

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND ROAD, WAKEFIELD, R.I.
MAY 20, 2013
7:00 PM**

Wardens: Present: Mr. Steere, Mr. Boisvert, Mr. McClarnon and Mr. Sloan
Chiefs: Chief Perry, Deputy Chiefs Carney, Quinn, Pinch and Collinson
Others: District Clerk, Ms. Hogan and Mr. DeSista

Mr. Steere called the meeting to order at approximately 7:03 PM.

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Motion 13-5-1: Mr. McClarnon moves to approve the meeting minutes from April 15, 2013. Mr. Sloan seconded the motion. All in favor; motion carries.

COMMITTEES & REPORTS:

Deputy Chief Pinch reported that the Building Committee met tonight and that the building (Tuckertown Fire Station) is approximately ninety eight percent (98%) near completion.

OLD BUSINESS:

AWARD BREATHING APPARATUS BID: Deputy Chief Pinch then discussed the bi-annual flow testing of the District's Scott Air Paks and during the testing several Air Paks frames were found to be cracked and need to be replaced as well that many of the masks failed and were placed out of service. Deputy Chief Pinch then advised that approximately thirty masks failed and each mask cost approximately \$300.00 apiece. Discussion continued regarding the breathing apparatus bid and which only one bid package was received from Shipman's and which totaled \$4,415.00 per breathing apparatus equipment. Further discussion included a deadline of May 25, 2013 to order the Scott's Air Paks (2007 Edition). **Motion 13-5-2:** Mr. Boisvert moves to authorize Deputy Chief Pinch and Mr. Blessing to purchase necessary breathing apparatus equipment not to exceed the budget. The motion was seconded by Mr. McClarnon. All in favor; motion carries.

NEW BUSINESS:

AWARD DIVE EQUIPMENT REGULATOR AND BOTTLE SERVICE: **Motion 13-5-3:** Mr. McClarnon moves to award dive equipment service to Anderson's Dive Shop for \$800.00 in accordance with the purchasing and bid policy. The motion was seconded by Mr. Sloan. All in favor; motion carries.

LIGHTING FOR FLAGPOLE AT STATION 1: Lieutenant Whaley then discussed that Station 1 is interested in lighting the new flagpole at the Station and which will require cutting the asphalt to run new conduit underground. Lieutenant Whaley then requested permission to cut the asphalt to run the conduit. Discussion continued regarding the type of lighting sought for the flagpole and which will be two above ground lights. Lieutenant Whaley further advised that at this time the Station is only seeking permission to have the work done but may put in for funds for the project during the next budget process. **Motion 13-5-4:** Mr. McClarnon moves to grant the Station permission to light the flagpole. The motion was seconded by Mr. Sloan. All in favor; motion carries.

AWARD PURCHASE OF VOICE PAGERS: Discussion ensued regarding the voice pagers and which included the voice pager equipment quoted by OSI International. **Motion 13-5-5:** Mr. McClarnon makes the motion to award the purchase of ten voice pagers to OSI International for the total sum of \$4,480.00 in accordance with the purchasing and bid policy. Mr. Sloan then seconded the motion. All in favor; motion carries.

AWARD BID FOR LAWN MOWING: Discussion ensued regarding the bids received for lawn mowing at the stations along with grass sections at the District offices and training grounds. **Motion 13-5-6:** Mr. McClarnon makes a motion to award the lawn mowing bid to Babcock Landscaping in accordance with the purchasing and bid policy. Mr. Boisvert seconded the motion. All in favor; motion carries.

AWARD BID PAVING REPAIRS AT STATION 6: Mr. Nolan then advised that one of the trucks is unable to back into one of the bays at Station 6 due to the ramp and paving related issues. Mr. Nolan then advised he looked into the matter and recommends replacing a 42' X 42" of asphalt area or patch. Mr. Nolan further advised that two bids were submitted for the paving repair work. Budgetary discussion continued as only \$2,500.00 was budgeted for paving repairs at Station 6 in the present fiscal year. Discussion continued regarding utilizing parking material funds that have not been expended in the station repairs budget for the Administration building. **Motion 13-5-7:** Mr. Boisvert makes the motion to award the paving repairs bid to J.H. Lynch and Sons for the sum of \$7,320.60. The motion was seconded by Mr. McClarnon. All in favor; motion carries.

