

HARMONY FIRE DISTRICT

194 Putnam Pike
Glocester, R.I. 02814

The regularly scheduled monthly meeting of the Harmony Fire District Executive Board was held at the Harmony Fire Station on **Thursday, October 15, 2015.**

Present: Chief Stuart Pearson; Attorney – Fred Mason, Jr.;
Treasurer – Sandra Owens; Tax Collector/Clerk – Kimberly Barber;
Board Members – George Kain, James Richards & Raymond Fogarty

Absent: Moderator – Milton Huston, Jr. – excused
Board Member - Louise Michaels - excused
Association Representative – Willy Vota, President

I. – Meeting Called to Order: 7:03 pm by Acting Moderator Ray Fogarty.

II. – Approval of the minutes from May 21st, August 20th & September 17th meetings:

The Moderator asked the board if there were any discrepancies to note on the minutes from the May 21st, August 20th & September 17th meetings. If there are no corrections, he would like to call for a motion to accept them. It was noted that draft copies had been e-mailed to the board for their review prior to the meeting.

Jim made a motion to accept the minutes. George seconded the motion. The motion carried unanimously.

III. – Review of Bills:

A check register of bills paid since the meeting held August 20th until today's date were provided to all board members in their folder. The Moderator asked if there were any comments or questions on these expenses. There were none. He also stated that this is an informational report only and no vote is necessary.

IV. – Treasurer's Report:

Beginning balance July 1st \$236,183.51 and ending balance July 31st \$223,621.34.
No significant items to note this month.

Beginning balance August 1st \$223,621.34 and ending balance August 31st \$465,275.35.
Tax revenue collected was significant, \$261,000.20, due to August 1st tax billing.

Jim made a motion to accept the July and August Treasurer's reports as presented. It was noted that the September Treasurer's report was tabled. George seconded the motion and it carried unanimously.

V. – Tax Collector’s Report:

The taxes receivable balance as of today’s date is \$134,206.24. Credit Card payments received since the August 1st billing total \$17,788.88. This is approximately 4% of the \$465,457.56 tax levy. Kim stated that at no cost to the district credit cards had proven a good additional payment method to offer our taxpayers. It probably made

Taxes collected in the month of June totaled \$2,078.96.

Taxes collected in the month of July totaled \$5,381.77.

Taxes collected in the month of August totaled \$261,000.20.

Taxes collected in the month of September totaled \$89,621.01.

Third party billing fees collected in the month of June were \$9,774.34.

Third party billing fees collected in the month of July were \$14,093.16.

Third party billing fees collected in the month of August were \$16,431.80.

Third party billing fees collected in the month of September were \$9,039.13.

Kim addressed questions posed by the board during the August meeting. She clarified that tax bills are mailed by August 1st and are due with net 30 terms, or by August 31st. If payment is not received by September 1st interest is calculated retro to the August 1st billing date. This year since the tax bills were mailed a few days late a grace period was given until September 15th without penalty. She stated that postmarks are accepted as date of payment.

George made a motion to accept the Tax Collector’s report. Jim seconded it. The motion carried unanimously.

VI. – Chief’s Report:

Thank you note received from Mrs. Driscoll for care given by our crew to her husband.

We have also received feedback from a satisfied taxpayer via our website survey.

Captain Angela Taylor of the West Gloucester Fire District has retired and moved to Arizona. A Retirement Party was held at the Village Haven and it was attended by several members of the Harmony crew.

Recently a Saturday morning work detail was held. The crew did great job with station and grounds clean-up. There is another one planned soon to hang Christmas lights on the building.

Lt. Johnathan Detri was awarded the RI State Grange Firefighter of the Year Award. The ceremony attended by the Chief, Deputy Chief Muto and Private Rich Faioli. Lt. Detri’s name has now been submitted to the national level for review. Watch for an article in the Valley Breeze next week.

Minor repairs were done to Rescue 2. The track bar was replaced.

A training house has been donated for our use on Waterman Lake Drive. We will be conducting drills there over the next couple of weeks.

The Chief and Deputy Chief are working together to prepare department for winter operations.

Jim made a motion to accept the Chief's report. George seconded it. The motion carried unanimously.

VII. – Harmony Fire Department & Improvement Association Report:

No report due to Willy's absence. Report tabled.

