

# **Dunn's Corners Fire District**

1 Langworthy Road

Westerly, RI 02891

## **Minutes**

### **Operating Committee Meeting**

**May 13, 2013**

The Dunn's Corners Fire District Operating Committee (OC) convened on Monday May 13, 2013 at 7:00 PM, in Fire Station #1.

Attendees were comprised of OC members Matt Thomsen, Bob Delaney, Tom Algieri, Ken Martin, Jonathan Schreier and Chief Mike Frink. A quorum was present.

Additional attendees included District Clerk Steve White.

Actions of the OC (all votes unanimous unless otherwise noted):

#### **Agenda Items**

**Previous Meeting Minutes** - *A motion was made seconded and so voted to approve the April 08, 2013 meeting minutes with the following change to the section Solicitor's Review of Minimum Tax;*

*"The Treasurer disagreed with the opinion and believes the District's Electors can legally set a minimum tax amount.*

*A motion was made seconded and so voted by a vote of 5 to 1 with the Treasurer voting against to provide a credit to all tax payers who had paid a minimum tax in 2012-2013 for the amount greater than their normal assessment as well as provide a check rebate for tax payers who request that option."*

**Next Operating Committee Meeting** - The next meeting of the Operating Committee is scheduled for Monday June 10, 2013 at 7:00 PM in Station 1.

**Financial Statements** – The committee received, reviewed and accepted the financial statements for the reporting period June 2012 through April 2013.

Treasurer – the treasurer informed the Committee that given the high level of the tax receipts that he would be able to as approved by the electors at the 2012 Annual Meeting, reduce by \$30,000.00 the principal balance of the highest interest rate loan on the District's books. Additionally, the Treasurer informed the committee that the bookkeeper had been working with a consultant to begin the process of including depreciation in the District's financial statements.

Washington Trust Note Addendum – The WTC provided the Moderator with an addendum that states that if the District is deemed not have tax exempt status that the note would be adjusted to a higher interest rate. - *The Committee took no action on this matter.*

**Chief’s Report** –The Chief’s report provided the committee with an update on the following items;

- A member of the department was in an accident in their personal vehicle responding to a call. The member was not hurt and currently the District’s insurer is handling the matter. It appears initially that the member was not at fault.
- The Chief had gone to Washington DC as part of RIAFC advocacy program to meet with legislators about the importance of the 50/50 grant programs.
- Engine 4 is twenty-five years old and will need to be retired. The Chief plans to put together a truck committee to develop specifications for a replacement vehicle estimated to cost approximately \$450,000.00. Discussion included updating a five year capital replacement plan and bringing in a consultant to review the future needs of the District.
- The renovation plans for Station 1 will be ready to present to the tax payers at the annual meeting.
- Tax payer approved renovations to the Grange building to bring it up to fire code and improve access and egress are in progress.

**Administrative Assistant’s Tasks Update** – This matter relates to the documentation of procedures as noted in the 2012 CPA audit. There was no update at this time.

**Review of Tax Exempt Status Dunn’s Corners Fire Department** – There was no update at this time.

**2013 Tax Sale** – The Treasurer informed the Committee that the 2013 tax sale proceeded well and that all parcels except for some private roads and small lots were sold. The Treasurer informed the Committee that the purchaser K. Johnson was not happy with the parcels and fees and wanted a refund. The purchaser provided a check in excess of the purchase at the sale. The committee only agreed to rebate the amount in excess of the purchase price. It was noted that this year’s tax sale fees included approximately \$3,000.00 in costs that were related to reimbursement for the time required by both the Administrative Assistant and Tax Collector on the process.

**2013 – 2014 Budget** – The Chief informed the Committee that he and the Board of Engineers are working on the draft budget and will have it available for next Operating Committee. The Moderator stated that the Committee will if necessary schedule additional meetings to facilitate the process.

**Audit Work RFP** – *“A motion was made seconded and so voted to enter into a three agreement with Gothie, Hoyt, Filippetti and Malaghan LLC Certified Public Accountants, to provide audit services for the District.”*

**Nominating Committee** – The Moderator will inform the Nominating Committee that both he and Ken Martin will be seeking reelection to another term. Additionally he will inform the Nominating Committee that OC Member Bob Delaney has recently moved out of the District and may not be able to serve out his term and that another candidate may need to be placed before the voters at the Annual Meeting. This matter has been forwarded to the Solicitor for an opinion.

**Other Business:**

The Moderator appointed Ken Martin as Chair on an Ad Hoc Charter Review Committee and instructed that he form a committee of not less than 3 nor more than 5 members. District Elector James Angelo and Treasurer Bob Delaney volunteered to serve on the committee.

OC Member Tom Algiere reminded the Committee that the annual Smokey the Bear Parade will be held on July 18<sup>th</sup> the day after the Annual Meeting and that this year the Chief plans on swearing in the officers at the Annual Meeting.

OC Member Ken Martin asked the Committee to confirm the status on 2 voter approved initiatives; The possible combining of the 2 Charlestown lots Station 2 and the Grange as well as the sale of the breach way property. Moderator Thomsen informed the Committee that both actions were left to the discretion of the Operating Committee by the electors. On the matter of combining the lots the Moderator stated that the Charlestown Tax Collector determined that neither lot was subject to property tax and that Solicitor advised against it. In the matter of the breach way sale there has been little progress in this area.

**Unfinished Business Items:**

Bradford Fire District – There was general conversation regarding matters concerning the Bradford Fire District and what the DCFD position should be to support that community.

Contracting Districts – There was general conversation regarding the upcoming renewal of the contracts to provide fire protection service to the Shady Harbor and Shelter Harbor Fire Districts as well as a the status of Weekapaug’s need for services.

**Public Comments**

There were no public comments at this meeting.

Meeting adjourned at 8:45 pm  
Respectfully Submitted,

Steve White  
District Clerk