

Dunn's Corners Fire District

1 Langworthy Road

Westerly, RI 02891

Minutes

Operating Committee Meeting

December 12, 2017

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, December 12, 2017 at 7:00 p.m. at Station #1.

Attendees were comprised of OC members Rich Thomsen, Bob Delaney, Deputy Chief Carl Johnson, 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:

- Grange revenues for the 2nd Quarter of fiscal year ending May 31, 2018 equaled \$2,237.87. Grange revenue year-to-date total \$4,607.44.
- Proposed expansion of the west side parking area – The group provided revised estimates based on a standard RFP which received 4 bids. The group discussed the process and recommended going with the \$8,150.00 bid received from MRD Excavation.

A motion was made, seconded and so voted to approve awarding the parking lot project to MRD Excavation.

- FOTQG Capital Campaign – R. Meneo noted that the capital campaign is proceeding well and that capital improvement funds generated by FOTQG and Quonnie Historical Society (QHS) equaled approximately \$35,000.
 - Purchase and installation of audio-visual upgrades are proceeding. Equipment installation by Flint Audio has been completed. The installation of the sound-

damping will begin soon. The Fire Marshall approved the type of panel being installed.

- New exterior display cases have been installed by the Quonchontaug Historical Society in the lower level of the Grange.
- A maintenance issue regarding the replacement of the “Women’s Room” toilet was brought to the committee’s attention. The installation of a high flow toilet will hopefully resolve blockage issues.
- A Nest system has been installed in the lower level and the heating levels can now be controlled remotely.
- Plans for a catering kitchen are still in the early development phase.

On behalf of the FOTQG, R. Meneo thanked the committee and wished the members a Happy Holiday!

The committee thanked the FOTQG for all of their efforts in restoring, upgrading and managing the Grange facility.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the November 14, 2017 meeting minutes.*

A motion was made, seconded and so voted to approve the December 4, 2017 meeting minutes.

Next Meeting – The next meeting of the operating committee is scheduled for Tuesday January 9, 2017 at 7:00p at Station 1. Additional meetings may be scheduled prior to this date to work on matters related to the hiring of a new District Chief.

CPA Audit 2016-2017 Fiscal Year – The Treasurer informed the committee that the CPA report has been delayed due to the lead auditor having to deal with an unplanned personal matter.

Treasurer’s Report – Bob Delaney reported that the delay in the CPA audit may require him to have to file for an extension with State regarding the District’s required reporting.

The Treasurer noted that approximately 400 seconded notices were mailed to tax payers whose payments were past due. He informed the committee that the District was waiting on receipt of the Shady Harbor Fire District’s first installment payment for 2017-2018 fiscal year.

The Treasurer noted cash flow is good.

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

RI State Sales Tax Audit - A letter which was reviewed by the solicitor and CPA is to be sent to 42 District businesses requesting reimbursement for sales taxes owed.

Moderator's Report – The Moderator informed the committee that he received interim Chief Keith Kenyon's resignation.

The committee accepted the resignation with regret.

The Moderator informed the committee that attorney McKinney is monitoring the status of the Bradford Industrial Park appeal to the RI Supreme Court. Currently the appeal is not on the Court's calendar.

The Moderator noted there has been no future contact with Westerly Ambulance Corp (WAC) regarding the dispatch contract. Committee member J. Thomas to follow up with WAC's R. MacDonald as to status.

The Moderator requested a motion to appoint Deputy Chief Carl Johnson as interim Chief.

A motion was made, seconded and so voted to appoint Deputy Chief Carl Johnson as interim Chief with appreciation.

Chief's Report – The Chief reported that he was working with former Chief Frink and the officers have developed a weekend coverage schedule.

During the months of November there were 30 commercial and residential fire inspections and 18 plan reviews; 22 fire calls; and 23 BLS calls.

Chief Johnson informed the committee that he was reviewing the status of work to date on the radio upgrade project and will follow up with the Treasurer regarding lease or purchase options.

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

Southern League W2 Status Effort – Committee member J. Thomas informed the committee that the Southern League's Chief Stanley was working with Senator Algieri on clarifying the tax status of volunteer firefighters receiving stipends. Chief Stanley will keep the committee updated as to progress.

Other Business

Charlestown Street Light Project – Chief Johnson and committee member R. Thomsen spoke with representatives of the town of Charlestown which is changing its street lights to LED bulbs. The town is requesting that the District allow it to place a control box for the lights at Station 2.

A motion was made, seconded and so voted to allow the Town of Charlestown to place a control box at Station 2 subject to the receipt of a hold harmless letter.

Public Comments – Tax payer J. Angelo asked if DCFD like some other agencies and fire districts was going to get involved in lobbying efforts regarding projects outside the scope of its charter.

The Moderator noted that the District would only get involved in issues that directly relate to the District providing fire protection services.

Executive Session – The meeting recessed at 7:38p to go into executive session to review, discuss and act upon the following;

1. Bonuses for staff and department leadership for their efforts during the search for a new district chief.
2. The department's recommendation of a candidate to fill the new administrative support position.
3. New District Chief – update, timeline negotiation of offer terms, contract review/timeline.

The meeting reconvened at 8:44pm

A motion was made, seconded and so voted to seal the executive committee meeting minutes.

Meeting adjourned at 8:45pm

Steve White, District Clerk