

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
MAY 21, 2007 7:00 PM**

Wardens: Present: Mr. Ciccone, Mr. Boisvert, Mr. May, Mr. Gray and Mr. Steere

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

Others: District Clerk, Mr. DeSista, and Ms. Hogan

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

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. Gray moves to dispense with the reading of, and approve, the minutes of the May 14, 2007 meeting. Mr. May seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

STATION 5 BUILDING COMMITTEE REPORT: No new report.

NEW BUSINESS:

ELECT CHAIRMAN OF THE BOARD:

MOTION 07-5-1: Mr. Boisvert nominates Tom May for Chairman. Mr. Steere seconds. No other nominations. The Clerk is directed to cast one vote for Tom May.

APPOINT ADMINISTRATIVE WARDENS:

MOTION 07-5-2: Mr. Steere nominates Don Gray as administrative warden. Mr. Boisvert seconds. All in favor. Motion carries.

MOTION 07-5-3: Mr. Steere nominates Tony Ciccone as administrative warden. Mr. Boisvert seconds. All in favor. Motion carries.

PREPARE SPECS FOR NEW TRUCK: Mr. Ciccone would like to have a committee consisting of himself, Richard Arnold, and Chief Perry, begin preparing specs for the new pumper, and to go out to bid when the specs are completed, probably the end of June.

MOTION 07-5-4: Mr. Boisvert moves to approve the committee named to proceed with drawing up specs and going out to bid for the new pumper. Mr. Ciccone seconds. Mr. May asks that the committee keep minutes of any meetings, with copies to the Board. All in favor. Motion carries.

PAYMENT OF BILLS: Mr. Ciccone states that some bills are being paid late, incurring interest on some accounts, and the payment for the truck chassis was made late. He asks if a new method of bill payment is needed. Discussion with Ricky DeSista regarding method of payments. A motion to give Mr. DeSista

authority to pay bills on receipt is made and withdrawn. The conclusion is that there is no problem with the current system.

MAINTENANCE POSITION: Mr. May states that the Board needs a full job description with responsibilities for this position before it can be discussed. He asks the Wardens to forward any input to the administrator by next Wednesday so that she can compile them for the next meeting.

LADDER TESTING RESULTS: Chief Perry reports that 27 ground ladders were tested, with one failing. He has not yet received the bill for the work, but he thinks it will be well under the budgeted amount. He asks if he can buy a replacement for the failed ladder, as well as labels required by NFPA with the funds left. This will be held until the next meeting, when the figures will be available.

APPROVE REVISED SOG's:

MOTION 07-5-5: Mr. Boisvert moves to approve the SOG regarding burning permit schedules. Mr. Ciccone seconds. All in favor. Motion carries.

MOTION 07-5-6: Mr. Boisvert moves to approve the SOG regarding personal protective equipment maintenance. Mr. Steere seconds. All in favor. Motion carries.

MOTION 07-5-7: Mr. Boisvert moves to approve the SOG regarding signal 100. Mr. Gray seconds, with spelling correction on the second page. All in favor. Motion carries.

EQUIPMENT PURCHASES: Chief Perry would like to purchase Hazmat suits and boots, two rescue bags, a pike pole and a 14 foot ladder. Mr. May advises the Chief to present the request at the next meeting with line by line costs.

RIT EQUIPMENT PURCHASES: Chief Perry is waiting for prices, and asks that this be tabled until the next meeting.

TRAINING GROUND USE POLICY: Chief Perry met with Deputy Chiefs Quinn and Collinson to discuss the burn schedule for spring and fall burns, and suggests a \$250.00 non-refundable deposit to sign up for the training. Mr. May asks the Chief to present a written policy.

CLERICAL JOB APPLICATIONS: No responses were received to the ads in the newspapers and on line. Mr. May asks that this be tabled until the next meeting to determine staffing requirements. Mr. May suggests the newsletter be cancelled until the workload can be rearranged to have data entry completed first.

FIRE PREVENTION EQUIPMENT TRAILER: Mr. Ciccone asks how the trailer and its equipment will be used. Discussion regarding fire investigation equipment, its storage and uses. Chief Perry suggests using SS2.

MOTION 07-5-8: Mr. May moves to table this until the Board can review the equipment and needs of fire prevention/investigation. Mr. Boisvert seconds. All in favor. Motion carries.

TAX COLLECTOR'S REPORT/ABATEMENTS: Mr. Gray moves to accept the report as presented. Mr. Boisvert seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

DC Quinn requests if the newsletter is discontinued, can the continuing article on communications be published?

Bruce Rice states that a digital camera is missing from his desk. Ms. Flowers mentions that the alarm system is not always set. Mr. Gray asks for documentation of the missing camera.

MOTION 07-5-9: Mr. Gray moves to add station 3 computer to the agenda for discussion. Mr. Steere seconds. All in favor. Motion carries. Mr. Gray asks the status on the computer at station 3. DC Collinson reports that to his knowledge, the computer has been reinstalled, and only needs to be reconnected to the internet.

DC Collinson states that the deputies' printer is broken, and asks if it can be fixed. The administrator is told to take care of it.

Mr. Gray moves to adjourn. Mr. Boisvert seconds. Meeting adjourned 8:10 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 May 21, 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

