

North Cumberland Fire District Board of Trustees

Minutes of May 2, 2012 Meeting

Present: Philip Koutsogiane, Chair Others: Ghislaine Therien, Clerk

Michael Spaziani, Vice Chair Robert Murray, Treasurer

John Patrick McCoy Martin Klara, Tax Collector

Duanne Guenard Chief Brian Jackvony

Paul Lindquist Absent:

Brian Campbell

Matthew Gannon

Harry MacDonald

OPENING

Chairman called to order the regular meeting of the North Cumberland Fire District (NCFD) at 7:07 p.m.

CLERK'S REPORT- March 2012 Meeting

Motion made by Mr. Gannon and seconded by Mr. McCoy to accept the March 2012 Minutes as presented with correction to Fire Chief's report to reflect 111 incidents. Motion carried by all present.

CORRESPONDENCE

None

TREASURER'S REPORT — March 2012

Mr. Murray submitted his report and highlighted the following:

NCFD Payroll and Overtime

- March payroll was \$68,135.73; Overtime was \$20,619.53. YTD payroll is**

\$743,423.93 (adjusted for VFIS payment)

- **Percent of total expenses through March 12.72%**
- **Total expenses through March \$1,301,600.75**

Month of March 2012 P/L

Income/Revenue:

- **\$1,888,531.57 YTD taxes collected**
- **Interest income \$5,146.47 YTD**
- **Various Fees \$1,683.13 YTD**

Expenses:

- **Total expenses for month \$139,749.33**
- **BC/BS \$166,005.14 YTD**
- **Total expenses YTD \$1,301,600.75**
- **29.55% of budget remaining**
- **Hydrant fees will be paid prior to end of fiscal year.**
- **Chief's salary still outstanding and will need to be paid prior to June 30.**

March 2012 YTD Profit and Loss

- **Total Savings/Cash \$1,099,474.92**
- **Total Assets \$2,825,711.94**
- **Taxes Receivable \$280,955.02 (reflects all taxes owed as of 3/12 estimate)**
- **RI State Pension \$6,148.42**
- **Lease Obligation \$303,416.16**
- **Total Liability & Equity \$2,825,711.94**

Motion made by Mr. Spaziani and seconded by Mr. Lindquist to accept the Treasurer's report as presented. Motion carried by all present.

TAX COLLECTOR'S REPORT — March 2012

- **Taxes collected March \$47,521.58/YTD \$1,920,364.83**
- **Fees collected \$11.75**
- **Checks returned \$0**
- **Monies retained by Attorney Baker this month \$0**
- **Two refund checks to residents issued**
- **Needs total assessed values prior to Annual Meeting**

Motion made by Mr. Lindquist and seconded by Mr. Mac Donald to accept the Tax Collector's report as presented. Motion carried by all present.

CHIEF'S REPORT/MONTHLY EXPENDITURES

Chief presented the Chief's monthly report for March 2012 and highlighted the following:

Emergency Calls:

- **The North Cumberland Fire Department responded to 93 incidents in the month of March .This represents 45 fewer than the same month in 2011.**

Personnel/Equipment:

- **Firefighter personnel responded to brush & chimney fire in District 5.**
- **Site inspections completed/EMT refresher ongoing at HQ/Review new SOG's/Contract signed for Employee Assistance Program/Site**

inspections completed prior to issuing burning permits

Buildings/Grounds:

 Repairs to Engine 5 overhead door/Installation completed for replacement windows (waiting for invoice)/Malloy serviced heating system

Equipment:

- Repairs made to Zoll monitor/Purchased foam for trainings**

Motion made by Mr. Gannon and seconded by Mr. McCoy to accept the Chief's report as presented. Motion carried by all present.

COMMITTEE REPORTS

Financial Management, Budget, Taxes:

- Mr. McCoy stated he has preliminary budget numbers. Blue Cross numbers have come in and he is waiting Delta Dental.**
- Board agreed to budget \$2,500 for procedures report from Dan Rubiano, CPA.**

Apparatus/Buildings/Grounds

- Bid awarded to Holmes Remodeling and windows have been ordered.**

Personnel/Labor Relations

- Discuss in Executive Session.**

Negotiations

- Discuss in Executive Session.**

Consolidation

- Will report under Old Business**

OLD BUSINESS

Update of Sharing Services with Valley Falls Fire District

- **No discussion.**

Annual Meeting

- **Date has been set as June 27, 2012 at the North Cumberland Fire Station**
- **Budget will be available online for residents**
- **Copies will also be available in advance at the Fire Station**

Administrative Assistant for Chief

- **Still in approval process**
- **Will start interviewing for position once advertised**

Computer Update

- **The NCFD website has been updated to now include board meeting documents, currently this is available in the link "downloads"**
- **We will consider changing the link name to be more meaningful in the future, Mr Guenard will wait until after the annual meeting to ensure there is no mismatch with the information given in the newspaper posting**
- **Documents posted for the upcoming meeting will contain "DRAFT" as part of the document name to recognize these are not the final, approved documents**
- **The new annual budget will be posted on the site once the board approves it to be posted**

NEW BUSINESS

- **None**

PUBLIC COMMENT

John DeMaio, Paine Road, Cumberland, RI

- **Inquired how many accounts were delinquent in payment of taxes. Mr. Klara replied he did not have an exact amount available at the meeting**
- **How many tax sales have been held. Mr. Klara replied 1.**
- **Typically, when an open firefighter position is advertised, how many applications are received? Chief replied usually 80-100 applicants. Applicants are narrowed down by test scores and it is a competitive process.**
- **Do firefighters pay into social security? Chief stated that after 1987, they are required to pay into social security.**

Art Lambi

- **Mr. Lambi asked the Chief if a part time administrative assistant had been hired. Chief replied not yet but position will be shared by Valley Falls and North Cumberland Fire Districts.**
- **Has the Chief received any back pay? Chair replied no payment has been issued for February to June 2012.**
- **Has payment been made for the hydrant fees? Mr. Murray replied it is budgeted but payment has not yet been made. Will be paid prior to**

end of fiscal year.

• Would the Board consider utilizing a 56 hour work week plus 24 hour shifts in the future? This is common on the west coast.

Motion made by Mr. Campbell and seconded by Mr. Lindquist to adjourn into Executive Session. Motion carried by all present.

Motion made by Mr. Campbell and seconded by Mr. Gannon to adjourn Executive Session. Motion carried by all present.

Motion made by Mr. Lindquist and seconded by Mr. MacDonald to reopen public portion of the meeting. Motion carried by all present.

Motion made by Mr. Guennard and seconded by Mr. MacDonald to seal Minutes from the Executive Session. Motion carried by all present.

Adjournment

Motion made by Mr. Lindquist and seconded by Mr. Spaziani to adjourn the meeting. Motion carried by all present. Meeting adjourned at 8:32 pm.

Respectfully submitted,

Ghislaine D. Therien

Ghislaine D. Therien, Clerk