

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND RD., PEACE DALE, R.I.
NOVEMBER 16, 2009 7:00 PM**

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

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

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

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

APPROVAL OF MINUTES OF PREVIOUS MEETING: Mr. McClarnon moves to dispense with the reading of, and approve the minutes of the November 2, 2009 meeting. Mr. Steere seconds. All in favor. Motion carries.

COMMITTEES & REPORTS:

BUILDING COMMITTEE REPORT: DC Pinch reports that the committee is still waiting on the architect to complete the plans. No meetings are scheduled until we have more information.

NEW BUSINESS:

POLICY FOR FILING COMPLAINTS AGAINST UFD PERSONNEL: Mr. McClarnon and Mr. White have drawn up a policy to address the handling of complaints against UFD personnel. Copies have been distributed to the Board.

MOTION 09-11-1: Mr. McClarnon moves to adopt the policy and implement the program. Mr. White seconds. All in favor. Motion carries.

TELEPHONE VOICEMAIL UPGRADE: Chris Hiener has checked with Shoreline Communications regarding an upgrade to our voicemail system that will allow the deputies to receive their voicemail via e-mail. The cost is \$450.00.

MOTION 09-11-2: Mr. McClarnon moves to approve the purchase of the upgrade for \$450.00. Mr. Steere seconds. All in favor. Motion carries. The funds will come from the office equipment budget.

APPROVE PURCHASE OF IFSTA MANUALS: Price quotes have been obtained for new IFSTA manuals.

MOTION 09-11-3: Mr. Steere moves to approve the purchase of 40 manuals from Connecticut Fire Academy for a total of \$4980.00. Mr. Boisvert seconds. All in favor. Motion carries.

APPROVE PURCHASE OF COMPUTER-RECEPTION: Chris Hiener has obtained price quotes for a new computer for reception. He explains that the

quote came in low enough that he still has budgeted funds to purchase another computer for the tax office. Discussion.

MOTION 09-11-4: Mr. Steere moves to approve purchase of two new computers from Dell, as low quote, for a cost of \$906.92 each. Mr. Boisvert seconds. All in favor. Motion carries.

TREASURER'S REPORT: Mr. DeSista has copies of his report to distribute to the Board.

TAX COLLECTOR'S REPORT/ABATEMENTS:

MOTION 09-11-5: Mr. Steere moves to accept the report as presented. Mr. Boisvert seconds. All in favor. Motion carries.

COMMENTS FROM CITIZENS/FIREFIGHTERS:

Mr. Ciccone asks Mr. DeSista if a reserve account can be established to hold training ground fees for repairs to the facility. This can be accomplished by a vote at the annual meeting.

Mr. Ciccone asks Ms. Hogan if a finished copy of the new charter can be obtained. The administrator will e-mail a copy to DC Quinn for the SOG manual, and make copies for the Wardens.

Mr. Ciccone advises that letters of thanks have been received, one to Chris Hiener for his fire prevention program, and one to the Chief for our response to an accident.

MOTION 09-11-6: Mr. Steere moves to convene in executive session pursuant to RIGL42-46-5(a)(2) to discuss possible litigation in relation to underground water storage tanks. Mr. McClarnon seconds. All in favor. Motion carries.

No votes were taken during executive session.

Mr. Steere moves to adjourn. Mr. McClarnon seconds. All in favor. Meeting adjourned at 8:10 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 16, 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