Ray commented that he had attended the Gloucester Firefighters Scholarship Fund Steak Fry and it was very successful. The Chief said he had spoken with Chief Dauphinais and he said that they had a profit of approximately \$8,000 this year.

VIII. – Committee Reports:

- a. Property Review Work Team – George Kain & Louise Michaels, Co-Chairs
George reported that this project was on hold.
- b. Meeting of 3 Fire Districts - Chief Pearson & George Kain, Representatives
The Chief reported that no new meeting had been held.

IX. – Old Business:

- a. Vote to add Write-in's on Ballot – Attorney Mason
Attorney Mason reported that he has reviewed the District By-Laws. He is of the opinion that the vote made at the Annual Meeting to add Write-in's to the Ballot was not valid and is null and void.

Kim said that 'Roberts Rules of Order' is the standard document referred to by Cities, Towns and professional organizations. It contains guidelines for agendas, conducting meetings, preparing minutes, recording votes, elections, etc. It is available on-line in a searchable format and she has printed out a copy for reference.

Ray stated that Attorney Mason should put something in writing so that at the next annual meeting we have an explanation ready for the public as to our ruling.

Ray asked that a committee be formed to look into the Charter and By-Law's. He said it would consist of the Chief, Kim and Attorney Mason. George stated that a board member should also be on the committee. Ray volunteered to take part.

- b. Alternative Electric Source Proposal – Louise Michaels
Ray stated that we were not required to go out to bid. We have gone ahead and made the switch to Ambit Energy.
- c. Update on Addition of Weekend Per/Diem Shifts – Chief Pearson
The Chief reported that he has not yet received the September figures, but the program had been proven to be a success in July and August. In July there were 7 weekend runs and in August there were 11. Revenue collected totaled \$3,607.30 and the salary expense for the EMT's for 8 weekends was \$4,224.00. The feedback from the community had been positive.
- d. Annual Presentation of Officers & Crew Roster Listings – Chief Pearson
The Chief submitted his Crew and Officer Appointment Recommendations report to the board members for their review. Ray will sign off as Acting Moderator. Kim will amend the report with this change tomorrow, call for his signature and then post the report. Mr. Brown and Mr. Mahoney asked to be given copies at that time. Kim will e-mail it to Mr. Brown and he will forward it to Mr. Mahoney.

- e. Call Pay Proposal – George Kain & Lt. Johnathan Detri
George asked that this item be discussed under Executive Session due to the fact that it is a matter of personnel and pay.

X. – New Business:

At this time the Deputy Chief asked to address the board. He said he wanted the board to start thinking about the need for a bunk room for members. He said we have recruits coming from out of district and he has a flyer posted at Bryant University looking for EMT's and we need someplace for these people. He clarified that the bunk room would be used for 2 people to staff the rescue overnight. Some discussion followed about the duty night program and possible solutions for creating the bunk room by repurposing space in the building. Ray started to go over the costs of the construction and cost of the program. Jeff clarified that the major construction costs would be for the fire rated door and a second means of egress. Kim clarified that we do already pay for a duty night program, so that money is already in our budget. The Chief asked Mr. Brown about the Scituate Fire Departments bunk room facilities. He stated that all of their stations do have bunk room facilities, some in existing space and some newly constructed. The Town of Scituate had a state inspector come in to make sure all of the spaces were up to code.

XI. – Public Input:

No comments from the audience.

XII. – Executive Session:

George made a motion to go into Executive Session regarding matters of personnel, pursuant to *RIGL 42-46-5(a)(1)*. Jim seconded the motion. The motion carried unanimously.

The Board recessed for Executive Session at 7:55 pm.

A motion was made by Jim to reconvene the regular meeting at 8:09 pm. The motion was seconded by George. The motion carried unanimously.

The Moderator stated that no votes had been taken while in Executive Session.

A motion was then made by Jim to seal the minutes of the Executive Session. George seconded the motion. The motion carried unanimously.

XIII. – Adjournment:

George made a motion to adjourn the meeting. Jim seconded it. The motion carried unanimously. The October meeting of the Harmony Fire District Executive Board was adjourned at **8:10 pm**.

The next meeting of the Harmony Fire District Executive Board is scheduled for **Thursday, 7:00 pm, November 19, 2015** at the Harmony Fire Station.

Respectfully Submitted,



Kimberly S. Barber
Tax Collector/Clerk