

Approved 07/12/2012

Exeter Fire District

(May 10, 2012)

Call to Order

Chairman Peter Lacouture called the May meeting of the Exeter Fire District to order at 7:03pm. Present were commissioners Lacouture, Wilbur, Aker and Nievera. Ms. Caito, district treasurer, was also present, as was Ms. MacDonald. There were 4 members of the public in attendance.

Public Comment

There was no public comment.

Election of Officers

In accordance with Art. VI, Sect. 2 of the organization's bylaws, the following names were placed into nomination and voted upon:

Mr. Aker nominated (Mr. Wilbur second) Mr. Lacouture for the position of Chairman. Mr. Lacouture's election was unanimous.

Mr. Aker nominated (Mr. Lacouture second) Mr. Wilbur for the position of Vice – Chairman. Mr. Wilbur's election was unanimous.

Mr. Aker nominated (Mr. Wilbur second) Mr. Nievera for the position of Clerk. Mr. Nievera's election was unanimous.

Mr. Aker nominated (Mr. Wilbur second) Ms. MacDonald for the position of treasurer. Ms. MacDonald's election was unanimous.

Treasurer's Report

Ms. Caito reported the beginning balance in the district accounts to be \$336,332.36 as of February 8, 2012. Activity within the accounts brings the balance to \$138,404.41 as of April 9, 2012. Mr. Nievera has compared the report of the treasurer with the bank statements and is satisfied with its accuracy. Mr. Nievera moved (Mr. Wilbur second) accepting the report of the treasurer. The motion carried unanimously. Ms. Caito is currently working with Citizens Bank to have our (newly initiated) monthly service fee permanently waived for the district checking account.

A short discussion concerning the number of signatures on checks resulted in the decision to have three authorized signatories (Mr. Lacouture, Mr. Wilbur, and Ms. MacDonald) on the account with a minimum of two signatures needed on each check over \$500. The involved people will co-ordinate the signature card process with the bank.

Ms. MacDonald indicated her preference to have the financial back up to her records in the tax collection office. Mr. Nievera will clear a space for the lap top computer in the office for her use. It was also decided to have Mr. Nievera create a folder to store Ms. MacDonald's financial e-mail updates on the office computer.

Previous Month's Minutes

Mr. Aker moved (Mr. Wilbur second) acceptance of the minutes of the March 8th meeting. The motion carried unanimously. Mr. Nievera will re-circulate these minutes and file them with the Secretary of State's office at his earliest convenience.

Communications

Mr. Nievera reported that all operational mail has been given to the treasurer for her action. Other informational mail has been distributed to the proper commissioners.

Old Business

Mr. Nievera read the report of the collector and gave a brief overview of the upcoming (June 13) tax sale. Ms. McMahon has made two requests for uncompensated time off (May 23 and July 4, 2012). Both were approved.

Mr. Nievera then read an e-mail from atty. Andreoni's office relative to chapter 7 bankruptcy participants and the tax sale process. After a short discussion it was decided to have Mr. Nievera draft a letter, to be sent to all taxpayers who emerge from the bankruptcy process, informing them that their tax obligation to the fire district remains in effect. And to offer "payment plan" assistance should it be desired. He will have a draft ready for the next meeting.

New Business

A discussion continued, started at the March meeting, as to the desire/need to establish a sub-committee charged with establishing a better line of communications between the Exeter Rescue Corps and the fire district. Chief Colacone was less than enthusiastic about this committee. Mr. Lacouture cited several instances where, during the budget process, better communications would have been beneficial. After some debate, Mr. Nievera moved (Mr. Wilbur second) the formation of a three man Rescue Co-ordination Committee. The motion carried unanimously. Mr. Lacouture appointed Mr. Aker, Mr. Gallagher and Mr. Wilbur, as the chair, to the committee.

Mr. Wilbur reported that station #1 has implemented a plan regarding purchases going forward.

Mr. Lacouture reported that the annual meeting for station #2 went well. He also reported that the DEM people seem to be working on a plan to repair the bridges in the Arcadia Management Area.

Next Meeting

The next regularly scheduled meeting of the Exeter Fire District Board of Commissioners will be held on July 12, 2012. The meeting will be held in the program room of the Exeter Public Library, and will begin at 7:00pm. Note: There is no scheduled meeting in June.

Adjournment

Mr. Nievera moved (Mr. Wilbur second) adjournment at 8:07 pm. The motion carried unanimously.

Respectfully Submitted,

Bill Nievera, Clerk

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