

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
MARCH 5, 2007 7:00 PM**

Wardens: Present: Mr. Ciccone, Mr. Smith, and Mr. May
Absent: Mr. Boisvert and Mr. Gray

Chiefs: DC Carney and Collinson

Others: District Clerk, Ms. Hogan

Mr. Ciccone called the meeting to order at 7:03 PM.

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. May moves to dispense with the reading of, and approve, the minutes of the February 20, 2007 meeting. Mr. Smith seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

STATION 5 BUILDING COMMITTEE REPORT: Mr. Smith reports that the building inspector wants to make the existing building hurricane-proof, which may entail stripping the existing roof, re-nailing the sheathing, and installing straps. Mr. Smith is filling out the paperwork required by the building inspector's office, and he will follow up as necessary.

PERSONNEL HANDBOOK:

Ms. Hogan has reviewed the draft, and answered questions that arose regarding healthcare costs and healthcare cash alternatives. Discussion ensued. Mr. Ciccone explains that, before the Board votes to approve the new handbook, the Wardens will meet with the staff to explain changes and answer any questions that may come up. The Clerk is directed to make copies and distribute them to all personnel.

NEW BUSINESS:

AWARD COMPRESSOR BID: Chief Perry sent out bid requests to five vendors, and received only one response for a new compressor at station 1. He recommends the bid be awarded to Shipman's for a cost of \$43,995.00.

MOTION 07-3-1: Mr. Smith moves to award the bid to Shipman's for a total not to exceed \$43,995.00. Mr. May seconds. All in favor. Motion carries. Discussion regarding why so few quotes are received on some of these projects.

AWARD STATION 9 PAINTING BID: Four bids were received for the painting at West Kingston station. Discussion.

MOTION 07-3-2: Mr. Smith moves to award the bid to Martone Painting for a total not to exceed \$5200.00. Mr. May seconds. All in favor. Motion carries.

CHARTER REVISIONS: Ms. Hogan has submitted a memo to the Board, advising how they should proceed to revise the District charter. Discussion. Mr. Ciccone asks Ms. Hogan to draw up the proposed changes, including appointment of tax assessors instead of electing them, and requiring any elected official to file a letter of intent prior to the annual meeting. Further discussion regarding advertising of candidates for office, and having a single ballot, with any open positions going to the top vote getters. Mr. Ciccone suggests this issue be continued until Ms. Hogan can put together the proposed changes.

REVIEW POLICY ON BUILDING REPAIRS: Mr. Ciccone feels there is some confusion regarding how building repairs are being handled. If a problem is noticed, the District Administrator should be notified, whereupon she will make out a work order, and see that the repair is completed, either by our maintenance staff or outside contractor. Discussion regarding whether emergency repairs, such as the heat going out after office hours, should be referred directly to the vendor, or to the duty chief. Mr. Ciccone and the administrator will draw up a policy for approval by the Board.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Ms. Hogan reports that she read a letter to the editor in the paper, regarding the response to the house fire last week, that was very complimentary to our firefighters. We should be very proud of our people, and the excellent job that they do.

Mr. Smith moves to adjourn. Mr. May seconds. Meeting adjourned at 8:00 PM.

Respectfully submitted,

Bette Marco
District Clerk

Date Amended _____

Date Accepted _____

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I, Bette Marco, District Clerk, do certify that the attached minutes are a true and accurate copy of the March 5, 2007 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