

# **Dunn's Corners Fire District**

1 Langworthy Rd  
Westerly, RI 02891

## **Minutes Operating Committee Meeting March 7, 2017**

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, March 7, 2017 at 6:00 p.m. at Station #1.

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

Additional Attendee(s): Friends of the Quonie Grange board member Ron Meneo, 2<sup>nd</sup> Deputy Chief Carl Johnson and District Clerk Steve White.

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

### **Agenda Items:**

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

**Previous Meeting Minutes** – *A motion was made seconded and so voted to approve the January 23, 2017 and February 7, 2017 meeting minutes as presented.*

**Next OC Meeting** – The next OC meeting is scheduled to take place at Station #1 on Tuesday March 14, 2017 at 6:00 p.m.

**Friends of the Quonie Grange(FOTQG)** – R. Meneo updated the committee on the following;

The FOTQG has collected \$5183.65 in Grange usage fees through February 2017, and is projected to be at \$6,371.05 by fiscal yearend.

Discussion of the sublease with the Quonochontaug Historical Society was tabled until the April meeting.

The septic system repair project has been completed. The problem was related to a mismatch in the fittings that joined two pipes in the kitchen area.

The men's bathroom is in the process of being renovated and will be "ADA" compliant. FOTQG members contributed \$2,000 of their own funds to help with the renovation.

The heating system problems have been resolved. It was noted the problem was related to deferred maintenance. The contractor suggested to the FOTQG that a maintenance contract be put in place in order to prevent similar problems in the future.

The stovetop and Ansel system have been disconnected and are in the kitchen pending removal. J. Schreir will contact the department member who had shown interest in the system to determine if he still wanted it and would remove it.

A catering kitchen redesign plan and sound and video improvement plan for the main floor are currently being developed.

There was conversation regarding contacting the abutting doctor's office to determine if an easement could be obtained to improve event parking. A future parking plan will be developed.

A Grange 70<sup>th</sup> Anniversary event is being planned for the summer. The event is tentatively scheduled to be held first weekend in July.

**Treasurer's Report** – The Treasurer provided an overview of the February financial statements which shows the District is tracking well to budget. He stated that a minor adjustment to the balance sheet would need to be made. He noted that the tax lien sale will be conducted in April.

The Treasurer informed the committee that the \$65,000 additional principal payment has been applied to the Station 2 loan.

*A motion was made, seconded and so voted to accept the February financial statements.*

**Chief's Report** – 2<sup>nd</sup> Deputy C. Johnson spoke on behalf of Acting Chief K. Kenyon. He stated that things have been hectic with Chief Frink out and that plan reviews and inspections have backed up and taxpayers are complaining.

2<sup>nd</sup> Deputy Chief C. Johnson informed the committee that he believed that it was important for the Department to fill the firefighter position vacated by C. Wells as soon as possible. Member T. Algieri voiced his opinion that he felt the next chief should fill the position. The committee discussed hiring someone on temporary basis to fill the role.

It was noted that when the Chief returns on the 14<sup>th</sup> that he and the Deputy Chiefs should meet to put plans in place to manage the Fire Marshall and other critical duties while the District conducts a search for a new Chief.

**CPA Audit** – The Treasurer informed the committee that the CPA audit was going well with the last outstanding item being a review of contracting district agreements.

**Incentive Program Tax Withholding** – The committee continued its previous discussions as to whether or not handle incentive pay as W2 income. Currently it is handled as 1099 income.

2<sup>nd</sup> Deputy Chief C. Johnson noted that the department members want incentive pay to be reported as W2 income to allow for income tax and social security tax withholding as ordinary wages. He also noted that department members were unhappy with the committee regarding the delay in getting the matter resolved. He also noted that most if not all of the area fire districts

were using W2s and that there was a recommendation from district's own auditors to move to W2 reporting.

Department representative T Algieri reiterated his past statements that the department members wanted the incentive pay reported as W2 income.

Speaking on behalf of the committee Treasurer Delaney noted that the committee was waiting for an opinion from the State ensuring that if the District went to W2 reporting that it would not affect the volunteer status of the members, subject incentive pay to minimum wage and minimum work hour requirements. He also went on to state that department members could have taxes withheld as part of the 1099 reporting process.

Given the concern of the department members, Moderator Thomsen volunteered to discuss the matter with other area departments and with a labor attorney. He requested the matter be put on March 14<sup>th</sup> agenda and his desire is to get the matter resolved quickly.

**401K Maintenance** – The District Clerk requested authority to fix an error in the 401K agreement to allow for the District to make periodic discretionary contributions to the District's 401K accounts.

A motion was made seconded and so voted to authorize the District Clerk to amend the District's 401K to allow for periodic discretionary contributions.

**Correspondence** – None

**Public Comments** – None

**Executive Committee** – The meeting was adjourned at 6:50pm to go into executive session to discuss matters pertaining to Chief's letter of resignation.

The meeting reconvened at 7:35pm

Meeting adjourned at 7:35pm.

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Steve White - District Clerk