

# Dunn's Corners Fire District

1 Langworthy Road

Westerly, RI 02891

## Minutes

### Operating Committee Meeting

September 19, 2017

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, September 19, 2017 at 7:00 p.m. at Station #1.

Attendees were comprised of OC members Rich Thomsen, Bob Delaney, interim Chief Keith Kenyon, Ken Martin, Matt Thomsen and Jeff Thomas. A quorum was present.

Other Attendees: Steve White District Clerk and representatives of the Friends of the Quonchontaug Grange (FOTQG).

Actions of OC (all votes unanimous unless otherwise noted).

Agenda Items:

Pledge of Allegiance – The meeting started as 7:00 p.m. with the Pledge of Allegiance.

Moment of Silence – The committee observed a moment of silence in memory of past members of the department.

Selection of a Moderator – *A motion made, seconded and so voted to appoint Matt Thomsen as Moderator for the 2017-2018 year.*

Appointment of Treasurer, Tax Collector and District Clerk – *A motion made, seconded and so voted to appoint Bob Delaney as Treasurer, Diane Nardone as Tax Collector and Steve White as District Clerk for the 2017-2018 year*

Friends of the Quonchontaug Grange (FOTQG) – Ron Meneo spoke on behalf of the FOTQG, providing an oral and written report.

The committee discussed whether it would be a good idea or necessary to have volunteers working on the parking area expansion project at the Grange to sign a hold harmless agreement.

R. Meneo inquired on where in the budget the \$5,000 in funding to complete phase two of the parking lot project was coming from and to confirm that funds would be available. The committee noted that funds would be available.

There was some discussion as to whether the area should be paved because it increases the impervious area of the site or should crushed stone be used. This matter will be researched.

FOTQG inquired as to whether the fire suppression panel could be enclosed. The consensus from the fire protection professionals at the meeting was that it could not be.

It was noted that a separate electrical meter had been installed for the historical society and that a NEST system had been installed to remotely monitor and control the HVAC system.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the September 12, 2017 meeting minutes.*

Annual Meeting Minutes – The committee accepted the draft 2017 Annual Meeting minutes subject to the typo in the Chief's report being corrected.

Chief Selection Committee – *A motion was made, seconded and so voted to appoint a Chief Selection Committee consisting of Matt Thomsen, Bob Delaney, Ken Martin, Jeff Thomas, Rich Thomsen, Nick Schilke and Chris Wells.*

Chief Selection Committee Meeting – The committee scheduled the first meeting date of the Chief Selection to be September 25, 2017. The meeting to be held at 7:00pm at Station 1.

Treasurer's Report – Bob Delaney reported that the tax bills are out and the contracting districts will be billed at month-end. He noted the Bradford Fire District approved the billing and funds required. The Treasurer informed the committee that the auditors were in and recognized Mary Rathbun for being well prepared for the audit.

*A motion was made, seconded, and so voted to accept the Treasurer's report.*

Chief's Report – The Chief reported the department responded to 163 calls, 68 medical and 95 non-medical. He noted that 70 fire inspections were done during the month; all the equipment is in good working order; and the new Fire Fighter/ Fire Marshal was starting September 19<sup>th</sup>.

The Chief also discussed matters pertaining to the options available to install a second egress from the second floor of Station 1. No solid date is in place for conforming with the code.

*A motion was made, seconded, and so voted to accept the Chief's report.*

Operating Committee Meeting Schedule – *A motion was made, seconded and so voted to approve the draft meeting schedule provided by the district clerk for the remainder of the fiscal year.*

Said schedule is attached hereto.

Other Business – The committee discussed inviting representatives of the Westerly Ambulance Corp to the October meeting to discuss matters pertaining to the dispatch contract and Bradford Industrial Park litigation. The committee asked the moderator to make the invitations.

Meeting adjourned at 7:55pm

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Steve White, District Clerk

DRAFT

# The Friends of the Quonochontaug Grange, Inc.

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## FOTQG Grange Update Report

Report to Dunn's Corners Fire District Operating Committee

September 19, 2017 @ 6:00pm ----- DCFD Station No. 2

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- I. FOQTG Annual Meeting was held August 15th, 2017: Directors = Tom Doyle, Ann DiRobbio, Roy Jacobsen, Bob Lavery & Ron Meneo; Officers: President – Ron Meneo; Vice President – Ann DiRobbio; Treasurer – Tom Doyle; Secretary – Roy Jacobsen.
- II. Grange Revenues for 1<sup>st</sup> quarter of current fiscal year (@ 8-31-17) = \$2,644.45.
- III. Update – construction of the Quonnie Historical Society's Archive and Research Center is complete. An official unveiling event took place on August 24<sup>th</sup> and was attended by approximately 75 people. [Copy of Certificate of Occupancy attached.]
- IV. Update on Proposed Expansion of the West-Side Parking Area – 3 Phases
  - A. Phase 1 – clearing of brush, small trees, etc is almost complete. Additional movement of dirt/rocks/tree trimming/clearing work will be completed soon.
  - B. Request DCFD-OC approval so a FOTQG volunteer – Bob Lavery – can operate his personally-owned backhoe at the Grange in order to complete movement of dirt and rocks.
  - C. Phase 2 – excavation (site work) and install of base layer by a qualified contractor is ready to proceed. FOTQG will seek 3 bids for submission to DCFD-OC.
  - D. Our timetable to complete Phase 2 is before December 1, 2017.
  - E. Need confirmation from DCFD-OC to proceed with Phase 2 and to obtain bids so work can be completed prior to December 1, 2017.
  - F. Phase 3 – final topcoat – paving of area. FOTQG will obtain 3 bids for submission to DCFD-OC during 2018-2019 fiscal year.

