

**Central Coventry Fire District
Board of Directors Monthly Meeting
January 18, 2011 – 7:00 pm
240 Arnold Road**

Minutes

1. Call to Order – 7:01 p.m.

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

Also present at the meeting- Capt. Hall, FF Simpson, Lt. Stevens

Not Present – Treasurer Tom Lacolle, Director Crowe

3. Approval of Minutes of the previous Board of Directors Meeting – 11/16/2010

Strike out of the word extremely

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

4. Communications- Thank you note from Chief Rene Coutu's widow

5. Old Business – Review the mobile data system. Hold off until the Chiefs report. Review the results of Health Care Coverage meeting held on November 26, 2010. Those who were present at the meeting are as follows: Director Giguere, Director Lapinski and President Gorman. After reviewing the information entitled “RI Common Law Marriage – Fact or Fiction” the outcome results are.

1. If a couple meets the criteria of Common Law, the department should provide health insurance to the employee's partner as a spouse.

2. This change would affect health insurance only, in no way is it intended to be extended to any other benefits.

3. The appropriate language establishing the criteria the department requires to accomplish this change should be prepared by our attorney.

A motion was made by President Bouchard was to continue the Health insurance policy as it stands and to accept the report from the review committee.

Motion to Approve: Director Gizzarelli Seconded by: Director Niquette.

6. Presidents Report – the paper work for Coventry Credit Union was signed and ready to go. The President visited with the tax office two times this month to check up on the progress on the collection of past due taxes. Also visited the new recruits all seems to be going well. The President took some time to visit Station One, Seven and Four with no complaints.

The President and the Chief made an appointment with Dimeo Construction. They are \$100.00 less per square foot than Quirk. It would cost 12 million to build and 85 thousand per year for the land alone if we went with Quirk.

Also, the President sat in with the building committee to review revised plans of the building. If the district found land large enough to build the station as one level that would also save the district money.

The president sat in as a mediator for the Coventry Fire District Annual meeting all went well.

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

All Vote Aye

7. Chiefs report – FF Garrahan is back to work, FF Marcotte is still out on OJI, Lt. Stevens is back to work this week, and Lt Leveillee is still out on OJI.

The Fire Academy is running in its 9th of 12 weeks.

Report on the Toughbook – in the current budget I planned on the purchase of Panasonic “toughbook” computers and dispatch software for all of our department apparatus. The cost for the entire project is \$51,512.90, spread out over 3 years. This was going to be a lease/purchase agreement @ \$1,635.25 per month for three years. This project gives us internet connectivity, connectivity with Fire Alarm Headquarters, connectivity with our main computer system at the stations , connectivity from truck-to-truck ; and access to all of our preplans, hydrant locations, building owner data, etc. The lease payments are budgeted under “Loan Payments” in the current budget. I would like permission to move forward with the project.

(Action Item)

Captain Hall, Battalion Chief Cady and Firefighter Marques are requesting permission for educational reimbursement. (Action Item)

Vote on Action Item (1) “toughbook” Motion to accept made by Director Niquette Seconded by Director Gizzarelli

All Vote Aye

Vote on Action Item (2) Educational reimbursement Motion to accept made by President Bouchard Seconded by Director Gizzarelli

All Vote Aye

The Chief reported on repairs to stations and discussion on the layout for conceptual planning of the new fire station. Captain Hall will report on the status of the plans.

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

All Vote Aye

8. Treasurer's Report - President Bouchard went over the budget with the Board. They also discussed two pensions that were not funded back in 1992. One of those pensions was BC Cady's. He would like to buy back the time lost with the district paying their match. The Treasurer will have to look into this further and get the right figure from ERSRI and the district will have to look into the prior time and verify the dates.

Captain Hall also has incorrect figures reported to the state, but the problem is he is still unable to find record of contributions or lack thereof. The dates in question are July 92 – Jan 93 and May 92 – June 93.

The total potential contribution that the District will have to make for BC Cady is around \$1,000.00. The amount for Captain Hall is yet to be determined.

**Motion to Approve: Director Giguere Seconded: Director Gizzarelli
All Vote Aye**

Director Gizzarelli mentioned that he would like to see prior years or trends on the budget worksheet. President Bouchard said that we usually have the trends but he used the worksheet with the current totals.

