

**UNION FIRE DISTRICT BOARD OF WARDENS' MONTHLY MEETING  
131 ASA POND RD., PEACE DALE, R.I.  
JANUARY 18, 2005 6:00 PM  
MEETING MINUTES**

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

**PERSONNEL PRESENT:** Chief Perry, DC Carney, Collinson

**OTHERS PRESENT:** District Clerk, Ms. Hogan, and Mr. DeSista  
KFD Chief Barrington, and Wardens Ms. McNab and Mr. Oberle

Mr. Holland called the meeting to order at 6:11 PM.

Mr. Holland explains that the Board is meeting with the Chief and Wardens of Kingston Fire District as a follow up to the October 28, 2004 meeting, regarding the possibility of merging the two Districts. Ms. McNab explains that, while KFD does want to work more closely with UFD in many areas, they are not interested in merging the Districts at this time. She feels a greater exchange of information would be advantageous to both Districts. The Clerk will contact the KFD office about forwarding meeting minutes. Discussion ensued regarding the possibility of our mechanic servicing KFD apparatus. Mr. Holland will follow up on this issue. The question of "splits", or properties that are in both UFD and KFD, were discussed. The tax assessors from both Districts will meet to discuss possible solutions. Mr. Holland mentioned changes that he saw coming in the future for UFD, including communications and dispatching. Chief Barrington stated that we are near completion on the repeater system, and we need a five year plan for dispatch. Discussion ensued regarding the reestablishment of a radio committee, comprised of the two Chiefs, police Chief Vespia, and Superintendent Ballou from communications. Other items briefly discussed were fire prevention, code enforcement inspections and LOSAP. Mr. Holland summed up the meeting with the determination that (1) the Chiefs and tax assessors from both Districts will meet regarding tax splits, (2) the Chiefs will meet with Chief Vespia and Brian Ballou regarding communications, after which they will report back to the Boards, and (3) the UFD Wardens will discuss the issue of maintenance for the KFD apparatus.

**APPROVAL OF MINUTES OF PREVIOUS MEETING:**

Mr. Sprague moves to dispense with the reading of the minutes of the January 3, 2005 meeting. Mr. Ciccone seconds. All in favor. Motion carries.

COMMUNICATIONS:

Mr. Holland read a letter of thanks to Chief Perry from Ellen Emerson White for our response to her parents' house fire in Narragansett.

COMMITTEES:

No report.

OLD BUSINESS:

None.

NEW BUSINESS:

**DELEGATES TO RI FIREMEN'S LEAGUE:** The annual membership form has been received from RI Firemen's League, and new delegates need to be appointed.

**MOTION 05-1-1:** Mr. Ciccone moves to appoint Kevin Quinn and Tony Cinquegrana as delegates. Mr. Gray seconds. All in favor. Motion carries.

**MOTION 05-1-2:** Mr. Ciccone moves to approve payment of dues. Mr. Sprague seconds. All in favor. Motion carries.

**CODE ENFORCEMENT FEE SCHEDULE:** Mr. Smith discussed the new fee schedule with Bob Emmott, and they have restructured the schedule. Discussion.

**MOTION 05-1-3:** Mr. Sprague moves to accept the new schedule. Mr. Ciccone seconds. All in favor. Motion carries.

**SPRINT CELL TOWER AGREEMENT:** Ms. Hogan has distributed copies of the response from Sprint regarding the issues to be clarified in the contract. Discussion regarding contract. Ms. Hogan will finalize the contract.

**BUDGETARY ISSUES:** Mr. Holland advises that the Clerk is getting the budget books assembled, and Chief Perry is going over the station requests, Hazmat, and training. The Wardens will begin meeting in the middle of February to work on the budget. Mr. Holland asks Chief Perry to meet with Mr. Ciccone to put together a truck replacement program.

**HAZMAT PURCHASES:** Patrick Eye sent a memo to the Board regarding his request for the purchase of Hazmat equipment with encumbered funds. He wants to purchase an APD 2000 monitor. Discussion regarding what funds were encumbered. There is \$1200.00 left, plus this year's budget. Chief Perry will discuss this with Patrick. Mr. Ciccone feels all budgets should go through the Chief's office, to avoid this kind of confusion.

INSURANCE PAYMENT TO SKVFA FOR ABERDEEN: Payment was approved at the workshop meeting.

**MOTION 05-1-4:** Mr. Ciccone moves to approve the payment of the insurance. Mr. Sprague seconds. All in favor. Motion carries.