- G. Timetable to complete Phase 3 is sometime between July 1 and December 1, 2018.
- H. General Question – at what level of spending is FOTQG required to obtain three (3) bids from outside contractors?
- V. Propane Tanks were re-set (leveled) by Buckley. Buckley is to provide a report on any additional safety measures that should be taken to secure tanks.
- VI. Electrical repairs that needed prompt attention have been completed.
- VII. Consideration of whether fire regulations allow for the enclosure of the Fire Suppression Equipment located in the southeast corner of the lower level of the Grange.
- VIII. Acquisition of 18 New Tables
  - A. Through the generosity of a Friend of the Grange, we were able to purchase 9 new folding tables for the Grange.
  - B. FOTQG purchased an additional 9 tables plus a storage rack so we now have 18 new folding tables at the Grange.
- IX. FOTQG Capital Campaign is underway to raise \$50,000 for three(3) specific improvements projects at the Grange:
  - A. Upgrade of audio-visual equipment;
  - B. Redesign and upgrade of kitchen area to create a serving kitchen; and
  - C. Replacement of antiquated tables and chairs – add more chairs.
- X. October 8<sup>th</sup> – Sunday of Columbus Day weekend – FOTQG-QHS sponsored “Coffee Break” – 10am to noon.
- XI. Additional Items.

**Quonochontaug Grange Rental Payments - 2017-2018**

**June Rental Payments:**

Paid To FOTQG		
Exercise Class ( Jan)	\$	160.00
Quonny Yoga	\$	360.15 \$26.90 Heat
QCBFD	\$	115.00
QEBA	\$	50.00
QHS	\$	25.00
Owren	\$	40.00
<b>Total:</b>	<b>\$</b>	<b>750.15</b>

**July Rental Payments:**

Paid To FOTQG		
Exercise Class ( Jan)	\$	160.00
Quonny Yoga	\$	314.65 \$0 Heat
QHS	\$	25.00
SHFD	\$	50.00
Bailey College Advising	\$	200.00
QHS Archive Space	\$	125.00
QCBFD	\$	65.00
Doescher Family	\$	40.00

**Sub Total: \$ 979.65**

**August Rental Payments:**

Paid To FOTQG		
Exercise Class ( Jan)	\$	160.00
Quonny Yoga	\$	314.65 \$0 Heat
QEBA	\$	50.00
QHS	\$	90.00
SHFD	\$	25.00
FOTQG(Quonnie the Movie)	\$	100.00
QHS Archive Space	\$	125.00
Bennett Family (Corriveau)	\$	50.00

**Total: \$ 914.65**

**June-August Total: \$ 2,644.45**

**To be paid to DCFD per Lease Agreement: \$ 2,644.45 Paid by Ck #140**

CHARLESTOWN  
MUNICIPALITY

# CERTIFICATE OF USE AND OCCUPANCY

472-17  
NO 05

THIS IS TO CERTIFY that the Construct a 27' wall at the north end of  
the bldg to create a 9'3"x27' storage room.

erected on Map: 004 Block: 060 Parcel: 000

Street and No.: 5662 POST ROAD

Owner: DUNNS CORNER FIRE DISTRICT Use zone: C2

Architect or Engineer: \_\_\_\_\_

Contractor: COASTLINE CARPENTRY Builders  
Reg. No: 6900

Building Permit No.: 472-17 Plan No.: \_\_\_\_\_

has been inspected and the following occupancy thereof

is hereby authorized: Use Group: B BUSINESS Code: 0700

Construction Type: 5B

Occupancies: Max. Allowable Floor  
live loads per sq. ft.

Occupancy  
Load

Basement: \_\_\_\_\_

1st Floor: \_\_\_\_\_

2nd Floor: \_\_\_\_\_

3rd Floor: \_\_\_\_\_

Other: \_\_\_\_\_

Remarks: \_\_\_\_\_

Code Edition: RISBC2013 ZON... Required  
Sprinkler System? NO

08/01/2017  
CO ISSUED

*Joseph W. Warner Jr.*  
BUILDING OFFICIAL

EXPIRATION DATE

This Certificate must be posted where required by the State Building  
Code, and permanently maintained in a conspicuous place at or close  
to the entrance of the building or structure referred to above.

