

**DRAFT**

**Manville Fire District – Minutes July 14, 2015**

**Date of Meeting: Tuesday July 14, 2015**

**Time of Meeting: 7:00pm**

**Place of Meeting: Manville Fire Department**

**112 Old Main Street**

**Manville, RI 02838**

**1. Pledge of Allegiance – Lead by Chairman Lake @ 7:00 pm**

**2. Roll Call of Officers-**

**Present – Warden Ron McKenna**

**Warden James Akers**

**Chairman Bob Lake**

**Warden Jerry St Germain arrived at 7:40 PM**

**Also Present -**

**Deputy Chief Michael Forget**

**Clerk Lee Lamothe**

**Absent - Warden Paul McKeon**

**3. Motion to approve previous meeting minutes**

**Warden Akers makes a motion to accept the minutes of the June 9, 2015 Regular Meeting as presented, seconded by Warden McKenna. The Chairman overlooked the Special Meeting Minutes of June 9 and will include them with next month's package for approval. A draft of these minutes is posted on the SOS websites. Approved 3-0-0.**

#### **4. Reports**

**a. Chairman Report & Communications – Chairman Lake tells the wardens and the audience about the most recent OMA complaint of April 21, 2015. MFD needs to respond to the Attorney General within 30 days of the receipt of this complaint. This complaint is a recapitulation of prior complaints by Desmarais and McBurney.**

**The Chairman wants to give an update on the new truck later on in the Agenda.**

**b. Treasurer and Tax Collector Report – Treasurer McKenna says that the fire district has collected 92.9% of the taxes it is owed for 2014. This is down from last year. The fire district bases its budget on a 95% collection rate and it seems this year we will fall short. Delinquencies total \$104,981.96. MFD has more delinquencies now than we did at this time last year. The Treasurer has also included a statement of Assets which has a balance of \$654,650.37 for July 2015.**

**He also presents his report that shows we have expended \$277,617.02 from the current fiscal year budget with \$43,153.86 remaining for the year. Legal bills for 2015 are much higher than expected mostly due Desmaris/McBurney complaint dating back to 2007. We have now exceeded the budget.**

**The treasurer mentions that the auditor's compilation 2014 has been completed and received. There are copies to review.**

**There are no abatements tonight but there will be some before the end of the year.**

**The Chairman comments that money was received from Desmarais to process the last APRA request and that we have one additional APRA**

**request pending as we await additional funds to research that.**

**Motion by Warden Akers to accept the Treasurers/Tax Collectors Report seconded by Chairman Lake. Approved 3-0-0**

**c. Chief's report –. There were 37 runs – 31 in Manville, 5 in Albion, and 1 in Limerock. We averaged 7.5 firefighters per call. Trainings – A total of 3 training nights of tactics training.**

**The Chairman notes there were no coverage issues for the holiday. This is confirmed by the Deputy Chief.**

**Motion made by Warden McKenna to accept the report as written, seconded by Warden Akers. Call for vote. Approved 3-0-0.**

**d. Auditors report – No Report**

## **5. Payment of Bills**

**Chairman Lake reads all the bills out loud. The total is \$8,581.02. A motion to accept bills was made by Warden McKenna and seconded by Warden Akers. Approved unanimously 3-0-0.**

## **6. Income**

**Total of \$338.57 this month (6/9-7/13) this was for a smoke detector inspections and a repayment to the district from the Manville Firefighters Association.**

**\$90.00 was for smoke detector inspections.**

**\$248.57 was to repay the district for a charge incurred by the association**

**Motion made by Warden Akers and second by Warden McKenna to approve the income report.**

**Approved 3-0-0.**

## **7. Old Business**

**a. Utility Truck Update – The Chair explains that part of the purchase and sales agreement requires the vender to submit photographic updates of the new truck. All electronics have been ordered. Our radio has been given to them and they will be installing. They have a photo of our lettering which they will do before the delivery of the truck. Updates will continue to come in every 2 weeks and the Chairman will post them on the bulletin board for all who are interested.**

**b. Policies and Procedures Sick Time Policy/ Abatements and Record Retention, Clerks responsibilities and compensation. This has been on the monthly agenda for several months now and the Chairman would like to address these items tonight. The Chairman reads the policies (Sick Time/Abatements/Records Retention/Clerks Responsibilities and Clerks Compensation) out loud for the record. Warden McKenna makes a motion to approve all Submitted Policies except those related to the Clerks compensation, Second by Warden Akers. Approved 3-0-0.**

**Warden McKenna thanks the Chairman for the amount of work that was required to get these policies complete.**

## **8. New Business**

**A report and recommendation from the Deputy Chief Forget on an energy audit with a two year payback prepared by RISE. RISE is suggesting replacing all the light bulbs in the station with LED lights. The lights are warranted for 1 year and the ballasts would be warranted for 2 years. Many of these upgrades are free but to do the entire station would cost \$1,512.59. They offer a 12 or 24 month payment plan or a one-time payment discounted price of \$1,285.70. The estimated cost savings would be \$700 per year.**

**The Treasurer identified line items in our budget that could be utilized to fund the project. Motion made by Warden McKenna to make a one-time payment of \$1,285.70 to RISE for electrical efficiency upgrades and that it come out of the unexpended dollars in the audit account (5230). This motion was seconded by Warden St.Germain. Approved 4-0-0**

## **9. Public Comment**

**None**

## **10. Motion to Adjourn**

**A motion to adjourn made by Warden McKenna at 7:44 PM, second by Warden St.Germain. Approved 4-0-0**

**Date Agenda Posted SOS: 07/09/15**

**Date of Meeting: 07/14/2015**

**Posted: SOS, MFD Station, Manville Post Office, Town Hall**

**Minutes submitted to Board:**

**Draft Minutes posted on SOS: 7/20/2015**

\_\_\_**Bob Lake**\_\_\_\_\_

\_\_\_**Lee**

**Lamothe**\_\_\_\_\_

**Chairman**

**Clerk**