

**Dunn's Corners Fire District**  
**Quonochontaug Grange**  
**5664 Post Road, Charlestown, RI**  
**Minutes**  
**Operating Committee Meeting**  
**March 10, 2020**

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, March 10, 2020 at 6:30 PM at Quonochontaug Grange.

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

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

Matthew Thomsen moderated the meeting.

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, April 14, 2020 at 6:30 PM at Station 1.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the minutes of the January 14, 2020 Operating Committee meeting.*

*A motion was made, seconded and so voted to approve the minutes of the January 14, 2020 Operating Committee Meeting.*

Friends of the Quonochontaug Grange (FOTQG) –

Rental Status is ahead of last year.

Work at the Grange includes Storage Room Completed, Butler/Caterer's Kitchen planning and bids underway; walkway relative to Town Grant still waiting; painting party was very successful.

Recent Accomplishments including repairs to flooring in area left of stage, new locks on storage areas, lock repaired for ticket office; replacement of catches on exterior doors; motion sensor lights

in stairwell; internet stabilized within grange; surround started to protect the fire suppression in the lower level; new mats for entryways; stage area painted; lower level wainscoting painted

Long term capital plan to be discussed with Operating Committee;

Treasurer's Report – Bob Delaney reported that 97% of taxes collected.

There has been a change in tax software, there will be some training; Bob and the Chief have been to a meeting regarding software.

Bob and Chief are working on proposed budget.

Bob indicated that the Chief had attempted to get a grant for SBAs.

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

### Chief's Report

District Operations - BDA Land Development- Contact made to Attorney Cozzolino and the Bradford developers to work on a draft contract for service. No details have been reviewed or agreed upon at this time. This process has seemingly stayed course however we have not heard any continuation of further for the request of service coverage. I will continue to monitor. Attorney Cozzolino may have knowledge of news. I will be working on the district budget over the next few weeks in coordination with the department officers. The budget numbers will be reflective of additional recruitment/ retention strategies, station duty program, PPE replacement program and other progressive improvements. Cistern/ Rural Development regulations (including the current Grundy Case) is still underway. DCFD met with a case mediator and the issue could not be resolved during mediation. All parties met on-site to discuss several options and it was clear that the town was unwilling to compromise. To my knowledge the presiding Court Justice has not made a case judgement as of yet. Attorney Cozzolino may have knowledge of news.

Department Operations - During the last month, the Dunn's Corners Fire Department responded to 87 (67 Medical/20 Fire) fire and emergency medical calls. Our volunteers spent nearly 250 hours responding and working on the scene of incidents. Request from several FFs to look into a Sta 2 residency program for our volunteers. Officers have started to look at budget, contract requirements and rules/regulations surrounding this endeavor. I am highly supportive of this program that will provide additional day/night firefighter coverage for fire and ems calls. Gym project, storage expansion, duty room and other upgrades as in discussion. Lt Shippee has managed several projects including a recent boiler issue as well as building lighting improvements. Fire Marshal activities: 6 plan reviews, 22 inspections while executing 100% of all day-time calls. Missed appointments and late arrivals are way down with the assistance of Marshal Manni. FF Bobola was able to conduct an additional 12hrs of FD and driver training over the last 4 weeks. DCFD officers are actively working on several projects- EMS program incentives, FD recruitment and retention, Sta 2 development and driver training improvements. DCFD Officers have been meeting regularly with great forward progress. Changes have positively affected call responses and numbers as seen. EMS Coordinator LT. Hannah Schilke has convened the DCFD EMS Committee to explore ems

