

**UNION FIRE DISTRICT BOARD OF WARDENS' MEETING
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
DECEMBER 18, 2006 7:00 PM**

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

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

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

Mr. Ciccone called the meeting to order at 7:02 PM.

MOTION 06-12-1: Mr. Smith moves to convene in executive session pursuant to RIGL 42-46-5(A)(1) to discuss the assistant fire inspector appointee. Mr. Boisvert seconds. All in favor. Motion carries. Executive session from 7:07 to 7:43 PM.

MOTION 06-12-2: Mr. May moves to move the appointment of assistant fire inspector to the top of the agenda. Mr. Boisvert seconds. All in favor. Motion carries.

MOTION 06-12-3: Mr. Smith moves to table the appointment of the assistant fire inspector until the Board can clarify some issues. Mr. Gray seconds. All in favor. Motion carries.

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Mr. May moves to dispense with the reading of, and approve, the minutes of the December 4, 2006 meeting. Mr. Smith seconds. All in favor. Motion carries.

COMMITTEES:

STATION 5 BUILDING COMMITTEE REPORT: Mr. Smith reports that the committee met with David Presbrey and the contractor regarding the contract language and permits. We should have the permitting in place in a couple of weeks. Mr. Boisvert reports that the shed can be moved temporarily next to the monument. The contractor has indicated that he can move it.

PERSONNEL HANDBOOK REVISIONS:

MOTION 06-12-4: Mr. May moves to move this item to the bottom of the agenda. Mr. Smith seconds. All in favor. Motion carries.

OLD BUSINESS:

COMMUNITY SERVICE POLICY: The Board has decided that we will have no policy regarding community service at this time. If we receive any requests, we will not be able to accommodate them.

MUNICIPAL LIEN CERTIFICATES: Ms. Flowers advises the Board that she has the forms necessary if she receives a request for them, but she doesn't get many requests. If she does, the fee for the certificate will be \$25.00. Discussion.

MOTION 06-12-5: Mr. Smith moves in conformance with RIGL 44-7-11(a), should anyone request information in writing, we charge them a fee of \$25.00. Mr. Boisvert seconds. All in favor. Motion carries.

NEW BUSINESS:

BUDGET ITEMS: Mr. Ciccone asks that all stations exercise discretion in putting together their new budget requests, and be prepared to justify any requests, either for equipment or buildings. Also, they should review their current budget requests and follow up on any that are not completed. Mr. May suggests that the wardens and deputies should go out to their assigned stations, and review requests with the station captains. Chief Perry advises that the chiefs are instituting a new procedure this year, wherein the captains will sit down with the deputies and go over their requests together.

CANVAS COVER FOR ENGINE 3: Chief Perry has received a price from By The Bay Canvas for a hose bed cover for engine 3, to prevent the 5" hose from blowing off the truck. Discussion regarding only one bid, and safety issues of uncovered hose.

MOTION 06-12-6: Mr. Boisvert moves to approve the purchase of the cover, at a cost of \$589.60, with the deviation from the purchasing policy due to safety issues, where time is of the essence. Mr. May seconds. All in favor. Motion carries.

REQUEST TO CHURCHES FOR CHAPLAIN: Chief Perry would like to write a letter to area churches asking if they would be willing to work with the firefighters when they are in need of a chaplain. Discussion about possible contacts. The Board has no objections.

AWARD TURNOUT GEAR: Chief Perry has received three quotes for turnout gear: Lion Apparel for \$1100.00, Cairns for \$1237.00, and Globe for \$1251.00 per set. He recommends purchasing the Globe gear again, because we have had good success with this brand. He would like to award the bid to Firematic for 35 sets of gear at a cost of \$1251.00 per set, for a total of \$43,785.00.

MOTION 06-12-7: Mr. May moves to approve the Chief's recommendation for turnout gear. Mr. Boisvert seconds. Discussion about used gear. All in favor. Motion carries.

AWARD PROTECTIVE CLOTHING BIDS: Chief Perry received bids for other protective clothing. He recommends helmets, safety glasses, extrication gloves, and hoods be awarded to Firematic, and gloves be awarded to C&S Specialty.

MOTION 06-12-8: Mr. May moves to approve the Chief's recommendations for protective clothing. Mr. Boisvert seconds. All in favor. Motion carries.

CONGRESSIONAL FIRE SERVICE: Chief Perry would like to send two chiefs to Washington in March for the Congressional Fire Service Conference. He has funds allotted for conferences.

MOTION 06-12-9: Mr. May moves to allow the Chief to explore and expend enough funds for two people to attend the Congressional Fire Service Conference. Mr. Boisvert seconds. All in favor. Motion carries.

FDIC: Chief Perry would like to make reservations to send a deputy chief to the FDIC Conference in Indianapolis this spring. Discussion.

MOTION 06-12-10: Mr. Boisvert moves to allow the request, with the understanding that the budget is not exceeded, and the Board should be kept informed. Mr. May seconds. All in favor. Motion carries.

DISTRICT CREDIT CARD: Chief Perry asks if any action was taken on obtaining a District credit card. Discussion. Mr. DeSista will try to get a card, and advise the administrator if he can obtain one.

CHIEF'S LIST:

ADD DAVID SLOAN TO THE DRIVER LIST: Chief Collinson would like to add David Sloan from station 8 to the driver list.

MOTION 06-12-11: Mr. Gray moves to add David Sloan to the driver list. Mr. Smith seconds. All in favor. Motion carries.

CAPTAIN'S MEETING: Chief Perry reports that we have a new accountability system, and are discussing the chain of command. The system will be finalized tomorrow night. Discussion of accountability system.

TAX COLLECTOR'S REPORT/ABATEMENTS:

Mr. Smith moves to approve the report as presented. Mr. Boisvert seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Chief Perry reports the footings for the outdoor shelter will be poured tomorrow, and Marchetti Construction will put down the asphalt the first week in April for the quoted price.

Chief Perry reports that there was a meeting at station 7 regarding the lights, and an amicable solution was reached.

Dan Nolan from station 9 states that Boy Scout troop 138 would like West Kingston to charter their group. The Board has no objection. One of the scouts would like to make a sign for station 9 as his Eagle Scout project. Discussion.

PERSONNEL HANDBOOK REVISIONS: Discussion regarding the definition of employees, with regard to hours worked, as well as the benefit package, including accrued sick time, health insurance co-pays, payment in lieu of health insurance, and vacation time. Ms. Hogan suggests that the Board arrange a consultation with a wage and hour specialist to determine how we should proceed with these issues.

Mr. Smith moves to adjourn. Mr. Boisvert seconds. Meeting adjourned at 10:30 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 December 18, 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

