

# **Central Coventry Fire District**

**August 15, 2006 - 6:30 pm**

## **Minutes**

**1. Call to Order Time: 6:35pm**

**2. Roll Call**

**Pres. – Girard Bouchard VP – Michael New Treasurer – Tom  
Lacolle**

**Anna Mae Lapinski Joe Bonn Robert Crowe John Bowen**

**Linda Bennet Chief Hoxie - Chief Seltzer arrived at approx 6:45**

**Richard Tellier not present**

**3. Approval of Minutes of the previous Board of Directors Meeting**

**Chief Seltzer will have these at the next meeting**

**4. Chief's report – attached – accepted as read – discussion below**

**Motion: John Bowen Seconded: Bob Crowe**

**Admin #5 – Health insurance Chief Noonan (Tiogue)**

**Linda Bennet spoke to Blue Cross – He has one dependant 19 yrs old.**

**If she is not a full time student she will be removed and plan changed  
to subscriber and spouse automaticly by Blue Cross.**

**Anna Mae Lapinski stated amount for subscriber and spouse was  
equal to family plan**

## **Maint & Repairs #2**

**Harris Rescue 5 Blown Motor – Harris is running an Anthony rescue  
until repairs can be made**

**Bob Crowe asked if Chief was confident it was worth the money to fix  
Chief said yes.**

**Purchase order presented for \$7500 + installation – American Truck &  
Trailer**

**Motion: Mike New Second: Joe Bonn**

**Approved**

## **5. By-Laws Committee Report**

**Anna Mae Lapinski - Recently received needed info will email  
proposed by-laws to board before next meeting**

**Question raised by Linda Bennet as to scheduling of Special Meeting  
to propose by-laws & budget to taxpayers**

**Discussion of dates in September**

**Clerk read from charter Notice must be posted not less than 30 days  
before meeting twice in a newspaper circulated in Kent County and at  
all Stations within the District**

**Motion by Bob Crowe 2nd by Joe Bonn**

**Special Meeting for presenting new by-laws and proposed budget be  
held on October 3, 2006 at 7:00pm**

## **6. Negotiation Committee Report**

**Mike New – no meeting, board has voted, if union wants to request  
meeting with the committee he will set one up**

## **7. Salaries of Appointees and Board Members**

## **Discussion of salaries for previous boards**

**Central - \$700 Members VP \$750 Pres. \$1500 - Payroll**

**Washington - \$1000 Members Chair \$1500 – Stipend**

**Harris - \$600 Clerk \$2500 Tax Collector \$2500 Treasurer - Payroll**

**Tiogue - \$900 Members – Stipend**

**Jerry Bouchard recommended members be paid thru payroll not as a stipend. Harris had been audited by the IRS and they suggested payroll was the best way. Tom Lacolle agreed that it was a good idea.**

**Discussion about weather paying board members thru payroll would cause an issue with workers comp. Workers comp can be waived as board members are not employees or subcontractors.**

**Discussion about when/how members should be paid. Mr. Bouchard said the workload would be heavy for 4-5 months then should go down to 1 meeting per month. Chief Hoxie suggested paying and amount per meeting. Mr. Bouchard felt a set amount per year was better. Mr. Bowen suggested paying quarterly. All agreed that was a good idea.**

**Motion: John Bowen    Seconded: Mike New**

**Approved**

**Board Salaries: President - \$1,700**

**Vice President - \$1,500**

**Directors - \$1,200**

**To be paid quarterly with quarters starting on September 1st**

## **Salaries for Appointees**

### **Totals from 4 Districts**

**Central - \$36,350**

**Washington - \$34,000**

**Tiogue – 17,300**

**Harris – 9,700**

**Total all 4 Districts - \$97,350**

**Per Linda Bennet the Consolidated Budget calls for \$80,000. However this was a total number that was plugged into the budget. She did not have a breakdown of the total for each position.**

**Mike New felt the increase in workload required an increase in pay. But we should also stay within the \$80,000 in budget.**

**Joe Bonn felt the board should talk to the Tax Collector and Tax Assessor to find out how they felt their workload was going to increase and how it might affect the hours they were working.**

**Jerry Bouchard said the number of hours would not be increasing as they were both still part time positions.**

**Tracy Hall spoke about the fact that the tax collectors job has very busy times and very slow times.**

**Bob Crowe said currently the Chiefs often deal with Tax issues and asked if Collector and/or Assessor would be available 5 days a week.**

**Chief Hoxie said he spends roughly 5-6 hours a week dealing with Collection issues.**

**Anna Mae Lapinski thought the board should wait to set a salary until after speaking with the Tax Collector.**

**Chief Seltzer said the Collector and the Assessor currently work 12 hours per week each.**

**Motion by Mike New Second by Bob Crowe**

**Tax Collector - \$20,000**

**Treasurer - \$17,000**

**Special Assistant - \$13,000**

**Tax Assessor - \$10,000**

**Admin Assist - \$10,000**

**Chief Seltzer is looking for the Admin Assist position to be 12-16 hrs per week and thinks \$10,000 is too low. He was thinking more like \$15-\$16 per hour.**

**Linda Bennet had questions about putting a \$ amount to a job with no**

**description. Specifically her job as special assistant.**

**Discussion**

**~?~?~?**

**Motion withdrawn by Mike New**

**New Motion by Mike New    Seconded by Bob Crowe**

**Approved Unanimous**

**Tax Collector    \$20,000**

**Treasurer    \$17,000**

**Financial Analyst    \$14,500**

**Tax Assessor    \$10,000**

**Admin Assist    \$12,000**

**Total    \$73,500**

**Board Members    \$9,200**

**Grand Total    \$82,700**

**8. Discuss Pension Board's contact with the District**

**Address the second pension that Tiogue has**

**Linda Bennet in speaking with Executive Director regarding change in number of people issue came up of \$21,000 sitting in a plan for a previous Treasurer at Tiogue who has since died. Question for the board – Do you want to dissolve the plan and add the \$21,000 to the plan including the f/f?**

**Motion: Mike New Second: Anna Mae Lapinski**

**Approved**

**9. Set meeting schedule for remainder of fiscal year**

**Girard Bouchard – 1st & 3rd Tuesday @ 6:30**

**Anna Mae Lapinski – which will be regular meeting?**

**Chief Hoxie – if approving P.O. & Bills to be paid 3rd is better for timing**

**Mike New – Is the Clerk available those nights?**

**Tracy Hall – Yes, not available 2nd & 4th**

**Girard Bouchard – Regular Meeting will be 3rd Tuesday at 6:30pm**

**Next Meeting will be Tuesday August 29th 6:30pm**

**10. Introduction of new business to be considered at the next Board of Directors meeting:**

**Chief Seltzer has a list of questions regarding procedures for Purchase orders, approving payment of bills & etc. He will provide a list to each board member for review prior to the next meeting.**

**Mike New requested an item for Old Business be added to the agenda.**

**11. Adjournment**

**Motion: Anna Mae Lapinski Seconded: Mike New**

**Time: 8:30pm**