

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND ROAD, WAKEFIELD, R.I.
SEPTEMBER 15, 2014
7:00 PM**

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

Chiefs: Chief Carney, Deputy Chiefs Pinch, Collinson, Whaley and Cinquegrana

Others: District Clerk and Mr. DeSista

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

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Motion 14-9-1: Mr. McClarnon moves to approve the minutes of the meeting held on August 18, 2014. Mr. Sloan seconded the motion. All in favor; motion carries.

COMMITTEES & REPORTS:

BUILDING COMMITTEE REPORT: Deputy Chief Pinch reported that the Building committee met tonight and is presently working on multiple projects to include the Station 7 building project, workshop storage building project and restroom renovations at Station 1 & 2. Deputy Chief Pinch further advised that the next building committee meeting is scheduled for October 20, 2014 at 6:30 PM.

TRAINING COMMITTEE REPORT: Deputy Chief Collinson advised the committee is meeting this Wednesday to work on revamping training involving live burns. Deputy Chief Whaley then advised that the committee is planning training exercises to take place inside the older section of the Thundermist Health Center prior to it being torn down.

OLD BUSINESS:

DISCUSS LANDSCAPING AT THE ADMINISTRATION BUILDING: This item was tabled until the meeting on October 6, 2014.

TRAINING GROUNDS ASPHALT REPAIRS: This item was tabled until the meeting on October 6, 2014.

DISTRICT COMPUTER USE POLICY: This item was tabled until the meeting on October 6, 2014.

NEW BUSINESS:

AWARD PURCHASE OF RESCUE SAW: This item was tabled until the meeting on October 6, 2014.

DISCUSS TRUCK COMMITTEE: Mr. Ciccone then advised that the new pumpers were recently inspected in Nebraska and Mr. Sloan will provide a briefing regarding the inspection. Mr. Sloan then advised that he, Mr. Richard Arnold along with a representative from New England Fire Equipment & Apparatus inspected the two new pumpers at the Smeal Factory in Snyder, Nebraska. Mr. Sloan then advised that a thorough inspection was conducted and only a few minor issues were discovered during the inspection and these issues will be fixed by Smeal prior to delivery. Mr. Sloan advised that at this time estimated delivery for the new pumpers is the middle to late October. Mr. Ciccone then discussed revamping the truck committee and moving forward members of the truck committee to include the following; Mr. Ciccone, Mr. Sloan, Chief Carney, Mr. R. Arnold and Firefighter T. Armstrong. Mr. Ciccone further advised that if the truck committee determines it needs additional input it will then be requested. Mr. Ciccone then advised that presently there are no pending matters for the truck committee besides the anticipated delivery of the new pumpers.

5" HOSE LINE: Deputy Chief Collinson then requested to go out to bid for new hose and there were no objections.

PAVING FOR TRENCH CUT AT STATION 1: **Motion 14-9-2:** Mr. Ciccone then made a motion to award paving repairs to Stanley Paving for the sum of \$780.00 as per the District purchasing policy. The motion was seconded by Mr. Boisvert. All in favor; motion carries.

GEAR RACKS FOR STATION 3: **Motion 14-9-3:** Mr. McClarnon then made a motion to award the purchase of two gear racks for Station 3 from the Fire Store for the sum of \$1,665.98 in accordance with the purchasing and bid policy. The motion was seconded by Mr. Boisvert. Deputy Chief Collinson then discussed the possibility of purchasing two additional gear racks for Station 2 as well. Discussion ensued and which included that gear racks were approved in the present budget for both Stations 2 & 3. Mr. McClarnon then amended his motion include the purchase of four gear racks total (two gear racks each for Station 2 & Station 3). The amended motion was then seconded by Mr. Boisvert. All in favor; motion carries.

POINT & PAY / CREDIT PAYMENTS: Discussion ensued regarding Point & Pay (PnP) electronic payments services. Point & Pay partners with the Vision Government Solutions and which tax collection software system was recently installed at the District offices. Discussion included that presently in RI, thirty two (32) municipalities and fire districts have signed agreements to participate in the PnP program. The PnP system would allow the Union Fire District (UFD) to accept credit card payments (Visa, MasterCard or Discover) and a transaction fee to be paid by the taxpayer to PnP. The credit card transactions are optional and are at the taxpayer's discretion. The transaction fees total 3% and or \$2 minimum. There are no costs for the UFD to implement the PnP program. **Motion 14-9-4:** Mr. McClarnon makes a motion to approve the Point & Pay system for tax payments. The motion was seconded by Mr. Sloan. Discussion ensued regarding implementing the PnP payment system this year or waiting another year as well as concerns for fees associated with credit card deposits. Discussion included checking into credit card deposits to determine if these deposits are batched. Following discussion a vote was taken and all were in favor; motion carries.

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

TAX COLLECTOR'S REPORT/ABATEMENTS: **Motion 14-9-5:** Mr. Boisvert moves to approve the Tax Collector's report as presented and which was seconded by Mr. Ciccone. All in favor; motion carries.

COMMENTS FROM CITIZENS/FIREFIIGHTERS: Chief Carney then inquired into the status regarding no parking signage near Station 3 and which is needed to provide sufficient turning radius for the Ladder truck. No information was available and this matter to be looked into. Chief Carney further reported that presently there is high fire danger and that open burns have been cancelled until further notice. Mr. Ciccone then commented that a potential liability concern was brought to his attention a week ago and involved dive gear being purchased by a station with grant funds. Mr. Ciccone then advised that matter was looked into and it was determined that no dive gear was being purchased and the issue was now moot. Mr. Ciccone further advised that he was only commenting at this time but that this recent issue brought to light previous issues involving stations purchasing firefighting and or apparatus equipment without prior District approval. Mr. Ciccone then advised that these types of purchases raise both liability and maintenance costs concerns and felt that any grants should be approved by the Board. Mr. Ciccone further advised that he had no problem with stations obtaining grants for uniforms, flags, kitchen cabinets etc. but that any firefighting equipment needs to come under the auspices of the Fire Chief. Discussion ensued regarding developing a District policy regarding this issue. Deputy Chief Pinch then advised the District had a difficult extrication about a week ago and that everyone from the District did a fine job. Deputy Chief Pinch further advised that the District did utilize services from the RI Critical Incident Stress Management Team (CISMT) following the extrication. Deputy Chief Pinch then inquired about forwarding a donation to the CISMT in the future. Discussion ensued and this matter to be placed on the next meeting agenda. Deputy Chief Pinch further mentioned that both Deputy Chief Cinquegrana and Captain Notarantonio recently attended the Retention & Recruitment training and that training went well.

ADJOURNMENT: **Motion 14-9-6:** Mr. Ciccone moves to adjourn the meeting at approximately 7:30 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 September 15, 2014 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