

## **Chepachet Fire District**

### **Executive Committee – Monthly Meeting**

**December 21, 2005**

**The Chepachet Fire District monthly meeting was held at the Chepachet Fire Station on**

**Wednesday, December 21, 2005. Chairman Earl Newman Jr. called meeting to order at 6:30 PM. Members present were Jaime Hainsworth, Robert Lohr and Geroge Leonhardt, Lynda Martone. Also present were Tax Collector Patricia Svansson, Treasurer David Steere, Chief Robert Dauphinais, Deputy Chief Dennis Huestis and Clerical Assistant/District Clerk Darlene Shields.**

#### **Secretary's Report:**

**All members have received copies of the minutes for the October 19, 2005 meeting for their review. Motion made by Mr. Lohr to accept minutes as presented, second by Mr. Leonhardt and passed 5–0.**

#### **Tax Collector Report:**

**A total of 2,692 bills have been prepared for 2005 taxes. They were mailed out November 29th and on November 30th and were on time. Taxes collected to date are \$61,905.68. Mr. McComick's office has one property that has a scheduled closing for next week and we will be receiving past due taxes on that property.**

**Mrs. Svansson and Mrs. Shields both questioned the process in**

**which cash is collected and the accountability of the cash. The board recommended a receipt book and a safe be purchased for the tax collectors office. Motion made by Mr. Hainsworth to accept report as presented, second by Mrs. Martone and passed 5–0.**

#### **Treasurer Report:**

**Mr. Steere passed out copies of the November and December reports. Mr. Steere indicated all accounts are in good standing with the exception of the incentive pay (Account #6221). We have several large expenses coming up at the first of the year (Truck Lease, Mortgage and Paving of the Parking Lot). Mr. Steere has started transferring accounts into the PIP Account and by January we will have 2 accounts which will be the checking account and the PIP Account. Motion made by Mr. Hainsworth to accept report as submitted and pay the monthly bills, second by Mr. Leonhardt and passed 5–0.**

**Chief's Report: Chief Dauphinais read his report for the months of Octobert and November and submitted written reports to place on file. Motion made by Mr. Newman to accept report as presented, second by Mr. Lohr and passed 5–0.**

#### **Committee Reports:**

**A. Building Committee: Progress on the back building – Chief Dauphinais**

**Siding Complete and they will start working on the interior next.**

## **Old Business:**

### **A. Third Party Billing – Abating Policy**

**Awaiting Letter from Mr. Craven**

### **B. Snow Plow Bids for 2005 – 2006 Season**

**We received 2 bids and after review of both bids Mr. Huestis came in with the lowest and conforming bid that met the Departments requirements.**

**Motion made by Mr. Lohr to award Mr. Huestis the bid for the 2005-2006, second by Mrs. Martone and passed 5-0**

### **C. Audit**

**Mr. Steere passed out the audit for 2004-2005. Motion made by Mr. Newman to accept audit as presented, second by Mrs. Martone and passed 5-0.**

**Mr. Steere discussed his concerns with the amount of errors that were made on the first draft. Mr. Steere recommended to have an outside firm review our Audit and make a recommendation. He also wanted to look into whether we should be following the Gasb 34 financial accounting standards.**

**Motion made by Mr. Newman to Mr. Steere to present audit to a CPA for review of our audit and make recommendation to the Chepachet Fire District Board, second by Mr. Leonhardt and passed 5-0.**

#### **D. Parking Lot:**

**Parking Lot paving completed. Need cement stop in back parking area**

#### **E. Leased Land:**

**Chief Dauphinais presented a letter from Mr. Craven that Mrs. DuPointe was willing to donate the land behind the Chepachet Fire Department. Motion made by Mr. Lohr to accept the donation and contact Attorney Craven to advise him of the board's decision to accept the donation, second by Mr. Hainsworth passed 5-0.**

#### **New Business:**

##### **a. Request for Lights at 328 Douglas Hook Road.**

**Chief Dauphinais received a quoted of \$98.88 yearly cost to add a light at the above address. Motion made by Mr. Newman to send a letter denying his request due to the fact that we are not expending on any additional lighting at this time and give him the option to contact Nationalgrid directly and have lighting installed at his own expense, second by Mrs. Martone and passed 5-0.**

**b. Fema Grant: We did not receive the Fema Grant due the fact we already received funding.**

**c. The Town of Glocester has requested that the Chepachet Fire District waived the planning fee for the New Senior Center. Motion made by Mr. Newman to waived planning fee, second by Mrs. Martone**

**and passed 5-0.**

**d. Christmas Party:**

**There will be a Christmas Party for the members and their families from the three districts on January 13th at the Townsman Club in Mapleville.**

**e. Chief Dauphinais noticed that we have been giving members under 5 years of service an exemption on their fire taxes. Mrs. Svansson has been giving a \$10.00 for new members after the 1st year and \$20.00 each year there after. Said was advised of the exemption rates per Chief Lewin and Chief Chase. The Charter states that you must be a member for 5 year to receive the exemption. The board has determined that as of 2006 taxes that the Charter's guideline are to be adhered to.**

**Dispense of Executive Session at this time.**

**Next scheduled meeting is January 21, 2006 at 6:30 PM.**

**With no further business at this time, motion made by Mr. Hainsworth to adjourn, second by Mrs. Martone and passed 5-0. Meeting adjourned at 7:46 PM.**

**Respectfully submitted,**

