

# **Town of Smithfield**

## ***Fire Department Study Implementation Task Force***

64 FARNUM PIKE

ESMOND, RHODE ISLAND 02917

### **Meeting Minutes January 11, 2018**

**Members Present:** Chief Robert Seltzer, Captain Kenneth Brown, Jr., Drew Manlove, Tom Robitaille

**Members Absent:** Councilman Michael Lawton, Deputy Chief Keith Sullivan, Don Gliottone

**Non-Voting Members Present:** Richard Eichner

**Non-Voting Members Absent:** Randy Rossi

**Others Present:** None

Chief Robert Seltzer opened the January 11, 2018 meeting at 5:12 p.m.

#### **EMERGENCY EVACUATION AND HEALTH NOTIFICATION**

Chief Robert Seltzer read the Emergency Evacuation and Health Notification.

#### **MINUTES**

The minutes from the December 14, 2017 Fire Department Study Implementation Task Force meeting were reviewed.

Tom Robitaille made a motion, seconded by Drew Manlove, to approve the minutes from the December 14, 2017 meeting. The vote on the motion was all in favor and the motion carried.

#### **UPDATE ON TASK FORCE REPORT OF FINDINGS FOR SUBMISSION TO THE TOWN COUNCIL**

Chief Seltzer stated that he is finalizing the memo to the Town Council based on the meeting with the Financial Review Commission.

## **NEW STATION LOCATION – UPDATE ON PROPERTIES**

Chief Seltzer stated that the Town signed a contract for an archaeological study with PAL but that they need to get permitted from the State and will be ready to go once the weather breaks.

Chief Seltzer stated that Representative Winfield met with RIDOT and negotiated the sale price down from \$580,000 to \$400,000 and that negotiations are not done.

## **STRATEGIES FOR DEVELOPING A MARKETING PLAN**

### Response time pamphlet update

Chief Seltzer stated that he thinks that the best way to market the project is to develop a pamphlet that demonstrates all of the benefits of doing the project so that everyone can see the whole picture and all of the advantages it has for all residents of the Town.

## **NEW BUSINESS**

### **DISCUSS FRC MEETING ON JANUARY 3, 2018**

Chief Seltzer stated that the Financial Review Commission (FRC) met on January 3<sup>rd</sup> and reviewed the figures for both \$9 and \$6 million projects. Chief Seltzer stated that the FRC recommended going out to bond for a \$4.5 for a public-private partnership and all other station projects be funding through the capital budget. Chief Seltzer added that he will act as the Clerk of the Works to oversee the renovation projects which will help to save money.

Chief Seltzer stated that he prefers to go with a \$4.4 million project and questioned whether the Committee agrees with the FRC recommendation, and, if so, he can then finalize the report to the Town Council.

Tom Robitaille made a motion, seconded by Ken Brown, to accept the recommendation made by the FRC to go out to bond for a new 4<sup>th</sup> station at an approximate cost of \$4.4 million with the other projects to be financed through capital and to forward this recommendation on to the Town Council. The vote on the motion was all in favor and the motion carried.

Chief Seltzer stated that, for the next meeting, he will present the final report that is going to the Town Council for the Committee to review and provide comment on.

Ken Brown questioned whether the next incoming Council could change the amount of funding for capital projects and Chief Seltzer replied that it is suggested that there be a sunset clause for 5 years.

Ken Brown questioned whether the marketing pamphlet should mention the amount of the tax increase and Chief Seltzer replied that he would like that information to be included in the pamphlet.

Tom Robitaille stated that there should be a flat bond service fee across all property owners including commercial taxpayers. Drew Manlove stated that he will provide the numbers showing the ad valorem tax for \$4.5 million bond to show what the average single family household and commercial taxpayers would pay.

Richard Eichner stated that the information should be presented to the taxpayers as a service fee and that everyone has to pay the same amount. Mr. Eichner also suggested pointing out that this is necessary for maintaining or improving the level of service provided to its residents.

Tom Robitaille made a motion, seconded by Ken Brown, to adjourn the meeting at 5:50 p.m.

The next Fire Department Study Implementation Task Force meeting is scheduled for **Thursday, February 8, 2018 at 5:00 p.m.**

Respectfully submitted,

Donna A. Corrao  
Recording Secretary