

Dunn's Corners Fire District

1 Langworthy Road

Westerly, RI 02891

Minutes

Operating Committee Meeting

November 14, 2017

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, November 14, 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 Ron Meneo representing 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.

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

- Proposed expansion of the west side parking area – The group provided revised site plans and 3 estimates for work to be performed. FOTQG recommended approval to move forward with the selected contractor.

The committee was in favor of moving forward with the project, but committee members B. Delaney and J. Thomas had some concerns over the bidding process. The committee would like to see a bidding process that insures all sides are bidding on the same scope of work with a standard RFP.

FOTQG will standardize the bid process and resubmit bids at a future meeting for approval.

- FOTQG Capital Campaign – R. Meneo noted that the capital campaign is proceeding well and that capital improvement funds generated by FOTGQ and Quonnie Historical Society (QHS) equaled approximately \$35,000. The improvements include:
 - Purchase of 18 folding tables

- An upcoming upgrade of the AV system (specifications provided to the committee)
 - Upgrade of the men's bathroom and sewer line repair
 - Construction of the QHS Research & Archive Center
 - New flagpole, bulletin board, Nested controls for heat, and wireless internet
- The disposition of all old dishes and kitchenware. R. Meneo recognized Ann DiRobbio and Deb McManus for their work on this project.

Water Supply Board Meeting December 5, 2018 – R. Meneo has been providing general information about matters being discussed by the Water Supply Board which have the potential to impact both Charlestown and the DCFD. R. Meneo will be attending the meeting on December 5th and will be providing the committee with more information.

A motion was made, seconded and so voted to allow Ron Meneo to be a liaison for the DCFD and Water Supply Board for reporting purposes.

The committee thanked the FOTQG and Ron Meneo for their efforts.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the October 10, 2017 meeting minutes.*

Next Meeting – The next meeting of the operating committee is scheduled for Tuesday December 12, 2017 at 7:00p at Station 1.

Treasurer's Report – Bob Delaney reported that the CPAs are making progress and the draft report may be available by the end of November.

A State sales tax audit has raised a concern that that the District should be collecting sales taxes on the radio boxes provided to the local business to replace the hardwired system. The Moderator asked if the CPAs would give an opinion as to whether it is a use or sales tax, and who is responsible for payment.

Additionally, the State requested the District's 990. It is the District's opinion as quasi-municipal corporation it does not need to file a 990. The matter is being sent to the CPAs and solicitor for follow-up.

Tax collections are good with \$93,000 past due. Reminders will be sent out in December and April.

The Treasurer noted, the finances are tracking well to budget; and that there are expenses pending for the new radios and PPEs.

The Treasures noted that the District's credit card was still under the previous Chief's name and requested that the old card be cancelled and that a new provider who would put the card under the District's name be selected.

A motion was made, seconded and so voted to cancel the exiting credit card and to obtain a new card under the District's name with the Moderator and Chief as authorized signers.

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

Chief's Report – The Chief's reported that all the apparatus is in good working order. He noted that the new fulltime firefighter has been very effective, professional and doing a good job.

During the months of September and October there 56 commercial and residential fire inspections; 68 fire calls; and 60 BLS calls.

The Chief also informed the committee that over the last several months 20 to 23 people have been showing up for the weekly training programs.

Moderator's Report – The Moderator informed the committee that the Department received a \$20,000 gift from an estate.

The Moderator reviewed the Appellate Representation Agreement and Fee Schedule in the matter of BPF Realty, LLC, Appellant v. Dunn's Corners Fire District, ET AL, Appellees.

A motion was made, seconded and so voted to move forward with the "Appellate Representation Agreement".

The moderator followed up on the WAC discussions regarding the dispatch fees. The WAC board noted the DCFD has the seconded highest call volume and is asking for \$7,500 over the standard fee - \$19,500 total. The negotiation of the new fee structure is the result of DCFD handling fire protection services for the Bradford Fire District(BFD) on a contracted basis and the dispatch services loss of the BFD revenue.

The Moderator will acknowledge the WAC proposal and will follow up after the December Operating Committee meeting.

Westerly Ambulance Corp Recognition – *A motion was made, seconded and so voted to approve a \$500 gift to WAC to be used to promote WAC fellowship events.*

Other Business

W2 Clarification – Committee member J. Thomas and Attorney Noelle Clapham will be representing DCFD at the November 27th Southern League meeting to get the Southern League to take the lead to clarify ambiguities within the State's labor laws as they pertain to stipends paid to volunteer fire fighters.

Public Comments – Tax payer J. Angelo informed the committee that National Grid has moved the Dunn's Corners area off a Charlestown sub station to one located on Langworthy Rd.

Meeting adjourned at 8:50pm

Steve White, District Clerk

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