

North Cumberland Fire District

Meeting Minutes

September 20, 2006

Opening:

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

7:00 p.m. on Wednesday, September 20, 2006, by Chairman Edward LeBlanc.

Present: Absent:

Edward LeBlanc, Chairman Robert Audette

John Aharonian

Brian Campbell

Paul Lindquist

Matthew Gannon

Joseph Baglini

Robert J. Murray

Others Present:

Rene Gendreau, Chief

Fay Dakake, Clerk

Daniel Hamel, Treasurer

Martin Klara, Tax Collector

A. Approval of Minutes

Treasurer Hamel made a correction to the minutes of the August meeting noting that on page 2, the increase in net income. It should be a loss. The word "income" was replaced with "loss" and brackets were added around the figure (\$207.043.00).

A motion was made by Mr. Gannon, seconded by Mr. Aharonian, to accept the Clerk's Report of August 16, 2006, as amended by Treasurer Hamel. All in favor. So voted.

B. Treasurer's Report

The Treasurer's Report dated August 16, 2006, was reviewed as per the minutes of the August 16, 2006 meeting.

A corrected Treasurer's Report dated August 16, 2006 and a corrected Profit & Loss Statement dated July 2006 were distributed. The tax collections and taxes collected figure was changed from \$14,792.00 to \$2,821.79 on both reports which subsequently changed the figures following that number. Tax Collector Klara noted the error occurred with corruption in the computer and verified the new figure as correct.

A motion was made by Mr. Baglini, seconded by Mr. Lindquist, to accept the corrected Treasurer's Report dated August 16, 2006. All in favor. So voted.

The Treasurer's Report dated September 20, 2006, included the following:

- o Financial Summary, August, 2006**
- o Tax Collections, August 31, 2006**
- o Balance Sheet Prev Year Comparison as of August 31, 2006**
- o Profit and Loss Statement, August, 2006**
- o Profit and Loss Prev Year Comparison July through August 2006**

The treasurer's report distributed to board members prior to the meeting was replaced by a revised/corrected report. Treasure Hamel verified that the figures on the revised /corrected report were correct.

Chairman LeBlanc reminded Treasurer Hamel to rename the "apparatus sinking fund" the "contingency fund". Chairman LeBlanc was curious why at the end of FY 2006 the amount in that fund was \$294,456.12 and is now \$304,182.75. Treasurer Hamel explained a small surplus was allocated to the contingency fund. For FY 2007, the \$50,000.00 budgeted has not been expensed and that it will be done at the end of the year. If the money is not there, such as tax collections not coming in as expected, and there is a budget shortfall, it will not be appropriated.

Truck repair (\$28.74) was explained. A check was received in the amount of \$1000.00 from the insurance company, which was reimbursed as the deductible from a recent accident. The expense was approximately \$900.00; the \$28.74 was deposited into account 6010

A motion was made by Mr. Campbell, seconded by Mr. Murray, to accept the corrected Treasurer's Report dated September, 2006. All in favor. So voted.

C. Tax Collector's Report

Tax Collector Klara confirmed that his figures matched the Treasurer's tax collection figures.

A motion was made by Mr. Murray, seconded by Mr. Aharonian, to accept the September, 2006, Tax Collector's Report. All in favor. So voted.

D. Chief's Report and Monthly Expenditures

Chief Gendreau submitted a Monthly Report for August, 2006, and an Expenditures Report dated September 20, 2006.

Chief Gendreau highlighted:

ƒæ Decrease in previous month from prior year but still well over 100

calls for the month.

fæ EMS calls were down.

fæ NCFD personnel have been attending emergency vehicle driver, officership and firefighter safety training. They are currently undergoing rope rescue training

fæ Pvt. Baker is back on duty. He returned on Labor Day.

fæ The Expedition is here. Board members were encouraged to view the new vehicle after the meeting.

Chief Gendreau noted, to the Treasurer, a discrepancy in payroll. Paperwork was submitted for Pvt. Grenier to have \$50.00 deducted from his pay each week and sent to Cumberland Municipal. They had added the check to Cumberland Municipal, but did not deduct it from his pay. He will submit a \$100.00 for the last 2 weeks. Payroll was checked today and \$50.00 was deducted.

Chief Gendreau printed and distributed information on the Pandemic Flu instructing people what to do to prepare ahead of time. All Department members were given this information in their mail slots.

Account 6350 to VFIS was for \$185.00 for insurance on the new vehicle for the remainder of the auto insurance term. Bringing the total expenses to \$14, 765.47

Chief Gendreau announced that full fees were collected on the plan reviews for the condo complex on Bear Hill Road.

A motion was made by Mr. Lindquist, seconded by Mr. Gannon, to accept the Chief's Report dated August, 2006. All in favor. So voted.

E. Committee Reports

Insurance

Chief Gendreau stated the premium to insure the new vehicle as mention in his expenditures report.