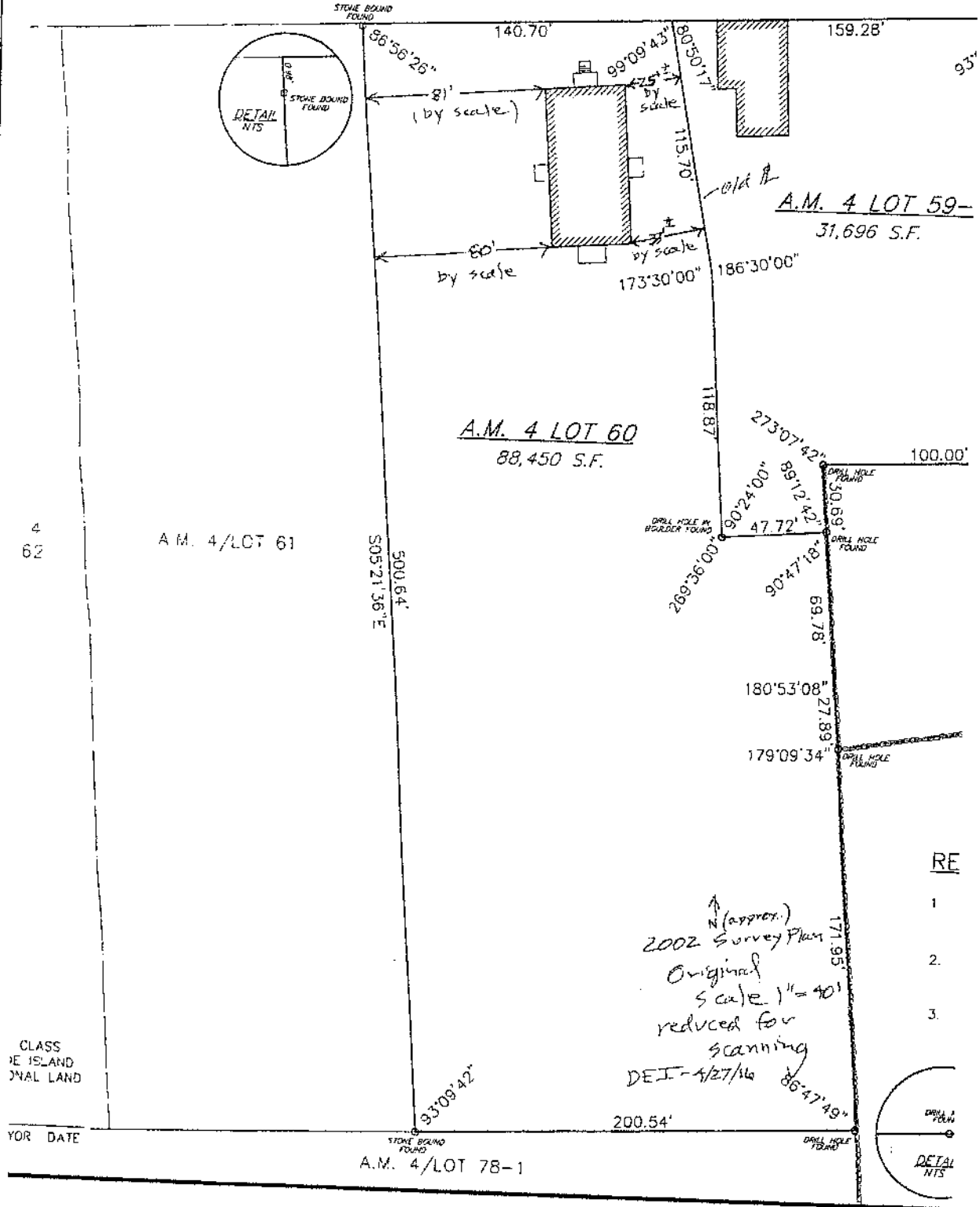
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# POST ROAD - ROUTE ONE

(PUBLIC - VARIABLE WIDTH)





Dunn's Corners Fire District  
2017-2018 Year Meeting Schedule  
Station 1  
1 Langworthy Rd  
Westerly, RI 02891

October 10, 2017 (Tuesday) at 7:00 PM

November 14, 2017 (Tuesday) at 7:00 PM

December 2017 \*\*\*\*\* No Meeting Currently Scheduled \*\*\*\*\*

January 9, 2018 (Tuesday) at 7:00 PM

February 13, 2018 (Tuesday) at 7:00 PM

March 13, 2018 (Tuesday) at 7:00 PM

April 10, 2018 (Tuesday) at 7:00 PM

May 8, 2018 (Tuesday) at 7:00 PM

June 12, 2018 (Tuesday) at 7:00 PM

July 10, 2018 (Tuesday) at 7:00 PM

July 18, 2018 (Wednesday) at 7:00 PM \*\*\* Annual Meeting

\*All meetings at Station 1 unless otherwise posted

\*\*\* All dates except for the Annual Meeting July 18, 2018 are subject to change