

Dunn's Corners Fire District

5664 Post Road
Charlestown, RI 02813

Minutes Operating Committee Meeting August 5, 2013

The Dunn's Corners Fire District Operating Committee (OC) convened on Monday August 5, 2013 at 6:00 PM, in Fire Station #2.

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

Additional attendees: Included Deputy Chief Carl Johnson, Members of the Bradford Fire District's Operating Committee and District Clerk Steve White.

Actions of the OC (all votes unanimous unless otherwise noted):

Agenda Items

Previous Meeting Minutes – *Acceptance of the July 15th 2013 meeting minutes were tabled until the next meeting.*

Annual Meeting Minutes – The Committee reviewed and recommended multiple corrections to the 2013 Annual Meeting Minutes which will be edited and resubmitted to the Committee for final review.

Next Operating Committee Meeting - The next regular meeting of the Operating Committee is scheduled for Monday September 9, 2013 at 7:00 pm.

Financial Statements – The Committee reviewed and accepted the financial statements through July 31st. There was a question raised as to the carrying value of Engine 2 on the District's balance sheet. The Chief will look into the matter and report back to the Committee. The Treasurer stated that the CPA audit is set to begin on September 11th.

Chief's Report – The Chief informed the Committee that he and the District's Administrative Assistant Mary Rathbun have completed training and have been certified to handle public records.

Additionally, the Chief apprised the Committee that FEMA approached him about using the District's facilities as staging areas in the event of a natural disaster or emergency situation. The Chief had informed FEMA that with Operating Committee approval both Station 2 and the Grange could be made available.

A motion was made seconded and so voted to make Station 2 and the Grange available to FEMA during emergency and disaster situations.

The Chief informed the Committee that he is still gathering bids for the seal coating of the Stations' parking lots; that he is working with the town on passes for residences beach areas to limit access to those areas during emergency situations and recovery; and that the Public Records Access Policy is being revised and will be forwarded to the Committee for adoption at its next meeting.

Grange Renovations – The Committee was given a tour of the Grange to review the work performed to bring the building up to fire code and meet handicapped accessibility requirements.

A motion was made, seconded and so voted to thank and commend Deputy Chief Carl Johnson for all of his efforts on the project.

Tax Bills – The Treasurer informed the Committee that the Assessor has until August 15th to provide the mill rates used for the generation of the tax bills and that the bills will go out as usual. There is space on the bills for messages to inform the tax payers of upcoming events or important district news.

Contracting Districts – The Moderator informed the Operating Committee that negotiation on new contracts with both the Shelter Harbor and Shady Harbor Fire Districts to provide fire protection services will commence shortly after the Labor Day weekend.

Bradford Fire District – Members of the Bradford Fire District Operating Committee informed the DCFD Operating Committee that the Bradford Fire Department was being evicted from its current location creating a situation where the BFD may not be able to provide fire protection services to its tax payers in the near future. The BFD representatives requested support for the storage of equipment and for the DCFD to provide fire protection services to the Bradford Fire District.

The conversations were, because of the time constraints placed on BFD by the potential eviction, focused on establishing an initial contractual arrangement to provide fire protection services that would run through the end of May 2014. Both sides would work on the potential framework for a permanent solution during the initial contractual period.

Both sides agreed that there were many details that would need to be worked out before a potential contract could be put in place. Some of the details included financial statement questions, tax roll information, equipment inventories and conditions, call numbers, as well as the potential and willingness of members of the BFD becoming members of the DCFD.

Chief Frink made it clear that he has 2 main concerns with providing service to BFD. 1st is response time. Trucks responding to calls to the Bradford District from Dunn's Corners will naturally take longer than those that would have responded from Bradford's former Main St Station. Bradford residents need to recognize that fact. Additionally, one of Bradford's strongest assets is its capable volunteers. Those capable volunteers are needed to continue and if a contract is agreed to by both Districts then the capable

volunteers from BFD would hopefully join the DCF Department. The DCFD Operating Committee also made it clear that any contract for fire protection service would not include DCFD's Basic Life Support Services at this time, however it may be an option in the future.

Both side agreed to continue working on the establishment of a potential contract which would go before the voters of both districts for approval.

Truck Committee – The Truck Committee will be meeting on August 5, 2013 to continue to refine specifications and start working on the bid process.

District Email Boxes – The Chief updated the Committee that John Merkel has completed the project to establish email boxes for the Operating Committee as well as the Clerk and that all official District Email communications should be managed through this channel.

Public Comments

There were no public comments at this meeting.

Executive Session – The meeting recessed so the Committee could go into executive session to discuss personnel related matters.

Meeting adjourned at 8:15 pm

Respectfully Submitted,

Steve White
District Clerk

(Addendum1)

Storage

- ❖ We will have to put equipment outside
 - Bucket Truck
 - Trailer
 - Boat

Concerns

1. Responding time, Bradford Fire District residents need to understand it's going to be a delay in response due to distance to respond to them.
 - a. 7 Min travel time doing speed limit our station 1 to bridge. (3:36 from end of our district), 5 min averaging 50mph
 - b. Our average first unit on scene time is 8:31 (does not mean apparatus)
2. Need to know the number of calls in Bradford Fire Department.
3. What are their members going to do?
 - a. They need to become members of our department.
 - i. Must follow Department by-laws and policies
 - ii. We will need to expedited a program to get them signed off on SCBA, their apparatus, general training, not expedite the member one year probationary period and discuss incentive
4. **Bradford printing**
 - a. Join Bradford Fire District
 - b. Billed for calls per RIAFC billing
 - c. Billed as a contracting District
 - d. What is the current condition of BDA
5. **Will need help for Ashaway Fire Department automatic aid for certain calls.**
 - a. What is distance from Ashaway station to theirs and our station to theirs
6. **What is a fair number for service?**
7. **I need to be the AHJ for Bradford Fire Department and control all day to day operations as with SHFD, SHFD and CBFD.**
8. **Will we be able to use their equipment?**
 - a. How much extra stuff besides apparatus do they have
9. **At this time we will not provide EMS.**
 - a. If we contract them where do we stand legally by not providing EMS?
10. **Co Par Quarries don't want to be put in the middle of any ongoing issues.**
11. **How many inspections and plan reviews do they currently do, in addition are their commercial buildings up to code, including but not limited to BDA (social club, plaza, citizens club... not sure how many others)**
12. **Any options for a satellite location**