

**Central Coventry Fire District  
Board of Directors Monthly Meeting  
March 15, 2011 – 7:00 pm  
240 Arnold Road**

**Minutes**

**1. Call to Order – 7:03 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**

**Not Present – Director Crowe, Director Niquette, V.P. Joe Bonn**

### **3. Approval of Minutes of the previous Board of Directors Meeting – 02/15/2011**

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

**4. Communications-** a letter from tax collections office in regards to tax sale and overdue taxes. The second letter was addressed to the Chief from the Town Manager. The letter was a complaint from Mrs. Pellegrino. She claims that the property is not in her name and it was turned over to her son. She did state that her taxes were brought up to date. The Tax Collector stated that she has not paid taxes since 2001. It has not been transferred legally to the son. The property in question is a trailer and we cannot sell a trailer at tax sale but we can sell it in a sheriff sale. Mr. Gizzarelli asked if we can send out a questionnaire to find proof if she or the son owns the trailer. Mr. Gizzarelli was informed that we get the info from the town tax roll. This person owes the money and she has not paid taxes in ten years. The president agrees to let this take its normal path and have the property go to tax sale.

Letter two is in regards to 16 Pine Hill Rd she was shocked that she has never received a delinquent notice prior to the letter she just received. She would like the notices go out sooner and on a more regular basis. The tax collector stated she was making payments but

they are late. She complained about the interest on her tax bill but the tax payer pays late all the time. Director Gizzarelli stated it may not hurt to put on each stub about the 18% instead of one note on the tax bill. The president stated that the notice is on the original tax bill should be sufficient.

The Board reviewed the overdue taxes and we need to reinforce there is no relief for interest by the State of RI but we can arrange for payments and they cannot default on the plan or they will get a lawyer letter.

Mr. Gizzarelli stated that we, as a board, try to be reasonable with the tax payments and try to set up payments. The President will keep in mind to review the tax bills and try to make it easy in notifying the residents about overdue taxes.

Chief stated that we have residents that miss a few payments maybe we should send out a reminder notice if they miss a few payments. They also get a warning notice and the tax bill and if you don't pay you get a legal notice.

A letter from Coventry to Scituate RI stated that they are to contact us before removal of any street lights.

**5. Old Business - None**

**6. Presidents Report - he met with the treasurer to put the annual reports on a disc or thumb drive and to keep records stored at 240**

**Arnold Rd. I Met with a property owner the Chief and with Captain Hall and had further discussion on the building of a new Fire Station and the Land and building cost looks close to 5 million dollars. Part of our station would be in the Hopkins Hill District. Looked at getting a report on several more sites and we are drafting the proposed placement of the station at each piece of property. They may draft up a set of plans for us that would suit the property that we agree on.**

**I attended a forum at the RI DOT office about turning off street lights so we do not have to pay such a large bill. At the end of the forum, I met with the gentleman from National Grid (we pay about \$145,000 per year for the district lighting) National Grid is going to send us a disc with a list of all our street lights and the size street light, and he explained it costs about \$69.00 a year for a 50 watts that includes installation and repairs. We have two ways to reduce our cost one is to red cap a light and that would cost \$51.00 a year, but the light would still be up on the pole but not on. We could also remove 1% per year for free. Third way is to reduce the wattage of each individual light we use 50 – 200 watts in our area. The president and the Chief will go out into the district and try to have some of them removed or reduced in size take inventory of the lights and also see how much we need to use to light up the area. Director Gizzarelli asked if they offer led lights. At this time it would cost too much to change over to led lights and change over the inventory the cost to make the change would far out weight any saving that they may have.**

**The Board can propose a new light policy and review a new light**

request that is located at intersections, cul-de-sacs and street corners.

Director Gizzarelli wanted to know if we could take over doing the repairs ourselves. The cost to hire someone and get trucks would cost too much.

Spoke with the clerks at the tax office. They have concerns about the hourly pay and holiday. Both ladies request that they get the guarantee hours. It was budgeted to pay them and this is an (ACTION ITEM). Elaine has not had a pay raise since she has been here and Loraine would like a pay raise at her one year anniversary. Can we give them a pay raise of 3%? (ACTION ITEM)

Town Hall discussed the revaluation of the town and that the reduction will be about 700 million dollars we will need to adjust the tax rate because the value of the property is going down. We may have to increase our tax percentage to we can stay even keel with our collections

Motion by Director Gizzarelli 2nd by Director Giguere.

