

Dunn's Corners Fire District
Quonochontaug Grange
5664 Post Road
Charlestown, RI 02813
Minutes
Operating Committee Meeting
September 10, 2019

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, September 10, 2019 at 7:00 PM at Quonnie Grange.

Attendees were comprised of OC members Chief Chris DeGrave, Jeff Thomas, Bob Delaney, Ken Martin, Rich Thomsen, and Matthew Thomsen. A quorum was present.

Other Attendees: Representative of the Friends of the Quonochontaug Grange (FOTQG). Thank you to the Grange Group for providing the meeting meal.

Matthew Thomsen moderated the meeting.

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

Agenda Items:

Pledge of Allegiance – The meeting started at 7:00 pm with the Pledge of Allegiance.

Next Meeting – The next meeting of the Operating Committee will be scheduled for Tuesday, November 12, 2019 at 6:30 PM at Station 1.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the minutes of the July 17, 2019 Operating Committee meeting.*

Friends of the Quonochontaug Grange (FOTQG) –

Ann Bettinger provided a verbal and written report on the following:

Introduction on new Friends of the Quonochontaug Grange Board of Directors;

Discussion regarding Grange Revenues of 6/1/2019 – 8/31/2019 \$3,677.90, rentals in first quarter. They continue to receive inquiries for Grange rentals including recurring uses.

Work at the Grange includes attic insulation is moving forward, Kitchen storage room, Kitchen Phase 2 planning is underway, walkways and discussion regarding drainage;

Bradford Fire District will be holding its Annual Meeting September 19, 2019 at 7:00 PM, representatives from DCFD will attend.

Two trainings at the Station 2 - Grange area to be happening on Wednesdays in September that Jeff Thomas will keep everyone updated on.

Treasurer's Report – Bob Delaney commented on new audit group that came in and is looking for a more in depth audit procedures, they worked on audit for two days, it was hard on the office, they received all documents that they asked for;

Expenses are tracking well against budget.

Financial statement was sent out through August; One grant is still outstanding, we are in the third round; tax billings went out;

Motion made and seconded to accept Treasurer's Report.

Motion was made and seconded to appoint Matthew Thomsen as Moderator for a one-year term.

Motion was made and seconded to appoint Robert Delaney as Treasurer for a one-year term.

Motion was made and seconded to appoint Linda Garabedian as District Clerk for a one-year term.

Chief's Report

District Operations - ISO Update- ISO report is in and is presented to the public tonight. It will be official posted on our website for public viewing. The DCFD Fire Protection Service area including all contracting districts is a rating of 3! A true accomplishment under the new regulations. Our strict enforcement of fire code, upgraded water system, new cistern and rural development policies, number of in-service apparatus and updated equipment have cemented the rating. Our area for improvement include increased training hours per firefighter active, fire station proximity to the Bradford area and increased volunteers;

BFD Contract- Recommendation to draft/edit current contract to extend for 3 year continuation or extension of current contract adding provisions for auto extension, auto cancellation upon a merger with DCFD and first-rights to purchase Engine 5/UTV during contract period for an agreed upon value by lump sum or contract cost reduction. This is an ongoing process however we have every intention of continuing service to the Bradford District.

BDA Land Development- Recommendation to work with the new development company to draft and enact an agreeable contract to provide them district services. This (in my opinion) should be

done simultaneously with a renewal of the BFD contract. I have reviewed the initial development plan and consider this a fruitful effort for sincere development with interests of the community and taxpayers in mind. The developers seems to be agreeable to any and all options to increase safety, assist with recruitment and retention and other public safety initiatives moving forward.

Chief's recommendation is to sell the Marine 1 asset to the Town of Charlestown- The asset is NOT what we need for water rescue. We need to purchase a slightly larger and more stable vessel for the breachway and ponds. We have a new smaller jet drive boat however it is not made for breachway/ocean rescue. We executed a rescue (as a single boat in the water) 2 weeks ago successfully with our new small boat in less than favorable seas. At night it would have been too dangerous in the boat we have. The funds provided by Charlestown for the vessel will offset the cost of the approved capital expenditure for the new Marine 1. It is my hope to have it spec'd and here for the fall with some minor up fitting this winter. The vessel could be used by us as an additional asset into the future as well as providing a joint project cooperation for a boat that Charlestown has a great use for.

Motion was made and seconded to sell to the Town of Charlestown Marine 1 and its trailer.

Recommendation to conduct a search for an additional fire marshal (part-time hourly) for assistance with fire marshal duties, smoke detector inspections and plan reviews. Marshal Bobola will supervise the duties of the assistant. At this point the fire marshal duties have completely taken over his current FD position.

