

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
MARCH 17, 2008 6:00 PM**

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

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

Others: District Clerk and Ricky DeSista

Mr. Ciccone, as acting chairman, called the meeting to order at 7:00 PM.

The Chiefs and Mr. Ciccone met at 6:00 PM for an informal discussion.

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. Steere moves to dispense with the reading of, and approve the minutes of the March 3, 2008 meeting. Mr. Boisvert seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

STRATEGIC PLANNING COMMITTEE REPORT: DC Pinch reports that the next meeting will be on April 14th at 6:30 at Tower Hill station to discuss the possible placement of a new building, and the following meeting will be on May 14th at the administration building to discuss LOSAP and retirement plans.

NEW BUSINESS:

APPROVE REVISED SOG's: Mr. Ciccone asks if, in the SOG for unlawful harassment, the complainant should speak to a deputy or chief instead of a captain or lieutenant. Discussion. DC Quinn will change the wording to "company officer or station chief". He will also add a clause about no hazing.

MOTION 08-3-1: Mr. Steere moves to approve the revised SOG's for Apparatus Pump Testing, Ladder Truck Operations, and Engine Company Operations. Mr. Boisvert seconds. All in favor. Motion carries.

DISCUSSION OF PURCHASING PROCEDURES: Mr. Ciccone states that we need to get back to proper purchasing procedures, using purchase orders for all purchases.

MOTION 08-3-2: Mr. Boisvert moves to direct the administrator to send a memo to all personnel to tighten up on the use of purchase orders. Mr. Steere seconds. All in favor. Motion carries.

DISCUSS GRANT FOR EXHAUST REMOVAL SYSTEMS: Dan Nolan met with the rep from Plymovent, who said we should try for grant money for systems for the remaining stations. Mr. Ciccone advises that David Sloan is writing a grant for us now. Chief Perry states that David is writing the grant for infrared

cameras. Mr. Ciccone tells Dan to forward any information he has about the systems to David, and let him determine what he will write the grant for.

APPROVE STATION 9 LIGHT REPAIR/REPLACEMENT: Dan received three quotes for the repair and replacement of lights in the station bays and kitchen. **MOTION 08-3-3:** Mr. Steere moves to award the job to East Coast Electric for \$4340.00. Mr. Boisvert seconds. All in favor. Motion carries.

DISCUSS REKEYING MAINTENANCE GARAGE: It has been reported that unauthorized persons have been in the maintenance garage. Discussion regarding rekeying the garage. Dan Nolan is directed to have the lock rekeyed and have keys cut for the Wardens, Chiefs, Dan, Richard and the administration office.

TREASURER'S REPORT:

Mr. DeSista has the new statement through today, and the bills are ready for approval.

MOTION 08-3-4: Mr. Steere moves to accept the treasurer's report. Mr. Boisvert seconds. All in favor. Motion carries.

TAX COLLECTOR'S REPORT/ABATEMENTS:

MOTION 08-3-5: Mr. Steere moves to accept the report as presented. Mr. Boisvert seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

DC Collinson asks to have insurance for the deputies' vehicles added to the next agenda.

Dan Nolan asks if the new charter revisions will take effect for this year's annual meeting. Mr. Ciccone explains that due to delays in processing, the charter changes probably won't be approved in time for this year's meeting. DC Quinn wants the administrator to call Sen. Sosnowski and Representative Shanley to update them on the status of the charter. The administrator is directed to call Ms. Hogan for direction on contacting the Senator and Representative.

MOTION 08-3-6: Mr. Steere moves to accept the minutes of the February 19th meeting, which were tabled at the last meeting. Mr. Boisvert seconds. All in favor. Motion carries.

Mr. Steere moves to adjourn. Mr. Boisvert seconds. Meeting adjourned at 7:35 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 March 17, 2008 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