program incentive (including adjusting fire vs ems incentive program fund numbers), recruitment and long-term ems program goals. After several adjustments, new incentives are underway with good results. EMR program is underway and will be training 8-10 department members in licensed medical training by the State of Rhode Island. We will be the first department in the state with a large number of licensed ems providers at this level. Department buy-in into the ems program is better than ever. Boat Project is coming to completion... New decals and the final radio antenna are the last of the project. Thanks to ALL of the players in completing the delivery and installation processes especially Lt . Rachel Schilke, Dennis DeGrave, Rich Thomsen and others. Training for the vessel and department on-boarding for the equipment to follow. All DCFD Responders now have a new ID system with 2 IDs and additional similar IDs for EMS calls. This provides responders with additional visibility, accountability and safety. Due to several major failures on apparatus the district has seen some large repair bill in the last several months for the Tower Ladder (Electronics/Wiring), Tanker (Pump Repair-Reimbursed 85% by VFIS insurance), Engine 4 (Electronics/Pump, Engine 5/6 (Throttle Issues). We may need to enact the truck/equipment fund to cover some of these losses depending on year end expenses. We do have other general maintenance items that need to be addressed before the summer.

Training & Activities - Training- Active participation over 279 hours of documented training (this is up 22% since last reporting period). A great testament to our current members and officers. Nearly 145 volunteer hours of non-incident activities including- station/ vehicle maintenance, truck/equipment checks & PR activities. 7 current driver trainees on the apparatus at various stages. Great work by many of those pushing through the DT program. Many department officers have made time on weekends for additional training opportunities for our members. 2 Firefighters- Zac Perrin and Dylan Harrington successfully passed FF2 training program with department support. Several members participated in a mental health first-aid training program and are continuing on to the EMR program a new state license for emergency responders. This will be an excellent addition for our DCFD EMS program.

Project Updates - Station 1 project is nearing complete... Signage is next with lit logo. Sign is complete. Attic ventilation for the bay are being worked through currently. This will hopefully be completed along with the signage and finish painting in the next several weeks. All new exterior electrical, new efficient LED timers and LED upgraded lighting are complete. Lachapelle Contracting has done an amazing job! HUGE lighting and efficiency improvements within the station for a quarter of the cost of an outside contractor. We are already seeing improvements in utility bills this year. New sign is working through the zoning process. SCBA pack committee will be formulated this winter and completion of several Sta 2 projects are on the docket. This needs to be a high priority to make a final selection for new packs in the next 4-6 months for a late summer/early fall delivery.

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

Moderator's Report— Matthew Thomsen reports By-Laws and Charter need to be updated. The By-Laws as they stand do not work. They are a separate entity from the District. Chief cannot be the administrator and the chief. He will work with Operating Committee and Attorney Cozzolino to update By-Laws and Charter. Moderator is asking for a committee from the Department to help

with By-Laws. Jim states four years ago Jim and Ken were on a commission and nothing was ever done.

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

Other Business – Discussion with Harold Stedman regarding what is the plan. Bob Delaney indicated there is a plan which will be discussed in Executive Session.

Ken stated that he was requested by Department to have a meeting with Operating Committee and Department on a Monday Night. Next Monday 6:30 PM at Station 1 a meeting with the Department and Operating Committee was agreed upon.

Matt Manni indicates By-laws were written at a simpler time, decades ago. There is no a young crew and they should get involved with how they want things to go.

Westerly Sun Article was read regarding Dunn's Corners Elementary School fire door. Bob Delaney feels District should step up and work with this as a good gesture.

*A motion was made to make offer to lend \$15,000.00 to School Department to install new fire door, get three bids, pay back in three years and if any bonds pay back earlier.*

Discussion: Matt does not like a loan. Marshall Bobola indicates more time can be given. There is no monetary penalty by the State of Rhode Island. Bob Delaney does not want this issue to drag.

Matt Manni states they have 30 days to get the job done. If job is not done referred to District Court.

Bob Delaney states they have not done anything.

Marshall Bobola indicates they are with good-faith working on it. There is no target date.

Motion passed 4 – 2.

Public Comments –

None

Meeting tabled at 7:37 PM to go into Executive Session.

Meeting reconvened at 9:25 PM

Matt Manni advised that he would be deciding on his Operating Committee position later in the week. He did subsequently resign.

Meeting adjourned at 9:25 PM

---

Linda F Garabedian, District Clerk

