

Dunn's Corners Fire District
1 Langworthy Road
Westerly, RI 02891
Minutes
Annual Meeting
July 18, 2012

Call to Order – The meeting was called to order at 7:00 pm, Moderator Matt Thomsen presiding.

Legal Notices - The meeting was advertised in the Westerly Sun on Wednesday, July 11, 2012. Notice was posted at the Westerly Community Credit Union's Dunn's Corners Office; Dunn's Corners Market, Dunn's Corners Fire Station #1 on Langworthy Road, Dunn's Corners Mobil, Michael's Shell and Dunn's Corners Fire Station #2 on Post Road, Charlestown. The notice was posted on the district's website and the Rhode Island Secretary of State's e-Town Crier site on July 10, 2012.

Safety Protocols - Chief Frink reviewed the fire safety protocols for the meeting's attendees.

Pledge of Allegiance – The Pledge of Allegiance to the Flag of the United States of America was conducted.

Moment of Silence - There was a moment of silence observed for those who have passed on from families of members of the Dunn's Corners Fire Department.

Reading of the Call - The meeting call was read by District Clerk Steve White. Twenty-two persons signed the attendance roster. A quorum was present.

Copies of the minutes of the 2011 annual meeting were printed and available for those in attendance.

A motion was made seconded and so voted to dispense with the reading of the minutes.

A motion was made seconded and so voted to approve the Minutes of the July 20, 2011 Annual Meeting.

Reports

The 2012 Annual Meeting Report was distributed prior to the meeting which included the Agenda, the Call, the 2011 Annual Meeting Minutes, Chief's Report, 2011/2012 Financial Statements (Treasurer's Report), Tax Collector's Report, 2012-2013 Proposed Budget, the 2012/2013 Proposed Resolutions, and the Nominating Committee report.

Chief's Report

Chief Frink gave an overview of his written annual report which covered the 2011/2012 call levels listed below.

Number of fire department responses	282
Number of plan reviews and inspections	225
Number of training classes held/attended	144
Number of man-hours of training	1776

The Chief's overview included a review of the department's membership which includes 43 members and 30 active firefighters, drivers, fire police, probationary firefighters and junior firefighters. Nearly all of the firefighters are certified to either Firefighter I or Firefighter II standards. The Chief pointed out that the incentive program has increased turnout by 20% and that the average incident response time was 8 minutes. This is well within the 14 minute standard set for volunteer departments.

The Chief was pleased to report that the installation of the Vehicle Exhaust Removal System for Station 1 came in under budget by \$6,912.55.

Additionally, the Chief informed the voters that after a year and a half of planning the DCFD on June 8th was granted by state regulatory authorities C-2 Basic Life Support Non-Transport licenses for 2 pieces of apparatus which will allow the department to assist local ambulance companies with emergency medical calls.

Two grants have been applied for totaling \$20,000 that would be applied to an All Terrain Vehicle (ATV) to be used for wildfires and off road rescue and a Fire Extinguisher Training prop to be used to train the members and public on the safe use of fire extinguishers.

The District in 2011 began the process of billing insurance companies for motor vehicle accident responses. To date 18 MVA billings have been submitted with \$1,980 in payments received and \$6,600.00 still pending.

The Chief informed the voters that next year the District will begin exploring replacement options for Engine 4 which at 25 years of age no longer meets NFPA 1900 Standards for Firefighting Apparatus.

The Chief recognized Deputy Chief Tom Algieri for being named Firefighter of the Year by the Ashaway Grange.

Financial Reports

The District achieved good financial results in 2011-12:

Operating Expenses - Expenses overall were under budget by \$22,360.28.

Tax Collector's Report - The Tax Collector reported the tax collection rate came in at approximately 96% for Westerly and 97% for Charlestown for a total of \$568,623.00. Additionally the District as part of its delinquent tax collection program was able to recoup \$113,718.00 in past due taxes bringing the total tax collection for 2011/2012 to \$682,341.00.

