

Dunn's Corners Fire District

5662 Post Rd
Charlestown, RI 02813

Minutes Operating Committee Meeting January 8, 2019

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, January 8, 2019 at 7:00 p.m. at Station 1.

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

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

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

Agenda Items:

Pledge of Allegiance – The meeting started as 6:00 pm with the Pledge of Allegiance.

Next Meeting – The next meeting of the Operating Committee will be scheduled for Tuesday March 12, 2019 at 7:00 at Station 1.

Previous Meeting Minutes – *A motion was made, seconded and so voted to approve the November 13, 2018 Operating Committee meeting minutes.*

Friends of the Quonchontaug Grange (FOTQG) –

R. Meneo provided a verbal and written report on the following:

Grange revenues through 12-31-2018 - \$7,247.96 (\$1,559.71 over budget) In addition utility reimbursements were remitted to DCFD.

FOTQG is preparing a multi-year plan to present at the Operating Committee's March meeting.

FOTQG continues to investigate opportunities for grants.

Annual Holiday gathering was held on December 8th – there were 60 attendees.

Painting Group every Tuesday from 9 -12. Everyone extremely happy with grange progress.

Treasurer's Report – Bob Delaney reported that the budget is going very well.

Bob informed the committee that Country Title has been scheduled to conduct a tax sale on April 10, 2019; Bob states everything is being handled properly.

Bob reported that the audit report was sent to everyone. It has been another good year. Only 10% of bills outstanding as of January 24, 2019. Notice to be sent.

A motion was made and seconded and so voted to approve fiscal year-end audit.

A motion was made, seconded, and so voted to accept the Treasurer's report.

Chief's Report – The Chief provided the committee a comprehensive written report (attached) that covered the following:

District Operations: ISO Update- ISO survey is underway for the DCFD & BFD. ISO organization is surveying water system, dispatching, radio infrastructure and response distances first. Update email sent out and awaiting response. Awaiting BFD Truck appraisal value at the board/committee level for discussion. Recommendation that the board formulate a sub-committee to begin preliminary fact finding/information discussion concerning a future BFD contract or merger. The State Fire Marshals class has ended. I was successful in attainment of the certification in my first-try. I am now a certified fire marshal in Rhode Island & NFPA CFI program graduate. Met again with USDA grant and loan officials concerning future opportunities. Asking for approval tonight to explore and submit a grant with USDA for a future apparatus purchase/ retrofit. Request to the committee to explore budget meeting approval option vs full budget approval at the annual meeting. This would allow for better district preparation and approval prior to the start of a new fiscal year running on an unapproved budget. Proposed future OC meeting dates: March 12th, April 9th, May 14th, June 11th, July (Annual), September 10th

A motion was made, seconded and approved to submit USDA Grant Application for apparatus approval.

Department Operations: Captain Position posted today. Closing in 2 weeks. Expected hire date is by beginning of February. Calls have remained steady. (November- Current): 53 Fire calls, 78 EMS Calls Fire Marshal activities: 12 plan reviews, 32 inspections, while responding to over 40% of calls for the district. Vehicles and equipment are in-service. All vehicles are now undergoing some type of quarterly maintenance to limit long-term substantial repair bills. We are monitoring this budget closely after several substantial repairs to our newer vehicles not covered under warranty. DCFD actively participated the missing persons search in Weekapaug Fire District. Our crews received major accolades from the DEM, State Police and Westerly Police for their assistance during the holiday season. Reinvigorated medical training program with WAC-Supervisors have stated special thanks to all our volunteers as our program helps them and the community tremendously. Westerly Dispatch contract issue resolved once and for all... 2019 contract has been reviewed and I am in agreement with charges. Covers all calls EMS and Fire to Bradford. No back-charging or merger provisions.

Department Membership: Active and growing with two new applicants since our last meeting. New application and vetting process seems much smoother

Training: Active participation at 325+hours!! A major accomplishment especially over the holiday season. Nearly 300 volunteer hours of non-incident activities including- station/ vehicle maintenance, truck/equipment checks & PR activities. Seeing increased personal, 1-1 training, better participation and more active “stand-by” fire house. Active at UFD Burn Facility quarterly and the skill improvement has drastically shown. We are organizing and posting a three month training schedule now for personal planning. Firefighters are learning to operate independently, safely and confidently. New fire department application process is in place. New applicant training packet is now in place. New exterior and interior FF packets are being developed organized by DC Moody and Lt. Thomas. Driver training program revitalization with new check-sheets, completion objectives and testing materials/guides- all vehicles now have a new program in-place for training and testing. Several new driver trainees on the department utility vehicle, brush 7 & the department engines.

Project Updates: Boiler & Winterization Projects- Boiler seems to be MUCH more efficient. Insulation project is completed at the grand total of less than 3500. We have seen a drastic improvement already. Next and final weatherization project on office-side is to block the vents & insulate on the facing sides of the building in phases. We have water intrusion issues in these areas. Estimated cost is 6-7k. Engine 5 Update –Awaiting the appraisal value from BFD in a public document. Ongoing Radio & SCBA Projects- Radio project to be executed in the next 4 weeks, pack project moving (purchase on-hold till grant award season)- After substantial pack maintenance and battery replacement we are seeing less failures. Revitalization of Station 2- discussing relocation of the gym to the bay area and increasing spaces for bunk room, dayroom, office and eating areas. Revitalization of Station 1- 2nd Floor- Cleaned up, re-organization has begun. Increased interest in projects as FF’s are seeing progress.

Upcoming Events: None to report at this time.

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

Moderator's Report -- The moderator had discussion with Joe Miller regarding donations and 501C3 letters to be sent.

Public Comments – Jim Angelo stated he comes to these meetings because he wants to be aware of what goes on.

Other Business – Discussion regarding trench program, it's a good partnership with other departments. Discussion regarding CCRI Fire Program.

Discussion regarding formulation of a sub-committee for the future merger/contract with the Bradford Fire District.

A motion was made second and so voted to appoint Chief DeGrave, Robert Delaney, Jeff Thomas, and Ken Martin to said Sub-committee.

Meeting adjourned at 8:20pm

Linda F Garabedian, District Clerk