

# Cumberland Fire District

Headquarters @ Station Four  
3502 Mendon Road Cumberland, RI 02864 401.658.0544  
www.cumberlandfire.org

Established  
November 10, 2014

## SPECIAL MEETING OF THE CUMBERLAND FIRE DISTRICT

JUNE 02, 2015 7:00pm

CUMBERLAND LIBRARY MEETING ROOM 2

1465 DIAMOND HILL ROAD CUMBERLAND, RI 02864

1. CALL TO ORDER
  - a. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
2. GENERAL ANNOUNCEMENTS
3. CONSENT AGENDA
4. OLD BUSINESS
5. NEW BUSINESS
  - a. FC-R-2015-32 Tax rules documentation
  - b. FC-R-2015-33 Moving of funds from CHFD to VFFD
  - c. Request to adjourn into Executive Session (Rm 4)
    - i. § 42-46-5 (a) (2) Sessions pertaining to *collective bargaining* or *litigation*, or work sessions pertaining to collective bargaining or litigation.
      1. CBA
      2. Potential litigation and representation
    - ii. Adjourn from Executive session
    - iii. Vote on minutes and/or votes in executive session
6. Chief's Communications
7. Chairman's Communications
8. PUBLIC INPUT
9. ADJOURNMENT

### SECTION 42-46-4

**§ 42-46-4 Closed meetings.** – (a) by open call, a public body may hold a meeting closed to the public upon an affirmative vote of the majority of its members. A meeting closed to the public shall be limited to matters allowed to be exempted from discussion at open meetings by § 42-46-5. The vote of each member on the question of holding a meeting closed to the public and the reason for holding a closed meeting, by a citation to a subdivision of § 42-46-5(a), and a statement specifying the nature of the business to be discussed, shall be recorded and entered into the minutes of the meeting. No public body shall discuss in closed session any public matter which does not fall within the citations to § 42-46-5(a) referred to by the public body in voting to close the meeting, even if these discussions could otherwise be closed to the public under this chapter. (b) **All votes taken in closed sessions shall be disclosed once the session is reopened; provided, however, a vote taken in a closed session need not be disclosed for the period of time during which its disclosure would jeopardize any strategy, negotiation or investigation undertaken pursuant to discussions conducted under § 42-46-5(a).**  
Posted at HQ and other station(s)

### Mission Statement

The mission of the Cumberland Fire District is to provide exceptional public safety services in a safe, compassionate, cost effective and professional manner.

Bruce A. Lemois  
Chairman

Phillip Koutsogiane  
Vice-Chair

Christopher Parent  
Commissioner

Cynthia Ouellette  
Commissioner

Ronald Champagne  
Commissioner

Jim Scullin  
Commissioner

Frank Matta  
Commissioner

Kenneth Finlay  
Chief of the Department

Station One  
555 High Street  
401.722.5992

Station Two  
1530 Mendon Road  
401.333.1421

Station Five  
50 Arnold Mills Road  
401.333.2244

Kelley Morris  
General Counsel

Thomas Bruce  
Finance

Debra Auclair  
District Clerk

**FC-R-2015-32  
CUMBERLAND FIRE DISTRICT**

**Resolution:** Document the due dates, interest rate and minimum bill amounts

**Whereas:** The CFD has certain rules in the formulating of the tax bills

**NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND FIRE DISTRICT AS FOLLOWS:**

- Section 1.** The CFD Tax Collection process have these key rules applied:
- a. The Minimum bill to be sent out will not be any lower than \$25.00
  - b. The due date is thirty (30) days from mailing date; there will be an additional fifteen days (15) added, making the interest start date a total of 45 days from the original mailing date
  - c. 16% interest is the rate used on all late tax bills.

**Section 2.** This Resolution shall become effective upon passage.

Date adopted: June 2, 2015

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Bruce Lemois, Chairman

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Deborah Auclair, Clerk

**FC-R-2015-33**  
**CUMBERLAND FIRE DISTRICT**

**Resolution:**    **Moving of funds from the CHFD to VFFD to cover the short fall of VFFD to June 30, 2015**

**Whereas,**        The Valley Falls Fire District has run out of cash on hand to finish out the balance of the fiscal year.

**NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND FIRE DISTRICT AS FOLLOWS:**

**Section 1.**        Transfer an amount of \$155,000 from the CHFD healthcare account to the VFFD operating account.

**Section 2.**        This Resolution shall become effective upon passage.

Date adopted: June 02, 2015

\_\_\_\_\_  
Bruce Lemois, Chairman

\_\_\_\_\_  
Deborah Auclair, Clerk

## Cumberland Fire District Memorandum

TO: Honorable Members, Cumberland Fire District Committee

FROM: Finance Director Tom Bruce

DATE: May 29, 2015

RE: Request for Cash Transfer to Valley Falls District

Your agenda for next Tuesday includes a resolution requesting authorization to transfer \$155,000 to the Valley Falls Operations Bank Account from the Cumberland Hill Health Fund account.

