

# **North Cumberland Fire District**

## **Meeting Minutes**

**March 21, 2007**

**Present: Absent:**

**Edward LeBlanc, Chairman Robert Audette**

**John Aharonian Joseph Baglini**

**Brian Campbell**

**Matthew Gannon**

**Paul Lindquist**

**Robert J. Murray**

**Others Present:**

**Rene Gendreau, Chief**

**Fay Dakake, Clerk**

**Daniel Hamel, Treasurer**

**Martin Klara, Tax Collector**

**Opening:**

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

**7:03 p.m. on Wednesday, March 21, 2007, by Chairman Edward LeBlanc.**

**A. Approval of Minutes**

**A motion was made by Mr. Gannon, seconded by Mr. Aharonian, to accept the Clerk's Report of February 21, 2007 as written. All in favor. So voted.**

#### **B. Treasurer's Report**

**The Treasurer's Report dated February 21, 2007, was reviewed. Chairman LeBlanc noted the report was dated February 21, 2007 and questioned if in fact it should have been dated March 21, 2007. He also noted that the Financial Summary which stated January, 2006 should be February 2007. The Treasurer agreed. Pen and ink changes were made. The report included the following:**

- o Financial Summary, February, 2007**
- o Tax Collections, February 28, 2007**
- o Balance Sheet Prev Year Comparison as of February 28, 2007**
- o Profit and Loss Statement, February, 2007**
- o Profit & Loss Prev Year Comparison July, 2006 through February, 2007**

**A motion was made by Mr. Lindquist, seconded by Mr. Campbell, to accept the Treasurer's Report dated March 21, 2007, with minor corrections as noted above. All in favor. So voted.**

### **C. Tax Collector's Report**

**The Tax Collector's Report dated March, 2007, was reviewed. Tax Collector Klara noted the tax variance is below what it was last year at this time.**

**A motion was made by Mr.Campbell, seconded by Mr. Murray, to accept the March, 2007, Tax Collector's Report. All in favor. So voted.**

### **D. Chief's Report and Monthly Expenditures**

**Chief Gendreau submitted a Monthly Report for February, 2007 including an Expenditures Report and additional expenses dated March 21, 2007. The expenses were presented as additional expenses this evening due to the Chief being on vacation.**

**Chief Gendreau highlighted:**

**&#61558; A significant increase in calls during the month of February compared to last year. A good amount of them being EMS.**

**&#61558; For the past month or so, the duty shifts have either been attending training or have been out on service inspections of occupancies in the District, familiarizing themselves with layouts of buildings**

**&#61558; Computer installed and operational on the truck. The Chief will confirm with Brian Bernando that the firefighters are proficient in its use.**

**Mr. Gannon questioned Account 6380 (Central Falls Exercise) \$937.12. Chief Gendreau explained that NCFD, Central Falls, Cumberland, Lincoln, N. Providence and Providence performed a large scale exercise. The Federal Government reimbursed the Department for the cost.**

**While on vacation, Chief Gendreau received a call from Mr. Koutsogiane regarding ideas for the fire hydrants. The Chief will contact him.**

**A letter was received from Delta Dental (enclosed) indicating rates remain the same with the multi-year renewal. There will be no increase in dental rates this year.**

**A motion was made by Mr. Lindquist, seconded by Mr. Aharonian, to accept the Chief's Report dated February, 2007 including expenses. All in favor. So voted.**

## **E. Committee Reports**

### **Insurance**

**Chairman LeBlanc summarized Delta Dental as a three year contract with no increase this year, and a 6% increase (which will not change) for the next two years.**

**The VFIS insurance contract had an increase in the workers'**

**compensation premium due to the loss factor incurred with Pvt. O'Neill. The total renewal for permanent and volunteer personnel is \$27,254. Budgeted for last year was \$27,479.**

**Chairman LeBlanc asked the Chief to report to the Board, at the next meeting, the total cost of volunteer fire fighters. The chairman would like to see the cost vs. the liability incurred. Who is active, what are the cost, what liability we incur and what we get in return.**

### **Financial Management, Budget, Taxes**

**Chief Gendreau suggested that budget committee meetings begin for next year. The Budget Committee consists of Bob Murray as chairman along with Matt Gannon and Bob Audette. Bob Murray will work with Treasurer Hamel and Chief Gendreau to come up with a draft budget. Bob Murray will not be at the next meeting, as he will be on vacation.**

### **Personnel**

**To be covered in Executive Session.**

### **Labor Relations**

**To be covered in Executive Session**

### **Nominations**

**John Aharonian and Edward LeBlanc's terms expire in 2007. Each must submit a letter of intent to the Board for re-appointment if**

interested. The Chief will place a notice that there are two openings on the NCFD Board of Directors

#### **Buildings, Grounds, Apparatus, Computer**

Captain Delisle and Pvt.'s O'Neill and Paquin have begun expanding the computer room to convert it to the radio room. The tax collector will take the old radio room as his office.