2012/2013 Proposed Budget - The proposed 2012-13 Financial Plan and Operating Budget was reviewed by Chief Frink. The budget of \$717,326 reflects an increase of 2.45% over the previous year's budget of \$700,157.

A motion was made, seconded and so voted to approve the 2012-13 Financial Plan and Operating Budget as presented.

Resolutions:

GENERAL FUND TRANSFER – Resolved to transfer \$30,000.00 from the General Fund to the Restricted Truck Fund.

A motion was made seconded and so voted to approve the resolution as presented.

EQUIPMENT FUND TRANSFER – Resolved to transfer \$15,000.00 from the Restricted Truck Fund to the restricted Building and Grounds Fund.

A motion was made seconded and so voted to approve the resolution as presented.

TANKER 1 UPGRADES – Resolved to appropriate the amount of \$22,000.00 from the Restricted Truck Fund to upgrade Tanker 1 for safety reasons as well as extend the life of the vehicle for up to an additional 5 years or more.

A motion was made seconded and so voted to approve the resolution as presented.

STATION 1 ENGINEERING PLANS - Resolved to appropriate the sum of \$6,750.00 from the Buildings and Grounds Restricted Fund to develop preliminary engineering plans for Station 1 to accommodate more office space, bunk rooms, and a second means of egress from the second floor.

A motion was made seconded and so voted to approve the resolution as presented.

OFFICE RENOVATIONS – Resolved to appropriate the sum of \$6,500.00 from the Buildings and Grounds Restricted Fund to renovate the Chief's and Administrative Assistant's offices to allow for the more efficient use of the space.

A motion was made seconded and so voted to approve the resolution as presented.

STATIONS 1 AND 2 FIRE CODE UPGRADES – Resolved to appropriate the sum of \$3,750.00 from the Buildings and Grounds Restricted Fund to bring both Stations 1 and 2 up to fire code.

A motion was made seconded and so voted to approve the resolution as presented.

GRANGE BUILDING FIRE CODE UPGRADES – Resolved to appropriate the sum of 21,895.00 from the Buildings and Grounds Restricted Fund to bring the Grange Building up to fire code.

A motion was made seconded and so voted to approve the resolution as presented.

EMERGENCY GENERATOR REPAIRS – Resolved to transfer \$26,099.63 from the Unrestricted General Fund into the Building and Grounds Restricted Fund to replace funds expended for the emergency repair of Station 1’s backup generator during fiscal year 2011/2012.

A motion was made seconded and so voted to approve the resolution as presented.

DEBT REDUCTION – Resolved that subject to the availability of General Funds the Treasurer may pay up to an additional \$50,000 to reduce the principal debt on Station 2.

A motion was made seconded and so voted to approve the resolution as presented.

DISPOSTION OF BREACH-WAY PROPERTY - Resolved that the Operating Committee be granted the authority to dispose of the Breach-way property in Charlestown acquired through tax sale in a manner that in the Committee’s judgment economically benefits the District.

A motion was made seconded and so voted to approve the resolution as presented.

AUTHORITY TO ACCESS RESTRICTED FUNDS FOR UNANTICIPATED REPAIRS – Resolved that the Operating Committee be given the authority to access the Restricted Truck Fund for up to \$10,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$5,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

A motion was made seconded and so voted to approve the resolution as presented.

RATIFICATION AND APPROVAL OF ACTS OF OFFICERS – Resolved that each and all of the resolutions, acts and proceedings of the District Officers, as shown by the records of the respective officers in carrying out and promoting the purposes, objects and interests of the Dunn’s Corners Fire District, be and the same approved, ratified and hereby made the acts and deeds of the Dunn’s Corners Fire District.

A motion was made seconded and so voted to approve the resolution as presented.

AUTHORIZATION OF REPRESENTATION – Resolved that the moderator, or such person or persons as the Operating Committee or the Moderator shall designate, be and hereby are fully authorized and empowered to enter objections or legal actions on behalf of the Dunn’s Corners Fire District in reference to any zoning matters, liquor licenses, legislative matters, or any other subject affecting the Dunn’s Corners Fire District.

A motion was made seconded and so voted to approve the resolution as presented.

