

**UNION FIRE DISTRICT BOARD OF WARDENS  
MEETING MINUTES  
131 ASA POND RD., PEACE DALE, R.I.  
NOVEMBER 17, 2008 7:00 PM**

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

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

Others: District Clerk and Mr. DeSista

Mr. Ciccone called the meeting to order at 7:05 PM.

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. Boisvert moves to dispense with the reading of, and approve the minutes of the October 20, 2008 meeting. Mr. Steere seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

**STRATEGIC PLANNING COMMITTEE REPORT:** DC Pinch reports that the committee has received new sketches of station 6 from Presbrey Architects. The committee went last week to Ashaway and Carolina to view their new stations. They feel that they would like to interview a few more architects, and DC Pinch has contacted one already. The next meeting will be on either November 24<sup>th</sup> or December 8<sup>th</sup>.

**WELLNESS COMMITTEE REPORT:** DC Pinch reports that the exercise equipment is all in place; there will be a meeting Wednesday night for anyone interested in using the equipment to receive instruction and sign a waiver. The SOG and waiver forms are complete, and a sign up sheet and rules are posted downstairs. Patrick Eye will be here to give instruction on use of the equipment. Mr. Steere asks whether it should be mandatory to work out with a partner. Discussion. DC Collinson suggests installing a programmable lock on the door downstairs. Further discussion.

**GRANT COMMITTEE UPDATE:** DC Quinn reports the SAFER grant requests will not be processed until mid to late winter. The State Senate grant will be used to pay for CPR training equipment.

NEW BUSINESS:

**APPROVE PURCHASE OF CAGES FOR BASEMENT:** Dan Nolan obtained three prices for the cages for the basement.

**MOTION 08-11-1:** Mr. Steere moves to approve the purchase from Grainger, as low quote (when factor in shipping). Mr. Boisvert seconds. All in favor. Motion carries.

APPROVE ROOF REPAIRS STATIONS 2 & 6: Dan Nolan has obtained three quotes for repairing the roofs at stations 2 and 6.

**MOTION 08-11-2:** Mr. Steere moves to award the roof repair job to RoofRite, as low bidder, for a total of \$4000.00. Mr. McClarnon seconds. All in favor. Motion carries.

APPROVE PURCHASE LIGHTING FOR DRAFTING PIT: Dan Nolan obtained three quotes for the lights and hardware for the lighting at the drafting pit.

**MOTION 08-11-3:** Mr. McClarnon moves to purchase the parts from The Lighting Connection for \$770.00. Mr. Boisvert seconds. All in favor. Motion carries.

APPROVE RELEASE FORM FOR GYM EQUIPMENT: Copies of the waiver have been distributed to the Board. Discussion regarding working out alone.

**MOTION 08-11-4:** Mr. McClarnon moves to approve the release form as presented. Mr. White seconds. Mr. Boisvert feels that legal counsel should review the document just to make sure we are covered legally. All in favor. Motion carries.

APPROVE REVISED SOG's:

**MOTION 08-11-5:** Mr. Steere moves to accept the SOG for Health and Wellness Center as written. Mr. Boisvert seconds. All in favor. Motion carries.

**MOTION 08-11-6:** Mr. Boisvert moves to accept the SOG for Critical Incident Stress Management. Mr. Steere seconds. All in favor. Motion carries.

COMPUTER PROGRAMS: Chief Perry reports that he met with Jim McClarnon, Chris Hiener, and Steve Pinch and decided to have the two people from the State Police come to clean up the station computers, and reprogram them with reporting software. The internet will be kept for reporting purposes. If any problems arise after that, Chris Hiener will take care of them. The cost will be \$100.00 per computer to set them up, and \$75.00 per hour for computer assistance or \$125.00 per hour for network assistance. Mr. McClarnon hopes tentatively to have all stations up and on the same page by January 1.

**MOTION 08-11-7:** Mr. McClarnon moves to approve the expenditure of up to \$3000.00 to get the computers up and running, work to be done by the State Police and Chris Hiener. Mr. Steere seconds. All in favor. Motion carries.

APPROVE PURCHASE PLASTIC HELMETS FOR FIRE PREVENTION: Chris Hiener obtained three quotes for fire helmets for the fire prevention program.

**MOTION 08-11-8:** Mr. Boisvert moves to purchase the helmets from Stephens Publishing for \$770.00, as low quote. Mr. Steere seconds. All in favor. Motion carries.

**MOTION TO TRADE APPARATUS & APPLY PREPAYMENT DISCOUNT TO NEW E-24:**

**MOTION 08-11-9:** Mr. Ciccone moves to allow all discounts and trade in of a 1988 American Eagle 3000 gallon tanker pumper to be applied to the purchase of the new Smeal tanker pumper, the intent being that the final cost by using these funds will not cost the District more than the \$450,000.00 approved. Mr. Boisvert seconds. All in favor. Motion carries.

COMMENDATION CEREMONY 1/20/09: DC Quinn would like to have a commendation ceremony in conjunction with the Wardens' meeting on January 20, 2009. He asks that the agenda be kept short, to accommodate the ceremony.

TREASURER'S REPORT: Mr. Desista questions whether the Board needs voter approval to withdraw from the reserve accounts. Discussion. Mr. Boisvert asks if the State is still sending reimbursement checks to the District for car taxes, which were phased out by the State. Mr. DeSista reports that the checks are still coming in.

TAX COLLECTOR'S REPORT/ ABATEMENTS:

**MOTION 08-11-10:** Mr. Steere moves to accept the report as presented. Mr. Boisvert seconds. All in favor. Motion carries.

**MOTION 08-11-11:** Mr. McClarnon moves to discuss the lock for the door downstairs. Mr. White seconds. All in favor. Motion carries. Discussion ensued regarding using a combination lock system or a key fob/swipe card system. This item will be added to the next agenda for a vote. DC Quinn will check into grant funds to pay for the locks.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Mr. Ciccone mentions that the *Narragansett Times* last week had an article featuring Chris Hiener and the fire prevention program. He is very pleased with the progress in the fire prevention program, and commends Chris for a good job.

Elmer Stanley states that the *Westerly Sun* website has information on grants for lock systems. Also, the Dunn's Corner website lists a thanks to the UFD for letting Chris Hiener take our fire safety trailer to their station. Elmer also reports that next month will be the last article that he is submitting to the *Independent*.

Chief Perry reports that there will be a short Chiefs and Captains meeting on Thursday at 6:00 PM.

Mr. Steere moves to adjourn. Mr. Boisvert seconds. Meeting adjourned at 8:15 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 November 17, 2008 Meeting of the Board of Wardens of the Union Fire District and that they have not been amended except as cited above.

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Bette Marco, District Clerk