameras
 - 9.3 FASNY Convention 2023
 - 9.4 Wilmington Trust Correspondence
 - 9.5 FDIC 2023
 - 9.6 Annual Pump & Hose Testing Completed
10. **COMMISSIONER HEIM**
11. **COMMISSIONER LARKIN**
12. **COMMISSIONER GASKE**
 - 12.1 Snow Removal Bid Update
13. **COMMISSIONER DUDAS**
14. **PUBLIC COMMENTS**

15. OLD BUSINESS

- 15.1 Print King - Envelopes
- 15.2 Sale transactions 2019 Tahoe
- 15.3 Weathertech Purchase
- 15.4 Amend 2022 Key Fob Motion
- 15.5 Emergency Repairs #5

16. NEW BUSINESS

- 16.1 100 Year Anniversary Photo printing
- 16.2 Hose Purchase
- 16.3 Class B Project - Chief's Office
- 16.4 Appoint Election Inspectors

MOTION to approve RESOLUTION: APPROVE FINAL BUDGET FOR 2023 WITHIN REAL PROPERTY TAX LEVY LIMIT:

WHEREAS, the Board of Fire Commissioners of the Clarence Fire District No.1 must adopt a proposed budget for 2023 and estimate of fund balances in preparation for the annual fire district budget hearing and did so in preparation for the budget hearing, and

WHEREAS, the Board of Fire Commissioners of the Clarence Fire District No.1 held the annual fire district budget hearing on notice to the public on October 17, 2022, and WHEREAS, the Board has considered the proposed budget and comments received on the proposed budget on October 17, 2022 at said budget hearing, and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners hereby approves the Final Budget for the Clarence Fire District No.1 for 2023 attached hereto and made a part hereof in the amount of \$1,039,658.00.

MOTION to approve the following information regarding the Clarence Fire District No. 1 election:

- 1) *It will be held on Tuesday, December 13, 2022 from 6:00 PM to 9:00 PM;*
- 2) *It is for one Commissioner five-year term commencing January 1, 2023 through December 31, 2027;*
- 3) *Notice of the election will be posted in the District's designated newspaper (Clarence Bee) between the dates of November 9 and 16, 2022;*
- 4) *Fire District Secretary will request registration rolls of eligible registered voters as of November 22, 2022 from the Erie County Board of Elections,*
- 5) *Fire District Secretary Kristi Mora will serve as Election Chairperson, Maureen Rider of 9907 Grantham Court and Yvonne Work of 4646 Stonebridge Way will serve as Election Inspectors/Ballot Clerks. All will be compensated at \$70 pursuant to Town Law, Section 175. Alternate Election Inspectors will be contacted when a list is provided by Erie County Elections in the event the appointed inspectors are unable to serve.*
- 6) *Election will be held in accordance with Clarence Fire District No. 1 Election policy.*

NEW BUSINESS (cont.)

MOTION CONT.

7) In addition to the compensation as set forth in Town Law, the above-mentioned chairperson and election inspectors will be compensated \$100.00/each for the preparation of the polling place and register.

MOTION to approve the following resolution adopting the form of the nominating petition for election of the Fire District Commissioner:

RESOLVED, that the Clarence Fire District No. 1 Board of Fire Commissioners adopt, as its official nominating petition, the attached form to be used by all candidates for the office of Fire District Commissioner, and it is further

RESOLVED, that only registered electors of the Clarence Fire District No. 1 may obtain signatures on the form and in the manner as set forth in the nominating petitions, and it is further

RESOLVED, that the signature of the witness to the signers of the nominating petition must be notarized in the form and in the manner as set forth in the nominating petitions, and it is further

RESOLVED, that signatures of all signers of the nominating petitions must be dated between October 18 and November 23, 2022 (the date petitions are required to be filed with the Secretary), and it is further

RESOLVED, that the Secretary of the Clarence Fire District No. 1 shall make the nominating petitions available to any interested party no earlier than October 18, 2022.

