

**UNION FIRE DISTRICT BOARD OF WARDENS  
MEETING MINUTES  
131 ASA POND RD., PEACE DALE, R.I.  
AUGUST 18, 2008 7:00 PM**

Wardens: Present: Mr. Ciccone, Mr. Boisvert, Mr. White, Mr. Steere  
and Mr. McClarnon

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

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

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

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. Steere moves to dispense with the reading of, and approve the minutes of the July 21, 2008 meeting. Mr. Boisvert seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

STRATEGIC PLANNING COMMITTEE REPORT: DC Pinch reports that the committee met with the architect to discuss the four stations being reviewed. The engineers have not completed their reports yet, but will have them ready for the August 27<sup>th</sup> meeting. Mr. Presbrey also showed preliminary designs for the new station 6; after discussion he will make modifications to the plans. The next meeting is scheduled for August 27, 2008 at 7:00 PM at the administration building.

OLD BUSINESS:

FIRE POLICE EQUIPMENT REQUEST: Mr. McClarnon explains that he spoke to Chief Perry, who has sent a letter to police chief Vespia, explaining that the UFD no longer requires the services of the fire police. Discussion ensued. The Chief is directed to send a copy of his letter to the Captain of the fire police. The equipment request is determined to be moot at this point.

NEW BUSINESS:

LOSAP PAYMENTS: DC Pinch has forwarded a list of LOSAP recipients, for a total of \$26,565.00.

**MOTION 08-8-1:** Mr. Steere moves to authorize payment of the LOSAP checks. Mr. Boisvert seconds. All in favor. Motion carries.

SOG's FOR VEHICLE USE: Draft copies have been distributed to the Board. Upon review of draft, Ms. Hogan feels it needs further work. Discussion. DC Pinch will e-mail the draft to Ms. Hogan for revisions.

**MOTION 08-8-2:** Mr. Steere moves to table this issue until revisions are made. Mr. White seconds. All in favor. Motion carries.

APPROVE REVISED SOG's: The chiefs have revised the SOG's for: Water Rescue Operations, Missing Persons Operations, and Probationary Firefighter Training Program.

**MOTION 08-8-3:** Mr. Boisvert moves to approve the revised SOG's. Mr. Steere seconds. All in favor. Motion carries.

AWARD TRUCK BID: Mr. Ciccone advises that the truck committee met yesterday to review the bids received on Wednesday. The committee requests permission to award the bid after further review of the specs.

**MOTION 08-8-4:** Mr. Boisvert moves to allow the committee to award the bid for the new tanker truck after review of the specs, not to exceed \$450,000.00. Mr. Steere seconds. All in favor. Motion carries.

FIREMEN'S RELIEF REQUEST: A request has been received from Firemen's Relief Association for the UFD to sponsor a truck judging contest and chili cookoff on September 27<sup>th</sup>. David Gates explained the liability exposure to the District. Discussion.

**MOTION 08-8-5:** Mr. McClarnon moves to sponsor the SK Firefighters' Relief Association cookoff and engine judging, as long as all permits are up to date per State laws. Mr. Steere seconds. All in favor. Motion carries. Mr. White suggests that the Chief and Mr. Gates should review the permitting for each station that serves food at fundraising events, to be sure that all paperwork is current with State regulations. Mr. Ciccone advises Mr. DeSista that the funds budgeted for the parade can be released to the Firefighters' Relief Association.

AWARD INTERCOM BID FOR E-18: DC Carney received sealed bids for the intercom system for the new engine 18. The low bid was Seaport Communications, for \$5518.00.

**MOTION 08-8-6:** Mr. Steere moves to award the bid to Seaport Communications for a total of \$5518.00. Mr. Boisvert seconds. All in favor. Motion carries.

VOTE TO SELL DURANGO IN PLACE OF TRADE: Part of the purchase agreement with Masse Chevrolet for the new deputy vehicles was the trade-in of our Durango. Tiverton Fire Department has expressed a desire to purchase the Durango instead, for the same amount that we would get in trade. Masse Chevrolet has no objection to this arrangement, and the funds from Tiverton will be forwarded to Masse as part of the payment for the new cars. Discussion.

