

**UNION FIRE DISTRICT BOARD OF WARDENS
WORKSHOP MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
JUNE 6, 2005 7:00 PM**

Wardens: Present: Mr. Holland, Mr. Ciccone, Mr. Sprague,
Mr. Gray and Mr. Smith

Chiefs: Chief Perry, DC Carney, Pinch, and Collinson

Others: District Clerk, Secretary, Tax Collector

Mr. Holland called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. Gray moves to dispense with the reading of the minutes of the May 16, 2005 meeting. Mr. Sprague seconds the motion. All in favor. Motion carries.

COMMUNICATIONS:

None.

COMMITTEES & REPORTS:

Mr. Ciccone reports that the bid for the new brush truck has been awarded to CET for the bid price with no extra options. A letter and purchase order have been sent out to them.

OLD BUSINESS:

FIRE ALARM CONTRACT RENEWAL: Price quote requests were sent out to PAV Electric, Jedi Electric, and Engineered Security Systems, and no responses were received. As Holland Electric was the only company to submit a quote, the contract will be awarded to Holland Electric at the monthly meeting.

ESTIMATE FOR STATION 1 LIGHTS: Mr. Gray spoke to PAV regarding the quote of \$730.00, and was advised that the amount of work required was not certain, but the quote was the maximum that it would cost. The Clerk is directed to contact PAV for further information.

NEW BUSINESS:

DEPUTY CHIEF POSITION: Mr. Holland advises that letters will be sent to the five candidates for deputy chief, to advise of the date for interviews with the Board. An executive session will be called before the June 20 meeting to decide on the new deputy, and the appointment will be announced at the June 20 meeting. The date for the interviews will be June 15, starting at 7:00 PM.

AC MAINTENANCE CONTRACT FOR ADMIN BUILDING: Three quotes were received for AC maintenance; Phalanx for \$575.00 per visit, Actual Temperature for \$527.50 per visit, and Buckley Heating for \$85.00 for first one and one half hours, extra for longer time and materials. Mr. Ciccone recommends Phalanx, since they have serviced the system in the past and did a good job. This item will be voted on at the monthly meeting.

FIRE POLICE INSURANCE: Mr. Holland checked with Gates Agency, and David Gates is checking with the insurance company about liability. Mr. Holland will follow up with Gates, and keep the Chief and the fire police informed.

JOB DESCRIPTION FOR MAINTENANCE PERSON: A tentative job description has been given to all Wardens for their perusal and input. This will be discussed further at the monthly meeting, after the Wardens have had an opportunity to study it and make recommendations.

AD FOR PART TIME PERSON IN TAX OFFICE: A copy of the ad has been given to each Warden, and permission is being requested to run the ad for a part time person for the tax office.

MOTION 05-6-1: Mr. Ciccone moves to run the ad for the next two weeks in the *Independent*. Mr. Sprague seconds. All in favor. Motion carries.

BLACK BOXES: SK Communications department has given us a pair of wires to run from SKPD to our administration building. A black box is necessary to interconnect the two systems, to enable us to use the IMC computer software. The cost for the equipment is \$969.23.

MOTION 05-6-2: Mr. Ciccone moves to allow the Board to move forward with this equipment. Mr. Sprague seconds. All in favor. Motion carries. The Board will vote on this at the monthly meeting.

LIBRARY: Mr. Ciccone wants the library returned to use as a library, instead of a training office. Mr. Holland and Mr. Smith have checked into this, and the desk is to be removed and the library table returned. Mr. Holland asks why the server was not installed in the closet, as planned. The server needs climate control.

FIRE CHIEFS' SHOW: Mr. Ciccone asks that costs for Chiefs and Wardens attending the show be reimbursed. This usually includes parking, admission, and tolls.

MOTION 05-6-3: Mr. Holland moves to allow expenses to be reimbursed. Mr. Smith seconds. All in favor. Motion carries.

RECRUITMENT & RETENTION NARRAGANSETT TIMES SERIES: Ms. Butler explains that the *Narragansett Times* wants to do articles on the history of the UFD, and a profile of the present District. She sees this as an opportunity for recruitment and retention, and wants to distribute posters and brochures to local businesses to encourage recruitment. Discussion ensued. Mr. Holland directs Chief Perry to meet with Ms. Butler and DC Pinch to formulate a plan for recruitment. Ms. Butler also wants to apply for a SAFER Grant for funds to support recruitment, and asks for input before the June 28 deadline.

HAZMAT: Chief Perry asks that this be moved to the monthly meeting.

CHIEF'S/DEPUTIES' REPORTS:

No report.

FIRE PREVENTION:

No report.

TRAINING GROUND REPORT:

No report.

STATION REQUESTS:

STATION 9 STEAK FRY JUNE 10:

MOTION 05-6-4: Mr. Gray moves to allow the use of the station for the steak fry June 10. Mr. Smith seconds. All in favor. Motion carries.

STATION 6 DUMPSTER; JERSEY BARRIERS: The members have cleaned out the attic, and need a dumpster. Also, there are two jersey barriers in the parking lot that they would like removed, and there is a broken cover on the well in the back of the station. Discussion.

MOTION 05-6-5: Mr. Ciccone moves to allow the station to get a 15 yard dumpster. Mr. Smith seconds. All in favor. Motion carries.

Mr. Holland and Mr. Gray will check the station and see what needs to be done about the barriers and the broken well cover.

COMMENTS FROM CITIZENS/FIREFIIGHTERS:

Chief Perry asks if the Board is aware of the e-mail from Chris Iredale regarding the fire horns. They have a copy, and will respond to it.

Mr. Ciccone moves to adjourn. Mr. Sprague seconds. Meeting adjourned 7:35 PM.

Respectfully submitted,

Bette Marco
District Clerk

Date Amended _____

Date Accepted _____

I, Bette Marco, District Clerk, do certify that the attached minutes are a true and accurate copy of the June 6, 2005 Meeting of the Board of Wardens of the Union Fire District and that they have not been amended except as cited above.

Bette Marco, District Clerk