

## **Chepachet Fire District**

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

**November 19th, 2014**

The Chepachet Fire District monthly meeting was held at the Chepachet Fire Station on Wednesday, November 19th, 2014. Chairman Earl Newman called the meeting to order at 6:30 pm. Members present were Robert Lohr, Eric Croft, Lynda Martone. Also present were Treasurer David Steere, District Clerk/Secretary Darlene Shields, Chief Robert Dauphinais and Tax Collector Patricia Svansson. Absent were George Leonhardt and Deputy Chief Dennis Huestis.

Chairman suspended with the normal procedure to let Mr. Geoff Malo present the Fiscal Year 2013/14 Audit.

Mr. Steere advised everyone present the Mr. Malo was hear for 2 reasons. One to present the Audit and to discuss what are requirement s are for the future as reporting to the state.

Mr. Malo presented the Fiscal 2013/14 Audit. Mr. Malo started out by stating that the District as a great financial team working for the District and did a great job this year. The District increased its cash position and lowered our loan down from \$160,000 last year down to \$100,000 this year. Fund balance includes our tangibles and equity is

a million seven. Vehicles and equipment are valued at 978,000 but are more likely worth a million and half. Mr. Malo would like to tighten up the value of the trucks and equipment next year. Mr. Malo indicated that the 3rd Party is down from last year. That is an unknown number annually as is based on calls.

Mr. Steere indicated that the expenditures are about the same from last year the difference is 3rd party. Expenses are right on and revenue is right on with the exception of 3rd party being down this year. Mr. Malo noted the expenses included the truck payment of \$50,000 but in the financial world the loan payment would not normally be on the budget as an expensive because it's paying down a loan.

Mrs. Shields also advised that she has been in contact with the State and they emailed their recommended changes to the by-laws which will allow the District to fall into a different Tier for reporting purposes. The Board will review the States recommendation and decide at a future meeting as to what changes if any should be made to the By-laws. Future financial reporting to the State will be discussed at a future meeting of the Board.

**Audit to be approved at the next Monthly Meeting**

**Secretary's Report:**

**All members have received copies of the minutes for October 15th Monthly Meeting and October 22nd Special Meeting for their review.**

**Motion made by Mrs. Martone to accept the minutes for both the October 15th Monthly Meeting and October 22nd Special Meeting as presented, second by Mr. Croft and passed 4 – 0.**

**VOTER YES NO Abstaining**

**Earl K Newman, Chairman X**

**Robert Lohr, Vice Chairman X**

**George Leonhardt ABSENT**

**Lynda Martone X**

**Eric Croft X**

**Tax Collector's Report:**

**In Mrs. Svansson's read last month's minutes did not show deposit for the month of September which was 10 deposits in the amount of \$19,738.67 for the month of September. For the month of October there were 4 deposits made in the amount of \$3074.25. Mrs. Svansson stated the bills are coming along very well and should be in the mail by the 28th or 19th.**

**Motion made by Mrs. Martone to accept the Tax Collector's Monthly Report, second by Mr. Croft and passed 4-0.**

**VOTER YES NO Abstaining**

**Earl K Newman, Chairman X**

**Robert Lohr, Vice Chairman X**

**George Leonhardt ABSENT**

**Lynda Martone X**

**Eric Croft X**

**Treasurer Report:**

**Mr. Steere passed out the Treasurer's Monthly Report for the month of October. Expenses are at inline maybe a little below. Mr. Steere noted the Septic System has been completed. 3rd Party this monthly had a healthy deposit a little over \$20,000. On hand we have \$728,500 of which \$350,000 is dedicated funds leaving operating expenses at about \$378,000. Darlene will be contacting Navigant to get a payoff amount for the new truck to be paid off in December.**

**Mr. Newman inquired as to the cost of the Per Diem program. Mr. Steere noted that the Per Diem account is \$70,000. Mr. Newman noted the 3rd Party revenue more than covers the cost of the Pier Diem.**

**Motion made by Mr. Lohr to accept the Treasurer's Monthly Report as presented and to pay the monthly bills, second by Mr. Croft and Passed 4-0.**

**VOTER YES NO Abstaining**  
**Earl K Newman, Chairman X**  
**Robert Lohr, Vice Chairman X**  
**George Leonhardt ABSENT**  
**Lynda Martone X**  
**Eric Croft X**

**Chief's Report:**

**Chief Dauphinais read and submitted the October 2014 Chief's Reports to be placed on file.**

**Motion made by Mr. Croft to accept the Chief's Monthly Reports for October 2014, second by Mrs. Martone and passed 4-0.**

**VOTER YES NO Abstaining**  
**Earl K Newman, Chairman X**  
**Robert Lohr, Vice Chairman X**  
**George Leonhardt ABSENT**  
**Lynda Martone X**  
**Eric Croft X**

**Committee:**

**Charter Committee: Tabled**

**Personnel Policy Committee: Tabled**

**Rescue Committee: Tabled**

**Mrs. Martone recommended meeting after the 1st of the year after the Monthly Board is when the Charter Committee and Personnel Policy Committee should schedule to meet. Everyone is in agreement. Mrs. Shields will port agendas for those committee to meet after the Janaury Monthly Board Meeting.**

**Old Business:**

**1. Septic System:**

**Chief Dauphinais indicated that Septic System is done just the start up needs to be done.**

**2. Street Lights:**

**A. Chief advised the board that there has been progress and many of the lights have been now repaired.**

**Remove from Agenda.**

**1. Notice from Auditor General's Office:**

**Covered at the beginning of the meeting with Mr. Malo.**

**New Business:**

**1. Communications System:**

**A. Chief stated the received back to bids which the three Chiefs will be meeting next month to review the 2 bids submitted.**

**The next meetings will be the Monthly Board Meeting on December 17th, 2014 at 6:30pm.**

**With no further business at this time, motion made by Mr. Lohr to adjourn, second by Mr. Croft and passed 4-0. Meeting adjourned at 7:08pm.**

**VOTER YES NO Abstaining**

**Earl K Newman, Chairman X**

**Robert Lohr, Vice Chairman X**

**George Leonhardt ABSENT**

**Lynda Martone X**

**Eric Croft X**

**Respectfully submitted, ~~~~~**

**Darlene L Shields**

**Darlene L. Shields**

**District Clerk / Chepachet Fire District**