

Pine Hill Fire District #1
Regular Meeting Minutes
March 1, 2018

Meeting was called to order by Chairman Waddington at 7:32 P.M. Mr. Waddington led the salute to the flag and read the Open Public Meetings Act.

Oath of Office: Solicitor Carlamere administered the Oaths of Office to Commissioners Kevin Waddington and Tom Hassett.

Roll Call: Commissioner Davis – *present*, Commissioner Hassett – *present*, Commissioner Wakeley – *present*, Commissioner Warrington – *present* Commissioner Waddington – *present*

Other Officials Present: Deputy Chief Greer, Captain Hunter, President Rabchuk, Vice President Pfeiffer

Nominations for Fire Commissioner Positions:

- Chairman – Commissioner Charles Warrington nominated Commissioner Kevin Waddington for Chair, which was seconded by Commissioner James Wakeley.
- Vice Chairman – Commissioner Tom Hassett nominated Commissioner Charles Warrington for Vice Chair, which was seconded by Commissioner Ken Davis.
- Secretary – Commissioner James Wakeley nominated Commissioner Ken Davis for Secretary, which was seconded by Commissioner Charles Warrington.
- Treasurer – Commissioner Charles Warrington nominated Commissioner Kevin Waddington for Treasurer, which was seconded by Commissioner James Wakeley.
- Personnel – Commissioner Charles Warrington nominated Commissioner Tom Hassett for Personnel, which was seconded by Commissioner James Wakeley.
- A motion to approve the nominations listed above was made by Commissioner Charles Warrington and seconded by Commissioner James Wakeley. Motion passed. A roll call vote was taken. Commissioner Davis – yes, Commissioner Hassett – yes, Commissioner Wakeley – yes, Commissioner Warrington – yes, Commissioner Waddington – yes.

Approval of Minutes Vice Chairman Warrington made a motion to approve the February 2018 regular session meeting minutes, which was seconded by Secretary Davis. Motion passed. *All in favor: 3 Yes Votes (Commissioners Warrington and Hassett Abstained)*

Old Business:

Committee Chair Reports:

- **Fire Equipment and Apparatus Liaison:** no report
- **Community Relations Liaison:** Vice Chairman Warrington thanked everyone for the budget information and the passing of the budget.
- **Information Technology and Equipment Commissioner:** progress
- **Insurance Fund Commissioner:** training in-house
- **Fire Prevention Commissioner:** progress
- **EMS Liaison:** Commissioner Warrington received an email notifying the commissioners of the change in EMS leadership. There are no changes in day-to-day operations. Commissioner Warrington asked for a meeting.

NEW BUSINESS:

- **Fire District Election Results** (see attached results of the 68 votes)
- **Resolution 18-10:** Approval and Payment of Bills – A motion to approved Resolution 18-10 was made by Commissioner Warrington and seconded by Commissioner Davis. Roll Call

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Vote: Commissioners Davis – yes, Hassett – yes, Wakeley – yes, Warrington – yes, Waddington – yes. Motion passed with 5 yes votes

- **Resolution 18-11:** Appointment of Volunteer Fire Chief
 - **Resolution 18-12:** Appointment of Fire Administrator
 - **Resolution 18-13:** Appointment of Fire Inspector
 - **Resolution 18-14:** Adoption of Cash Management Plan
 - **Resolution 18-15:** Designation of Official Depository
 - **Resolution 18-16:** Designation of Official Publication
 - **Resolution 18-17:** Appointment of First JIF Fund Commissioner and Alternate
 - **Resolution 18-18:** Awarding Professional Services Contract for Solicitor
 - **Resolution 18-19:** Awarding Professional Services Contract for Labor Attorney
 - **Resolution 18-20:** Awarding Professional Services Contract for Auditor
 - **Resolution 18-21:** Awarding Professional Services Contract for Insurance Consultant
 - **Resolution 18-22:** Awarding Professional Services Contract for Medical Provider
 - **Resolution 18-23:** Awarding Professional Services Contract for Medical Insurance Consultant
 - **Resolution 18-24:** Awarding Professional Services Contract for Computer Maintenance
 - **Resolution 18-25:** Salaries of Fire District Commissioners and Employees
 - **Resolution 18-26:** Schedule of Meeting Dates
 - **Resolution 18-27:** Establishing Public Portion of Meeting Requirements
- A motion to approve a consent agenda for Resolutions 18-11 up to and including Resolution 18-27 was made by Commissioner Hassett and seconded by Commissioner Warrington. Roll Call Vote: Commissioners Davis – yes, Hassett – yes, Wakeley – yes, Warrington – yes, Waddington – yes. Motion passed with 5 yes votes.

FIRE CHIEF'S REPORT: No Comments

FIRE OFFICIAL'S REPORT: No Comments

Motion to accept all of the reports: Commissioner Warrington, 2nd Commissioner Hassett, All in Favor: 5 yes votes

OPEN THE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to open the floor to the public.

Motion: Commissioner Warrington, 2nd Commissioner Davis, All in Favor: 5 yes votes

Walt Davis 1 Franklin Ave asked to speak to the commission

1. Asked about the lack of volunteers and about the group in Camden working on a study on regionalization. Is there any communication?
 - a. Commissioner Waddington stated that the Chief has not brought any new information to the Commissioners.
2. Where is the Chief?
 - a. Commissioner Waddington stated that he was away on business. Mr. Davis suggested that the commission get out in front of these issues and the lack of manpower. Commissioner Waddington said that the commission will post any updates in a newsletter.
3. Mr. Davis said that the commission needs to show a dire need for volunteers.

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- a. Commissioner Waddington stated that the Pine Hill Fire Department has responded to 75% of the calls recently.
4. Mr. Davis stated that money does not equal service. Maybe the town will have more ideas.
 - a. Commissioner Waddington said that they hope the same.
5. Mr. Davis asked the solicitor why he missed the last meeting. The solicitor said that he had a scheduling conflict. Mr. Davis said that the solicitor has an obligation to attend every meeting.


CLOSE FLOOR TO THE PUBLIC: Chairman Waddington asked for a motion to close the floor to the public.

Motion: Commissioner Warrington, 2nd Commissioner Wakeley, All in Favor: 5 yes votes

ADJOURNEMENT: Chairman Waddington asked for a motion to adjourn the meeting.

Motion: Commissioner Warrington, 2nd Commissioner Wakeley, All in Favor: 5 yes votes

The meeting was adjourned at 7:56 pm.



Kenneth Davis
Commission Secretary



Jennifer Dawson
Fire District Business Administrator