Financial Management, Budget, Taxes

Tax Collector Klara announced that in the future OPAL will now publish tax bills that list all previous taxes due.

There were may returned checks, undeliverable tax bills, and duplicated addresses.

Tax Collector Klara explained that the Town of Cumberland is 6 to 8 months behind in recording deeds. When a house sold, the previous owner fills out a change of address form; the tax bill is mailed to the original address but is forwarded to his new address. He or she throws it away believing it is no longer theirs. The new owner never sees the bill and may end up delinquent even though they were told at their closing that they were responsible.

Tax Collector Klara was asked to draft a document, including

duplicate copies to be presented at the closing or with the smoke alarm certificate outlining the new owner's responsibility in contacting the fire department to pay their fire taxes.

Personnel

To be covered in Executive Session.

Labor Relations

No comment.

Nominations

None at this time.

Buildings, Grounds, Apparatus, Computer

Chief Gendreau announced the delivery of the new vehicle. The tablet PC for the truck has not come in yet.

Public Relations

Chairman LeBlanc asked Chief Gendreau to write a public service advisory, to be published in the Valley Breeze, advising that if they disconnect from local phone service and sign on with a VoIP telephone company they may not have access to 911.

Labor Management Committee

Mr. Gannon announced the Labor Management Committee met on September 15, 2006.

The Union requested a handbook for new employees to be distributed before they begin their employment. Per Chief Gendreau, the rules and regulations are currently being revised. Mr. Aharonian stated they would like to combine the 32 page rules and regulations manual with the 15 page progressive disciplinary rules whether corrected or not, be distributed to current and new hires. They would like included in the manual the information on when they are eligible for the union and the paperwork required (to be supplied by the union).

Service awards for the firefighters were discussed. Mr. Lindquist offered to bring to the next meeting information on companies that offer a catalog of awards for the level of time served. The firefighters will submit to Mr. Gannon the names of those who will due awards.

The next Labor Management Committee meeting is scheduled for December 6, 2006.

F. Old Business

Fire Department Consolidation

Mr. Lindquist reported that the Fire Department Consolidation

Committee is progressing rather slowly. A great meeting was held on the 30th of August in which the 2 chiefs from Coventry were in attendance. They explained how they moved toward their merger, the experiences they encountered and how successful they have been. Cumberland Hill was in attendance but has not responded to the committee's letter to join the consolidation. Mr. Lindquist asked the Board to empower people on the committee to vote. He suggested Mr. LeBlanc and Mr. Gannon as Mr. Lindquist is co-chair of the committee. Mr. Baglini asked if the NCFD committee voted as one voice, why give the district more than one voice? Mr. LeBlanc agreed. Vote would be by District, not by person. Mr. LeBlanc stated anything involving money should be brought to the Board. Mr. Baglini believes anything pertaining to moving the plan forward that wouldn't require disbursement of funds would be fine to vote on but if it has to do with the disbursement or allocation of funds it certainly have to be brought to the Board.

Another meeting will be held September 21, 2006 at 6:00pm at NCFD.

A motion was made by Mr. Baglini, seconded by Mr. Murray to authorize Mr. Gannon and Mr. LeBlanc to speak on behalf of the Board to commit NCFD to move forward with the further efforts in investigating the consolidation of 3 fire districts. All in favor. So voted.

Department Business Plan FY 2006/2007

Chairman LeBlanc asked Mr. Aharonian, as chairman of the apparatus building and grounds committee to speak to the water department about hydrant fees and how they determine what the hydrant fees are and what exactly are we buying for hydrants. The connection between the fees we are charged and what we get is unclear.

Billing for Accidents

Chief Gendreau will speak with Chief Walsh.

Removal of Soda Machine

After Chairman Leblanc's offer to provide refreshments to the firefighters in lieu of a soda machine, the firefighters agreed to let the district pay for water but wanted to maintain the soda machine. Chairman LeBlanc declined their proposal.

G. New Business

None

H. Public Comment

Firefighter Bernardo was curious why the Chairman wanted to remove the soda machine. Chairman LeBlanc explained that he witnessed a firefighter purchasing a beverage from the machine after returning from a call. The Chairman felt in lieu of a machine, the Board would provide beverages to the firefighters.

Motion was made by Mr. Gannon, seconded by Mr. Baglini, and unanimously carried to enter into Executive Session in accordance with RIGL 42-46-5 (2). Negotiations and Union Grievance 06-03.

Return to Public Meeting

Chairman LeBlanc announced that the Board held an Executive Session and that the Board was brought up to date on the negotiations on the fire marshal position and on union grievance 06-03.

I. Adjournment

Motion is made by Mr. Campbell, seconded by Mr. Gannon, to adjourn the meeting of the North Cumberland Fire District at 8:50 p.m. All in favor. So voted.

Minutes submitted by: Fay Dakake, Clerk _____

Approved by: Paul Lindquist _____