

# **Dunn's Corners Fire District**

1 Langworthy Rd  
Westerly, RI 02891

## **Minutes Operating Committee Meeting January 13, 2014**

The Dunn's Corners Fire District Operating Committee (OC) convened on Monday January 13, 2014 at 6:30 PM, in Fire Station #1.

Attendees were comprised of OC members Matt Thomsen, Bob Delaney, Tom Algieri and Ken Martin. Chief Mike Frink and Jonathan Schreier were excused.

Additional attendees: District Clerk Steve White and Captain Dan Schilke.

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

### **Agenda Items**

**Previous Meeting Minutes** – *A motion was made seconded and so voted to approve the minutes of the November 18, 2013 meeting.*

**Next Operating Committee Meeting** - The next regular meeting of the Operating Committee is scheduled for 7:00 PM February 10, 2014 at Station 1.

**Financial Statements** – The Committee reviewed and accepted the financial statements through December 31, 2013

**Treasurer's Report** – Treasurer Delaney reported that December's tax collection notices brought in approximately \$30,000 reducing the past due collection receivables to \$41,000. Given the low level of multiyear past due receivables there will be no tax sale in the current fiscal year. Another round of collection notices will be mailed in either February or March.

The Treasurer will check with the Bookkeeper and report back to the Committee which P&L accounts service fees and past due interest are posted.

The Treasurer discussed the draft CPA audit and was pleased with the results. There were just two outstanding Management Letter items needing to be addressed regarding the Department's tax exempt status and year end accrual entries. The Committee will try to schedule an exit meeting with the CPAs during its February meeting.

**New Engine Update** – Captain Schilke informed the Committee that four (4) RFPs were sent out with three companies submitting bids for the new engine. The Truck Committee which had a budget of \$600,000 accepted the low bid from E1 of \$505,000. The Department currently has E1 equipment and is very satisfied with its quality and the level

of service provided by the manufacturer. Specialized equipment requirements for the apparatus are still being finalized.

The District sold retired Engine 4 to another Southern League fire department for \$6,000.00 and may, depending on the execution of a multiyear contract with the Bradford Fire District sell Engine 2.

**Chief's Report** – (Presented by Moderator Thomsen)

The report noted that the Chief has been in contact with the owner of Bradford Printing and that the company is looking to contract with the Dunn's Corner's Fire District for fire protection services until such time as its location is incorporated into the Bradford Fire District

The Chief working with the Chief's Association and the District working with local legislators will endeavor to have the open meeting laws amended to exclude volunteer fire department member meetings.

**Chief's Annual Review** – The Committee discussed the Chief's annual review process as well as the pros and cons of a contractual arrangement. The Committee agreed to continue working on the process at its next meeting.

**Station 2 Refinancing** – The Treasurer informed the Committee that he is soliciting bids to refinance the note on Station 2 in an effort to obtain a lower interest rate and reduce the District's interest expenses.

**New Engine Financing** – The Treasurer solicited four bids for financing the New Engine. The institutions that submitted bids were; Dime Bank, The Savings Institute, Washington Trust Company, and Westerly Community Credit Union. The Committee reviewed the offers and decided to accept the Washington Trust 15 year financing option which was the lowest rate submitted by the institutions in the 15 year category.

*A motion was made, seconded and so voted to accept the 15 year financing option with the Washington Trust Company and authorize the Moderator and the Treasurer to execute all necessary documentation on behalf of the District to complete the transaction.*

**Salt Marsh/Save the Bay Proposal** – The Committee discussed a measure proposed by Save the Bay to alleviate water flow issues and reduce mosquito populations in the Charlestown Salt Marsh area where the district owns land. The committee will explore the matter further as well as discuss with the Charlestown Land Trust as to whether or not they may have any interest in purchasing that parcel as open space.

*A motion was made, seconded and so voted to work with Save the Bay to resolve water and mosquito issues at the Charlestown Salt Marsh as long as it does not cost the District any money,*

**Department Stipends** – The Treasurer asked the Committee to consider stipends for Dunn’s Corners Fire Department members who have put in substantial time and effort to transition Bradford Fire Department fire protection services over to Dunn’s Corners. The Treasurer had suggested \$4,000.00 which is a similar percentage of the BFD contract total as compared to the stipend incentive paid out of the normal DCFD budget and is higher than what BFD had paid out the prior year. The stipends would be paid out when the proceeds are received from the Bradford contract. T. Algieri stated that the Board of Engineers requested that the Committee consider \$10,000.00 broken down as follows; Chief \$2,300.00, Administrative Assistant \$500.00, three (3) Assistant Chiefs \$700.00 per totaling \$2,100.00, five (5) Officers \$540.00 per totaling \$2,700.00, and eight (8) Fire Fighters \$300.00 per totaling \$2,400.00. T. Algieri stated the Board of Engineers’ case as to the amount of time and effort required by these individuals to make the transition successful.

*A motion was made seconded and so voted to approve the recommendation of the Board of Engineers and provide \$10,000 for stipends to be paid out as requested in February from the BFD proceeds.*

### **Public Comments**

Frank Manfredi Bradford Fire District Moderator stated that he has not received any complaints from his District’s taxpayers as to service and that the general sentiment has been that the service is good. He informed the Committee that his District was working with its counsel to retrieve the remaining disputed equipment. He stated that the long term lease agreement with the Dunn’s Corners Fire District will be placed on the BFD’s next agenda with a goal of finalizing the multiyear agreement in February or March. BFD Moderator Manfredi also informed the committee that BFD was looking into selling its older truck,

Meeting adjourned at 8:35 pm

Respectfully Submitted,

*Steve White*  
District Clerk