

**Central Coventry Fire District
Board Meeting
September 18, 2013 – 7:00 p.m.
1670 Flat River Rd.**

Minutes

1. Call to Order – 7:01 p.m.

2. Roll Call

President: Fred P. Gralinski

Vice President: Marie Baker

Directors: – Cynthia A. Fagan-Perry, Robert G. Hadley, Maureen K. Jendzejec, Daniel K. Lantz Jr., Helen G. Quinn

Treasurer:

Tax Collector:

Clerk: Christine Moniz

Chief: Andrew J. Baynes

President of the Union Dave Gorman

Legal Counsel Dave Dagostino

Also in attendance - members of the public, and Fire Department

Approve the minutes from September 11, 2013 tabled

Motion made to table the minutes of September 11, 2013

Motion made by Director Fagan-Perry and Seconded by Director Quinn

All Voted Aye.

Truck/Equipment Committee – Director Lantz gave report about researching the replacement of a rescue. He first spoke with Mr. Conrad Burns and spoke about the “Glide” Chassis on existing CCFD rescue units. He then spoke with Chief Paul Labaddia about the used rescue they purchased from Hopkins Hill Fire and the repairs that are being done. Director Lantz also spoke with the Manufacturers of “Gliders” and the cost of placing our units on top of the “Glider”. Also reviewed the “Fire Trader” for purchasing of used equipment. At this time Director Lantz does not have any recommendations until further research is done.

Brad Preston from VFIS was then introduced to the public. He is the CCFD insurance agent for the district. He briefly explained what RI GEN Law 45-19 and how it works for Fire Districts. Typically injury on duty is covered under workers comp. The RI Gen Law takes all FF out of Workers Comp but to continue to pay and then the fire department needs to pay the medical bills. In other words your self-insured. What VFIS did was put together an accident and sickness policy. They pay the medial bills under the policy and also line of duty death.

Mr. Preston then went over the page of the renewal policy and explained three versions of the policy and the benefits of each one. We have version one. That version will pay out 100,000 for loss of life, 250,000 per claim for expenses, our deductible is \$45,000 per year and the total cost for this policy is \$21,437.00 per policy year. What Mr. Preston then suggested the District should possibly go with version #3. That version has the same loss of life and medical but the deductible would be \$5000 per claim and the total premium would be \$44,250.

In our case as the Chief explained version #3 would not work out for this District due to the fact we have at least 6-10 claims per policy year with medical and loss time. Mr. Preston then explained he figured that version based on us only having 3 losses per policy year and he was unable to get any statements or answers from Cooke & Co. so he was at a loss as to the true numbers of total incidents for the district. The President at this time felt it was also in our best interest to stick with Version #1, as the Chief has already done, because in the long run it works out to be less out of our pocket.

The President also asked if we are up to date on the payments of the policy. Mr. Preston stated that we are not. VFIS has been very understanding with the issue at hand and has continued to keep up on our policy and also work with our Special Master in coordinating premium payments.

The President also asked Mr. Preston to check to see if the commissioners were covered. They are covered in our policy it is 649.00 policy it covers the Directors if they get hurt at a meeting or driving to a meeting and get killed. It is our workers comp policy and it covers all the non-firefighter employees.

The DNO policy was also explained who it covers and how it works. It is basically for management and medical mal practice.

The President thanked Mr. Preston for his informative presentation and thanked him for coming.

Fire Chiefs Report – Staffing: Remains in accordance with the 29 March 2013 directive and is deployed as I reported on 5 July 2013.

Run Volume: The Department responded to an additional 177 incidents since my last report of 28 August.

Automatic aid was given 19 times since my last report, while automatic aid was received 16 times during this time.

Of note are the following incidents:

30 August, A Platoon companies with automatic aid companies handled a structure fire at 451 Arnold Road that was increased to two alarms almost immediately due to manpower and water supply issues. This incident remains under investigation by RISFM office, as well as other agencies.

1 September, D Platoon companies with assistance from automatic aid companies extinguished a partition fire at 47 Sunapee Court,

caused by a lightning strike.

1 September, D Platoon companies with automatic aid companies also extinguished a 20x 40 shed fire at 1279 Hill Farm Road, caused by a lightning strike.

Fire Prevention & Public Relations: Licensed establishments and places of assembly inspections are well under way, in concurrence with the RISFM's office

Vehicle Maintenance: With the increase in the frequency of PM on all units, all in-service units are in operational condition.