17. GOOD OF THE DISTRICT

17.1 Commissioner Larkin to attend the Board of Directors meeting on 11/21/22.

17.2 Next Regular District Meeting on 11/14/22 at 6:30 pm.

18. MOTION TO ADJOURN - Maker _____, Second _____, Time _____

Cc: BOFC, #9, President, Truck Room Bulletin Board, Group Page



CLARENCE FIRE DISTRICT NO. 1 2023 PROPOSED BUDGET

A-100 Personal Services	\$66,120.00
A-200 Equipment & Capital Overlay	\$50,000.00
A-400 Contractual & Other Admin.	\$350,786.60
A-800 Employee Benefits	\$219,785.00
Other Budgetary Purposes (Reserves)	\$184,000.00
General Obligation Bond - Principal	\$141,200.00
General Obligation Bond - Interest	\$27,766.40
Total	\$1,039,658.00

2023 Proposed Budget	\$1,039,658.00
2022 Total Budget	\$1,017,949.00
Difference from 2022	\$21,709.00

2022 Final Assessment Roll \$855,462,770.00

Clarence Estimated Full Valuation 100%

Clarence Estimated Tax Rate (per \$1,000) 1.215316

Estimated December 31, 2022 Fund Balances

Total General Fund Balance	\$180,000.00
Equipment Reserve Fund	\$615,090.00
Building Reserve Fund	\$190,175.00
Rescue 5 Reserve Fund	\$250,020.00
Total Fund Balances	\$1,235,285.00



CLARENCE FIRE DISTRICT NO. 1

10355 Main Street, P.O. Box 340, Clarence, NY 14031

Phone: (716) 759-8842 Fax: (716) 759-0641

Board of Fire Commissioners
 Nathan M. Work, Chairman
 Douglas J. Larkin, Vice-Chairman
 Michael Dudas
 Brian Gaske
 Mark Heim

Treasurer
 Sandra J. Larkin

Secretary
 Kristi Mora

LAST DAY TO FILE PETITION WITH FIRE DISTRICT SECRETARY IS NOVEMBER 23, 2022 at 4:00pm.

I, _____, residing at _____, phone _____, do hereby submit my name to be placed on the ballot for the position of Fire Commissioner of the Clarence Fire District No. 1, 10355 Main Street, Clarence, New York 14031 for a _____-year term vacancy, commencing on January 01, _____ and ending on December 31, _____.

Below is a list of a minimum of twenty-five (25) qualified registered voters who reside in the Clarence Fire District. Voter qualifications are: (1) at least 18 years of age; (b) a citizen of the United States; (c) a resident of the State of New York; (d) a resident of Erie County and Clarence Fire District No. 1 for a minimum of 30 days prior the Fire District Election; and (e) registered to vote with the Erie County Board of Elections. Such registration must have taken place on or before the 23rd day before such Fire District Election (by November 21, 2022).

I, the undersigned, do hereby state that I am a duly registered voter of the Clarence Fire District, eligible to vote in the annual elections of the Clarence Fire District, Clarence, New York, and entitled to vote at the next annual election of the Clarence Fire District to be held on December 13, 2022; that my place of residence is truly stated opposite my signature hereto; and I do hereby designate the following named person as a candidate for the nomination for Commissioner of the Clarence Fire District.

In witness whereof, I have hereunto set my hand, the day and year placed opposite my signature.

	Date	Printed Name	Signature	Residence Address
1				
2				
3				
4				
5				
6				
7				
8				
9				

	Date	Printed Name	Signature	Residence Address
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				

	Date	Printed Name	Signature	Residence Address
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
47				
48				
49				
50				

STATEMENT OF WITNESS

I, _____ (name of witness), state: I am a duly qualified voter of the State of New York and I am a registered voter of the Clarence Fire District. I reside at _____ (residence address).

Each of the individuals whose names are subscribed to this petition sheet containing ____ (fill in number) signatures, subscribed the same in my presence on the dates above indicated and identified himself or herself to be the individual who signed this sheet.

I understand that this statement will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

Date: _____

Signature of _____

Witness: _____

Town _____

County _____

Witness identification information: The following information must be completed prior to filing with the Clarence Fire District Board of Elections for this petition sheet to be valid.

On the dates above indicated before me personally came each of the voters whose signatures appear on this petition sheet containing ____ (fill in number) signatures, who signed it in my presence and who, being by me duly sworn, each for himself or herself, said that the foregoing statement made and subscribed by him or her was true.

Date: _____

Signature and official title of officer administering oath

Witness identification information: The above information must be completed and the witness's signature notarized prior to filing with the Clarence Fire District Board of Elections for this petition sheet to be valid.