COMPUTERS: Chris Hiener has submitted purchase requisitions for the computers and related equipment. Ms. Hogan points out that these prices are quotes, and by our purchasing policy, these purchases must go out to bid. Discussion regarding the purchasing policy, and possible amendments to same.

**MOTION 05-1-5:** Mr. Smith moves to expend \$11,000.00 for IMC records interface, as a sole source provider. Mr. Gray seconds. All in favor. Motion carries.

**MOTION 05-1-6:** Mr. Smith moves to approve \$2250.00 for Cox internet connections, as a sole source provider. Mr. Gray seconds. All in favor. Motion carries.

**MOTION 05-1-7:** Mr. Smith moves to expend \$1450.00 for two wireless connections and two modems for laptops from Verizon, as a sole source provider. Mr. Gray seconds. All in favor. Motion carries.

Ms. Hogan advises that remaining items on the requisition must go out to bid.

TAX COLLECTION: Mr. Holland met with Frank Goudailler from the Town to find out how we can speed up the tax billing process. He states that we can get the bills by the second week of August, and can mail them by the first of September, due by October 1. When Ms. Flowers returns to the office, Mr. Holland will speak to her and the Town tax office to put this plan in place. Ms. Hogan will check the charter, to be sure that this will be acceptable.

PURCHASE CODE ENFORCEMENT DESKS AND CHAIRS: The Clerk has submitted a purchase requisition to buy three desks and two chairs for the code enforcement office, for a total of \$1721.29 as low quote from ATD American. The budgeted funds are \$1800.00.

**MOTION 05-1-8:** Mr. Ciccone moves to approve the purchase from ATD American, for \$1712.29. Mr. Sprague seconds. All in favor. Motion carries.

#### CHIEF'S LIST:

Chief Perry advises that he has directed the members at Station 6 not to use the turnaround in front of the Station. They are to use the jug handle at all times, even emergency responses. Discussion ensued. Chief Perry will send a memo to all Stations advising them of the directive.

SKPD has requested use of the meeting room for a class on sexual harassment.

**MOTION 05-01-9:** Mr. Smith moves to approve the request. Mr. Gray seconds. All in favor. Motion carries.

DC Collinson wants to rent a dumpster to clean out the basement of the administration building.

**MOTION 05-01-10:** Mr. Ciccone moves to approve the rental of a dumpster. Mr. Sprague seconds. All in favor. Motion carries.

The Providence Fire Department is holding a fire ground safety class for UFD firefighters. Chief Perry would like to present \$50.00 gift certificates to their instructors, to be taken from the training budget.

**MOTION 05-01-11:** Mr. Holland moves to allow the purchase. Mr. Smith seconds. All in favor. Motion carries. Discussion regarding JTC funding.

TRAINING GROUND REPORT:

DC Collinson states that Mark Nelson is working on replacing the tiles in the burn building, and work on the tower is moving forward.

FIRE PREVENTION:

No report.

MAINTENANCE OF MOTORIZED VEHICLES:

Mr. Ciccone reports that the transfer case we have been waiting for is not in yet.

STATION REQUESTS:

STATION 9- REQUEST FOR TRIP TO TRANSFER STATION: This request is no longer needed. Discussion regarding policy for trips to the transfer station.

TAX COLLECTOR'S REPORT/ABATEMENTS:

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

COMMENTS FROM CITIZENS/FIREFIGHTERS:

**MOTION 05-01-12:** Mr. Gray moves to return to new business. Mr. Sprague seconds. All in favor. Motion carries.

**MOTION 05-01-13:** Mr. Gray moves to add FDIC conference to the agenda. Mr. Sprague seconds. All in favor. Motion carries.

Captain Hiener wants to send Patrick Eye and Rob McCall to the FDIC conference in Indianapolis in April. The fee is \$599.00 per person for the five day conference. He is requesting \$2000.00 for each person to cover travel and accommodations also. Discussion ensued about funding for this trip.

**MOTION 05-01-14:** Mr. Holland moves to approve funding not to exceed \$2000.00 per person (\$4000.00 total) for the trip, subject to submission of a detailed budget by the work session. Mr. Sprague seconds. All in favor. Motion carries.

Bruce Quinn asks what the status is on the addition to Station 5, and can a new committee be formed, since members of the old committee are no longer in office. Mr. Holland explains that the Board is waiting for comments from Captain Munson on the plans. He adds that there is no more money in this budget, but next year we can move forward with more funding.

Mr. Gray moves to adjourn. Mr. Smith seconds. Meeting adjourned at 8:40 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 January 18, 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

