

RICHMOND-CAROLINA FIRE DISTRICT

H.L. Arnold Fire & Safety Complex

208 Richmond Townhouse Road, Carolina, Rhode Island 02812

Phone: (401) 213-6595 Fax: (401) 213-6495 TTY: 1-800-745-5555

Regular Monthly Meeting

Thursday March 19, 2015

7:00 pm

MINUTES

CALL TO ORDER:

Chairman Berke called the meeting to order at 7:12 pm

PLEDGE OF ALLEGIANCE

ROLL CALL: Chairman Berke, Deputy Chief Place, Deputy Chief Gardner, Tax Collector Monty, Treasurer McLeroy

Absent Chief Barber, Vice Chairman Kenyon

COMMUNICATIONS:

Chairman Berke stated Shawn Juenger a financial adviser from Edward Jones proposed to hold a financial seminar for the members of the department, it was decided to table the discussion to next month's meeting when there will be more board members present.

APPROVAL OF THE MINUTES FOR THE FEBRUARY 19, 2015 MEETING:

Motion to approve the minutes of the previous month's meeting made by Deputy Chief Place

Seconded by Deputy Chief Gardner

So voted

APPROVAL TO PAY REGULAR INVOICES AS REVIEWED BY AUDITORS:

Motion to pay the invoices made by Deputy Chief Place

Seconded by Deputy Chief Gardner

So voted

TAX COLLECTOR'S REPORT:

Tax collector Monty presented the tax collector's report, and distributed a copy of a Tax Sale Agreement to the board from Country Title LLC., and asking the board to review the agreement and if they would approve using Country Title LLC., for tax sales in the future.

Chairman Berke stated Country Title LLC. was the company used by the previous Tax Collector used for past tax sales.

Motion to allow the tax collector to sign an agreement with Country Title LLC., for any future tax sales made by Deputy Chief Place

Seconded by Deputy Chief Gardner

Motion to accept the tax collector's report made by Deputy Chief Gardner

Seconded by Deputy Chief Place

So voted

TREASURER'S REPORT:

Treasurer McLeory delivered the Treasurers report, bringing several line items to the board's attention.

Motion to accept the treasurer's report made by Deputy Chief Gardner

Seconded by Deputy Chief Place

So voted

CHIEF'S REPORT:

Deputy Chief Place gave the chiefs report as Chief Barber was absence

There are several minor issues with the tanker and special hazards

Our department was dispatched to a fire in Exeter and to the City of Warwick within two weeks of each other.

Several members have been working on the ice damn problem at station 61

The department has been advised not to enter Charberts mill in Alton if we receive a call to assist the Hope Valley Fire Department due to the structural damage there.

This institution is an equal opportunity provider and employer.

CHIEF'S REPORT CONTINUED

Hope Valley Wyoming Fire District Banquet will be Saturday; our district will be on standby.

Torch run plunge is this Sunday several of our members will be plunging.

The Rainbow Race 5K is May 9th.

Our districts banquet will be April 18th

OLD BUSINESS:

1. ACCESS TO PUBLIC RECORDS ACT, POLICY AND PROCEDURES

Tabled until next month, due to lack of a board presence

2. STATION 61 SIGN

Several board members will be meeting with Amy from Finish Line Signs this Saturday to discuss several options for the sign on the building here at Station 61

3. UPDATE ON LEGISLATION AFFECTING FIRE DISTRICTS

The Chairman was preparing to write a resolution to our legislators regarding our stance on the three bills brought up last month, a resolution from us at this time may not be necessary the bills have been held for further study by the legislature.

4. UPDATE ON ONGOING AUDIT; AUDITOR STATUS

Bob Civetti as of last week is no longer with the company completing the 2011 audit, our audit has been turned over to his supervisor at Marcum, the supervisor stated that the audit was close to being complete, he raised a few issues to be addressed in his draft audit, which were addressed by the Chairman, we should expect the completed audit shortly.

5. UPDATE ON UPCOMING FINANCIAL REVIEWS AND AUDITS

CPA Christie Armstrong agreed to assist Treasurer McLeory complete an internal management report after April 15th of this year.

Chairman Berke researched the new state requirements for fire districts audits; they have a template for putting out the bid specifications, the template is what they recommend we use and just tailor it to our needs, they require we complete a form and request permission to go out to bid 60 days before we want to go out to bid, then we need to have an evaluation committee that will meet shortly after the bid opening to score the bids, they have a form for scoring the bids, when the bids are completed and scored and the board has chosen a company then we have to request the states approval to use that company.

The Chairman will start completing the specifications for the bids, were hoping to start the bid process by July first, the sixty day notice would be May first. He will bring the specifications for approval at the April meeting.

NEW BUSINESS:

1. REVIEW OF FISCAL 2016 BUDGET WORK SESSION

Chairman Berke distributed a copy of the drafted budget from the March 9th budget workshop, discussion followed. The final budget needs to be approved next month in order to advertise it before the annual meeting.

2. PEST CONTROL ISSUE

Deputy Chief Gardner brought up the issue of the building not being treated for pests and proposed to add a line item in the budget for pest control and stated he would contact several pest control companies asking for some prices form the companies, and will bring the prices to the next meeting.

PUBLIC FORUM:

None

ADJOURNMENT:

Motion to adjourn made by Deputy Chief Place

Seconded by Deputy Chief Gardner

So voted 8:25 pm

Respectfully Submitted

Thomas Santagata

District Clerk