

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
OCTOBER 19, 2009 7:00 PM**

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

Chiefs: Chief Perry, DC Pinch and Collinson

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

Mr. Ciccone called the meeting to order at 7:07 PM.

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. McClarnon moves to dispense with the reading of, and approve the minutes of the September 21, 2009 meeting. Mr. Steere seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

BUILDING COMMITTEE REPORT: DC Pinch reports that the architect and the civil engineer have begun working together. The site has been cleared of brush, and the wetlands perimeters are being verified. He hopes to have schematics for the next meeting.

NEW BUSINESS:

DISCUSS BID PROCESS: Mr. Steere wants to reiterate that any bids should be generated by the administrator's office. If a purchase is to be made that requires bids, the pertinent information and specifications should be given to the administrator, who will then write up the bid and send it out to the designated vendors.

APPROVE REVISED SOG: DC Quinn has submitted a revised SOG for Confined Space Rescue.

MOTION 09-10-1: Mr. Boisvert moves to approve the revised SOG as presented. Mr. Steere seconds. All in favor. Motion carries. Ms. Hogan advises the Chief that when revisions are made, the changes should be noted in the revision, in case we need to refer back to the older version of the SOG.

DEM GRANT: The UFD has been approved for another DEM grant for forestry equipment. It is a 50/50 matching grant. Our share will come from the equipment account.

MOTION 09-10-2: Mr. Boisvert moves to approve going forward with obtaining prices for equipment to be purchased with the DEM grant. Mr. McClarnon seconds. All in favor. Motion carries.

APPROVE PURCHASE OF STATION 1 SHED: Dan Nolan has obtained three quotes for a shed for station 1.

MOTION 09-10-3: Mr. Boisvert moves to purchase the shed from Lakeside Trading, as low quote, for \$2500.00. Mr. Steere seconds. All in favor. Motion carries.

AWARD BID FOR BOILER REPLACEMENT: Dan sent out requests for bids to seven vendors, and advertised in the local paper. He received two bids.

MOTION 09-10-4: Mr. Boisvert moves to award the bid to SmithCo Oil, as low bidder, for \$5900.00. Mr. McClarnon seconds. Mr. Boisvert, Mr. McClarnon, Mr. White, and Mr. Steere vote aye. Mr. Ciccone recuses himself, citing an employment relationship with the vendor. Motion carries.

AWARD BID FOR EMERGENCY EQUIPMENT FOR DEPUTY CARS: DC Carney wants to void the bid, as the specs were not complete.

MOTION 09-10-5: Mr. Boisvert moves to recall this bid, and to allow DC Carney to rebid the equipment with the corrected specs. Mr. Steere seconds. All in favor. Motion carries.

DISCUSS POLICY FOR MAKING COMPLAINTS AGAINST UFD EMPLOYEES/PERSONNEL: Mr. McClarnon wants to institute a policy whereby a complaint filed against a UFD employee or firefighter must be in writing, signed, and forwarded to the Chief for action. Ms. Hogan points out that a complaint against a firefighter should go to the Chief, and any complaints against staff should go to the Administrator. Discussion. Mr. McClarnon and Mr. White are directed to draw up a policy to be presented to the Board at the next meeting.

TREASURER'S REPORT:

Mr. DeSista has a year end report, which he distributes to the Board.

TAX COLLECTOR'S REPORT/ABATEMENTS:

MOTION 09-10-6: Mr. Steere moves to accept the report as presented. Mr. Boisvert seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

DC Collinson asks if he understands correctly that full time UFD employees are not allowed to respond to calls. Ms. Hogan explains that full time employees who are also volunteers cannot respond to calls during working hours. She further explains the legal ramifications of line of duty injuries, and the application of statute 45-19-1. Discussion. The administrator is directed to check with Gates Agency to see if there may be supplemental insurance the District could obtain.

Captain Whaley advises that there will be a ham & bean dinner at station 3 on November 7th.

Dan Nolan explains that an Eagle Scout will be completing a project at the administration building this weekend, and he asks everyone to avoid parking in the front parking lot while the landscaping work is being done.

The Clerk advises that the two new deputy vehicles have been ordered, will begin production the first week of November, and should be delivered to us by the end of November.

Mr. Steere moves to adjourn. Mr. McClarnon seconds. All in favor. Meeting adjourned at 7:50 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 October 19, 2009 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

