

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
AUGUST 6, 2007 7:00 PM**

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

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

Others: District Clerk, Ms. Hogan

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

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. Gray moves to dispense with the reading of, and approve, the minutes of the July 16, 2007 meeting. Mr. Steere seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

STATION 5 BUILDING COMMITTEE REPORT: Mr. Ciccone reports that there was a meeting two weeks ago, when a number of items were discussed, although the contractor was not present. Nothing is happening now, until the water main is brought in from the street on Thursday. The next meeting is scheduled for August 9th.

OLD BUSINESS:

CHARTER DISCUSSION: Ms. Hogan suggests that final revisions should be ready for the December meeting, so that they can be sent to the General Assembly in January. She further suggests that a subcommittee should meet with her, to review the changes proposed. Discussion of items to be addressed. The Clerk is directed to add this item to the agenda for the next three meetings, to be discussed at the end of the regular meeting.

FIRE STATION DESIGN SYMPOSIUM ATTENDANCE: Chief Perry and Pinch are scheduled to go to the symposium, and the Wardens need to decide which of them will attend as well.

MOTION 07-8-1: Mr. Steere moves to have Don Gray attend the symposium with the Chiefs. Mr. Ciccone seconds. All in favor. Motion carries.

TELEPHONE SYSTEM UPGRADE: Chris Hiener obtained additional information for the Wardens regarding the phone system upgrade. Discussion.

MOTION 07-8-2: Mr. Steere moves to approve purchasing the upgrade, to include the maintenance facility also, if the total cost does not exceed \$2000.00. Mr. Gray seconds. All in favor. Motion carries.

NEW BUSINESS:

AWARD NEW PUMPER BID: Mr. Ciccone explains that three vendors bid on the truck. Sutphen bid \$351,293.00, with a \$4965.00 down payment discount, and an alternate bid of \$293,000.00 for a truck that did not meet the specifications. Smeal bid \$295,609.00, with a discount of \$4044.00 for payment of chassis on delivery and a trade in of \$3000.00 each for our trucks, and an alternate bid of \$290,300.00 for a truck that was not acceptable. Crimson bid \$278,506.00, with a discount of \$4000.00 for payment of chassis on delivery, and trade in allowance of \$8000.00.

MOTION 07-8-3: Mr. Steere moves to award the truck bid to Crimson subject to Mr. Ciccone's review of the documentation to clarify certain issues. Mr. Gray seconds. All in favor. Motion carries.

COMPUTER SOFTWARE DISCUSSION: Chris Hiener has assembled information regarding a software program for the offices. The deputies are asked for their input regarding using the program. The Chief recommends Firehouse software. Discussion. This will be placed on the next agenda for discussion.

JOB ASSIGNMENT LOG: Mr. May wants to develop a log system to determine, if a job needs to be done, we need to know who called the job in, when the call was made, what the job is, who was it assigned to, and did the job get done. He wants a job log implemented by the end of September. Discussion. Mr. May will check the form made up by the Clerk, and we will move forward from there.

2008 STATION BUDGETS DISCUSSION: Mr. May would like copies of the station repair requests forwarded to the station Captains, and wants a schedule made up of when the repairs are to be done.

APPROVE REVISED SOGs: The Chiefs have revised the SOG for Fire Police. Lengthy discussion regarding the need for, or possible disbanding of, the Fire Police. Ms. Hogan is very concerned by the liability factor. The Chief is asked do we need Fire Police. His response is no. Discussion regarding training and qualifications. Ms. Hogan will do some research into this situation.

MOTION 07-8-4: Mr. Gray moves to accept the revised SOG subject to changes from "police" to "Union Fire District traffic flagger", change section 4.1, and to include required training prior to appointment as well as annual training to maintain certification. Mr. Steere seconds. All in favor. Motion carries. The Board will meet with the fire flaggers and Chief Perry on Tuesday, September 4, following the regular meeting.

PURCHASE KEISER SLEDS: DC Quinn would like permission to investigate the purchase of a keiser sled in conjunction with two stations and the JTC. He plans

to take the money from the training budget. The Board gives him permission to go ahead with the proposal.

AWARD THERMAL IMAGING CAMERA BID: THE Chief received three bids for two thermal imaging cameras: Fire Tech & Safety bid \$19,000.00; C&S Specialty bid \$19,400.00; and Firematic bid \$19,884.00. Chief Perry recommends Fire Tech & Safety as low bid, and for the type of cameras he needs. Discussion.

Motion 07-8-5: Mr. Ciccone moves to approve the purchase of two Bullard cameras from Fire Tech & Safety for a total of \$19,000.00. Mr. Steere seconds. All in favor. Motion carries.

STRATEGIC PLAN: Chief Perry would like to set up a committee to set the direction for the UFD for the next five to ten years. Mr. Ciccone suggests the committee consist of two Chiefs, two Wardens, and one person not affiliated with the fire department. The Chief will have a list of candidates, a meeting schedule, and a deadline ready at the next meeting.

WELLNESS COMMITTEE: Chief Perry explains that South County Hospital has offered a Wellness Program to the firefighters. LeeAnn Quinn, representing the hospital, explains the eight week fitness program, at a cost of \$75.00 per participant. Discussion regarding where funding will come from.

MOTION 07-8-6: Mr. Steere moves to support the wellness plan. Mr. Gray seconds. All in favor. Motion carries. DC Quinn will act as liaison with the hospital.

CHIEF'S LIST:

DONATION TO CRITICAL INCIDENT STRESS TEAM: Chief Perry would like to make a donation to the Critical Stress Management Team, in recognition of their assistance to our firefighters. Discussion.

MOTION 07-8-7: Mr. Ciccone moves to donate \$250.00 to the Critical Incident Stress Management Team, from the miscellaneous account. Mr. Steere seconds. All in favor. Motion carries.

ADD BRIAN KROLL TO DRIVER LIST FOR SH1:

MOTION 07-8-8: Mr. Gray moves to add Brian Kroll to the driver list for SH1 only. Mr. Steere seconds. All in favor. Motion carries.

FIRE PREVENTION REPORT:

Chris Hiener has asked to encumber the remaining funds in the fire prevention budget. Mr. May advises we cannot encumber until the fiscal year end report is received.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Chief Pinch reports that the LOSAP figures are all in and will be forwarded to the treasurer.

Hilly Munson says he is disappointed with the rate of the construction project at Snug Harbor station. Discussion. He asks if the UFD will pay for the storage container since the construction is taking so long. He is directed to the building committee.

Chief Perry reports that the deputies went to the expo at Baltimore, and came back with a lot of information. Also, eighteen firefighters went to Emmetsburg, and returned last night. The Chief thanks the Board for allowing our people to travel for these educational opportunities.

Hilly Munson invites the Wardens, Chiefs, firefighters and their families to a pig roast that the Firefighters Relief is putting on after the firemen's parade.

MOTION 07-8-9: Mr. Gray moves to add a work session to review job applications to the agenda. Mr. Steere seconds. All in favor. Motion carries.

Mr. May states that seven applications were received. The Wardens have reviewed them, and he asks them to list the top four candidates. This list is forwarded to the Clerk, to arrange interviews. The schedule of interviews is set for Thursday night from 6:00 to 8:00.

Meeting adjourned at 9:56 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 August 6, 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

