

# **Dunn's Corners Fire District**

1 Langworthy Rd  
Westerly, RI 02891

## **Minutes Operating Committee Meeting June 19, 2017**

The Dunn's Corners Fire District Operating Committee (OC) convened on Monday, June 19, 2017 at 6:00p.m. at Station #1.

Attendees were comprised of the OC members Bob Delaney, Tom Algieri, Ken Martin, Rich Thomsen and interim Chief Keith Kenyon. M. Thomsen was excused. A quorum was present.

Additional Attendee(s): District Clerk Steve White.

In the absence of Moderator Thomsen, Treasurer Delaney ran the meeting.

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.

**Moment of Silence:** A moment of silence was observed for all current and past members of the department.

**Next OC Meeting** – The next OC meeting is scheduled to take place at Station #1 on Tuesday July 11, 2017 at 6:00 p.m. The OC may schedule another meeting prior to that date to continue work on the budget.

**2017-2018 Draft Budget** – The committee reviewed a 2017-2018 draft budget of \$1,050,210 an increase of \$90,676 over the previous year:

The committee reviewed and adjusted the following items;

- 404 Stationary/Postage reduce to \$1,000;
- 708 Tax Collector Salary increase to \$17.00/hour;
- 607 401k Administration increase to \$1,800;
- 608 Consultant Fees increase to \$3,500;
- 803 Community Building, to be increased at same level as budget plus \$1,500 for deferred maintenance expenses. The committee is looking into an allocation to improve parking with possibility of spreading the expense over 2 fiscal years;
- 707 Administrative Assistant Salary and Benefits increase to \$34,500;
- 1001 Personnel Protective Equipment to increase to \$30,000 – the committee suggested using \$10,000 from excess General Funds to help reduce the impact on the budget;

- 1002 Radios and Pagers increase to \$7,000 – the committee suggested using \$40,000 from the excess in the General Fund and effectively complete the project within the 2017-2018 fiscal-year;
- 1021 Fire Fighter Incentive Program increase to \$69,000;
- 1023 Fire Fighter Health Plan increase to \$9,000
- 202 Interest Station 2 decrease to \$13,000
- 204 Interest Tower 5 decrease to \$12,500
- 212 Interest Engine 4 decrease to \$12,500
- 214 Principal Car 1 add \$9,000
- 215 Interest Car 1 add \$1,200

*A motion was made seconded and so voted to approve the changes to the draft 2017-2018 Budget including Grange adjustments.*

**Resolutions** – The committee recommended the following resolutions:

**Upgrades to Security and Information Systems for Stations 1 & 2** - Resolved to use up to \$10,000 from the unrestricted General fund to add additional cameras to improve security and new cat 6 cables to upgrade information system processing at both Stations 1 & 2. This was a carryover item which was approved in the previous year’s budget but was not completed.

**Hot Water System Station 2-** Resolved to use up to \$6,000 from the unrestricted General Fund to purchase and install a new hot water system at Station 2. This was a carryover item which was approved in the previous year’s budget but was not completed.

**Personal Protective Equipment** – Resolved to use up to \$10,000 from the unrestricted General Fund to purchase Personnel Protective Equipment for new members and to replace outdated equipment.

**Radio Equipment** – Resolved to use up to \$40,000 from the unrestricted General Fund to replace and upgrade outdated radio equipment.

**Pay down on Station 2 Loan** - Resolved to leave it to the OC’s discretion to pay down up to \$10,000 on the principal owed on the Station 2 loan from the General Fund.

**Authority To Access Restricted Funds for Unanticipated Repairs** - Resolved that the Operating Committee be given the authority to access the Restricted Truck Fund for up to \$10,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$5,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

**Ratification and Approval of Acts of Officers** - Resolved that each and all of the resolutions, acts and proceedings of the District Officers, as shown by the records of the respective officers in carrying out and promoting the purposes, objects and interests of the Dunn’s Corners Fire District, be and the same approved, ratified and hereby made the acts and deeds of the Dunn’s Corners Fire District.

**Authorization of Representation** - Resolved that the Moderator, or such person or persons as the Operating Committee or the Moderator shall designate, be and hereby are fully authorized and empowered to enter objections or legal actions on behalf of the Dunn's Corners Fire District in reference to any zoning matters, liquor licenses, legislative matters, or any other subject affecting the Dunn's Corners Fire District.

**Tax Resolution** – Resolved that the taxable inhabitants of said District qualified to vote on any proposition to impose tax, in District meeting legally assembled on the 19<sup>th</sup> day of July, A.D., 2017, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than \$\$\$\$,\$\$\$ nor more than \$\$\$\$,\$\$\$ credited to. Said tax is for ordinary expenses of interest and charges, for the payment of interest and indebtedness in whole or in part of said District and for other purposes authorized by law. The Board of Assessors shall assess and apportion said tax on the inhabitants and ratable property of said District of the 31st day of December, 2016, at 12:00 o'clock Noon, according to law, and shall, on completion of said assessment, date, certify, and sign the same and deliver to and deposit the same in the office of the District Clerk on or before the 15th day of August, A.D. 2017. The District Clerk, on receipt of said assessment, shall forthwith make a copy of the same and deliver it to the District Treasurer, who shall forthwith issue and affix to said copy a warrant under his/her hand, directed to the Collector of Taxes of said District commanding him/her to proceed and collect said tax on the persons and estates liable therefore. Said tax shall be due and payable on and between the first day of September next and the 30th day of September, 2017, and all taxes remaining unpaid on said 30th day of September, A.D. 2016, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. A \$2.00 handling fee will be imposed on reissued tax bills sent for collection purposes. No tax bill sent out shall be less than five and 00/100 (5.00) dollars.

**Special Appropriation** - Resolved that the Treasurer be directed to deposit in the Unrestricted General Fund Surplus the total of the unexpended appropriations as shown by the records of the Treasurer for the fiscal year 2016-2017, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2018, the Treasurer is authorized to use such portion of said sum of unexpended appropriations and other monies not otherwise appropriated as he or she deems necessary in anticipation of receipt of taxes assessed December 31, 2016.

**Tax Anticipation Note** - Resolved that the District Treasurer be and hereby is authorized and empowered during the current fiscal year of the District, commencing June 1, 2017, and ending May 31, 2018, to borrow such sum or sums of money as shall be necessary for the payment of the current liabilities and expenses of the District, but not to exceed in the whole the sum of Fifty thousand AND NO/100 (\$50,000) DOLLARS and to issue negotiable promissory note or notes of the District therefore, which shall be made payable not later than one (1) year from the respective date or dates thereof. Negotiable notes issued pursuant to the authority hereof shall be signed by the District Treasurer and countersigned by the District Clerk, and such countersignatures shall be conclusive evidence to all holders of such note or notes of the approval and consent of the District and the District Officers to the loan or loans evidenced thereby. All terms and conditions of said note or notes and the method of sale thereof not fixed herein or by the provisions of law or the charter of the District may be fixed by the District

Treasurer. The District Treasurer is hereby authorized and empowered to renew any of said notes from time to time, but any such renewal note shall be due not later than one (1) year of the original note so renewed.

**Correspondence** – None

**Public Comments:-** None

Meeting adjourned at 6:55pm.

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Steve White - District Clerk