Training: EMS report changes and methodology of electronic filing training has nearly been completed on all Platoons and License recertification and other updates are well underway and the software/hardware related to this mandated changeover arrived this week.

Third party hose testing and non-destructive ladder testing is scheduled for 25 September.

On duty companies will be randomly testing hydrant flows District wide over the next few weeks.

Conclusion: The Department stays available and able to respond at the 29 March strength at this time.

Motion was made by Director Fagan-Perry to accept the Chiefs report and seconded by V.P. Baker

All Voted Aye.

Vote to ratify the Special Meeting Notice read into the record by Legal

Counsel at the September 11, 2013 Board meeting. [Action requested to clarify record of Board's action.]

**Motion made by Director Fagan-Perry to ratify the notice of the Special Meeting and Seconded by V.P. Baker
All Voted Aye.**

Vote to ratify adoption of District APRA policies and procedures and forms.

**Motion made by Director Fagan-Perry to ratify the adoption of District APRA policies and procedures and Seconded by Director Jendzjec
All Voted Aye.**

Designation of District Clerk as the Public Records Official for the District. Discussion of training session compliance. The President asked the Clerk if she has been to the class she stated she has taken the class and the Chief signed off the class and the information was send into the state.

**Motion was made to designate the Clerk as the Public Record official the motion was made by Director Fagan-Perry and Seconded by Director Lantz
All Voted Aye**

Update on status of the APRA request by "CASE", dated July 19,

2013. Update on status of the APRA request by Ray Angell, Esq. dated September 11, 2013.

The Chief went over the material that was already presented to CASE and the two remaining items we have a request out to retrieve them but have yet to receive them.

The Lawyer David Dagostino went over the status of the request made by Mr. Angell and he is still working on gathering the material in question on the request and look to getting something next week and he will update the Board as well.

The President then briefly explained the request.

Update on status of CCFD website; necessary for posting of recent District actions; confirm location of Special Master's website for activity in Receivership Case KP: 2012-1150.

The President updated the Special Masters website to look up all the information on CCFD the website is www.crfllp.com

V.P. Baker stated that the web site for CCFD it appears is up and working again. She has reported that she made a phone call to the web master fire house and also inquired about who has access to the site. Also discussed was do we own the domain.

Timeline for presentation of current operating budget estimates;

timeline for posting Board's proposed FY2013-2014 Budget; posting to website, updates; Public Meeting (Informational Session) to address budget information prior to Special Meeting, October 21, 2013.

Time line for the first presentation via power point will be Tuesday, September 24th at 7:00 at the Town Hall Annex. The Board will go over the background on what is going on. The President explained that the district has been working without an accountant and the Board has been working to pull together all the information needed to present a budget that will work. They are now moving forward with the numbers with the hiring of an accountant. They still have a lot of work to do in order to be fair to the employees and also the taxpayers.

District staffing/manning levels; allocation of resources (personnel and equipment.)

A motion was made to table the district staffing update until the next board meeting held on 09/24/2013.

**Motion made by Director Fagan-Perry Seconded by V.P. Baker
All Voted Aye.**

New Business – Director Jendzejec gave a quick report of what we have collected in the last week. The total collected is \$1,223,366.19

and a total of about 2700 notices went out as a reminder that the taxes are due and the tax office is now working on the tax sale. The tax office is working on the tax roll along with great help from the Town Hall tax assessor.

V.P. Baker asked the Chief about an upcoming class on grant writing and why he is not applying for any grants. The Chief explained due to the situation that we owe money from prior grants that we are not able to write any further.

Director Fagan-Perry reported that the State Police are still investigating the accounting of CCFD.

VP Baker reported that Conrad Burns is working with the accountant so the Board can come up with some income statements.

Motion made to move into Executive Session by Director Fagan-Perry and Seconded by V.P. Baker roll call vote was done with V.P. Baker voting aye, Directors Fagan-Perry, Quinn, Hadley, Jendzejec, and Lantz all voting Aye

Board moved into Executive Session at 8:30 p.m.

Board reconvened into open session at 10:05 Motion made by Director Fagan-Perry and Seconded by Director Quinn roll call vote taken and the Board moved back into open session.

**Board made a motion to seal the minutes of the Executive Session
Motion made by Director Jendzejec and seconded by Director Quinn
All Voted Aye**

**Motion made to adjourn the meeting made by Director Jendzejec and
Seconded by Director Hadley
All voted Aye**

Meeting adjourned at 10:11