Department Operations - During the last reporting period, the Dunn's Corners Fire Department responded to 260 fire and emergency medical calls. This is an overall increase of 25% of calls for service since April. Our volunteers spent over 650 hours responding and working on the scene of incidents; LT selection process ongoing- Selection will be finalized end of this week; Fire Marshal activities: 22 plan reviews, 40 inspections while executing over 71% of all medical calls this summer (during the day); Ladder truck and all ground ladders have been inspected and after a few minor repairs have met standards for certification; DCFD officers are looking at firefighter incentives utilizing the same budget now to increase participation.

Training & Activities - Training- Active participation over 225hrs of documented training; Nearly 215 volunteer hours of non-incident activities including- station/ vehicle maintenance, truck/equipment checks & PR activities. Increase of 72% since last reporting period; Interior FF training packet is nearing completion; All apparatus now have a full driver training program and practical examination- All officers can conduct evaluations for firefighter driver trainees; 7 current driver trainees on the apparatus at various stages. Great work by many of those pushing through the DT program. Congrats to Hannah Schilke on completing her Engine Operator certification on Engine 5/6.

Project Updates - The Station 1 building is in need of substantial outside repair and maintenance. I drafted and distributed an RFP publically and on the website. I additionally sent the RFP to 12 companies. So far only 1 has responded with a bid. I would like to table the issue for 30 days for additional efforts for quotes however I would like to move forward with construction to the sole source bid (within capital budget approval amount) if within 30 days we do not have a reply. The

building leaks and front of bays are becoming an issue; Quote for insulation at Grange received. I approve the lowest bid to move forward with project as a part of the grange budget; Engine 5 Update –Chief recommending to make an offer on the vehicle during the next contract period or part of the future contract extension discussion. More to follow in the renewed contract document; New Marine Rescue Boat- Marine 2 is in service. Within a month it performed its first rescue operation. Project for new Marine 1 is underway as a part of the sale of current vessel to Charlestown; DEM grant award recipient- \$2500 towards a UTV wildland skid pump/foam unit. Unit is in and is installed in the UTV at station 1; DCFD has applied for a \$5000.00 Walmart Community Grant for DCFD Training Facility Upgrades- Walmart Westerly has backed our request and is in full-support. We are waiting to see if this grant can provide new training props and rehab our current; DCFD has applied for the DEM Forestry grant for forestry equipment. Looking at a new trailer for the ATV and potentially other hose/supplies; SCBA project moving (purchase on-hold till grant award season) - After substantial pack maintenance and battery replacement we are seeing less failures. Hoping to hear about the SCBA grant soon. They are on the 3rd round (usually smaller communities like us). I have Jack Reed checking on status for us; The Station 1 building is in need of substantial outside repair and maintenance. I drafted and distributed an RFP publically and on the website. I additionally sent the RFP to 12 companies. So far only 1 has responded with a bid. I would like to table the issue for 30 days for additional efforts for quotes however I would like to move forward with construction to the sole source bid (within capital budget approval amount) if within 30 days we do not have a reply. The building leaks and front of bays are becoming an issue; Station 1 parking lot sealing and striping project will be delayed until construction is completed on

Moderator's Report – Matthew Thomsen reported there was nothing to report.

Public Comments – None

Other Business –

Discussion regarding the need for a part-time help for Jim, including Fire Marshall work and smoke certifications.

A letter that was prepared by Bob Delaney on behalf of the Operating Committee and sent to the Charlestown Town Council requesting funding for the Grange's kitchen area, as the Grange serves as a shelter and community building for Charlestown residents, was reviewed. Since the Grange has now received a donation to cover the kitchen renovation costs, the Moderator and Office Manager will update the letter for other Grange needs and have it sent. Bob Delaney was inquiring if there was a response to this letter. Ann will call Town Clerk and follow up.

Bob Delaney discussed a number of accidents at yield sign and feels we should send letter regarding this issue to the state to be on record that we attempted to address traffic safety issue; Matthew Thomsen and Chief DeGrave to work on letter.

Arora, Property manager to develop BDA property; building in poor condition, develop into a residential complex; trying to incorporate nature ie, bike paths, make it look beautiful; intends on working closely with the Fire Department; One story mill building 500,000 square feet to be developed into Town Houses, for young families, rental approximately 150 individual units; they are not a high end developer; 15% affordability housing;

Complications: septic, lagoon- contamination – has been separated;

Discussion regarding holding forums for taxpayers to get facts and information regarding supporting the development;

Ken discussed there was a fire department at BDA in previous years and reminding of all the issues in past. Ken also discussed putting BDA back into District.

Meeting tabled at 8:30 PM to go into Executive Session.

Meeting adjourned at 8:48 PM

Linda F Garabedian, District Clerk