

# **Dunn's Corners Fire District**

1 Langworthy Road

Westerly, RI 02891

**Minutes**

**Operating Committee Meeting**

**November 14, 2011**

The Dunn's Corners Fire District Operating Committee (OC) convened on Monday November 14, 2011, at 7:00 PM, in Fire Station #1.

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

Additional attendees included District Clerk Steve White, Bookkeeper Brona Haggerty, Administrative Assistant Mary Rathbun and Grange Manager Deb Macmanus.

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 October 17, 2011 meeting minutes.*

**Next Operating Committee Meeting** - The next meeting of the Operating Committee meeting will be held at Station 1 on December 12, 2011 at 7:00 pm.

**Financial Statements** – The Committee reviewed the financial statements for the period of June 2011 through October 2011. The committee noted that the financials were posted in an accrual basis. The Treasurer informed the OC that the district will be paying off the principal on Engine 2 which will save the district \$13,000 budgeted expenses. Treasurer noted that he and the bookkeeper worked with the Washington Trust Company to modify the rate on the Station 2 loan from 5.25 to 4.25 percent saving the district \$60,000 over life of the loan.

**Delinquent Account Review** – The committee reviewed the delinquent list of accounts that were \$500.00 and greater past due. The Treasurer informed the committee that he and the clerk were going to meet with the administrative assistant to go over the plans for collecting on delinquent accounts and reviewed some sample language on payment plan agreements for those tax payers who are significantly past due.

**Chief's Report** – Chief Frink provided a written report to the moderator for review at the meeting. The report included the following;

- The new fire alarm system at Station 1 has been installed with the inspection completed by John Mackey of the Westerly Fire Department.

- The vehicle exhaust system at Station 1 has been installed but not operational yet due to the system coming with a three phase motor which will need to be replaced with a single phase motor. The project should be completed within a week or two.
- The new squad utility truck is in and is pending the installation of the utility body and painting. The vehicle is estimated to be delivered to the department by mid December.
- The Chief and Captain Schilke have been working on the generator replacement project with Brookside Electric. The concrete pad work should be completed by mid November and will include a pad for the snowplow.
- The Chief also informed the reported that he is looking into replacing the fence around the dumpster which is falling apart and rotting.

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

### **Other Business**

**Grange Maintenance** –The committee was informed that the septic system report has been submitted to the Moderator. The plan is to tie the Grange's septic into the Station 2 system.

Deb Macmanus and Jon Schreier reported to the committee about installing energy efficient light bulbs in areas that are using incandescent lights and lighting the flag. New pulls have been installed on the upstairs rooms' doors. They also reported to the committee the cost to replace the stair treads would be approximately \$68.00 to \$114.00 per tread.

**Public Comments** - There were no public comments.

Meeting adjourned at 8:35pm  
Respectfully Submitted,

Steve White  
District Clerk