

2015 FALL ROUND TABLE

SPECIAL MEETING OF THE CUMBERLAND FIRE DISTRICT

NOVEMBER 21, 2015 9:15 AM

CUMBERLAND LIBRARY COMMUNITY CENTER

1464 DIAMOND HILL ROAD CUMBERLAND, RI

MINUTES

CALL TO ORDER

Chairman Lemois called the meeting to order at 9:30am

Present:

Chairman Bruce Lemois

Commissioners, Cynthia Ouellette, Chris Parent, Ron Champagne and Frank Matta

Finance Director Tom Bruce

Solicitor Kelley Morris

Business Manager Diane Karolyshyn

Ass't Business Manager Beth Markey

Lt. Jeff McCabe

Lt. Paul Berry

FF Frank Zabatta

Moderator Brandon Lemois

Ed LeBlanc

Tom Kane

Arrived at 10:00am Commissioner Phil Koutsogiane

Arrived at 10:15am Jeff Kearns

QUARTERLY TAX PAYMENT COMMITTEE

There was much discussion on the quarterly tax payment process. Some of the issues included:

Naming this a Quarterly tax payment tax force

Diane — 14,000 bills; phones ran off the hook; lots of foot traffic

Phone calls were about directions and increase in tax bill

Option to pay online with lower cost is needed; what does water department do? No fee??

We need to be creative in terms of ways to pay

Need to look at an "ACH" system like national grid

More comfortable work space is needed; bank-type counter so that multiple

Alternative locations at southern end of town is an idea

Need to review not just 4 payments, but maybe 2 or 3. New legislation if needed

Provide separate computers for public to login and pay rather than wait in line

Our tax software company, Opal, has monthly checking account drafts we can look at

Encourage people to use alternative means to pay

Electronic lock box services - P. O. Box will administer payments, Cumberland, West Warwick

The Task Force is not only charged with determining a course of action but to assign estimated cost to the system. The cost will need to be presented to the taxpayers separately from the Operations tax rate.

Quarterly Tax Payment Task Force

Chairperson: Tom Kane

Finance Director Tom Bruce

Business Manager Diane Karolyshyn

INSURANCES REVIEW COMMITTEE

There was many pointed discussed about the insurance review.

What do we have? VFIS volunteer fire insurance services
accidental, sickness, liability for property and vehicles, disability, boiler equipment and tools, bonding for employees, 20 year history

BX/BS for health, DD for dental

Beacon for civilian for workers comp

Life insurance is controlled by union, but look at it, for better

North Providence has a separate private issuance with Provident, RI Interlocal Trust has also expanded its coverage, virtual supermarket of insurances,

look at long and short term disability policy

Travellers has municipal program

Key man insurance?

reimbursement for vision

be able to explain cost to taxpayers

Insurance Review Task Force

Chairperson – Jeff Kearns

Finance Director Tom Bruce

Commissioner Ron Champagne

Union to appointment one person

CAPITAL EXPENDITURE COMMITTEE

Capital Expenditure Committee

Stations, equipment, facilities, 3 stations on slabs, one is elevated

stations built between 50s and 70s; space limitations

two aerial apparatus, going to have to replace one within 5 years; ISO uses 20 year life span for aerials, one at 15 and one at 23

grant writing, secure grants for aerial apparatus

looking to become ALS at all four stations;

list priorities

5 year capital improvement plan

\$10,000 capital expense coming up on overhead doors, has become urgent

what is a capital expense? what is the minimum expense to call it a capital expense?

should include

real estate, buildings, building improvements, vehicles, computers, systems (large network system); maybe hire an engineer to look at buildings (what is that cost?); these buildings have all been retrofitted; less than \$20,000 should be in operating expense; should we ask for a bond rating? Tom says not for GO bond, but maybe a special legislation for a particular cost

Capital Expenditure Task Force

Chairperson – Ed LeBlanc

Chief Kenneth Finlay

Commissioner Frank Matta

One Station Captain appointed by Chief

DISTRIBUTION OF AUDIT REPORT

Mr. Bruce distributed draft audits of the old four districts. He reviewed some important numbers with a full review coming up at the 12/8 meeting.

SOCIAL MANAGER UPDATE

There was a discussion of a needed meeting for Monday November 23, 2015. Chairman Lemois suggested 6:00pm at HQ as it would only be a 10 minute meeting. Commissioner Ouellette indicated her commute would not allow her to be there until later, Commissioner Koutsogiane suggested starting at 6:15pm. This will be to approve the bid to repair overhead doors at two stations.

The Chairman express his appreciation for those who took the time to come out.

Respectfully Submitted,

Bruce Lemois