

Dunn's Corners Fire District
Tele-Remote Minutes
Operating Committee Meeting
May 19, 2020

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, May 19, 2020 at 6:30 PM tele-remotely.

Attendees were comprised of OC members Interim Chief Keith Kenyon, Deputy Chief Chris DeGrave, Bob Delaney, Rich Thomsen, Ken Martin and Matthew Thomsen. A quorum was present.

Other Attendees: Representative of the Friends of the Quonchontaug Grange (FOTQG).

Matthew Thomsen coordinated the meeting through the Zoom application.

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

Agenda Items:

Pledge of Allegiance – The meeting started at 6:30 pm with the Pledge of Allegiance.

Next Meeting – The next meeting of the Operating Committee will be scheduled for Tuesday, June 9, 2020 at 6:30 PM tele-remotely.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the minutes of the April 28, 2020 Operating Committee meeting.*

John Merkel abstained from voting as he had not read the minutes.

Friends of the Quonchontaug Grange (FOTQG) –

Welcome to Interim Chief Keith Kenyon.

Thank you to the DCFD for community support during COVID19.

Impact of COVID19 on rentals

- a. Reduction in rentals
- b. Plan for resumption of rentals underway based on RI government mandates and guidelines – Notice posted on website and emailed to all past and present renters.

Work at the Grange

- Repairs to interior stairs to lower level delayed until after Memorial Day.
- HC Accessible sink being installed in Left (East) bathroom this week
- Lower level tile floor, main room and storage room, cleaning underway today
- Attic Door trimmed and insulated
- Installation of Wall board in back (South) entry way room underway this week
- Butler/Caterer's Kitchen status – planning underway
- Working on bids for Ultra Violet (UV) system
- ADA Walkways – Charlestown Town Grant requested, awaiting outcome of Budget for grant funding, two quotes received, expecting third quote this week.
- Investigating what needed alterations are needed to make the west door ADA compliant.

Long Term Capital Plan highlights with focus on

- a. ADA accessibility
- b. Caterer's kitchen
- c. Building maintenance – day-to-day and major i.e. exterior siding

Treasurer's Report – Bob Delaney reported that expense tracking against budget is going extremely well. The District is in very good financial state. Bob indicated 97% of taxes are paid. There is plenty of reserve.

Bob is requesting a letter sent to lender for a reduced interest rate.

Motion made, seconded and so voted to request a letter sent to lender for a decrease in interest rate from 4.75%.

Motion made, seconded and so voted to accept Treasurer's Report.

Chief's Report – Interim Chief Keith Kenyon reported that there has been a very smooth transition. It has been great working with Chief DeGrave through this time. With regard to the Grundy Case he indicated we are still waiting for a resolution. Bob Delaney suggested that a letter be sent regarding the status of the matter.

With regard to the Fire Marshall the jobs have been steady.

The District Properties are all in good shape. The trees came down. The new sign is up on Station 1. The parking lot project should be completed in the next two weeks. There is work being done on the fence.

Continue to work through Covid-19 matters.

Matthew Thomsen thanked Chief DeGrave for his years of service and dedication to the Department. He thanked Keith Kenyon for stepping up.

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

Moderator's Report – Welcome to John Merkel who was voted in to fill the unexpired term of Matt Manni until the July Annual Meeting. Matt Thomsen indicated that Andy Schilke has stepped down as Nominating Chair and that a new Chair is needed. Other members of the Committee include, Gina Laudone and Art Gantz. He indicates that the District needs to follow up regarding the Bradford Industrial Park Property status. He feels a chief search needs to start as soon as possible. Matt Thomsen will look to Jeff Thomas to help start a committee regarding department charter by law changes.

A motion was made, seconded and so voted to accept Moderator's Report.

Other Business –

Discussion regarding Leadership Roles & Responsibilities, Matt Thomsen indicated that the Operating Committee has to step up where the interim chief cannot participate. Keith Kenyon is willing to take on whatever is needed. Having Chief DeGrave to help makes the role much easier. Chief Bobola is helping as well. Mary Rathbun does a great job keeping him updated. Interim Chief Kenyon is very appreciative of all the support.

Discussion regarding Department Feedback – this can build the bridge between the Operating Committee and the Department. Chief DeGrave and Chief Kenyon are putting together items and a better idea they will have after further review. Bob Delaney states we need a list of administrative items to take away from the Chief. Chief Kenyon feels once we review the plan it will be better. Chief DeGrave indicates there would be gaps if the roles change. Matt Thomsen indicates to go to volunteers and see how they feel about leadership. Ken Martin agrees with everything Chief Kenyon stated. Jeff Thomas indicated that the Department wanted to meet with the Operating Committee. Ken Martin states he will follow up. Chief DeGrave stated that the Department has been made aware of these meetings and the ability to join.

Discussion regarding the Budget – Bob Delaney indicated a lot of work went into the budget. It was posted and there were no comments back. Bob states it's a team effort. Everyone does a great job.

A motion was made, seconded and so voted to accept the Budget as presented.

Discussion regarding the Annual Meeting – Bob Delaney states we have to see what the Governor dictates relative to hosting the meeting. We can open up the bays, there will be enough room. Chief DeGrave will check number of people Governor is allowing into a meeting. Secretary of States Office should provide information to make this work.

Public Comments –

None

Correspondence from Jim Angelo regarding Rock Ridge Property – discussion was had regarding Albert King has been paying taxes on said Property since 2014. There is no record of Attorney Cozzolino owning this Property. Total tax is approximately \$9.00 a year. Ken Martin indicates

DCFD has no jurisdiction of who to tax. Mary Rathbun brought Attorney Cozzolino's letter to the Committee's attention that this is in litigation and it is a Town matter.

Correspondence from Andy Schilke was discussed and

A motion was made seconded and so voted to attached letter from Andy Schilke to the minutes in question.

Meeting adjourned at 8:07 PM

Linda F Garabedian, District Clerk