

Exeter Fire District

(January 11, 2007)

Approved 05/10/07

Call to Order

Chairman Peter Lacouture Called the January meeting of the Exeter Fire District to order at 7:24pm. Present were Commissioners Vergano, Lacouture, Wilbur, Walker and Gallagher. Mr. Gallagher served as Clerk pro tem. District Treasurer Ms. Caito was in attendance.

Public Comment

There was no public comment.

Previous Month's Minutes

Mr. Walker made a motion (Ms. Vergano second) to postpone accepting last months meeting minutes until the February meeting. The motion carried unanimously.

Treasurer's Report

Ms. Caito gave a status of the tax collections as of December 31, 2006. She reported that the collection rate for 2005-2006 is at 96.6%. She also reported the 2006-2007 collection rate stands at 63%.

Communications

Ms. Caito reported the receipt of notification from Opal Data Technologies stating that the cost of the yearly software support service will be increased by \$50 to \$1050. She also reported the receipt of a bill from Beacon Mutual regarding the workers' comp insurance. The premium will remain the same as last year.

Old Business

Mr. Gallagher reported that he has reviewed the ISO information provided to him by the board and the next step is to meet with representatives of both fire companies.

Ms. Vergano inquired about the \$6,000 allocation in the approved 2006-2007 budget which was specifically identified for an ISO consultant. She questioned the process for "carrying over" the appropriation into the next budget year since it will, in all likelihood, not be spent in the current budget cycle. She wanted to ensure that these earmarked funds would not be lost and that the taxpayers would not be asked to approve the item again in a new budget. Extensive discussions took place regarding whether or not the allocation could be treated as a prepaid expense. Mr. Wilbur and Mr. Walker agreed that it could be treated as a contingent liability that is owed to an ISO consultant. Mr. Walker agreed to write up the correct

verbiage to describe the process and to work with Ms. Caito to ensure that that funds allocated for a specific line item, when not spent, will carry over to the next budget year and remain dedicated the original line item.

Mr. Lacouture suggested changes to the common budget form that were discussed at the recent Exeter #2 committee meeting. A request was made to rename an income category to identify the income as specifically allocated to be spent only on fire prevention. The income category will now be titled Fire Prevention Fees. Ms. Vergano will incorporate the changes to the form and distribute the revised copy.

Ms. Vergano reported that the 2005-2006 financial compilation report for the fire district has now been completed. Ms. Vergano will circulate copies at the next meeting.

Mr. Lacouture reported that he is still working on drafting language to cover the establishment of the work on the Fire District Reserve Fund. He will circulate a draft at the next meeting of the board of commissioners.

Ms. Caito reported good response to the collection letter sent to the delinquent tax accounts. The exact figures were not available at this time.

Mr. Lacouture will investigate the actual cost per account incurred

during a tax sale to aid in the determination of which accounts with whom to proceed.

New Business

None

Next Meeting

The next meeting will be held February 8, 2007 at the Exeter Public Library. The meeting will start at 7:00pm.

Adjournment

Mr. Wilbur moved (Mr. Walker second) adjournment at 8:25 pm. The motion carried unanimously.

Respectfully submitted,

**Bill Gallagher, Clerk, pro tem
Exeter Fire District**