

North Cumberland Fire District

Meeting Minutes

April 23, 2008

Present: Absent:

Edward LeBlanc, Chairman

John Aharonian

Robert Audette

Joseph Baglini

Brian Campbell

Matthew Gannon

Paul Lindquist

Robert J. Murray

Others Present:

Rene Gendreau, Chief

Fay Dakake, Clerk

Martin Klara, Tax Collector

Daniel Hamel, Treasurer

Opening

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at 7:05 p.m. on Wednesday, April 23, 2008, by Chairman Edward LeBlanc.

A. Approval of Minutes

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to accept the Clerk's Report of February 15, 2008 as written. All in favor. So voted.

A motion was made by Mr. Gannon, seconded by Mr. Campbell, to accept the Clerk's Report of February 20, 2008 as written. All in favor. So voted.

A motion was made by Mr. Baglini, seconded by Mr. Aharonian, to accept the Clerk's Report of March 19, 2008 with corrections as noted. All in favor. So voted.

B. Treasurer's Report

Treasurer Hamel submitted his report dated 16-Apr-08 which included:

- Financial Summary March 2008**
- Tax Collections March 31, 2008**
- Balance Sheet Prev Year Comparison As of March 31, 2008**
- Profit & Loss March 2008**
- Profit & Loss Budget vs. Actual, July through March 2008**
- Profit & Loss Prev Year Comparison, July through March 2008**

Treasurer Hamel brought to the attention of the board the \$93,056. variance in tax collections, compared to last year of \$30,000. Tax

Collector Klara noted the prospects of closing the gap were very good.

Treasurer Hamel noted he would e-mail the Cash Flow Forecast once completed.

A motion was made by Mr. Campbell, seconded by Mr. Audette, to accept the Treasurer's Report dated April 16, 2008. All in favor. So voted.

C. Tax Collector's Report

Tax Collector Klara submitted his report dated April, 2008.

Chairman LeBlanc reported that a notice (not the official notice) was placed in the paper. Tax Collector Klara stated he did get a good response but not as good as last year when stamped notices were mailed. Many people who owe multiple years' taxes and are ignoring notices will have to go to tax sale. He will meet with Attorney Baker. She will send registered letters from her law office stating the property is going to tax sale. In the past, this type of letter has generated a 75% response. The remaining 25% went to tax sale. A current computer balance of \$276,000. remains in delinquency with a possible discrepancy between interest and penalties. He is hopeful that \$200,000. will be collected before the tax sale. It was recommended moving through the tax sale process with all property owners who have ignored notice regardless of circumstances.

A new state law requires a 90 day holding period from when the official notice is published and the actual tax sale.

Treasurer Hamel noted the 75% should be collected in this fiscal year. The tax sale will be in the next fiscal year.

Tax Collector Klara reported that eight (8) people entered into a delinquent tax agreement (see attached). The agreement was prepared by Chairman LeBlanc and the Tax Collector Klara. Attorney Baker has reviewed the agreement and would like to make some changes.

A motion was made by Mr. Baglini, seconded by Mr. Audette, to accept the Tax Collector's Report dated April, 2008 as written. All in favor. So voted.

D. Chief's Report

Chief Gendreau submitted his report entitled Monthly Report for March 2008 and highlighted the following:

- Over 100 runs last month with a decrease of 13% which was a reduction in EMS and smoke scares**
- Lt. Mitchell spoke to the residents Bear Hill Village Apartments regarding fire prevention. He has purchased a DVD and everyone is**

being trained on carbon monoxide poisoning and treatment of the poisoning.

- A grant was filed for the purchase of five (5) carbon monoxide oximeters in order to equip each truck.**
- Large area search procedure training was conducted.**
- Nate Ray replaced the walkway and loam was delivered.**
- Minor repairs have been made to equipment by NCFD personnel.**
- Engine 54 went for the annual NFPA certification testing. Repairs (\$2975.00) required for certification were completed. Some were done by Greenwood others were out sourced.**

In regards to receipts, a rebate was received from Capitol One for \$65.88 via their cash back rewards program.

The Chief held off having a town-wide critique on the fire at 500 Nate Whipple Highway in order to discuss issues with the other chiefs first. They had a chief's meeting, aired their concerns and a meeting has been scheduled for May 1 at rescue headquarters. Internal e-mails have been sent.

Kyle Garon started in the fire marshal position 2 weeks ago.

A copy of an article in the Providence Journal was distributed to all members explaining the nationwide major problem and need to upgrade extrication equipment due to the materials and the way cars

are being manufactured today,

Mr. Baglini questioned the status of Private Kevin Clarke. The Chief plans on contacting him tomorrow to get an update from his doctor.

Gary Grenier is on unpaid leave due to a non job related shoulder injury and is expected back to work June 1, 2008.

