

Chepachet Fire District

Executive Committee – Monthly Meeting

September 17th, 2014

The Chepachet Fire District monthly meeting was held at the Chepachet Fire Station on Wednesday, September 17th, 2014. Chairman Earl Newman called the meeting to order at 6:30 pm. Members present were Robert Lohr, Eric Croft, George Leonhardt and Lynda Martone. Also present were Treasurer David Steere, District Clerk/Secretary Darlene Shields, Chief Robert Dauphinais and Deputy Chief Dennis Huestis and Tax Collector Patricia Svansson. Also present is Captain John Greenhalgh.

Secretary's Report:

All members have received copies of the minutes for August 20th, 2014 Monthly Meeting.

Motion made by Mrs. Martone to accept the minutes as presented, second by Mr. Croft and passed 5 – 0.

VOTER YES NO Abstaining

Earl K Newman, Chairman X

Robert Lohr, Vice Chairman X

George Leonhardt X

Lynda Martone X

Eric Croft X

Tax Collector's Report:

Mrs. Svansson advised that during the month of August that she collected \$13,520.93. Tax sale is on Friday, at 10AM the September 19th. There are 10 properties still unpaid although 2 of those properties RI Housing will be exercising its' right of first refusal.

Motion made by Mrs. Martone to accept the Tax Collector's Monthly Report, second by Mr. Croft and passed 5-0.

VOTER YES NO Abstaining

Earl K Newman, Chairman X

Robert Lohr, Vice Chairman X

George Leonhardt X

Lynda Martone X

Eric Croft X

Treasurer Report:

Mr. Steere passed out the Treasurer's Monthly Report for the month of August all expenses are in the perimeters for being 2 months into the year. Chief mentioned the computer account is high due to computer upgrades on Patty's and Darlene's computers. Mr. Steere made note that we are in good financial position. On hand we have \$742,000 of which \$436,000 is dedicated funds leaving operating expenses at about \$300,000. The August report shows 3rd Party

collection was \$7,400 for the month.

Motion made by Mr. Leonhardt to accept the Treasurer's Monthly Report as presented and to pay the monthly bills, second by Mr. Croft and Passed 5-0.

VOTER YES NO Abstaining

Earl K Newman, Chairman X

Robert Lohr, Vice Chairman X

George Leonhardt X

Lynda Martone X

Eric Croft X

Chief's Report:

Chief Dauphinais did not have his Chief's report due to the Secretary forgetting to do it. Chief will represent at next month

Committee:

Charter Committee: Tabled

Personnel Policy Committee: Tabled

Mrs. Shields questioned if Mr. Craven should be contacted to attend

some future meetings for upcoming topics that may require legal guidance. Mr. Newman feels that once we have a list of items that need legal opinion we will request the Mr. Craven attend a monthly meeting. Mr. Craven will be given a copy of the Agenda prior to the meeting.

Old Business:

1. Septic System:

Chief Dauphinais he is working on the RFP and will be advertising shortly for Bid Proposals.

2. New Rescue Committee:

a. Committee members will be Chief Dauphinais, Captain John Greenhalgh, Captain Paul Silva and Board Member Robert Lohr.

3. Update on State Reports regarding Tax Revenue Numbers for Fire District / Tax Complaine act:

Mrs. Shields advised the board she has left several messages regarding the submission on Social Security for the Tax Complaine Act. Mr. Newman feels that Mr. Craven would need to address this Act and if the District has the right to submit employees social security numbers without their knowledge. Mr. Newman wants to keep this on the agenda for next month and have Mr. Craven look into

this further.

4. Communications System: Chief Dauphinais noted that the Chiefs were meeting the next night to discuss the communication system further.