TAX RESOLUTION – Resolved that the taxable inhabitants of said District qualified to vote on any proposition to impose tax, in District meeting legally assembled on the 18th day of July, A.D., 2012, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than 552,133 nor more than \$579,740. Said tax is for ordinary expenses of interest and charges, for the payment of interest and indebtedness in whole or in part of said District and for other purposes authorized by law. The Board of Assessors shall assess and apportion said tax on the inhabitants and ratable property of said District of the 31st day of December, 2011, at 12:00 o’clock Noon, according to law, and shall, on completion of said assessment, date, certify, and sign the same and deliver to and deposit the same in the office of the District Clerk on or before the 15th day of August, A.D. 2012. The District Clerk, on receipt of said assessment, shall forthwith make a copy of the same and deliver it to the District Treasurer, who shall forthwith issue and affix to said copy a warrant under his hand, directed to the Collector of Taxes of said District commanding him to proceed and collect said tax on the persons and estates liable therefore. Said tax shall be due and payable on and between the first day of September next and the 30th day of September, 2012, and all taxes remaining unpaid on said 30th day of September, A.D. 2011, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. A \$2.00 handling fee will be imposed on reissued tax bills sent for collection purposes. No tax bill sent out shall be less than twenty-five and 00/100 (\$25.00) dollars.

A motion was made seconded and so voted to approve the resolution as presented.

SPECIAL APPROPRIATION – Resolved that the Treasurer be directed to deposit in the Unrestricted General Fund Surplus the total of the unexpended appropriations as shown by the records of the Treasurer for the fiscal year 2011-2012, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2013, the Treasurer is authorized to use such portion of said sum of unexpended appropriations and other monies not otherwise appropriated as he or she deems necessary in anticipation of receipt of taxes assessed December 31, 2011.

A motion was made seconded and so voted to approve the resolution as presented.

TAX ANTICIPATION NOTE – Resolved that the District Treasurer be and hereby is authorized and empowered during the current fiscal year of the District, commencing June 1, 2012, and ending May 31, 2013, to borrow such sum or sums of money as shall be necessary for the payment of the current liabilities and expenses of the District, but not

to exceed in the whole the sum of Fifty thousand AND NO/100 (\$50,000) DOLLARS and to issue negotiable promissory note or notes of the District therefore, which shall be made payable not later than one (1) year from the respective date or dates thereof. Negotiable notes issued pursuant to the authority hereof shall be signed by the District Treasurer and countersigned by the District Clerk, and such countersignatures shall be conclusive evidence to all holders of such note or notes of the approval and consent of the District and the District Officers to the loan or loans evidenced thereby. All terms and conditions of said note or notes and the method of sale thereof not fixed herein or by the provisions of law or the charter of the District may be fixed by the District Treasurer. The District Treasurer is hereby authorized and empowered to renew any of said notes from time to time, but any such renewal note shall be due not later than one (1) year of the original note so renewed.

A motion was made seconded and so voted to approve the resolution as presented.

Nominating Committee Report: The Nominating Committee report was submitted by Andy Schilke, Art Ganz, and Gina Laudone. The report was presented by Committee Member Andy Schilke.

The Nominating Committee of the Dunn's Corners Fire District submitted to the Electors of the Dunn's Corners Fire District the following Slate of Candidates to serve on the Operating Committee:

- Robert Delaney – Term to expire 2014
- Jonathan Schreier – Term to expire 2014

There were no further nominations and a motion was made to have the clerk cast one ballot to elect the proposed slate as members at large of the Operating Committee.

New Business

Chief Frink presented both former Deputy Chief Ken Martin and Deputy Chief Lewis 'Ted' Burke with Retirement Badges.

Election of Nominating Committee

A motion was made seconded and so voted to approve the 2012-13 Nominating Committee of Andy Schilke, Gina Laudone, and Art Ganz.

Adjournment:

A motion was made seconded and so voted by acclamation to adjourn the Annual Meeting of the Dunn's Corners Fire District at 7:50 pm.

Respectfully Submitted,

Steve White
District Clerk, DCFD