A motion was made by Mr. Lindquist, seconded by Mr. Gannon, to accept the Chief's Monthly Report with Expenses for April 2008. All in favor. So voted.

E. Committee Reports

Financial Management, Budget, Taxes

In Mr. Murray's absence, Chairman LeBlanc reported that Mr. Murray would like to meet next week with the Treasurer to discuss the budget. The Chief included a draft budget in the board members' packet. The Chief will have figures on the firefighter who will be retiring in 2008 for the next meeting.

Apparatus/Buildings/Grounds

Apparatus discussed under Old Business.

Personnel, Labor Relations

No comment.

Negotiations

The negotiating committee met twice since the last meeting and they will be meeting again with a date to be determined this evening.

Labor Management

Next meeting set for May 5, 2008 at 4:00p.m.

F. Old Business

Apparatus Specifications

Specification packages were received by all board members. Mr. Aharonian distributed and introduced a draft copy of a request for proposal. Federal Grants that the Chief has applied for require the bid process. Because of the investigative work that has been done, specifications have been based upon Pierce to be used as a guide yet functional descriptions were used in order to give other companies an opportunity in the bidding process.

With the price of steel expected to increase by 12 to 13 % on June 1, it was suggested that the committee request either a temporary price freeze or guaranteed until the annual meeting. If a price guarantee is not available, Chairman LeBlanc stated a special meeting will be held feeling voter approval is necessary.

Mr. Aharonian would like to discuss a schedule of payments at the next meeting in order to benefit from rate reductions.

The Chief would like to see a provision in the proposal to include a pre- construction and a completion inspection visit. Mr. Aharonian did not see this as an issue.

A motion was made by Mr. Lindquist, seconded by Mr. Baglini, that this body authorize the truck purchase committee to move forward issuing specifications by May 1 and obtaining a final bid in two weeks. All in favor. So voted.

R.I. House Bill 7164 – Fire District Taxing Authority

Mr. Murray is tracking this bill which is still in the Finance Committee. It has not been on the Finance Committee Agenda and it is not on their agenda through May 9.

Injury/Illness Line of Duty Policy

Chairman LeBlanc reported work still needs to be done on this topic.

Clerk's Job Description

The Clerk's job description will be distributed to all board members by Chairman LeBlanc and will be discussed at next month's meeting.

Appreciation Dinner

The Appreciation Dinner will be held Sunday, April 27, 2008, 6:00 p.m. at the Arnold Mills Methodist Church on Nate Whipple Highway.

Donating leave Policy

Chairman LeBlanc asked the Personnel Committee to do some research on this topic.

G. New Business

Collective Bargaining Negotiations

No comment.

2008/2009 Fiscal Year Operating Budget

The Budget Committee will be meeting next week.

H. Public Comment

Captain Delisle reported an inspection was done on the building and it is in fantastic shape. He is soliciting prices for a commercial interior hand rail to replace the residential hand rail in the stairway which is constantly under repair. An original window of the 1973 addition in the rear of the station needs to be replaced. Air conditioning is needed for the back room and the new office which accommodates three computers, a copier, a shredder and personnel. He has been working with the Chief to try to find the funds this year and plans to budget the rest.

Lt. Emerson explained a mini split ductless air conditioner as much more efficient than a window unit. It is a little more costly up front

but much more efficient to run with the longevity 2 to 3 times more than a window air conditioner. It is much quieter in a business environment with the fan unit inside mounted on the wall. The compressor and the mechanics are outside connected with Freon lines through a two inch hole in the building which would connect the inside unit and the outside unit. An approximate cost is \$2,800. not including the core drill through the building. Qualified NCFD department personnel would provide the electrical and installation.

Chief Gendreau spoke to Attorney Al West about the request from the Journal for salaries and overtime. Attorney Al West e-mailed the Chief the state law regarding public records. He was also contacted by the Journal asking for a copy of the union contract. He directed them to the union president.

Captain Delisle reported he spoke to Mr. Johnson who would like to have a vinyl fence by agreement now that we have built on his property. He has also requested that we replace the school house windows with energy efficient windows that look historical.

With pride and humility, Chairman LeBlanc acknowledged and thanked the Chief and all the firefighters for their efforts at 500 Nate Whipple Highway. Chief Gendreau expressed his gratuity for the other three Chiefs who responded.

Executive Session per RIGL 42-46-5 (1), 42-46-5 (2)

Although an Executive Session was posted on the agenda, none was held.

Adjournment

A motion was made by Mr. Gannon seconded by Mr. Lindquist and unanimously carried to adjourn the public meeting 8:15 p.m.

Minutes submitted by: Fay Dakake,

Clerk _____

Approved by: Edward LeBlanc,

Chairman _____