The attached schedule provides a listing of bank balances for selected dates, tax levy and collection information, budget to actual information and other relevant data.

The sources of this data include current bank balances, current outstanding disbursements, April 30 Vision tax collection and receivable data and April 30 revenue and expenditure ledger information.

The transfer amount, coupled with the current cash balance of \$26,949, will allow Valley Falls to adequately fund payroll and other required disbursements until the June 30 fiscal year end.

**VALLEY FALLS FIRE DISTRICT**

**A Listing of Bank Balances by Date**

Date	Citizens Operating	Citizens Payroll	Dexter, Pawt. Cred, Cumb. Mun. Cred. Un.	Totals	Reserved Citiz. Fire Prevention
7/1/14	\$127,276	\$15,157	\$10,576	\$153,009	\$40,880
1/31/15	\$151,927	\$3,291	\$249,017	\$404,235	\$3,337
2/28/15	\$103,647	\$23,908	\$249,017	\$376,572	\$3,337
3/31/15	\$168,449	\$67,858	\$29,305	\$265,612	\$48,697
4/30/15	\$9,548	\$35,576	\$0	\$45,124	\$48,457
5/18/15	\$54,876	\$14,545	\$0	\$69,421	\$48,517
5/28/15	\$4,620	\$22,329	\$0	\$26,949	\$13,924

**B Tax Collection Status @ April 30-Unaudited**

2014 Tax Levy-Net	99.58% Budgeted	April 30 Collected	April 30 Uncollected	2014 Levy Percent Collected	Due Date was Sept. '14
\$1,540,323	\$1,533,832	\$1,446,092	\$87,740	94.28%	
2014 Tax Levy-Net	99.58% Budgeted	April 30 Collected	April 30 Uncollected	2014 Levy Percent Collected	Due Date was Sept. '14
	\$1,533,832				

**C Revenue/Expenditure Data-Unaudited**

3/31/15	Budgeted	Actual at March 31
Revenue	\$1,693,382	\$1,552,218
Expenses	\$1,796,739	\$1,402,588
Net Income (Loss)	<b>(\$103,357)</b>	\$149,630
4/30/15	Budgeted	Actual at April 30
Revenue	\$1,693,382	\$1,614,686
Expenses	\$1,796,739	\$1,566,336
Net Income (Loss)	<b>(\$103,357)</b>	\$48,350

**D Cash Flow Data-Three Month Period ending 4-30-15**

Date	Citizens Operating	Citizens Payroll	Citiz. Fire Prevention	Cumb. Mun. Cred. Un.	Totals
<b>Cash Receipt/Disbursement Activity (Bank Basis)</b>					
<b>February, 2015</b>					
Receipts	\$22,074	\$98,403	\$258	\$0	\$120,735
Disbursements	\$70,384	\$77,786	\$45,000	\$0	\$193,170
	<b>(\$48,310)</b>	\$20,617	<b>(\$44,742)</b>	\$0	<b>(\$72,435)</b>
<b>March, 2015</b>					
Receipts	\$330,473	\$130,000	\$45,475	\$0	\$505,948
Disbursements	\$265,642	\$86,051	\$115	\$220,000	\$351,808
	\$64,831	\$43,949	\$45,360	<b>(\$220,000)</b>	<b>(\$65,860)</b>
<b>April, 2015</b>					
Receipts	\$139,562	\$50,000	\$1,400	\$0	\$190,962
Disbursements	\$212,530	\$82,282	\$1,640	\$29,305	\$296,452
	<b>(\$72,968)</b>	<b>(\$32,282)</b>	<b>(\$240)</b>	<b>(\$29,305)</b>	<b>(\$134,795)</b>
<b>NEGATIVE CASH FLOW TOTAL-PERIOD February to April, 2015</b>					<b>(\$273,090)</b>



# CUMBERLAND FIRE DEPARTMENT

3502 MENDON ROAD  
CUMBERLAND, RI 02864

Kenneth A. Finlay  
Chief of Department

Phone:(401) 658-0544  
Fax:(401) 658-2198  
Cell:(401) 474-0314  
kfinlay@CumberlandFire.org

May 29, 2015

Mr. Bruce Lemois  
Chairman  
Cumberland Fire District  
Cumberland, RI 02864

Mr. Chairman:

With the vacancy in the ranks of fire fighters since the retirement of a member in January, it is my recommendation that a probationary employee be appointed.

The testing procedure for the entrance list consisted of:

- A written exam administered by the Rhode Island Fire Academy
- An oral exam administered by members of the department and the Personnel Committee,
- A psychiatric exam administered thru the University of Rhode Island
- An executive interview to establish an entrance list

With all of the requirements met it is I am pleased to announce that,

Mr. Stephen Instasi III  
72 Alaska St  
Cumberland, RI 02864

has been appointed as a probationary fire fighter to the Cumberland Fire Department with a start date agreeable to both parties.

Sincerely,

*Kenneth A. Finlay*

Kenneth A. Finlay  
Chief of Department