

North Cumberland Fire District

Meeting Minutes

January 18, 2006

Opening:

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at

7:00 p.m. on Wednesday, January 18, 2006 by Chairman Edward LeBlanc.

Present:

Edward LeBlanc, Chairman

Paul Lindquist

Matthew Gannon

John Aharonian

Robert Audette

Brian Campbell

Others Present:

Rene Gendreau, Chief

Daniel Hamel, Treasurer

Martin Klara, Tax Collector

Fay Dakake, Clerk

Opening the meeting, Chairman LeBlanc introduced Mr. Joseph Baglini as an interested candidate in a position as a member of the NCFD Board of Trustees. Mr. Baglini addressed the Board expressing his interest in serving on the Board. Chairman LeBlanc accepted Mr. Baglini's résumé and stated he would pass it along to the nominating committee. Chairman LeBlanc asked the committee for a recommendation at the next meeting.

A. Approval of Minutes

A motion was made by Mr. Gannon, seconded by Mr. Campbell, to approve the Clerk's Report of December 21, 2005, as written. All in favor. So voted.

B. Treasurer's Report

Treasurer Hamel submitted a Treasurer's Report dated January 18, 2006 including:

- o Financial Summary, December, 2005
- o Tax Collections, November 30, 2005
- o Tax Collections Comparison Chart
- o Monthly Tax Collections Graph
- o Profit and Loss Statement, December, 2005
- o Balance sheet as of December 31, 2005
- o Profit & Loss Prev. Year Comparison July – December, 2005
- o Profit & Loss Budget vs. Actual July – December 2005

Treasurer Hamel pointed out a new report included entitled Profit & Loss Budget vs. Actual. He explained the over budget figures were as of December, not of year end. Mr. Lindquist questioned line item 8550, Legal Fees-Tax Sale, of this new report in the amount of \$9483.87. Treasurer Hamel stated he would look into this figure as some of these fees may have already been collected. The Board was under the assumption that all legal fees would be covered in the tax sale or by the residents who paid before the tax sale. Tax Collector Klara agreed to contract the previous tax collector, Geraldine Dupont for further information.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to accept the Treasurers' Report. All in favor. So voted.

C. Tax Collector's Report

Tax Collector, Martin Klara, reported that the uncollected balance according to the computer is \$199, 810. and according to the previous tax collector's figures \$211, 000. He is currently working with OPAL (state tax collection program) to find the difference, which may be an abatement recording error.

Tax Collector Klara reported that a new computer had been purchased and has been installed in the tax collector's office. A second hard drive completely backs up the system along with a DVD. A Comp USA bill of sale was submitted.

A motion was made by Mr. Campbell, seconded by Mr. Gannon, to accept the Tax Collector's Report. All in favor. So voted.

D. Chief's Report and Monthly Expenditures

Chief Gendreau submitted a Monthly Report for December, 2005, and an Expenditures Report dated January 18, 2006.

Chief Gendreau highlighted:

 NCFD reported a busy December with 137 calls, 56 of them being EMS calls.

 Captain Delisle's shift removed the flooring in the bathroom to install a new tile floor.

 The Plymovement (exhaust removal) system was repaired

The Chief distributed letters that he had received from FEMA denying the Department's request for the equipment and SAFER Programs. Chairman LeBlanc disagreed with their findings. He suggested NCFD continue to compete for grants when they become available.

The Chief reported he and the Deputy attended a conference in Providence on the Pandemic Influenza. Flyers were distributed. The State and Federal government is very concerned that it will eventually end up in this country. As more information is received, he will pass it along to the Board. For now, he is meeting with his officers to review policies and discuss which ones may need to be revised if this

does occur.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to accept the Chief's Report and the Monthly Expenditures. All in favor. So voted.

E. Committee Reports

Financial Management, Budget, Taxes

No comment.

Personnel, Labor Relations

Mr. Lindquist stated that there a 6 candidates for the position of fire fighter. He asked to meet with the Personnel Committee members and the Chief to establish a night for interviews.

Chief Gendreau reminded the Board of the fire fighter appreciation dinner scheduled for Sunday, January 29 at 5:00 pm at the United Methodist Church hall.

Nominations

Mr. Aharonian will meet with the Nominating Committee and submit a

recommendation for a new trustee at the next meeting.

Buildings, Grounds, Apparatus, Computer

No comment.

Insurance

The Chief reported that he has not received a quote for VFIS (vehicle and accident) insurance as of yet. He will contact the insurance company.

Public Relations

A letter from Michael Lucca, was distributed thanking the department for the use of their truck during the torch run for the Special Olympics.. Mention was made of the article done on Chief Gendreau in the Neighbors newspaper and one on Ed LeBlanc in the Valley Breeze. Informational articles were submitted to local newspapers by the Chief on fire prevention and keeping dryers clean.

F. Old Business

Tax Collection Policy

Suggested edits made at the last meeting were incorporated. The Board requested that the Policy be examined by attorney Al West. Chief Gendreau agreed to submit it to Attorney West.

A motion was made by Mr. Gannon, seconded by Mr. Audette, to

accept the tax policy as written. All in favor. So voted.

Acceptance of Cash for Payment

Attorney West contacted the Chief regarding cash payments. He cited the law (attached) which requires that cash be accepted for payment of taxes.

Mercymount Request for Refund

Chairman LeBlanc distributed his letter of response to Sister Martha Mulligan, principal of Mercymount Country Day School, denying her request for reimbursement of the fee to review the building plans for the expansion of Mercymount Country Day School in the amount of \$3870.14.

Financial Audit \$3870.14, which was paid approximately 13 months ago.

The Chief distributed a copy of the last financial audit. Chairman LeBlanc is looking for a more suggestive report. Treasurer Hamel did not think we were not asking for the correct type of report. He seemed to think that the new tax collector would like to have someone go through the tax records to be sure that whatever was posted was posted properly and that the balances that were open are actually open. It was suggested that Mr. Klara contact Ron Champagne of the Cumberland Hill Fire Department for a recommendation on how or who may be appropriate for this type of audit.

Participation of Rick Alger in the Department's Health Insurance

Chairman LeBlanc quickly read a letter from Rick Alger in response to the Board's recent decision for him not to be covered in the Department's health insurance program. Mr. Alger requested that he be allowed to be covered through March 2006 in which he will fully reimburse the Department. This will allow Mr. Alger to begin new coverage at the beginning of a quarter and not have any lapse in coverage.

A motion was made by Mr. Lindquist, seconded by Mr. Campbell, to allow Rick Alger to remain on the Department's health insurance plan through 3/31/06 in which he will fully reimburse the Department. All in favor. So voted.

Labor Negotiations Committee

Mr. Campbell noted that the newly formed Labor Negotiations Committee is scheduled to meet February 3.

Department Consolidation

Chief LeBlanc reported that last meeting scheduled for December had been cancelled and he has not heard anything since.

G. New Business

Gloves for the Firefighters

Chief Gendreau reported that Chris Smith had purchased a new pair of gloves for himself and had submitted the paperwork. The Chief agreed that the gloves meet the standards. The Chief has contacted the company to request samples for sizing. Chris will be reimbursed if these gloves are purchased for the Department.

H. Public Comment

Captain Delise noted that in the 20 years he has worked for the Department, calls have never reached 1300. The department has grown from 9 to 13.

Adjournment

Motion is made by Mr. Gannon, seconded by Mr. Campbell, to adjourn the meeting of the North Cumberland Fire District at 8:00pm. All in favor. So voted.

Minutes submitted by: Fay Dakake, Clerk _____

Approved by: Edward LeBlanc _____

Chairman