

UNION FIRE DISTRICT BOARD OF WARDENS' MEETING
131 ASA POND RD., PEACE DALE, R.I.
JULY 17, 2006 7:00 PM
MEETING MINUTES

WARDENS PRESENT: Mr. May, Mr. Gray, Mr. Smith, and Mr. Boisvert
ABSENT: Mr. Ciccone

PERSONNEL PRESENT: Chief Perry, DC Carney, Quinn, Pinch, and Collinson

OTHERS PRESENT: District Clerk and Mr. DeSista

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

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Mr. May moves to dispense with the reading of, and approve, the minutes of the July 3, 2006 meeting. Mr. Boisvert seconds. All in favor. Motion carries.

COMMUNICATIONS:

A letter from Town of South Kingstown requesting the use of stations 3 and 9 for the November 7 election.

MOTION 06-7-1: Mr. May moves to move this to new business. Mr. Boisvert seconds. All in favor. Motion carries.

COMMITTEES:

STATION 5 BUILDING COMMITTEE REPORT: Mr. Smith reports that the committee met with the engineers, and the next meeting is scheduled for July 19 at 6:00 PM at the Snug Harbor station.

EMPLOYEE HANDBOOK UPDATE: Mr. May has been working on the update of the handbook, and has completed the first few pages. Copies are distributed to all Wardens. Mr. May is trying to address the issue of employee/appointee designation, as well as whether or not personnel administrators are necessary. The Wardens will look over the changes and come back with suggestions at the next meeting. He also asks about personnel files, and explains that the organizational chart has to be reworked into four areas; elected officials, tax collection, fire chief, and administrator.

OLD BUSINESS:

PAVING REPAIRS AT STATIONS 1 AND 2: Mr. May asks what the status is on these projects. Discussion. Mark Nelson explains what he feels needs to be done at station 1.

MOTION 06-7-2: Mr. May moves to have Tom Browning meet with Mark Nelson and the station captains to draw up some specs for these projects. Mr. Boisvert seconds. All in favor. Motion carries.

NEW BUSINESS:

AWARD TRAINING GROUND SHELTER BID: Two bids were received, both of them are more than we have budgeted. Discussion ensued. This will be tabled until the Wardens can study it further.

AWARD TRAINING GROUND PAVING BID: Four bids were received: Marchetti for \$10,600.00, John Henry for \$10,500.00, Stanley for \$9200.00, and Lynch for \$30,500.70. Discussion ensued.

MOTION 06-7-3: Mr. Gray moves to award the bid to Marchetti Construction, Inc., for a total not to exceed \$10,600.00. Mr. Boisvert seconds. All in favor. Motion carries.

POLICY RE: BORROWING UFD PROPERTY: Mr. Smith states that if any personnel want to borrow UFD equipment, they must put the request on the agenda for discussion and approval at a meeting of the Board. Discussion regarding station 9 borrowing the Gator for the weekend.

PREPAY CHASSIS ON NEW PUMPER: Mr. Ciccone determined that if we prepay the chassis for the new pumper, the payment is not due until it is delivered, probably five to six months from now. We can save approximately \$3500.00 if we prepay. Discussion.

MOTION 06-7-4: Mr. Boisvert moves to prepay the chassis. Mr. May seconds. All in favor. Motion carries.

PAINT SIGNS AT STATION 6: DC Collinson explained that the sign on the front of Tower Hill Station is in need of painting. There are no funds budgeted for this, but there are monies budgeted for a flagpole and flag, which have not been purchased. Discussion. This will be continued to the next meeting.

DATA COLLECTION: Mr. May asks what data are we compiling on our computers at this time. Discussion. At this time, there is no administrative program in place. Mr. May will ask an associate to review our system, and make suggestions as to the administrative data collection.

OLD MOUNTAIN FIELD FIRE: Chief Perry explains that in April there was an arson fire. Last week the Chief went to court, where the person was found guilty, and when he completes his sentence, he will need to pay reasonable restitution to the UFD.

ORDINANCES: Chief Perry has spoken to Mr. Ciccone regarding new housing developments that are being built in town, in regard to requiring water tanks for

fire suppression and width of roads for emergency apparatus. The Chief has obtained other towns' ordinances to use as a model. Before he goes forward with anything, he will bring it before the Board.

STATION 4: Chief Perry reports that he and the deputies have been helping out at Kingston Fire District, as there are no deputies there at this time. Discussion.

TAX COLLECTOR'S REPORT/ABATEMENTS:

Mr. Gray moves to approve the report as presented. Mr. May seconds. All in favor. Motion carries.

REQUEST TO USE STATIONS 3 & 9 FOR ELECTION: The town has requested to use stations 3 and 9 for the election on November 7. Discussion regarding mats being required at station 9 due to water on the floors.

MOTION 06-7-5: Mr. Boisvert moves to approve use of the stations. Mr. May seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Chief Perry reports that there will be a Chiefs/Captains meeting next Wednesday, July 26.

The Clerk asks if the Board wants to advertise that the final auditor's report has been received and is available for review. The Board does not feel a newspaper ad is necessary, but directs her to put a notice on the front window of the offices.

Captain Martufi asks if the District has a policy regarding community service. As this matter was not on the agenda, it will be placed on the agenda for the next meeting for discussion.

Mr. Gray moves to adjourn. Mr. Boisvert seconds. Meeting adjourned at 8:12 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 July 17, 2006 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