

## **Chepachet Fire District**

### **Executive Board – Monthly Meeting**

**April 15th, 2015**

The Chepachet Fire District monthly meeting was held at the Chepachet Fire Station on Wednesday, April 15th, 2015. Chairman Earl Newman called the meeting to order at 6:32pm. Members present were Eric Croft, Lynda Martone, George Leonhardt and Robert Lohr. Also present were Treasurer David Steere, District Clerk/Secretary Darlene Shields, Chief Robert Dauphinais and Tax Collector Patricia Svansson. Absent was Deputy Chief Dennis Huestis.

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

All members have received copies of the minutes for March 18th, 2015 Executive Board Monthly Meeting.

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

#### **Tax Collector's Report:**

Mrs. Svansson stated tax payments have been coming in and collected \$37,571.30 for the month of March 2015.

**Mrs. Svansson has been on contact with Attorney Glenn Carlson who is the attorney we have used for the last couple of years for the Tax Sale and is the same attorney the town used. She is looking to set the tax sale date about 1 month after the Town of Glocetser has their tax sale. She has set the tentative date as of September 11th, 2015 at 10:00am.**

**Mrs. Svansson also mentioned that both she and Darlene have been talking about accepting credit cards and Mrs. Svansson went and talked with the Town's Tax Collector Jane Steere as to who the town uses. Mrs. Svansson questioned if the board would be interested in having the ability to accept credits card for tax payments. Mrs. Martone questions who would be responsible for the fee involved when processing the payment on a credit card. Mrs. Svansson stated the any fees would be the tax payers responsibly and this is also what the town does. Jane stated that the average fee is from 2-3% leaning more towards the 3%.**

**Chief questioned if anyone has asked to pay on credit card and both Patty and Darlene stated they have been asked if we accepted credit cards for payments.**

**Mr. Newman said yes for Patty to look into it further.**

**Motion made by Mr. Martone to accept the Tax Collector's Monthly**

**Report for March 2015, second by Mr. Croft and passed unanimously.**

**Treasurer Report:**

**Mr. Steere presented the Treasurer's Monthly Reports for March 2015.**

**Mr. Steere indicated that we are  $\frac{3}{4}$  the way through the year and the expenses are in line at 67%. Street Lights expenses may go over but this is mainly due to the rate increases at the beginning of the year and Rescue Maintenance is at 93%.**

**Last page of the report \$756,000 in funds of which 347,000 in restricted funds leaving \$400,000 in operating funds. Good month for 3rd party saving of \$16,301 giving a balance of \$251,317 in that account. Mr. Steere stated is we average \$12,500 per month in 3rd party that would get us \$150,000 annually.**

**Motion made by Mr. Croft to accept the Treasurer's Reports for March 2015 as presented and to pay the monthly bills, second by Mr. Leonhardt and Passed unanimously.**

**Chief's Report:**

**Chief Dauphinais read and submitted the March 2015 Chief's Monthly Reports to be placed on file.**

**Motion made by Mrs. Martone to accept the Chief's Monthly Reports**

**February, second by Mr. Leonhardt and passed unanimously.**

**Committee: Charter Committee: Tabled**

**Rescue Committee –**

**Chief Dauphinais stated they the committee has a couple sets of specs and ready to go out bid. Mr. Newman questioned on how long we would advertise for. Chief stated that it would be advertised for at least 1 month. Mr. Newman questioned how long the rates would be guaranteed for. Chief stated is varies and Mr. Newman said 90 days would be good if we can get it.**

**Motion made by Mr. Newman to authorize the chief to put the Bid Spec out for the new Rescue, second d by Mrs. Martone and passed unanimously.**

**Personnel Committee - Tabled**

**Old Business:**

**1. Communications:**

**Chief Dauphinais advised everyone that West Gloucester Fire District had some issues with the contract and their liability if one of the other Districts defaulted on the loan. West Gloucester's attorney is looking into the contract and Chief is waiting to hear back from them.**

**NEW BUSINESS:**

**1. Proposed Budget for Fiscal Year 2015/16:**

**Mr. Steere passed out copies of the proposed budget for all members to review.**

**Proposed budget reflects the following changes**

- a. 3% pay increase for personnel / decrease in inspector**
- b. Audit increase due to new state requirements \$2,000 increase**
- c. \$700 one-time fee for closing on communication upgrades**
- d. Minor adjustments under building and grounds**
- e. Fire Protection Equipment & Operator Accounts**
  - a. Minor adjustment based on this year's budget expenses**
  - b. Reflects large decrease for truck prepayment and removal of truck investment**
- f. Warranties \$2000 increase due to maintenance/warranty fees for communication system**

**Mr. Steere also indicated the he out the capital expenses separately**

**so that it will be clear to the state what the District's capital expenses are and also reflects that our budget is under \$500,000 with capital expenses listed separately.**

**Mr. Steere are indicated that a one-time heart monitor expense is listed under the 3rd party income to be increase by \$30,000 to cover the purchase of the heart monitor.**

**Mrs. Martone excused herself at 6:55pm.**

**Mr. Steere also explained he left the tax revenue at the same as the previous year at \$403,832 with the remainder of funds to come from 3rd party, preplan, interest and fund balance to meet the proposed budget of \$565,247.00**

**Mr. Newman said the board members will take the proposed budget under advisement and asked is anyone had any suggestions or questions to please contact Mrs. Shields prior to next month's meeting and to be discussed and voted on at the next monthly meeting.**

**The next meeting will be the Monthly Meeting May 20th, 2015 at 6:30pm.**

**With no further business at this time, motion made by Mr. Lohr to adjourn, second by Mr. Leonhardt and passed unanimously 4-0.**

**Meeting adjourned at 7:03pm.**

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

**Darlene L Shields**

**Darlene L. Shields**

**District Clerk / Chepachet Fire District**