**MOTION 08-8-7:** Mr. McClarnon moves to sell the Durango to the Tiverton Fire Department for a total of \$2000.00. Mr. Boisvert seconds. All in favor. Motion carries.

**ENCUMBRANCES:** A list of requested encumbrances is distributed to the Wardens, Mr. DeSista and Ms. Hogan. No additions or changes are requested by the Board.

**PERMISSION TO GO OUT TO BID ON TRAINING GROUND REPAIRS:** DC Collinson would like to proceed with repairs to the training ground, and asks permission to work with Dan Nolan to begin bid procedures. The Board has no objections.

**PERMISSION TO GO OUT TO BID ON OUTBOARD MOTOR FOR STATION 8:** DC Collinson has \$4000.00 budgeted for a new outboard motor, and would like to proceed with the purchase. He will have three quotes for the next meeting.

**PERMISSION TO GO OUT TO BID FOR NEW PUMP TEST KIT:** DC Collinson has received quotes for a new pump test kit. Darley is low quote, at \$1289.00.  
**MOTION 08-8-8:** Mr. Boisvert moves to amend the agenda from "go out to bid for" to "purchase" pump test kit. Mr. White seconds. All in favor. Motion carries.  
**MOTION 08-8-9:** Mr. Boisvert moves to award the purchase to Darley, at a cost of \$1289.00. Mr. Steere seconds. All in favor. Motion carries.

**DONATION TO CRITICAL STRESS TEAM:** Chief Perry explains that the Critical Stress Management Team came to speak to our firefighters following the recent drowning, and he would like to donate \$250.00 to the team.

**MOTION 08-8-10:** Mr. Steere moves to approve the donation of \$250.00. Mr. Boisvert seconds. All in favor. Motion carries.

**CONTINUING EDUCATION OPPORTUNITY FOR FIREFIGHTERS:** DC Pinch has heard of an opportunity for the UFD to become "learning partners" with Southern Columbia University. At no cost to the District, we keep their materials on site, and our firefighters will be able to take their courses at a reduced rate.

**MOTION 08-8-11:** Mr. Boisvert moves to allow DC Pinch to be the contact person for the District, and to keep the SCU materials on site. Mr. Steere seconds. All in favor. Motion carries.

**HEALTH AND WELLNESS UPDATE:** DC Quinn reports we are starting to acquire donated equipment for the workout area downstairs. He will be getting quotes for the flooring in the near future.

**DUMPSTER RENTAL FOR STATION 9:** This is an administrative duty, and will be handled by the administrator.

**TREASURER'S REPORT:** Mr. DeSista has copies of the monthly report for the Wardens.

TAX COLLECTOR'S REPORT:

**MOTION 08-8-12:** Mr. Steere moves to approve the report as presented. Mr. McClarnon seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Peter Schofield asks who is going to handle traffic for the parade, now that the District has decided they no longer need the services of the fire police.  
Discussion.

Mr. Boisvert states that a letter was received from the Town of South Kingstown, praising the firefighters for their response to the recent fire at the town hall. He would like the letter to be a part of the meeting record.

Mr. Ciccone explains that, since the first Monday of September is a holiday, the next meeting will be on Tuesday, September 2<sup>nd</sup>.

Chris Hiener reports that he will be taking the fire safety trailer to Charlestown, for the "National Night Out". All are invited to come, and any help will be greatly appreciated.

The Clerk reports that a flu clinic will be held here at the administration building by South County Hospital on November 12<sup>th</sup> from 6 to 7 PM.

Elmer Stanley states that problems can arise with District employee vehicles, as he witnessed a Woonsocket fire department car at the state beach this weekend.

Mr. Boisvert moves to adjourn. Mr. Steere seconds. Meeting adjourned at 8:40 PM.

Respectfully submitted,

Bette Marco  
District Clerk

Date Amended \_\_\_\_\_  
Date Accepted \_\_\_\_\_

Wardens' Meeting  
August 18, 2008  
Page five

I, Bette Marco, District Clerk, do certify that the attached minutes are a true and accurate copy of the August 18, 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