

Dunn's Corners Fire District

1 Langworthy Rd
Westerly, RI 02891

Minutes Operating Committee Meeting January 12, 2016

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, January 12, 2016 at 6:00 p.m. at Station #1.

Attendees were comprised of the OC members Moderator Matt Thomsen, Chief Mike Frink, Treasurer Bob Delaney, Ken Martin, Tom Algieri and Jon Schreier. A quorum was present.

Additional Attendees: District Clerk-Steve White; Friends of the Quonochontaug Grange spokesman Ron Meneo.

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

Agenda Items:

Pledge of Allegiance - The meeting started at 6:00 PM with the Pledge of Allegiance.

Friends of the Quonochontaug Grange (FOTQG) – Ron Meneo provided a written outline of the group's activities for the month of December as well as a Q1 2016 goal list to the committee (attached). Additionally Mr. Meneo reported that a broken sprinkler head at the facility had been repaired; that two proposals for work to upgrade the bathrooms had been received, and that the group obtained a \$300.00 estimate to replace and repair two windows which have rotted.

It was determined the Jon Schreier would be the District's primary contact with FOTQG for the resolution of building issues and repairs.

Previous Meeting Minutes – The minutes of the September 8, 2015 and December 8, 2015 meetings were approved as presented.

Next OC Meeting – The next OC meeting will take place at Station #1 on Tuesday February 9, 2015 at 6:00 p.m.

Treasurer's Report - The Treasurer noted that the budget and tax collections are on track. The second round of tax notices for past due taxes went out in December. He reminded the committee that there would be no tax sale this year and that a third round of notices would go out in April. The Treasurer informed the committee that the annual audit has gone well and will be completed after receipt of the solicitor's audit letter. Additionally he informed the committee that the State is putting in new stipulations on CPA requests for proposals (RFPs) that will need to be adhered to after the current engagement with Hoyt, Filippetti and Malaghan is completed.

Chief's Report – The Chief provided the committee with the following update; all of the capitol items are moving forward; the wireless installation is proceeding on schedule with the main district infrastructure which includes Station 1, the schools and Dispatch near completion. He noted Shelter Harbor will be the first local business moving forward with the switch over. He advised the committee that the town of Charlestown passed the house numbering ordinance which will make it easier for first responders to indentify properties. The SCBA grant has been finished and has been sent out to colleagues for review and feedback. The department responded to 56 calls in December, 40 medical, 16 fire and the fire marshals conducted 35 inspections and plan reviews for the month, 3 plan reviews, and 16 residential and 16 commercial inspections.

Contracting District Contracts – The Moderator stated that he hoped to have the contracts for the Shady Harbor, Shelter Harbor and Bradford fire district's executed by the February Operating Committee meeting.

Quonochontaug Central Beach Fire District (QCBFD) Contract– The committee authorized the moderator to send QCBFD a standard contract offer.

Bradford Industrial Park – The Moderator informed the committee that on December 23rd attorney Patrick McKinney filed the complaint on behalf of Dunn's Corners Fire District which is looking for relief from being the first department on call to respond to BIP fire alarm situations other than for life threatening or confirmed fire related incidents. He states summonses should be served sometime in January.

Charter Review Committee – The Moderator stated that he had been in touch with Ken Swain and that the committee would begin conducting meetings on Wednesday evenings.

Chief's Contract Status – The matter was tabled and will be revisited at a future meeting.

Other Business – The Chief noted that under the open meeting rules that the meeting notice probably should not include the section "other business as may legally come before the committee" due to its lack of specificity.

Public Comments – James Angelo questioned whether or not the Tax Assessor/Collector's current salary and budgeted increase were justified.

The Treasurer stated that given the level of responsibility and number of duties and time required that the amount was very reasonable. He additionally noted that the way the position is currently being performed and how duties are separated and handled has been deemed an improvement in the District's internal controls based on the District's audit reports.

James Angelo voiced a concern that the District relies upon the towns' property valuations and does not independently verify them for accuracy and reasonableness

Meeting adjourned at 7:10 P.M.

Steve White District Clerk