

Approved 11/13/08

Exeter Fire District

(August 14, 2008)

Call to Order

Chairman Peter Lacouture called the August meeting of the Exeter Fire District to order at 7:38pm. Present were commissioners Lacouture, Walker, Gallagher, Wilbur, Rooney, Aker and Nievera. Ms. Caito, district treasurer, was also present. There were three members of the public in attendance.

Public Comment

Robt. Johnson (Vice Pres. Exeter Town Council) requested budget information concerning the building addition currently being constructed for the Exeter Rescue Corps. He stated that he was not aware that the mortgage had been written for 40 years. He wanted to know if the funds were included in their budget request and if the project was over/under budget. He also asked whether or not the district was monitoring the project. Mr. Lacouture replied that the organizations are independent corporations and not under our operational control and that any specific information should be sought from the individual organizations. The fire district has the responsibility of funding the organizations.

Treasurer's Report

Ms. Caito reports a beginning balance of \$139,120.85 as of May 8. Activities within the accounts bring the current balance, as of July 9, 2008 to \$101,565.01. Mr. Nievera has reviewed the accounts and compared them to the bank statements and is satisfied with their accuracy.

Previous Month's Minutes

Mr. Wilbur moved (Mr. Aker second) acceptance of the minutes of the June meeting. The motion carried unanimously. Mr. Nievera will circulate the approved minutes and file them with the Secretary of State's office at his earliest convenience.

Communications

Mr. Nievera reported having received the most recent bank statement and the telephone bill. Both were given to the treasurer for her action. He also reported sending a note to the organization's treasurers notifying them of the delay in disbursing their Q4/07 payments. He also reported sending the report of delinquencies to the members of the board. Mr. Nievera has also sent letters to the presidents of each organization concerning the stakeholder's committee. A chapter 7 bankruptcy notification has been received by the district. It has been included with the other two in the tax office.

Mr. Lacouture mentioned the passing of Win Franklin, the father of

the current chief of EVFC #2. Mr. Franklin was a past chief of the department and the last remaining charter member of his organization.

Old Business

Mr. Nievera reported the status of collections to date noting that we were about \$100K ahead of last year's collection pace. Ms. Caito stated that she had not sent the remaining 10% to the organizations as of this evening. She was directed to do so at her earliest convenience

A short discussion followed on the date for the next tax sale. Mr. Nievera mentioned that Ms. McMahon was not in favor of holding the sale so close to the annual meeting. It was decided to have Mr. Nievera ask Ms. McMahon what her feelings were with regard to a date for the sale. He agreed to do so and will report back to the board.

The bond on the treasurer and tax collector has been increased to \$200K and the umbrella policy as been increased from \$1M to \$2M.

Mr. Nievera informed the board that Ms. McMahon has requested two consecutive Wednesdays as uncompensated time off. The dates involved are 09/24 and 10/01. The office is usually very slow during those weeks. Mr. Nievera volunteered to sit in the office for the second Wednesday and suggested closing the office on the first. There was no objection to granting Ms. McMahon's request.

Mr. Lacouture explained the Ad Hoc committees for the benefit of the two new commissioners, Mr. Rooney and Mr. Aker. The Capital Expenditure committee consists of Mr. Wilbur (chairman) and Mr.

Lacouture. The ISO committee consists of Mr. Wilbur, Mr. Lacouture, Mr. Gallagher and Mr. Rooney. Mr. Rooney is also the board's representative to the "stake holders" committee being formed by EVFD#1. The cost reduction committee will be headed by Mr. Aker and Mr. Gallagher.

Mr. Wilbur intends to meet with the organizations to document their needs and combine them into a long range plan that can be adjusted as we move forward. Mr. Wilbur asked Mr. Caito to report back to the board on the progress of the building addition. Mr. Wilbur and Mr. Aker will meet as soon as possible with the organizations to start this effort.

Mr. Caito was asked to explain the deed to the Rescue property to the board. He read the conditions under which the property would revert back to the original grantor, the town of Exeter.

New Business

A brief discussion followed on the merit increase due Ms. McMahon. Mr. Nievera stated that he felt Ms. McMahon should receive the full 5% budgeted. Her knowledge of the software, the town and the residents, in addition to her work ethic, make her a valuable asset to the fire district. Mr. Wilbur stated that he would not like to be in a position of having to replace her. Mr. Aker moved (Mr. Rooney second) increasing the hourly rate of pay for the collector the full 5%, retroactive to July 1st. The motion carried unanimously. Mr. Nievera will notify Ms. McMahon of this action at his earliest opportunity.

Mr. Nievera asked if there was any interest in changing the meeting dates from the second Thursday to the third Thursday of the month. The general sense of the meeting was that the current meeting schedule was more advantageous. The Commissioner's meetings will continue to be held on the second Thursday of each month.

Mr. Caito asked for some guidance from the board concerning the possible purchase of a new rescue vehicle. There are four (4) available, discounted approximately \$30K. These vehicles have less than 250 miles and Mr. Caito states that one of his trucks has about 120,000 miles and is in dire need of replacement. Mr. Wilbur suggested that would be an item for the Capital Expense committee.

Ms. Caito asked Mr. Nievera to email her a copy of the most recent commissioner's contact list. He agreed to do so by the week end.

Next Meeting

The next meeting of the Exeter Fire District Board of Commissioners will be held on Thursday, September 11, 2008 at the Exeter Public Library located at 773 Ten Rod Rd. in Exeter. The meeting will begin at 7:00pm.

Adjournment

Mr. Nievera moved (Mr. Gallagher second) adjournment at 9:19pm. The motion carried unanimously.

Respectfully Submitted,

Bill Nievera, Clerk

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