

COVENTRY FIRE DISTRICT

MEETING OF THE BOARD OF DIRECTORS

March 8, 2016

A meeting of the Board of Directors was held on Tuesday, March 8, 2016 at 6:30 P.M. at the Anthony Fire Station, 571 Washington Street, Coventry, Rhode Island.

The Agenda having been properly posted in accordance with the provisions of the Open Meetings Act (a copy is attached hereto as Exhibit A). Chairman Perra called the meeting to order.

The roll was called and the following Directors of the Board were present: Frank R. Palin, John Cook, Brenda Raposo, S Andrew B. Perra and Nicholas Ahart. Also present were Arthur M. Read, II, Esq., the District's Solicitor to the District, and David P. Krekorian CPA, MST, the District's Treasurer; Robert Catalfamo, the District's Tax Collector and Clerk and Robert Warren, the District's Interim Chief.

The Chairman declared a quorum.

It was unanimously MSV to enter into executive session at 6:35PM for the purpose of discussion pursuant to RIGL 42-46-5 and specifically items (3) (a) (b) (c) on the agenda.

[Executive Session]

It was unanimously MSV to return to Public Session at 7:30PM

It was unanimously MSV to seal the minutes of Executive Session.

The Chairman then led the Board and Public in the Pledge of Allegiance.

The Chief then pointed out the Emergency Evacuation Locations

It was unanimously MSV to approve the minutes of the October 5<sup>th</sup> and October 29<sup>th</sup> 2015 meetings.

The Chairman then announced the results of votes that were taken during Executive Session.

➤ It was unanimously approved to settle with the Kent County Water Authority.

The District will pay eight (8) payments of \$23,470.63 over the next twenty-four (24) months and that a Memorandum of Agreement setting forth the settlement in

greater detail shall be prepared by the Solicitors and executed by the Chairman on behalf of the District/

- It was unanimously approved to settle the North American Power, CFD will make payments over the next three (3) years.

#### Surplus Equipment- Chief Warren

Chief Warren expressed concern over trying to sell equipment that currently has a lean against it from Coventry Credit Union. Solicitor Read advises that CCU can be notified of the districts actions and a partial release can be obtained.

- Pick-up truck has a \$1k bid and fire marshal vehicle currently has a \$2k bid
- Generator is sold
- Engine not sold

#### Tax Collector's Report- Rob Catalfamo

- \$876,713.70 collected for 2016 levy (38%)
- \$120,932.04 still due for Q1
- \$1900.00 due in accruing interest on above

It was unanimously MSV to accept the Tax Collector's report.

#### Treasurer's Report – Dave Krekorian

- Cash balance of \$452,000.00 includes funds needed through the end of the year.
- Recent bills have been paid, including CCU loan interest and \$20k on principal, lease on ladder truck \$60k, lease on rescue approx. 15k.
- Active employees were paid longevity pay for 2015. Payouts for retirees will have a different schedule, as the retirement board requires longevity and holiday pay to be paid out in a lump sum with the balance of what is owed to be paid in monthly installments following a ten (10) month grace period.
- Retirees still required to have retirement payments withheld, CFD must still continue to match at 20%.
- One retiree opted out of medical, CFD required to pay 67% of family plan per contract
- Auditor General looking for a deficit reduction plan for Coventry Fire District.

- Audit due for Coventry Fire District. Engagement letter being sent to Rob Savetti.
- Health benefit liability calculation due for audit (retirees)

It was unanimously MSV to accept the Treasurer's report.

#### Chief's Report- Chief Robert Warren

- Chief expressed concern that CFD is losing firefighters to other fire departments. One Employee has already left to work for North Kingstown and must be replaced per the contract.
- Ten résumés have been accepted, six meet qualifications. Next step will be for candidates to stand before an oral board consisting of three Chief Officers for questioning.
- Town of East Greenwich and Cranston are selecting trained firefighters. In preparation for the potential loss of more manpower, Chief Warren request to hire two (2) firefighters.

Director Hart stated that the Board had to look at the costs of hiring additional firefighter versus overtime cost. He agreed CFD needs to hire one firefighter immediately.

Director Cook asked for a timeline, and May 1 was discussed.

Chief Warren hoped to have final candidates for selection by then next Board meeting.

Mr. Krekorian was asked to provide a cost analysis for the next meeting.

Chief Warren was given the authorization to replace one firefighter, and the Board will look at the cost analysis for consideration of a second.

It was unanimously MSV to accept the Chief's Report.

#### Ad Hoc Committee – Firefighter Masciarotte

- GYM SOURCE – needs authorization for purchase amount, also tax exempt certificate and W9.
- Can be paid on day of delivery of fitness equipment.
- 35 % of contractor cost due at start of support project, balance due upon completion

- CFD will purchase plywood for floor from HOME DEPOT, install to be completed by firefighters.

