

**UNION FIRE DISTRICT BOARD OF WARDENS' MONTHLY MEETING  
131 ASA POND RD., PEACE DALE, R.I.  
OCTOBER 18, 2004 7:00 PM  
MEETING MINUTES**

**WARDENS PRESENT:** Mr. Holland, Mr. Ciccone, Mr. Gray, and Mr. Smith

**PERSONNEL PRESENT:** Chief Boisvert, DC Prefontaine, and Pinch

**OTHERS PRESENT:** District Clerk, Ms. Hogan, and Mr. DeSista

Mr. Holland called the meeting to order at 7:04 PM.

**APPROVAL OF MINUTES OF PREVIOUS MEETING:**

Mr. Gray moves to dispense with the reading of the minutes of the previous meeting. Mr. Ciccone seconds. All in favor. Motion carries.

**COMMUNICATIONS:**

A letter of thanks from SK Parks and Recreation, for the fire prevention program presented at the Children's Fest.

A letter of thanks from Woonsocket Fire Department, thanking us for the use of the training facility.

A letter from Woonsocket Fire Department to thank and commend DC Perry for his leadership and assistance while they were training at our facility.

**COMMITTEES:**

Mr. Ciccone reports that the new engine 3 will be here this Saturday morning.

**OLD BUSINESS:**

**SPRINT CELL TOWER CONTRACT:** Ms. Hogan has no news from Sprint as yet.

**NEW BUSINESS:**

**JOB DESCRIPTIONS:** An organizational chart has been distributed to the Wardens and Ms. Hogan. Discussion ensued. This will be tabled until the workshop meeting for a vote.

**NEXTEL PHONE BILLS:** Mr. Smith called a government rep from Nextel, who has not gotten back to us yet. Mr. Smith will call him back, and get information for the workshop meeting.

**PURCHASE JTC FIRE SIMULATION SOFTWARE:** Bruce Quinn has forwarded a memo and purchase requisition for training software for a total of \$599.00. Discussion regarding what account will be debited for the purchase.

**MOTION 04-10-1:** Mr. Holland moves to table this purchase, and forward it to DC Perry for consideration and recommendation. Mr. Smith seconds. All in favor. Motion carries.

**RECRUITMENT AND RETENTION PROGRAM:** Marylou Butler presents a proposal to approach local businesses to obtain discounts for firefighters, as an incentive. Chief Boisvert points out that DC Pinch is in charge of the recruitment and retention program, and asks if he has been consulted. Discussion ensued regarding past recruitment and retention efforts. DC Pinch explains what has been done before, and what is being done now. Ms. Hogan strongly recommends that we check with the R.I. Ethics Commission to see if accepting discounts would be admissible. DC Pinch suggests investigating a retirement program for the firefighters. Ms. Butler asks if a committee can be formed.

**MOTION 04-10-2:** Mr. Holland moves to request that Ms. Hogan contact the Ethics Commission, before any decisions are made on this matter. Mr. Ciccone seconds. All in favor. Motion carries.

**MOTION 04-10-3:** Mr. Ciccone moves to form a recruitment and retention committee, consisting of DC Pinch as chairperson, Mr. Ciccone, Mr. Gray, Ms. Butler, and a representative from each station. Mr. Smith seconds. All in favor. Motion carries.

#### CHIEF'S LIST:

Chief Boisvert would like to add Chris Nelson from Station 8 and Kevin Swanson from Station 2 to the driver list.

**MOTION 04-10-4:** Mr. Smith moves to add Chris Nelson and Kevin Swanson to the driver list, pending verification of their physicals. Mr. Ciccone seconds. All in favor. Motion carries.

#### TRAINING GROUND REPORT:

**PURCHASE CONFINED SPACE EQUIPMENT:** Requisitions have been given to all Wardens to approve expenditure of \$5983.44 of encumbered funds for confined space equipment. Discussion.

**MOTION 04-10-5:** Mr. Ciccone moves to approve the purchase of the confined space equipment. Mr. Smith seconds. All in favor. Motion carries.

**MOTION 04-10-6:** Mr. Holland moves to add use of the confined space area by RI Search and Rescue Team to the agenda. Mr. Ciccone seconds. All in favor. Motion carries.

**USE OF CONFINED SPACE FACILITY FOR RI SEARCH & RESCUE:** The Clerk states that DC Perry has requested permission to allow the RI Search and Rescue Team to use the confined space area on October 29 and November 3. The Board has no objection to this use.

**FIRE PREVENTION:**

Brian Kleczek reports that they are very busy and all is going well. They have a lot of help this year.

**MAINTENANCE OF MOTORIZED VEHICLES:**

No report.

**STATION REQUESTS:**

None.

**MOTION 04-10-7:** Mr. Holland moves to add discussion of SCBA program to the agenda. Mr. Ciccone seconds. All in favor. Motion carries.

Mr. Holland states that he has been receiving a lot of discussion about the size of the bottles to be used in the SCBA program. He directs the Chief and the Deputies to come to a consensus on the size of the bottles to be used and report back to the Board.

**TAX COLLECTOR'S REPORT/ABATEMENTS:**

Mr. Smith moves to accept the report as presented. Mr. Gray seconds. All in favor. Motion carries.

**COMMENTS FROM CITIZENS/FIREFIGHTERS:**

Mr. Ciccone states that the boiler in the administration building needs to be serviced as soon as possible. The draft regulator is not working properly, and the pump is leaking. Also, lights are being left on in the building, and should be turned off when not in use. Discussion.

**MOTION 04-10-8:** Mr. Holland moves to add discussion of the duty engine to the agenda. Mr. Ciccone seconds. All in favor. Motion carries.

Mr. Holland reads a letter from DC Pinch explaining how the duty engine program went this summer, with a recommendation to review and revise the program to have the engine running all year. Mr. Holland would like to address this matter in the spring and discuss it more in depth at that time.

Mr. Ciccone moves to adjourn. Mr. Gray seconds. Meeting adjourned at 8:25 PM.

Respectfully submitted,  
Bette Marco  
District Clerk

Date Amended \_\_\_\_\_  
Date Accepted \_\_\_\_\_

I, Bette Marco, District Clerk, do hereby certify that the attached Minutes are a true and accurate copy of the Minutes of the October 18, 2004 meeting of the Board of Wardens of the Union Fire District, and that they have not been amended except as cited above.

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Bette Marco, District Clerk