

# OAKLAND~MAPLEVILLE FIRE DISTRICT OPERATING COMMITTEE

## Meeting Minutes October 26, 2016

### Opening:

The regular meeting of the Oakland~Mapleville Fire District Operating Committee was called to order at 7:15 pm on October 26, 2016 in the district fire station at 46 Oakland School St. Oakland, RI by Bob L'Esperance, Moderator.

**Voting Committee Members Present:** Treasurer Patricia St.Pierre, Tax Assessors Mike Cosetta and Leigha Joyal, Clerk Richard Lapierre, Tax Collector Richard Nolan

**Commissioners:** Tom Demers

**Fire Chief** Joe Bertholic

**Office Clerk** Anne Chretien

**Absent: Commissioners:** Ed Bertholic, Warren Steere

### A. Approval of Minutes

The minutes of the September 28, 2016 meeting were sent to all members for review and posted on the RI Secretary of State's web-site.

**Motion** was made by Pat St. Pierre to approve and waive the reading of the previous meeting minutes and seconded by Mike Cosetta.

Unanimously voted "Aye" by all Committee Members present.

### B. Commissioners Report

- Parking lot coating/stripping has been completed
- Waiting to hear from Kafin Oil to service both a/c systems and rear furnace.
- Motion to accept the Commissioners Report was made by Richard Lapierre and seconded by Mike Cosetta.
- Unanimously voted "Aye" by all Committee Members present.

### C. Chief's Report

- Runs were 52 from September 28, 2016 thru October 26, 2016. (See attached report.) Average 4 personnel per run. At times there are still unanswered calls after the per diem shift goes home. This is random and not all the time.

- Regarding the Fire Act Grant for the SCBA's – we were denied grant money because of a computer “glitch” M. McGrane spoke with someone and was told needed paperwork was missing which it wasn't. There is no appeals process. M. McGrane will get help to redo the narrative to apply again.
- RIEMA- we were denied.
- SAFA Grant – for recruitment & retention of personnel- we were also denied.
- Monies were received for Ocean State Power for portable monitor nozzles for two of the trucks.
- Update on members: Ryan Cook now is EMT Basic and going through driver's training; Brian Lapierre is training/studying for his EMT Basic License; Jackie and Rob Casale need take test for EMT; board member Richard Lapierre has his EMT Cardiac License renewed.
- Motion to accept the Chief's report was made by Mike Cosetta and seconded by Leigha Joyal.
- Unanimously voted “Aye” by all Committee Members present.

#### **D. Tax Assessors Report**

- Three abatements were signed. Two were property transfers with new owners billed and one for \$10. tangible that belongs to HFD.
- Issues with mailing addresses for some bills and problems exist with Maplehill Mobile Home Park for non-payment.
- Motion to accept the Tax Assessors Report was made by Richard Nolan and seconded by Pat St. Pierre.
- Unanimously voted “Aye” by all Committee Members present.

#### **E. Tax Collectors Report**

- Collections from 9/1/2016 to 08/31/2017 which includes prior year taxes, interest and fees totaled \$96,765.27 as of October 25, 2016. See attached report.
- The office clerk will be going out on sick leave the week of November 14, 2016. The Tax Collector is learning the functions of collecting tax payments and processing settlement of the batch work.
- Motion to accept the Tax Collectors report was made by Leigha Joyal and seconded by Mike Cosetta.
- Unanimously voted “Aye” by all Committee Members present.

#### **F. Treasurers Report**

- All bills are paid and up-to-date with the exception of the Cox Communication Bill because with the updated systems some charges should have been eliminated. See attached report.
- The 2015-16 audit items have been brought to auditors.
- We have received the business credit cards.
- Motion to accept the Treasurers Report as presented was made by Richard Lapierre and seconded by Mike Cosetta.
- Unanimously voted “Aye” by all Committee Members present.

### **G. Old Business**

- Building Lighting – N/A
- By-Laws Committee – discussion was held regarding the draft, when final draft is completed it will need Committee approval and then voter approval at the next Annual Tax Payers meeting.
- Storage/Training Building Update – Footings for small deck and stair case on the side of the building to be installed. We should be getting the lift back so that the painting of the building can be completed. Last item will be the electricity to the building; Peter Leone offered to assist with this project.
- Fire Station Telephone System – New telephone system is installed. Telephone is needed in the bays. Fax needs rewiring. There are 5 voice boxes and you do not need to dial 8 to dial out of the building. Still working with Cox for billing questions.
- Engine 14 –Scott Mobile has received the needed parts and should be in next week some time to finish it up.
- OMFD Website – Reviewing of the website was completed and we should launch the site Nov. 1.
- Hour/VFIS Insurance – Nov 1st will be the beginning of 3 per diem schedules with a rotating schedule of 3 10 hour days and 5 days off.

### **H. New Business**

- Tax Assessor Vacancy –
  - Motion was made by Richard Lapierre to table this discuss on appointment to fill the vacancy until next month’s meeting. Seconded by Mike Cosetta
  - Unanimously voted “Aye” by all Committee Members present.
- Discussion was held on Temporary Disability Insurance (TDI) - either all participate in contributing to TDI or none. Chief to talk to the per diem members to determine interest. It was stated that HFD and PFD employees all participate in TDI.
- Office Clerk Anne Chretien will be out due to surgery.
  - Motion was made by Patricia St. Pierre to pay Anne her hours while she is out. Motion was seconded by Mike Cosetta.

- Unanimously voted “Aye” by all Committee Members present.

#### **I. Public Comment**

N/A

#### **J. Notifications and Announcements**

N/A

#### **K. Adjournment**

- **Motion** to adjourn the meeting at 8:50 pm was made by Leigha Joyal and seconded by Richard Lapierre.
- Unanimously voted “Aye” by all Committee Members present.

Minutes respectfully submitted by: Anne Chretien, Office Clerk