

# **Central Coventry Fire District**

## **Board Meeting**

**July 5, 2013 – 1:00 p.m.**

**1670 Flat River Rd.**

## **Minutes**

**1. Call to Order – 1:06 p.m.**

**2. Roll Call**

**President Elect: Fred P. Gralinski**

**Vice President Elect: Marie A. Baker**

**Directors: – Cynthia A. Fagan-Perry, Robert G. Hadley, Maureen K. Jendzejec,**

**Daniel K. Lantz, Jr., Helen G. Quinn**

**Treasurer:**

**Tax Collector: Pamela Fontaine**

**Clerk: Christine Moniz**

**Chief: Andrew J. Baynes**

**President of the Union Dave Gorman**

**Also in attendance - members of the public, and Fire Department**

**Approval of the Minutes of previous meeting is progress and will be**

**presented by the clerk at the Friday, July 12th meeting.**

**The Board appointed two members to committees those members were Marie Baker as Alternative Plan Chair and Director Hadley as Finance Chair. No motion was taken.**

**President Elect discussed the meeting for Friday and the discussion of the Tower Ladder and they will use Friday, July 12th for a Q&A.**

**A member of the public asked why the Board is having a meeting on Friday at 7:30 that people take the weekends off and Friday's date is disruptive. The Board explained that they have 7 weeks to get everything in place by the 18th or 20th of August. They may have meetings twice a week plus workshops.**

**The clerk also explained that the use of the Annex was still up in the air. The clerk was still waiting for the insurance information, but the staff member from VFIS was out on vacation due to the 4th of July holiday weekend.**

**Director Quinn also stated that we have use of Westwood Estates at no cost. That would be a savings to our Taxpayers. The Chief also stated the Recreation center is also available.**

**Mr. Hadley is working out numbers for the budget. A question was asked about the tax bills and when they are going out. The bills are**

**printing and going out now.**

**The vote on the Attorney will be tabled until a further meeting. The Special Master wants the Board to get three quotes then present it. A motion was made to table the appointment of the Attorney by Director Fagan-Perry and seconded by President Elect Gralinski and Direct Hadley.**

**All Voted Aye.**

**The Chief was asked to give a report and overview of the Districts Stations, and man power it is as follows: Per your request of 3 July, I have prepared for your information the following:**

**Present configuration of the Department is as follows:**

**Engine 7 and Rescue 7 operating out of the Flat River Road Station**

**Each unit has 2 members, an Officer and a FireFighter assigned  
Marine Unit 1 is utilized as needed, by E-7's crew**

**Engine 4 and Rescue 3 operating out of the Arnold Road Station**

**Each unit has 2 members assigned, A Captain on Engine 4 and a FireFighter; and An Officer and a FireFighter assigned to Rescue 3.**

**All units are ALS level equipped and licensed units.**

**The EMS Training and Compliance officer works Monday through Thursday and is housed at Station 7**

**The Fire Marshal works Tuesday through Friday and is housed in the Town Hall Annex Building, across from the Tax Office**

**The Tax office is in the Town Hall Annex Building and is open Monday, Tuesday, Thursday, and Friday. The Tax Collector and a Clerk.**

**We currently have:**

## **STAFF MEMBERS**

**1 Chief**

**1 Fire Marshal**

**1 EMS Training Officer**

**1 Tax Collector**

**1 Tax Clerk**

**1 Administrative Assistant/Board Clerk**

**3 Captains (1 vacancy filled OT)**

**16 Lieutenants**

**19 FireFighters**

**Retirement/Separation of Service Pending:**

**1 Training Officer (Grievance/Court action pending)**

**1 Captain (Pension application in)**

**1 Lieutenant (MMI reached disability application in)**

**1 FireFighter separation for employment in NC)**

## **APPARATUS**

**E-5 (Reserve running as E-4)**

**R-3 running**

**E-7 running**

**R-5 (Reserve running as R-7)**

**E-4 OOS for numerous items found during PM. Waiting fuel tank straps for return.**

**R-7 OOS for A/C service and fuel leaks.**

**The Chief opened the floor to any questions and explained what transporting ALS units are and non-transporting units. Two rescue and two engine companies.**

**The Chief also explained that every district has a Fire Marshal. He also explained their roll in the Department.**

**There was also discussion at to our role as the lighting district and water supply. The Board wanted to know who maintains the lights and also the hydrants. The Chief explained that National Grid**

