

**Central Coventry Fire District
Board of Directors Monthly Meeting
June 15, 2010 – 7:00 pm
240 Arnold Road**

Minutes

1. Call to Order – 7:03

2. Roll Call

President: Girard Bouchard Jr.

Vice President: Joe Bonn

**Directors: – Bob Crowe – Linda Giguere – Ronald Gizzarelli -Anna
Mae Lapinski, Armond Niquette**

Treasurer: Tom LaColle

Tax Collector: Jeanne Graemiger

Clerk: Christine Moniz

Chief : Robert W. Seltzer

Asst. Chief – Scott Tucker

Union President Dave Gorman

Not Present – Director Gizzarelli, Dave Gorman

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

05/18/2010

**Motion to Approve Director Crowe Seconded: Director Lapinski
All Vote Aye**

4. Communications- President Bouchard read aloud the letter from the State of RI in regards to the RI Motor Vehicles Taxes. We will discuss the letter later in the meeting.

5. Old Business - V.P. Bonn discussed going over the by- laws and the charter and would like to make a few suggestions on the changes. Also included in the meeting packet are the changes highlighted.

President Bouchard stated any by-laws and charter change needs to get changed by the board then presented to the public at the annual meeting.

The charter has to be approved by the State Legislation.

In the by- laws one of the changes made is to strike out “with the Board’s prior approval ” this would allow the President of the Board to sign for the Fire District. Director Crowe was concerned just having the President sign certain purchases or a union grievance without the approval of the board. Director Lapinski was not comfortable with that line being a strike out and giving the President more authority. The Board needs to approve what the President needs to sign. The Board will only give permission to review any

pre-approved district business. Treasurer Tom LaColle wanted to know how we define board approved business.

Director Lapinski stated maybe we should just leave well enough alone. Better off leaving it as appose to striking it out. President Bouchard agrees to just leave it will enough alone. Director Lapinski stated that if there is a change in agreements then we can call an emergency meeting to approve. Director Giguere stated we could just remove the word “prior” out of the by -laws and that should resolve the issue.

President Bouchard wants to know if the Board wants to vote on the changes tonight and then present it at the Annual Meeting.

Motion to remove the word “prior” from section 2 D of the by- laws.

Motion made by President Bouchard Seconded by Director Giguere.

All Vote Aye

Director Crowe wants to know how we could give the Chief more responsibility to control the budget and cut out extra expenses. He would like to give the Chief more responsibility in the by- laws to make cuts.

Treasurer Tom LaColle stated that the Chief will present to the Board what is needed to cut or add to the budget.

Treasurer Tom LaColle wants to add unexcused to the line 6B instead of someone just not showing up. Also, add in a definition of what is an excused absent. Can the President decide what is excused and what is unexcused?

The Treasurer asked who decides if it is excused or unexcused absent. The President should decide what is excused.

Director Lapinski stated that maybe a more explained treasurer report should get sent to the Board and Director Lapinski also stated that 4 excused absences is not acceptable.

Director Crowe stated that we increase the absent to three consecutive meetings.

Director Lapinski wants to change some of the language for payroll and associated responsibility under duties of the Treasurer. He just has to account for and reporting of the payroll.

All voted on the changes in the By-Laws as follows:

In Article 3 Section 3 Duties of the appointees the following change was made instead of the Treasurer “shall be responsible for the payroll” it will read “shall be responsible to account for, and report on”.

In Article 3 Section 5 Duties of the appointees the following change was made “shall cause for fiscal responsibility of the budget” was

added to the Chief of the Departments responsibilities.

In Article 3 Section 6B the following change was made “if an appointee misses two (2) consecutive meetings of the Board of Directors” to “if an appointee has two (2) consecutive unexcused absences from the meetings of the Board of Directors”

Motion to the approve the amendment article 3 section 3 recorded by the Chief Motion made by Director Lapinski Seconded by: Director Giguere

All vote Aye.

Motion to the approve the amendment article 3 section 5 recorded by the Chief Motion made by President Bouchard Seconded by: Director Crowe

All vote Aye.

Motion to the approve the amendment article 3 section 6B recorded by the Chief Motion made by President Bouchard Seconded by: Director Lapinski

All vote Aye.

Changes in the Charter - If there is any dark grey highlight then there is a change in the Charter.

Director Lapinski suggested that the minutes reflected the changes

in the wording in the by-laws and charter.

**Motion made for the wording to be reflected in the minutes by:
President Bouchard Seconded by: Director Giguere**

All vote Aye.

Page one Section B Change the annual meeting date from “second Monday in September” to “first Monday in October”.

Motion made by President Bouchard Seconded by: Director Giguere

All vote Aye.

Page 3 paragraph F change ”for a period of up to sixty (60) days” to” until the next Annual Meeting”. Page 3 Section G Change from “upon the occurrence of any vacancy in any elective office of the District, an election will be held the president shall call a special meeting of the District for the purpose of electing a qualified elector to fill the office vacated for the remainder of the original term of office. Said special meeting shall be held within sixty five (65) days from the date such original vacancy occurs.” to “upon the occurrence of any vacancy in any elective office of the District, at the ensuing Annual Meeting, an election will be held for the purpose of electing a qualified elector to fill the office vacated for the remainder of the original term of office”.

Motion made to approve by President Bouchard Seconded by V.P.

Bonn

All Vote Aye.