Motion to Approve: Director Giguere Seconded: Director Lapinski  
All Vote Aye

Action item – (1) give the chance to work extra to make up hours,  
Fire Marshal could keep Loraine busy for the Wednesday during

**weeks that have a Holiday.**

**Motion to approve to allow the clerks to work extra to make up for hours lost during holiday or snow storms. The clerks will work the 14 and the 28 hour work week. Motion made by the president and 2nd by Director Giguere.**

**All Vote Aye**

**Action item – (2) the pay adjustment. The President feels at this time not to give the pay raise until October 2011.**

**Motion made by the President to not increase the salary until October, 2011 and 2nd by Director Lapinski and Director Giguere.**

**7. Chiefs report – Personnel FF Marcotte, FF Stevens will be back this month from OJI. Lt. Leveillee is still out on stress leave but due to an independent medical exam he is now out on sick time. Lt. Paul is out on a shoulder muscle strain.**

**The Recruit Fire Academy is running smoothly.**

**Our website is going through an update. I will advise when the new changes are effective. I have some collective bargaining issues that I have discussed with the Union and I need to present to the District Board. I will do that in Executive Session. The Tax Collector's Office and Fire Marshal's Office at the Town Hall Annex will be ready to move back shortly. New ceiling tiles have been installed and a new**

**carpet has been installed in the Tax Collector's Office.**

**The Board of Directors needs to name a Plan Administrator for the PEHP Plan. (ACTION ITEM)**

**There is no progress with consolidation talks with Anthony FD.**

**ACTION ITEM from the Chief – plan administrator for the post employment retirement plan. Tom Lacolle will accept the position as plan administrator. Motion made by Director Giguere and 2nd by Director Lapinski**

**All vote aye**

**Motion to Approve Chief's Report: Director Gizzarelli Seconded: Director Giguere**

**All Vote Aye**

**8. Treasurer's Report - six months into the year the OT budget is over, training is over and we are not make anything for fire recovery and we lost with the interest. We have not been able to pay down the line of credit as quickly as we wanted to. The Chief reported he has 12000 in fire recovery and just received another check. Chief is looking to make sure spending stays down. The new Monitor and lap top will not get processed until May 2011. Fuel issue we may have the unleaded trucks to start refueling at the highway but the**

**Rescues and Engines we will hold off on.**

**Motion to Approve: Director Giguere Seconded: Director Lapinski**

**All Vote Aye**

**9. Tax Collector's Report – had a busy month and collections were high but it is what is expected. President wanted to know how we are doing with collection of back taxes. We cannot have a tax sale yet we still have to wait the 90 day and at the end of March we can put property up for tax sale. Most of the tax payers will come in and make arraignments to make monthly payments. The tax collector will know more next month what we have collected in back interest. Harris Mills might pay, there is a new owner and they are trying to look into what is owed.**

**Motion to approve tax collectors report: Director Lapinski**

**Seconded: Director Giguere**

**All Vote Aye**

**10. New Business – None**

**11. Introduction of new business- None**

**12. Good and Welfare – Director Gizzarelli discussed response time to Center of New England Boulevard by HHFD.**

**13. Motion made to go into Executive Session at 8:37 p.m. Motion to Approve made by Director Lapinski                      Seconded by Director Gizzarelli roll call vote made to go into Executive Session with an invitation to the Chief.**

**All Vote Aye.**

**14. Back into open session at 9:23 p.m. Motion made to seal the minutes by Director Lapinski Seconded by Director Giguere**

**All Vote Aye.**

**Training for Fire Academy, Paid Holiday deferment and Blue Cross Change.**

**Motion made by President Bouchard Seconded by Director Lapinski**

**All in Favor: Director Lapinski, Director Giguere All Opposed: Director Gizzarelli**

**The Aye's have it**

**Amount of Hires: Hire 7, 8 if FF Bentley leaves and the 9th will come in October.**

**Motion made by President Bouchard Seconded by Director Giguere**

**All Vote Aye.**

**15. Motion made to adjourn 9:35 p.m. By Director Giguere Seconded  
by Director Lapinski**

**All Vote Aye**