**maintains the lights in the district and that Kent County Water makes repairs to hydrants. We will test and check the other water sources that we may have in town but it is unclear who has to factor in a cost for maintenance of dry hydrants or cisterns. The Chief also explained the lighting requirements and the needs that the District had to adhere to.**

**The Chief also explained that we have the opportunity to also impose impact fees that pertain to hydrants and also lighting. We need to get a formula in place to charge impact fees. It is something that the Board needs to come up with.**

**The Chief also explained that we cannot refuse to put lighting in a new complex but what we can do is reduce wattage and also lighting the major areas.**

**We can also reduce the water flow to help reduce the amount of hydrants that we have installed.**

**The Chief also explained that we pay for usage not for replacement.**

**The Board also asked if we looked into other replacement or lighting sources that we may implement.**

**Director Hadley wanted to know how many street lights and how many hydrants we have in total. The Chief stated he would get them that information.**

**A taxpayer wanted to know if we could also look into having the Town take over paying the street light as oppose to the District.**

**President Elect Gralinski also wanted to know how many times did we actually use the fire hydrants. The Chief mentioned some larger incidents but we do use them for also small brush or car fires. We also use them to refill the trucks. It was about an average of 15-20 times for the major incidents.**

**Director Quinn wanted to know how many water trucks we have. The Chief stated that we do not have any. We get Tankers from mutual aide.**

**He also explained that we have 6 dry hydrants.**

**There was a question asked by Director Hadley who was responsible for the maintenance and repairs of hydrants, and cisterns in the District. The Fire Department will routinely check the flow of water and also water levels in the cisterns. Director Fagan-Perry also noted that it is the responsibility of the Department to check and maintain the cisterns within the District. That comes from her time on the Planning Board.**

**Union President Gorman would inspect the cisterns but we do not pay for the repairs. Most cisterns are on private sub divisions and**

**that the home owners associations take care of them. We do the inspections but report it to the associations.**

**Mr. Fay had a question about the ordering the District to inspect and maintain the cisterns. He wanted to know where that was in writing. Director Fagan-Perry stated it is in the records.**

**Mr. Sullivan had two questions they do not have a cistern on his street or a street light. He wanted to know about the water supply and also the street light. Director Fagan-Perry asked if that development was completed and she believed it was not. There should be two cisterns going in. She also stated the economy is what it is.**

**It was also stated that anyone who needed a light repaired can call the Fire Department and the clerk will type it into the National Grid website. They can also link onto our CCFD website to request repairs, or go onto the National Grid website and request the repair for them self.**

**The Chief also reported that he tried to shut off the Hydrants to save money. Kent County Water called and stated they will not shut off the water. So we are not paying the bill.**

**Mr. Burns also mentioned about the removal of some of the lights and**

that the last Board was working on that. We received a bill to remove them but he did not get a list of what lights were removed so the bill was revised until the work is done.

Mr. Ray Angell had a couple questions about the committees that were appointed. Director Baker is Chair of Alternative Plan and Director Hadley will be Finance Chair. He also asked is there anyone else on the committee. The appointment of the Attorney Mr. Angell asked was there any advertisement sent out for proposals for an Attorney. Question on the Task Force he wanted to know what their relationship with that group.

President Elect Gralinski stated that as of now the Board stated they are no longer affiliated to the group.

Mr. Angell would also like a copy of the Chiefs report.

Mr. Angell would also wanted information about the hydrants and are we shutting them off. President Elect Gralinski stated that he just wanted try to adjust some of the cost of the hydrants since it seems the Town sweeper uses them more than we do. The Boards main concern is safety and they would not shut them off.

Someone had also asked how to get bulb replaced and if the District replaced the bulbs. Again it was stated that you can request repair

**on the National Grid website or call the Fire Department and they will go on the website and type in the request.**

**Union President Gorman also stated that the District does not provide street lighting in the private parks nor do we provide hydrants.**

**Mr. Fey approached the board requesting that the Board find a neutral place to host the meetings. Maybe taxpayer supported buildings. Were they are inspected by the Fire Marshal. He just wanted to go on record.**

**Motion made to approve the Chiefs report. Motion made by Director Fagan-Perry, Seconded by Director Quinn.**

**All Voted Aye**

**Motion made to adjourn the meeting made by Director Fagan-Perry and Seconded by V.P Elect Baker**

**All Voted Aye**

**Meeting was adjourned at 2:20 p.m.**