

EXETER FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING

September 10, 2015 - 7:00 PM

MEETING MINUTES

Meeting Location: Exeter Public Library

773 Ten Rod Road

Exeter, RI 02822

1. Call to Order

The meeting was called to order at 7:06 p.m. by the Chair, Kevin Rooney.

2. Roll Call

Members Present: Bill Haas; Robert Johnson; Charles Franklin; George Lieb; Kevin Rooney. Andrew Slater arrived at 7:15 p.m.

Also present, Fire #1 Chief Chamberlin and Rescue Chief Lawrence

3. Public Comment

The Town of Exeter's EMA Director was present and informed the Board that the EMA function in the Town was re-organized. Volunteers were now being sought to assist in the EMA function with small stipends available to encourage volunteer participation.

4. Approval of Minutes (08/20/15)

Mr. Franklin made a motion to continue approval of the Commissioners meeting minutes of 08-20-15 to the October 8, 2015

meeting. The motion was seconded by Mr. Haas. The motion passed unanimously by all members present.

5. Treasurer's Report

None.

A financial report for the month ending August 31, 2015 was received by Margret Cato. Mr. Haas asked when the Board may expect the transfer of the former rescue corps remaining fund balance to be Fire District. It was explained by legal counsel that the rescue corps intends to dissolve as a corporation at year's end, so the fund balance transfer would occur at the close-out of the rescue corps corporation. Discussion about year-end surplus and the budget process took place.

6. Communications

A letter was received from Mr. Robert E. Harrison regarding his purchase of the lot adjacent to the rescue building on Ten Rod Road. Mr. Harrison indicated he would allow the Fire District continued access to the well located on his property, to cut grass extending onto his property and to dispose of leaves and grass clippings on his property.

The letter is attached to these minutes as Exhibit A.

The Board mentioned that this issue should be put on a future agenda for further discussion and possible action.

7. Old Business

A. State Police Parking

Mr. Hass explained that the walkway was completed and the new driveway and parking area are ready for asphalt. He stated that the asphalt will be applied in the near future.

B. 401K

Chief Lawrence stated that two employees have signed up for the Fire District's 401K program.

C. Tax Collection Policies

Mr. Johnson presented two tax collection policies to the Board and undertook a discussion. The Board's reached a consensus to continue this matter to their October meeting to consider the policies and make any revisions.

D. Gardner Road Access

Mr. Rooney mentioned he drafted and sent a letter to the Exeter and Richmond Town Council's concerning the unsafe condition of Gardner Road. Mr. Haas mentioned he was in attendance at the Exeter Town Council meeting when the Council discussed this same issue and received Mr. Rooney's letter. He informed the Board that the Town Council concurred with the Fire District's concerns over the unsafe condition of Gardner Road and agreed to send a letter to the Richmond Town Council requesting that Gardner Road be re-opened

to vehicle traffic to remove the unsafe condition presently existing.

8. New Business

None.

9. Reports

A. Tax Collectors Office

Mr. Johnson informed the Board that he had a meeting with the Tax Collector, Jean McMahon, the Town's Tax Assessor and the Fire District's legal counsel regarding the issues of the tax roll and the Tax Collector's policies. It was discovered that the Town's Tax Assessor and the Fire District's Tax Collector work cooperative to establish the Fire District's tax roll and no conflicts or concerns exist.

Mr. Johnson mentioned the Board's legal counsel informed him the Board needs to appoint their own Tax Assessor to certify the tax roll. Ms. McMahon indicated she was willing to assume those duties as she is essentially performing that task at present. Mr. Johnson indicated he would continue discussing the option with Ms. McMahon and report to the Board at a future meeting.

Mr. Johnson also informed the Board that the Tax Collector's office has no policies adopted by the Board, but had been operating under draft policies previously considered by not acted upon by a past-Board. The Board indicated they would consider the draft policies presented by Mr. Johnson and Mr. Lieb at the next meeting.

B. EMS Chief

Chief Lawrence reported that he had drafted and presented the employee training grant agreement to the rescue employee and the Board's legal counsel and both persons indicated that the draft agreement was acceptable as drafted. Chief Lawrence indicated he would obtain a slightly revised version from legal counsel then have the employee sign the agreement. The Board reviewed the draft agreement and agreed that all the agreed to terms and provisions were contained in the agreement.

C. Exeter Fire Dept. #1

Chief Chamberlin informed the Board that Fire #1, Fire #2 and several West Greenwich fire companies were the recipients of a regional equipment grant to update air packs and other technical safety features worth over \$500,000. These equipment upgrades were made possible by the cooperation of the fire companies and will increase the safety for firefighters.

Chief Chamberlin also indicated that a firefighter 2 class would begin in October and he expected about 3 enrollments from Fire #1 and 2 from Fire #2.

Chief Chamberlin also informed the Board that a driver training program was just completed for 10 individuals and he hoped to offer another such program in the near future.

D. Exeter Fire Dept. #2

Chief Franklyn reiterated Chief Chamberlin's report and informed the Board that regional cooperation in firefighter grant applications was now necessary to obtain awards.

13. Administrative Issues

The Board was informed that the Secretary was working on updating the filer and contact information at the Secretary of State's Open Meeting web-site.

It was announce that the next meeting of the Board will be at 7:00pm on October 8, 2015 at the Exeter Public Library.

The meeting adjourned at 8:42 pm.

Respectfully submitted,

Peter D. Ruggiero

District Counsel, due to absence of District Secretary Robert J. Pacheco, Jr.