Page 3 section 6 add to the line (5) “Purchase equipment” to “purchase and sell equipment”. Motion made to approve by President Bouchard Seconded by: Director Niquette

All vote Aye

Page 4 Section 7 change “for making cisterns and reservoirs; for paying salaries of district officers and employees, firemen, as well as members of the rescue unit known as Central Coventry Rescue” to “for making cisterns and reservoirs; for the purchase of necessary vehicles and equipment to operate and maintain emergency medical services; for paying the salaries of district officers and employees”.

Motion to move passage made by President Bouchard Seconded by: Director Lapinski

All vote Aye

Page 5 section 14 - remove section 14 from the Charter.

Motion made to remove by president Bouchard Seconded by: Director Giguere.

All Vote Aye.

Section 15 change to section 14 also change “This act shall take effect no later than sixty days after it enactment and all acts or part of

**acts inconsistent herewith or repugnant thereto, are here replaced”
to” This act shall take effect immediately upon approval and all acts
or part of acts inconsistent herewith or repugnant thereto, are hereby
repealed”.**

**Motion made to move passage by President Bouchard Seconded by:
Director Giguere.**

All vote Aye

This will have to be presented to the public at the annual meeting.

**6. Presidents Report –Met with the Chief several times on the recent
legislation also made several phone calls we will discuss the meat
and potatoes of the discussions later in the meeting. No issues have
come up other than that.**

Motion to Approve Director Giguere Seconded: V.P. Bonn

All Vote Aye

**7. Chiefs report – Personnel – James Peltier has filed for a disability
pension. We have not received word yet from the Pension Board,
David Gorman still out with a knee injury he is expected back this**

week, Kevin Schnell out with a back strain and is expected back shortly, and Ryan Garrahan is out with a knee injury and is currently going through physical therapy.

Administration – Nothing further in the new fire station project. We have not received any information in the James Buckley case, it's still ongoing. Tax collections office has been moved to the old library in the Town Hall Annex. We are working with a contractor to get pricing on the installation of air conditioning. We have commandeered a unit at no cost to the Town. (Action Item) Vote on permission to expend the funds for the installation.

We are no longer receiving money from the State for motor vehicles. In this current fiscal year we will lose \$84,000.00. In the next fiscal year we are going to lose \$225,000.00 in revenue. We need to discuss what avenues we have to fill the gap.

Stations – Station 5 repairs from the flooding is in progress. We are just waiting to settle the payment that will cover the expenses related to the damages.

Motion to Approve Chief Report: Director Giguere Seconded: V.P. Bonn

All Vote Aye

ACTION ITEM – President Bouchard mentioned that the Board approved an allotted amount for the repairs to the Tax Office and the Chief managed to save a few thousand. With the amount saved is it enough to continue with the installation of the air conditioning unit without voting on an allotted amount. The Chief said that it would not be a problem. President Bouchard gave the Chief permission to continue with the project but to keep him aware of the expenses. All of the Board Members agreed.

8. Treasurer's Report – the treasurer Tom LaColle went through the entire budget by line item and explained what was spent, what the larger expenses are due to and highlighted the overage in overtime. The Treasurer suggested a tax increase so we can make up for the loss of the motor vehicle taxes.

**Motion to Approve: Director Crowe Seconded: Director Niquette
All Vote Aye**

9. Tax Collector's Report – Talked about the difference in what tax collections report stated as monthly collections and what the Treasurer has in his line item. It was stated the lower amount was due to reimbursements due to abatements. Also, legal fees that were paid.

Motion to Approve: Director Crowe Seconded: by Director Giguere

All vote Aye

Tax Collector brought letters to the Board for requests of exemptions.

The Board stated that at this time we do not have any exemptions for our bills and that a letter will go out to the tax payer explaining this. President Bouchard directed the Clerk of the Board to take care of this matter.

President Bouchard requested that the money collected gets transferred on a weekly basis instead of monthly. The president wants this as a directive. The treasurer needs the money and will go and make the deposits if he needs to.

New Business - President Bouchard went over the letter from the state about the loss of tax payment for automobiles. It also states that we are allowed to tax for fiscal year 2010. The President and the Chief feel that we can send out a tax bill for the automotive based on 2009 value. We can go down as low as a value of 501.00 or more. The President and Chief feel we should tax the auto and do not charge any interest for 2010. This could fund the next fiscal year budget. The President stated if we do not tax the auto we need to make it up with the property.

The President would like to get an action going now instead of leaving the tax office in limbo.

The President wanted the Board to decide are we going to raise the tax on property, and how much? That way Chief and the Treasurer

can start working on a budget

President Bouchard had the Clerk set up a Budget meeting for the 13th of July and post it on the State Web site.

Supplemental tax bill for the 2010 set up a lump sum. Send out bills now to cover the deficit for this fiscal year.

Also, approach the Union to make some concessions in their contract. Look to address the union sooner and to make a change and also talk to them after the annual meeting.

The Tax Collector felt it would be a long process and quite an expense to send out a supplemental tax bill.

Motion made to add the motor vehicle to property tax, and to increase property tax and the commercial tax.

Motion made by: Director Crowe Seconded by: Director Giguere and Director Niquette.

All vote Aye on: no motor vehicle tax and increase the property tax and commercial tax

Director Lapinski stated that this year's loss is a loss.

10. Good and Welfare – The property owners on Wood Street will not accept our counter offer. The property owners are prepared to set up

a long term lease. The Board decided to hold off on a new station until we see what type of funding we will have in the future.

11. Motion made adjourn 10:25 p.m. by: Director Giguere Seconded by: V.P. Bonn

All Vote Aye.