An annual storm by storm snow plowing contract is in effect. A bill was received today.

#### **Public Relations**

A thank you letter was received regarding Captain Delisle, Pvt. O'Neill and Pvt. Paquin's professionalism and care during a rescue call. (Attached)

#### **F. Old Business**

##### **Financial Sweep Account**

Mr. Murray stated the rates have changed from about ½ percent to 2 ½ percent since NCFD had originally approached Citizen's Bank. A sweep account would no longer be beneficial; it would actually be more costly.

##### **Fire Department Consolidation**

Mr. Lindquist announced that an all day meeting had taken place on

**March 3, 2007 at the Cumberland Library in preparation for educating the taxpayers. Great things came out of the meeting including a projected cost. More work needs to be done to lower the cost. The legal group is working on a charter. The personnel group and the union locals are working to get a single contract in order. The consolidation committee may not be ready to present to the taxpayers in June. The next meeting is scheduled for April 3, 2007. Anyone is welcome to attend.**

## **G. New Business**

### **Tax Issues - Mr. Grant and Mr. Bishop**

**Chairman LeBlanc brought to light a couple of examples of situations that Tax Collector Klara may encounter during his work day. A copy of a letter to taxpayer Mr. Grant was distributed (attached) and the letter to Mr. Bishop was read by Chairman LeBlanc. Chairman LeBlanc reinforced the position of the Board that Tax Collector Klara may refer any discontented taxpayer to the Board of Trustees.**

**Tax Collector Klara's explanation of Mr. Bishop's situation was that Mr. Bishop had not paid taxes in over two years. He had not paid anything since the last tax sale where his property sold. Mr. Bishop was told his property was sold at tax sale. Mr. Bishop was aware. Mr. Bishop was instructed to call attorney Baker, who handled the tax sale. Mr. Bishop did not call attorney Baker. He paid off the first tax sale. Unfortunately, Mr. Bishop's property was sold twice.**

**Tax Collector Klara has a contention with Mr. Bishop's property being sold in 2004 for back taxes and then again in 2005. He feels that there is not enough of a lag time. In tax sales, you have one year to redeem your property through the attorney. After a year the buyer can file a petition with the court. It will not be heard right away.**

**Chairman LeBlanc reinforced, once taxes are paid at a tax sale, taxes are no longer due; it is a legal matter to be handled by the attorney.**

### **Five Year Capital Improvement Plan**

**To be sure the contingency fund is being funded adequately, Chairman LeBlanc asked the Chief to assess what capital expenditures including fire trucks he feels are needed in the near future.**

### **Budget Preparations**

**Chairman LeBlanc asked for a draft budget in the packets for the next meeting.**

### **Annual Business Plan**

**Chairman LeBlanc will update and circulate an annual business plan to the Board. Billing for accidents as listed on the current plan has begun.**

## **2007 Tax Sale**

**For the next meeting, tax collector Klara will present a list of possible abatements for business which are no longer in existence or for amounts under \$100. Although the previous tax collector had at one time presented a list to the Board it may have not been corrected electronically. There will be a tax sale of delinquent property later in 2007.**

## **Rescue Department Financial Condition**

**In light of the recent publication of the town's rescue department over budget on over time cost, chairman LeBlanc was prompted to ask what NCFD's cost of overtime is. There is no line item in the budget. It is worked into payroll. Chairman LeBlanc would like to know what is spent on overtime each year. He would like to see it as a percentage of the overall payroll to be sure it is under control. Chief Gendreau offered to report on the cost as well as the number of hours spent on overtime.**

## **H. Public Comment**

**No comment**

**Motion was made by Mr. Gannon, seconded by Mr. Lindquist, and**

**unanimously carried to enter into Executive Session in accordance with RIGL 42-46-5 (2) Negotiations at 7:45 p.m.**

**Return to Public Meeting**

**I. Adjournment**

**Motion was by Mr. Gannon, seconded by Mr. Murray, and unanimously carried to adjourn the public meeting at 7:59 p.m.**

**Minutes submitted by: Fay Dakake, Clerk \_\_\_\_\_**

**Approved by: Edward LeBlanc \_\_\_\_\_**

**Chairman**