

**Nasonville Fire District
2577 Victory Highway
Nasonville, Rhode Island 02830**

Monthly Meeting Minutes for December 15, 2015

1. Call to Order:

Chairperson Jenn Zuba called the Operating Committee meeting to order at 7:00 PM.

Members present: Board Members: Jenn Zuba (Chairperson), Bob Allard, Gerry Lapierre (7:02 PM), Janet Raymond, Bettie Hatzell, Norm Dalpe and Paul Wright.

Others: Christine Chretien (District Clerk), Robert Howe (Chief), John Mainville (Tax Collector) (7:35), Ron Lapierre (Treasurer) (7:02 PM), Michael Durvin (Resident).

Opening Statement

To the best of our ability we are conducting this meeting in a truthful and proper manner for the residents of the Nasonville Fire District.

A motion was made by the Chairperson to amend the agenda and hold off on item #2, For the good and welfare of the district, pending the arrival of the Tax Collector, John Mainville. Bettie Hatzell seconded the motion. All members approved the motion and the motion was passed.

3. Roll call vote to go into executive session

- a. 42-46-4, 42-46-5 (a)(1), 42-46-5 (a)(2)

A motion was made by Bettie Hatzell to go into executive session based on RI General Law 42-46-4, 42-46-5 (a)(1) and 42-4-5 (a)(2). Bob Allard seconded the motion. All members approved the motion and the motion was passed. Executive session began at 7:05 PM and ended at 7:42 PM. A vote was taken during executive session and was unanimous.

4. Roll Call Vote to Seal Executive Session Minutes.

Pursuant to Open Meetings Act Chapter 46, Section 42-46-7(c), Janet Raymond made a motion to seal the minutes of the executive session. Bettie Hatzell seconded the motion. All were in favor and the motion passed.

Open Session reconvened at 7:43 PM.

2. For the good and welfare of the district.

Chairperson Jenn Zuba discussed some housekeeping items in order to keep future meetings on track:

- Meeting minutes for the prior month's meeting will be made available at 6:30 PM on the night of the regularly scheduled meeting for those committee members who may not have access to email or those that may not have had time to review prior to that night's meeting. Bills will also be reviewed prior to the meeting.
- Mr. Michael Durvin, a resident of the fire district, addressed the Operating Committee regarding an issue with a tax bill. He felt that assessed interest and fees should be waived because he felt he did not receive proper notification of the bill that was due. The Tax Collector, John Mainville, explained the process and felt the tax payer received the proper notification. The Operating Committee will discuss at the next monthly meeting and will notify Mr. Durvin of their decision.
- Fire Department Christmas Party will be held on December 18, 2015 at 6:00 PM at Louisquissett Country Club. Tickets are \$20 each.

5. Receive Tax Collector's Report

John Mainville presented the Tax Collector's report. Tax collections for November were \$7,329.79. Taxes in Arrears collected to date are \$3,885.59. Total Deposits through November are \$8,171.71 and a deposit for December was made for \$18,804.24. Tax Collector also noted that tax bills are out but had been delayed being sent out. He indicated that a tentative agreement had been made between Ocean State Power and the Town of Burrillville and that there would be no retro payment due which is good news for the district. The appeal from National Grid is still outstanding. Jenn Zuba made a motion to accept the Tax

Collector's Report and the motion was seconded by Norm Dalpe. All members approved the motion and the motion was passed.

6. Receive Chief's Report

Chief Howe presented his monthly report for November. Paul Wright had a question regarding the alarms and Chief confirmed they were all box alarms. Jenn Zuba made a motion to accept the Chief's report and the motion was seconded by Janet Raymond. All members approved the motion and the motion was passed.

7. Receive Fire Marshal's Report

Jenn Zuba made a motion to table the Fire Marshal's report for the month of November until the next meeting due to the Fire Marshal's absence. The motion was seconded by Bob Allard. All members approved the motion and the motion was passed.

8. Approve minutes from the previous month's meeting

The minutes from the November 2015 monthly district meeting were submitted for review. A motion to approve the minutes was made by Janet Raymond and seconded by Gerry Lapierre. All members approved the motion and the motion was passed.

9. Consider, review, and approve Bills & Receipts

Bills were reviewed by the Operating Committee and there were no questions. A motion to pay the bills was made by Gerry Lapierre and seconded by Bob Allard. All members approved the motion and the motion was passed.

10. Receive the Treasurer's Report

Ron Lapierre presented the Treasurer's report. There were no questions regarding the report. Jenn Zuba made a motion to approve the Treasurer's Report and Bettie Hatzell seconded the motion. All members approved the motion and the motion was passed.

11. Old Business

- a. **Third Party Billing Update** – Jenn Zuba reported that six runs were billed for total charges for November 2015 were \$4,223.40 and total collections were \$10,198.96 for a collection average of 241%. After the 1st of the year, the committee should start looking for a new billing company based on the poor response and poor reporting.
- b. **Hiring Committee Update** – Gerry Lapierre three individuals had been interviewed and that the most qualified would be hired.
- c. **Building Maintenance** – Gerry Lapierre indicated that no needed repairs have been brought to his attention. The cement block anchoring the sign had been cleaned up and bids for non-skid paint to be applied to the floors in the truck bays would be on hold until the spring.
- d. **Bid For Third Party Receivables** – Addressed as part of item a above.
- e. **Zodiac** – Tabled until Chief Howe provides an estimate. Item will be removed until ready to be discussed.
- f. **Quote for Signage** – Tabled until Chief Howe provides an estimate. Item will be removed until ready to be discussed.
- g. **Communications Room** – Tabled until Chief Howe provides an estimate from electrician. Item will be removed until ready to be discussed.
- h. **Fire Marshal Duty Status & Possible Contract** – Tabled until ready to discuss.
- i. **Deputy Chief** – Tabled until ready to discuss.
- j. **Define the Three Categories of Employment with Job Descriptions** – Tabled until ready to discuss.
- k. **Command Vehicle** – Motion was made by Gerry Lapierre to put the vehicle up for sale for \$1,000 on gov.deal. Norm Dalpe seconded the motion. All members approved the motion and the motion was passed.

12. New Business

There were no items to discuss.

11. Adjournment

There being no further business, Bettie Hatzell made a motion to adjourn at 8:42 PM and Gerry Lapierre seconded the motion. All members approved the motion and the motion was passed.

Respectfully Submitted,
Christine A. Chretien, District Clerk