AWARD PURCHASE OF WINDOWS FOR ABERDEEN BUILDING: **Motion 13-5-8:** Mr. McClarnon makes a motion to award the purchase of five (5) windows for the Aberdeen Building from Arnold Lumber for the sum of \$1,753.92 in accordance with the purchasing and bid policy. The motion was seconded by Mr. Sloan. All in favor; motion carries.

AWARD REPLACEMENT OF HYDRANT AND TOP OF GATE VALVE BOX AND ASPHALT PATCH AT TRAINING GROUNDS: **Motion 13-5-9:** Mr. McClarnon makes a motion to award replacement of a hydrant and top of gate valve box along with asphalt patch at the training grounds to George Sherman Sand and Gravel for the sum of \$4,950.00. The motion was seconded by Mr. Sloan. All in favor; motion carries.

AWARD PURCHASE OF TEMPEST VSG VARIABLE SPEED BLOWER: **Motion 13-5-10:** Mr. Boisvert makes a motion to purchase a Tempest VSG variable speed blower

from Firematic for the sum of \$1,625.00. The motion was seconded by Mr. Sloan. All in favor; motion carries.

AWARD BID FOR MISCELLANEOUS EQUIPMENT (TECHNICAL RESCUE): Chief Perry then discussed the technical rescue equipment needed for confined space and rope rescue. Discussion included budget expenditures. **Motion 13-5-11:** Mr. Boisvert then makes a motion to award bid of miscellaneous equipment (technical rescue) to Shipman's Fire Equipment Co. for sum of \$8,286.00. The motion was seconded by Mr. Sloan. All in favor; motion carries.

DISPATCH: Chief Perry then discussed a letter that he sent to Captain Geaber of the South Kingstown Police Department regarding recommended procedures for dispatch of fire service related calls. Chief Perry advised that there continues to be no continuity at dispatch and that his concerns remain regarding dispatch. Chief Perry further advised that his suggestion to the Board of Wardens is that the District starts looking into our own dispatch, a regional dispatch center and or other available options or solutions. Discussion ensued regarding dispatch issues and to include safety related concerns.

RECRUITMENT: Deputy Chief Collinson then advised that the Joint Training Committee (JTC) has been meeting the second Thursday of the month and recent discussions have included how to improve recruitment and retention. Deputy Chief Collinson then advised that JTC would like to get the word out about the Union Fire District (UFD) to include that the UFD is a volunteer fire department. Deputy Chief Collinson then advised that a few committees have been formed by the JTC and would like to have support from the Board of Wardens as well as would like one of the Wardens attend the next JTC meeting. Discussion ensued regarding recruitment and retention along with moving forward with this important initiative.

TREASURER'S REPORT: Mr. DeSista provided copies of the treasurer's report for the Wardens.

TAX COLLECTOR'S REPORT/ABATEMENTS: **Motion 13-5-12:** Mr. McClarnon makes a motion to accept the Tax Collector's report as presented and which was seconded by Mr. Sloan. All in favor; motion carries.

Motion 13-5-13: Mr. Boisvert moved to add an agenda item for discussion. Mr. McClarnon seconded the motion. All in favor; motion carries. Assistant Fire Marshal Hiener discussed a letter which was received from the Employees' Retirement System of Rhode Island (ERSRI) regarding late remittances of pension contributions by the UFD. Mr. DeSista advised that he just saw the letter today and had sent a check which was dated to April 16, 2013 for two months payment. Mr. DeSista then advised that his practice is to wait for the Wardens' meeting before he sent out any checks. Discussion ensued regarding sending the pension contributions to ERSRI on a monthly basis, payable by the 15th of the following month as required by Rhode Island General Law (RIGL) 45-21-42 (3)(d). Discussion continued regarding the letter received from ERSRI and the pension related contributions changes to include the defined pension contributions to MERS along with contributions to TIAA-CREF and making future payments in a timely manner in accordance with the RIGL.

COMMENTS FROM CITIZENS/FIREFIGHTERS

No comments.

ADJOURNMENT:

Motion 13-5-14: Mr. McClarnon moves to adjourn the meeting at approximately 7:50 PM and which was seconded by Mr. Sloan. All in favor; motion passes.

Respectfully submitted,

John P. Blessing
District Clerk

Date Amended _____

Date Accepted _____

I, John P. Blessing, District Clerk, do certify that the attached minutes are a true and accurate copy of the May 20, 2013 Meeting of the Board of Wardens of the Union Fire District of South Kingstown and that they have not been amended except as cited above.

John P. Blessing
District Clerk