#### New Business – Chairman Perra

- Repair / Replace fire apparatus and equipment
  - The NFPA requires that firetrucks be refurbished after 15 years and replaced within 30 years. CFD fire truck is at 15 years and due for refurbishment.
  - Not something due immediately, but within the year.
  - Refurbishment could cost upwards of \$120,000.00 depending on condition and replacement parts needed
  - To be planned for next year's budget.
- Tax sale / Engaging firm
  - Approximately \$76,000. in old taxes due
  - Lowest amount due in recent history
  - To be tabled

#### Public Comment

- John D'Onofrio of Doolittle Street asks to know what the final settlement cost for Kent County Water Authority was.
  - \$187,765.04 divided into 8 payments.
- John D'Onofrio asked for a forecast through year end of where the District stands financially and what the District will end up paying to North American Power as the decision to not pay those bills was never a Board decision. He would also like to see numbers going forward and expresses concern over the number of firefighters and response times.

Solicitor Tobin explained the District could not pay many bills from previous years. It is making a conscious effort to reduce the deficit and will take approximately two to three years.

Treasurer Krekorian explained that due to the Board's decision to pay additional bills that the budget has gone through a revision and will also undergo a third revision as well.

Solicitor Read explains that in terms of costs for settling with Kent County Water and North American Power because CFD did not get penalized, it did not cost much more than what it was going to pay anyway.

Discussion takes place on minutes, the current budget, and misinformation going out to the public.

- Mike Moran of Knotty Oak Rd. questioned line item for legal expenses as it he recalls it to be \$190,000.00.
  - Chairman Perra explains the District's Solicitors have been extremely busy with Kent Country Water, National Grid and North American Power during the beginning part of the year. Solicitor Tobin added negotiations, and court hearings relating to the election of Board Members.
- Mike Moran asked if two attorneys are being paid to sit at this general meeting and why.
  - The answer is yes and Director Ahart explained it is to answer some of the litigation and some of the agreements.
- Mike Moran explained he is not being critical but looking at it as a business perspective we should not have to be paying two attorneys for this particular hour.
  - Dave Krekorian explained when the District was in financial turmoil it takes a lot of work to get out.
  - Going forward the goal is not to need two attorneys
  - Adding staff is future goal once debt is paid down.

#### Schedule of Next Meeting

- Chairman would like to change district meetings from Tuesdays to a different day.
- Next Board meeting scheduled for Wednesday April 6 at 6:30 PM for Executive Session and the Public Session at 7:00PM

There being no further business, it was unanimously MSV to adjourn.

Attest:

A handwritten signature in black ink that reads "Robert Catalfamo". The signature is written in a cursive style and is positioned above a horizontal line.

Robert Catalfamo, Clerk / Tax Collector  
May 8, 2016

**EXHIBIT A**

**COVENTRY FIRE DISTRICT  
BOARD MEETING**

DATE OF MEETING: Tuesday, March 8, 2016  
TIME OF MEETING: 6:30 PM  
LOCATION OF MEETING: Anthony Fire Station  
571 Washington St.  
Coventry, RI 02816

- 1) Call to Order
- 2) Attendance
- 3) Move to Executive Session Pursuant to RIGL 42-46-5
  - a. Pursuant to RIGL 42-46-5 (a) (2) Sessions pertaining to litigation: KENT COUNTY WATER AUTHORITY v COVENTRY FIRE DISTRICT C.A. NO.: KC2015-0487; The Retirement Board of the Municipal Employees' Retirement System etc. v. Coventry Fire District; KC2015-1099. Discussion/Resulting Action
  - b. Pursuant to RIGL 42-46-5 (a) (2) Claim of Nationalgrid, Claim of North American Power; Claim of Mold/Water loss insurance claim and Claim of Jeanne Lukowicz. Discussion/Resulting Action.
  - c. Pursuant to RIGL 42-46-5 (a) (2) A discussion of the job performance of the Tax Collector/Clerk. Discussion/Resulting Action 4) Recess from Executive Session and return to Public Session.
- 5) Pledge of Allegiance
- 6) Emergency Evacuation
- 7) Approval of Regular and Executive Session Minutes of October 5 and 29, 2015 meeting.
- 8) KCWA Case. Discussion/Resulting Action
- 9) National Grid Case. Discussion/Resulting Action
- 10) North American Power Case. Discussion/Resulting Action
- 11) Action re surplus unused equipment. Discussion/Resulting Action
- 12) Tax Collector's Report
- 13) Treasurer's Report
- 14) Chief's Report
- 15) Report of *Ad Hoc* Committee on Physical Fitness. Discussion/Resulting Action
- 16) New Business:
  - a. Discussion regarding repair and replacement of fire apparatus and equipment. Discussion/Resulting Action.
  - b. Discussion regarding holding a tax sale and engaging a tax sale firm. Discussion/Resulting Action.
- 17) Public Comment
- 18) Schedule next meeting

19) Adjournment.

POSTING INFORMATION: Coventry Shell Station, Coventry Housing Authority and Anthony Fire Station and The Rhode Island Secretary of State's website.