

# Dunn's Corners Fire District

5662 Post Rd  
Charlestown, RI 02813

## Minutes Operating Committee Meeting November 13, 2018

The Dunn's Corners Fire District Operating Committee (OC) convened on Tuesday, November 13, 2018 at 7:00 p.m. at Station 1.

Attendees were comprised of OC members Rich Thomsen, Bob Delaney, Chief DeGrave, Ken Martin, Matt Thomsen and Jeff Thomas. A quorum was present.

Other Attendees: Steve White District Clerk and representatives of the Friends of the Quonchontaug Grange (FOTQG).

Actions of OC (all votes unanimous unless otherwise noted).

Agenda Items:

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

Moment of Silence – The committee observed a moment of silence in memory of past members of the department.

Next Meeting – The next meeting of the Operating Committee will be scheduled for Tuesday January 8, 2019 at 7:00 at Station 1.

Previous Meeting Minutes – A motion was made, seconded and so voted to approve the September 11, 2018 Operating Committee meeting minutes.

Appointment of the District Clerk – A motion was made, seconded and so voted to appoint Linda F Garabedian as the District Clerk

Friends of the Quonchontaug Grange (FOTQG) –

R. Meneo provided a verbal and written report on the following:

Grange revenues through October 31, 2018 - \$5,407.52 (\$1,345.41 over budget)

Planned projects include: west side gutter replacement is complete; outdoor lighting request for quotes being prepared; scope of work being prepared for upgrade of east and west lower walkways; kitchen upgrade continues; front exterior signed to be refurbished and repainted.

FOTQG holiday party is scheduled for December 9<sup>th</sup>.

The grant application to the Champlain Foundation is pending – should hear this month

Treasurer's Report – Bob Delaney reported that the tax bills are out, and tax collection is going well. The District is now accepting credit and debit card payments online and the process is going well.

Bob informed the committee that Country Title has been scheduled to conduct a tax sale in April 2019;

Bob reported that the budget is well in line and that the audit report should be complete in the next couple of weeks.

*A motion was made and seconded and so voted to add Rich Thomsen to Washington Trust Company account as a signor.*

*A motion was made, seconded and so voted to add Robert Delaney as an informational person on Westerly Community Credit Union Account.*

*A motion was made, seconded, and so voted to accept the Treasurer's report.*

Chief's Report – The Chief provided the committee a comprehensive written report (attached) that covered the following:

District Operations: ISO survey is underway; awaiting BFD Truck appraisal value for discussion; recommended the board formulate a sub-committee to begin preliminary fact finding concerning future BFD contract or merger; Point & Pay is running strong; the State Fire Marshall class has ended; AFG Grant submitted to FEMA, several letters of support have been sent to FEMA; met with USDA grant and loan officials regarding future options; proposed future OC meeting dates;

Department Operations: Car 5 position vacant, Chief will be finishing up the job task list; calls have dropped slightly during the fall; Fire Marshall conducted 32 plan reviews, 65 inspections while responding to over 80 calls; vehicles and equipment are in-service. All vehicles are undergoing quarterly maintenance.

Department Membership: Active and growing with one new applicant over past month; newly recharged social media and marketing program; new fire department out reach in partnership with area programs; new fire department application and new applicant training program in full effect.

Training: Active participation at 375 hours; 600 volunteer hours of non-incident activities; active at UFD Burn Facility quarterly and skill improvement has shown; new recruit training program is under development; driver training program revitalization with ne check sheet; one new driver in department;

Project Updates: Boiler and Winterization Boiler efficiency was under minimal standard; boiler company hired to diagnose, Engine 4 major suspension/front end failure that needed repair; Engine 5 BFD reimbursement has been made to DCFD for Engine 5 repairs under contract; ongoing radio and SCBA projects; Utility 3 has been completely outfitted with equipment;

New Business: HVAC systems repairs have been traced to poor building insulation, vendor has been paid; AED project under way; Matias Lane Updated - land development and FD approval still ongoing;

Upcoming Events: DCFD Annual Christmas Party scheduled for December 8<sup>th</sup> at the Bridge.

*A motion was made seconded and so voted to accept the Chief's report.*

Moderator's Report – The moderator stated that he received a call from resident in car accident regarding bill received for EMS service and do they pay;

Public Comments – Jim Angelo stated he comes to these meetings because he wants to be aware of what goes on.

Ernie Rathbun stated that he is thankful for the service DCFD gives to the community.

Other Business – None

Executive Session – The meeting was adjourned at 8:30p to go into executive session to discuss the year end bonuses and staff performance.

The Operating Committee meeting reconvened at 8:55 PM

Meeting adjourned at 8:56pm

---

Linda F Garabedian, District Clerk