Mention was also made to establish a directive to the Treasurer of the Board to turn over the records for the District Annually. If anything should happen to the Treasurer then we have the copies we would need from the past. The Board felt this was a good idea. FF Simpson also made a suggestion to scan the bills and put them on a disc so we can have a backup.

9. Tax Collector's Report – received a check for the first Qtr 2010 for Coventry Health in the amount of \$11,188.51. They still owe \$149,529.67 in back taxes. We might have to look into a suit against the company instead of tax sale. The Chief also suggested that we go after the title company since they are the one's that incorrectly quoted the amount owed on back taxes. They did not research the

property thoroughly.

Legal letters have been sent out from 2009 – 2010. The tax payers that are late in payment from 2009 are getting a letter from the Lawyer. The tax payers that owe from 2010 are getting delinquent letters from the tax office.

Also an issue in regards to a payment made to the town instead of the district by tax payer Madilyn Harrington. She was charged \$42.00 in interest when she did pay her taxes just to the wrong department. The President suggested that we give her credit for the interest so a motion was made by President Bouchard to pay back the \$42.00 and Seconded by Director Gizzarelli

All Vote Aye.

Motion to Approve tax collectors report: Director Gizzarelli

Seconded: Director Giguere

All Vote Aye

10. New Business – Captain Hall reported to the Board the status of the new station and also gave report that pertains to the Sandy Bottom Rd location. Recent developments have prompted the department to make a decision on the Sandy Bottom location site quicker than we hoped. Chief Seltzer asked the Building Committee to prepare a recommendation to the Board regarding that site. They are as follows:

It was agreed that the property available to us is too small, taking into considerations the districts needs to expand in the future.

The cost of acquiring the property is high. It would burden the District. The building Committee also recommends that the District continue the search for other potential locations.

The committee is also looking into not only the build of the District new Headquarters but also the repairs on the stations that are staying open.

Chief report on the budget under New Business – the Chief presented a power point presentation to the Board as to where we are in the Budget and what we can look forward to in the future. Some of the key points that were made are as follows:

- Central Coventry Fire District Area Statistics- the most built-up district in town.**
- Most Mobile home parks lie within the district, High elderly population.**
- All town emergency shelters are in the CCFD.**
- Largest percent of Public Safety Emergency calls.**
- Discussed the staffing of 5 stations.**
- We respond to 10 emergency alarms a day.**
- Future Projects – New Fire Station to combine station 3 and 4.**
- Increase staffing 10 ff/emts per platoon with one floater this process**

will be completed at the conclusion of our current recruit class.

- Replace another rescue 2-3 yrs, replace squad 3, replace engine 7.**
- Replacement program for turnout gear.**
- Set up emergency reserve fund.**
- Fire Station repair.**
- Future consolidation with Anthony Fire District.**
- Chief and Assistant Chief Job descriptions for future replacement.**
- Long term planning into the future.**

Discussion after power point led to the Board to go into Executive Session for discussion on new station.

11. Good and Welfare – Director Gizzarelli discussed an issue that was brought to his attention by a taxpayer in regards to getting a copy of a tax bill. This tax payer explained that he asked for a copy and was told that he could not get one because it was the Districts policy. The tax collector explained that any tax payer can get a copy and that this person must have misunderstood. Director Gizzarelli will look into it further.

Director Gizzarelli also inquired about getting a copy of a map that outlines the districts. The Chief said we will work on it. Director Gizzarelli also brought up looking into auto pay.

12. Executive Session

Motion to take a roll call vote to go into Executive Session at 8:54 p.m. Motion made by President Bouchard and Seconded by Director Lapinski

All Vote Aye to go into Executive Session.

Back into open session at 9:37 p.m. Motion made by Director Lapinski to seal the minutes of the Executive Session Seconded by President Bouchard

All Vote Aye

Motion made by Director Niquette to instruct the building committee to move forward with identifying property to locate a new fire station because such a facility is determined to be needed by the Board of Directors. The 71 Sandy Bottom Road property will not be considered at this time. Seconded by President Bouchard

All Vote Aye

13. Motion made adjourn 9:43 p.m. by Director Giguere Seconded by V.P. Bonn

All Vote Aye.