New Business:

1. Street Lights:

a. Mrs. Shields discussed the meeting she attended regarding street lights. Mrs. Shields explained that Fire Districts can't purchase the street lamps only Town Municipalities are able to purchase the street lights. Mrs. Shields said if the District wanted to go ahead and purchase the street lights the Town of Gloucester would have to intervene on the Districts behalf to purchase the street lights. Mrs. Shields highlighted an email she received from the town indicating the Steve Sette is aware of the street lights project and indicated that the town would have to work with the Fire District for the purchase of street lights. Mrs. Shields mentioned this maybe an opportunity to discuss the Town taking over the street lights. She offered to maybe consider a phase out plan as an option to present to the Town Council. Mr. Steere feels that the town needs to be presented with how many lights and the costs. Chief Dauphinais has already submitted 3 years of street lights cost to the Town last year when we are in discussion with the new period lights that were installed on Main

Street. Town would also have the ability to put cameras on the street lights for police monitoring in the future if they owned the street lights.

2. Open Sealed Bids for Repainting of Engine 11:

Chief Dauphinais indicated that 2 sealed bids were submitted.

A. New England Fire Equipment and Apparatus

1. Check Sheet indicates that are 100% complaint with Bid Specs and cost \$39,498 bid to be reviewed

Mr. Newman asked where the company is located. Chief said in New Haven. Mr. Newman stated that is 2 hours away. Chief indicated that the bid specs stated within 75 miles so that they can check on the progress of the work.

B. Greenwood Emergency Vehicles

1. Check sheet indicates that they are 100% complaint with Bid Specs and cost \$42,995 bid to be reviewed

Mr. Steere questioned if Chief has ever worked with either company in the past. Chief stated he has worked with Greenwood in the past.

Mrs. Shields asked when was a good time to set up a meeting to award bid. Special Meeting to award bid will be on Monday on September 22nd at 7pm.

3. Notice from Auditor General's Office regarding Annual Reporting Requirements:

Mr. Steere mentioned Darlene has been in touch with the Auditor General's office Rina and they have reviewed our previous years Audits and they don't appear to meet their requirements. Mr. Steere's opinion is that we don't meet the thresholds required to do an Audit. Mr. Steere also suggests that we do an audit. The question is what the cost of an audit would cost under their standards. The state is looking for some follow-up information. Mr. Steere met with Darlene this week and is looking to have a teleconference with her next week. Darlene will schedule a teleconference for the end of next week. Mrs. Martone asked if the self reporting template is what will be required from us. The changes will take in effect fiscal year 2015. The dollar threshold for operating budget is \$500,000 and we don't meet that if we back out our capital expenses which will put us under \$500,000 and put us in Tier III. This is a question that needs to be asked to the state. Mr. Steere feels we are under that threshold. He also questioned future budgets that show a truck investment will it count as an operating expense or can it be backed out as a capital expense.

Mr. Steere stated are options are either going to be to do an Audit by the states standards or to do the agreed upon procedures and do the self reporting requirements.

3. Annual Scholarship Steak Fry - October 4th at Camp Watmough's

4 Tax Rate for 2014:

Mr. Steere indicated the town went through a revaluation last year so town wide valuation dropped a little bit by 3 ½ million. Based on the approved budget collection of taxes needs to be \$403,038 and after tax assessor's assessment and our current rate at .965 we would generate \$401,301 in tax revenue. If the rate was at .97 it would generate \$403,380 and at .975 total tax revenue would be \$405,460.

Mr. Steere recommends .976 which is a 1c increase from last year.

Motion made by Mr. Lohr to set the 2014 tax rate at .975, second by Mrs. Martone and passed 5-0

VOTER YES NO Abstaining

Earl K Newman, Chairman X

Robert Lohr, Vice Chairman X

George Leonhardt X

Lynda Martone X

Eric Croft X

The next meetings will be the Special Meeting to Award to Bid for Repainting of Engine 11 on September 22nd, 2014 at 7:00pm the

following Monthly Board Meeting will be on October15th at 6:30pm.

With no further business at this time, motion made by Mr. Lohr to adjourn, second by Mrs. Martone and passed 5-0. Meeting adjourned at 7:19pm.

VOTER YES NO Abstaining

Earl K Newman, Chairman X

Robert Lohr, Vice Chairman X

George Leonhardt X

Lynda Martone X

Eric Croft X

Respectfully submitted, ~~~~~

Darlene L Shields

Darlene L. Shields

District Clerk / Chepachet Fire District