

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 April 16, 2015

7:00 pm

MINUTES

CALL TO ORDER:

Chairman Berke called the meeting to order at 7:03 pm

PLEDGE OF ALLEGIANCE

No Flag

ROLL CALL:

Chairman Berke, Vice Chairman Kenyon, Deputy Chief Place, Deputy Chief Gardner, Treasurer McLeroy

Absent Chief Barber, Tax Collector Monty

COMMUNICATIONS:

None

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

Motion to approve the minutes of the previous month's meeting made by Vice Chairman Kenyon

Seconded by Deputy Chief Gardner

So voted

APPROVAL TO PAY REGULAR INVOICES AS REVIEWED BY AUDITORS:

Motion to pay the invoices made by Vice Charmian Kenyon

Seconded by Deputy Chief Gardner

So voted

TAX COLLECTOR'S REPORT:

Treasurer McLeory presented the tax collectors written report to the board, as the tax collector was absent.

Motion to accept the tax collector's report made by Vice Charmian Kenyon

Seconded by Deputy Chief Gardner

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 Vice Charmian Kenyon

Seconded by Deputy Chief Gardner

So voted

CHIEF'S REPORT:

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

The tanker has been repaired, defrosters are now working.

Special hazards lights are all working. The refrigerator is not working.

The Four gas meter was sent out to be repaired.

Ice dam problem should be over until next year, we had some substantial leaks around the building that will need to be repaired.

The torch run plunge went well, the rainbow race is coming up in May, and the banquet will be held this Saturday.

OLD BUSINESS:

1. ACCESS TO PUBLIC RECORDS ACT, POLICY AND PROCEDURES

Tabled until next week

2. STATION 61 SIGN

Most of the board members meet with Amy from Finish Line Signs; she will repair the sign on the building and will design a sign for the corner of the building with Herbs name on it.

3. UPDATE ON ONGOING AUDIT FOR FY 2011

Audit were waiting on from Marcum we were advised that we should expect the 2011 audit last week, we have not heard anything as of yet Chairman Berke will continue to follow the situation.

4. UPDATE ON UPCOMING FINANCIAL REVIEWS AND AUDITS

Chairman Berke started the discussion with completing our internal management reports for fiscal 12 and 13. Since the last meeting Chairman Berke gave the state Auditor General a proposed schedule for bidding process for our upcoming audits, the state replied saying they would like to have a contract before the close of this fiscal year (July 1); this accelerates our time line, we would have liked to wait until the internal management reports were completed but we will work on the reports presently, the 2014 report will be made available by July 1st and the 2015 by August 1st. The Chairman sent requests for proposals to the state for their approval. The proposal has been approved by the state and it is advertised on our website and the state division of purchasing website. Bids will be opened on Saturday May 16th at 10:00am, if required the Chairman will host a pre bid conference on May 2nd to answer any questions for any potential bidders. Then we need to have an evaluation committee to score the bids. The committee will bring the contracts to the board at the May 21st meeting and the board will pick a contractor at that meeting, and then send that to the State Auditor General for their approval.

NEW BUSINESS:

1. ADOPTION OF FISCAL 2016 RECOMMENDED BUDGET

Discussion of the proposed budget brought forth from last month, several items were changed and Vice chairman Kenyon made a motion to approve the presented budget to the taxpayers at the annual meeting in June

Seconded by Deputy Chief Place

So voted

2. REMINDER OF DEADLINE FOR DISTRICT OFFICERS TO DECLARE INTENT AND TO POST NOTICE OF ANNUAL MEETING

Declaration of intent must be given to the clerk 30 days before the Annual Meeting.

A. FIRST DEPUTY CHIEF, SPECIAL ELECTION FOR ONE YEAR REMAINING ON TERM

B. SECOND DEPUTY CHIEF, REGULAR ELECTION FOR THREE-YEAR TERM

C. CLERK, REGULAR ELECTION FOR ONE YEAR TERM

D. TREASURER, REGULAR ELECTION FOR ONE YEAR TERM

PUBLIC FORUM:

None

ADJOURNMENT:

Motion to adjourn made by Deputy Chief Place

Seconded by Deputy Chief Gardner

So voted 8:24 pm

Respectfully Submitted

Thomas Santagata

District Clerk