

**Central Coventry Fire District
Board of Directors Monthly Meeting
January 17, 2012 – 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

Union President Dave Gorman

Also in attendance - members of the public

**Not Present: Jeanne Graemiger, Acting Tax Collector Loraine Houle,
and Tom LaColle with an excuse**

4. Approval of Minutes of the previous Board of Directors Meeting – 11/15/ 2011

Motion to accept the minutes – Director Crowe Seconded by Director Lapinski

All Vote Aye

5. Communications – The President read aloud a letter from Providence’s Department of Public Safety thanking CCFD for their support for Captain Frank Reddeington’s funeral.

6. Old Business – the Resolution for the employment agreement presented by Patrick Sullivan Esq. was reintroduced to the Board. This resolution is for legal services provided to the CCFD. The resolution was presented to the board in November 2011 and this will go into effect the same time frame. The President requested a motion to approve the resolution. The motion was made by Director Crowe and seconded by Director Gizzarelli. All voted Aye and the resolution was passed.

7. Presidents Report –Met several time with Sullivan & Company and the Chief to get the contract signed and to discuss issues that needed clarifications by legal counsel. The President visited stations #3 and #5. Attended the Holiday Party all the food was really good. The Santa run went very well. The President has not heard any

complaints thus far and everything is running smoothly. The crew seems to be happy.

Motion to Accept the Presidents report – motion made by Director Lapinski Seconded by Director Giguere

All Vote Aye

8. Chiefs report – Lt. Chris Leveillee has submitted his paperwork for a disability/ordinary retirement and will no longer be employed by the Fire District.

Lt. Stevens is out of work with an on the job injury for a knee injury he suffered at a call.

Jean Graemiger is still out on illness leave indefinitely at this time. She is no longer receiving pay or benefits.

Lorraine Houle has been working out well as the acting Tax Collector. The office has been working well together and making progress in collecting back taxes. The Tax Office is still looking into setting up the Automatic Payment System (APS)

Regarding Westwood Estates inventory issue, the inventory in question was one account. The Town has it listed as inventory until it is sold. In the meantime I had the Tax Office abate the taxes.

The closing for the line of credit with the Centreville Bank has been completed. The Coventry Credit Union loan was paid off. We have started paying down the Centreville line of credit. All CCFD banking, Treasurer and Tax Collector, will be switched from Coventry Credit Union to Centreville Bank.

This year's tis the season was a great success. The departments assisted with toy collection and distribution and food collection and distribution. The photos with Santa and also the Santa visits on the trucks in the Districts went very well. I would like to note that all of the work and time put into this is donated. We have been accused of paying firefighters overtime. They were a small number of residents compared to those who go out of their way to thank the firefighters and think it is just a wonderful program.

Budget Status: In February I will present a budget that will cover the time period from April 1st to August 31st. This will be an "operating expense only" budget. There will be no new purchases or maintenance items other than those items needed to operate the department (personnel costs, repair items, fuel, etc.) We should have enough historical data on income and expenses by February to get an accurate forecast for the rest of the year.

Charter changes have been forwarded to the State General Assembly.

Most of you are aware of the tragic loss of Coventry Police Detective Wayne French. This Department was represented at the wake and the Funeral. Detective French was on the CCFD Board of Directors for many years and also worked close with the Arson Investigators.

Consolidation meeting will be scheduled for January 31, 2012.

Motion to Accept the Chiefs report – motion made by Director Gizzarelli Seconded by Director Lapinski

All Vote Aye

9. Treasurer's Report - The Chief gave the treasurers report for January 2012 in that report we show a (\$136,000) deficit, but that includes payables that are booked for payment but are still on hold. Director Crowe wanted to know if we paid the Coventry Credit Union, LLC line of credit shows where we paid off the loan and how much. We paid off last years bills and we only pay the bills with positive cash flow. The President suggested we do not place the report on file and table it until February meeting. The clerk reminded the President that Tom also misses February's meeting due to a schedule conflict. The President asked the Chief to talk to Tom and report back to the Board in February.

10. Tax Collector's - The President went over the Tax Collectors report for November and December and has pointed out the amount

of back taxes being collected is considerable and they are doing a great job going after them. The amounts from 2007 and back we will try to collect on but that might not be possible. The tax report was attached to packet for the Board to review.

When we did the bills using the old tax rates and old information we had some issues that had to be modified. All the bills with issues were modified by hand and mailed out. Along with that we also sent out a letter in an attempt to collect prior taxes owed. Copies were attached to the packet.

The Tax office received a request from the Town Hall and from a Mr. Mambro to abate taxes. Mr. Mambro would like the \$33.23 he owes due to penalties waved. The Town would like to abate the penalties owed from 2009, 2010, 2011 on property that was billed to Quidnick Reservoir Co. The President stated that by law we cannot abate interest we can abate taxes. The President asked the will of the board on the Quidnick Reservoir Co. As far as Mambro's penalties we may have a bit of a burden because we have in the past abated interest because it was the District's error. Due to the fact the bill was sent to the only address we have on file the District does not feel that they are at fault. President Bouchard made the suggestion that we abate the \$33.23 but that is the will of the board. As far as the Quidnick Reservoir Co. that Loraine look into it further and she can report on it at next month meeting. The will of the Board is not to abate anything and that Mr. Mambro owes the full amount in taxes and the Quidnick

Reservoir will be tabled until next month. The Board asked who receives the bill and to have Loraine to research it further.

The Board is also looking to write off the small amounts in interest on bills back from 2007.

**Motion to Accept the Tax Collectors Report with the exception of the Quidnick Reservoir issue – motion made by Director Giguere
Seconded by Director Gizzarelli**

All Vote Aye

11. New Business –

12. Introduction of new business- The Board needs to vote for a Special Meeting. In order to conduct a special meeting we need 25 votes from registered voters of CCFD or the Board can vote to hold a special meeting. The President feels it would be easier for the Board to just vote on the issue. This will be done in the February 2012 meeting.

13. Good and Welfare – Mr. Gervais, who was a member of the public at the Board Meeting, asked when the paperwork for signatures was available. The President explained to Mr. Gervais and the public in attendance that The District will not have an election at the Special Meeting. The President stated that we got a legal opinion that the

meeting held in October that the elections were presumed and the elections stands and the Board members have been voted in. The President will have something in writing and it is the opinion of the lawyer that the elections stand from October 2011.

14. Executive Session – A motion was requested to go into executive session. The Motion was made by Director Lapinski and was seconded by Director Niquette. A roll call vote was taken and Directors Gizzarelli, Lapinski, Niquette and Giguere voted Aye along with President Bouchard and VP Joe Bonn. Director Crowe was absent for executive session he had to leave the meeting early.

Motion was made seconded and carried and the board went into executive session at 7:55 p.m.

Motion made at 9:48 to back into open session. All voted aye to go back into regular session.

Motion made to seal the minutes of the Executive Session by Director Lapinski and seconded by Director Giguere. All Vote Aye

The Chief will contact Patrick Sullivan to seek judgment in Superior Court to legalize all past meetings.

Motion was requested to approve the increase pay for the Captains for new duties. Motion made by Director Giguere and seconded by Director Niquette. All voted aye. There will be an MOA on this pay

increase.

**15. Motion made to adjourn 9:58 p.m. By Director Giguere Seconded
by Director Lapinski**

All Vote Aye