



**Central Coventry Fire District  
Regular Board of Directors Meeting**

**This meeting will be convened pursuant to Governor's Executive Order 20-05 (including orders continuing and amending said requirements.) The Meeting shall be Convened Telephonically and Using Zoom Video Conference Technology to Allow Timely and Effective Public Access to Deliberations of the Board.**

**[All Participation will be remote until further notice.]**

**Thursday, April 15, 2021 at 6:30 PM**

**Commissioners**

Fred Gralinski-President/Chairman, Cynthia Fagan-Perry-Vice President, Richard Polselli, Carl Mattson, James Kuipers, Kristen Benoit, Russell McGillivray

---

**Agenda**

The public may watch the meeting via Zoom at:

<https://us02web.zoom.us/j/89916712478?pwd=S3B6QnNRVYxVlhteXBycnh5Q1U5UT09>

Call to Order	Fred Gralinski, President
Pledge of Allegiance	Fred Gralinski, President
Roll Call – Quorum Determination	Fred Gralinski, President

**APPROVAL OF MEETING MINUTES**

1. Minutes from: March 25, 2021 (Discussion/Action/Vote)

**DISTRICT REPORTS:**

1. Fire Chief's Report. (Discussion/Action/Vote).
2. Review of Monthly Financial Report. (Discussion/Action/Vote).
3. District Clerk's Report (including Tax Collection). (Discussion/Action/Vote).

**NEW BUSINESS (Any New Business Item May be Voted, or may be for Discussion Only):**

1. Approval of The Oaks Homeowner's Association ("HOA") request to install streetlights, cost of lights to be paid by the HOA, energy costs to be paid by District going forward for these eight (8) lights. (Discussion/Action/Vote)

2. Negotiation update, FY 2020-2021 and 2021-2022. (Discussion Only)

**PUBLIC COMMENT:**

**NEXT SCHEDULED MEETING – MAY 20, 2021 at 6:30 PM (via Zoom)**

**ADJOURNMENT**

Fred Galinski, President

Join Zoom Meeting

<https://us02web.zoom.us/j/89916712478?pwd=S3B6QnNRVVYxVlhteXBycnh5Q1U5UT09>

Meeting ID: 899 1671 2478

Passcode: 720946

+1 312 626 6799 US (Chicago)

**CENTRAL COVENTRY FIRE DISTRICT**  
**Regular Meeting of the Board of Directors**  
**March 25, 2021 @ 6:30 PM**  
**Telephonically and using Zoom Video Conferencing Technology**

The meeting was called to order by President Gralinski at 6:30 PM. A quorum was present consisting of: President Fred Gralinski, Vice President Cindy Fagan-Perry, Directors Carl Mattson, Richard Polselli, James Kuipers, Kristen Benoit, and Russell McGillivray. District Manager Corrigan, Chief Brown, Legal Counsel David Dagostino, Esq., of Gorham & Gorham, Inc. and District Administrator Daniel Kaplan were present also. President Gralinski led the Pledge of Allegiance.

A motion to approve the meeting minutes from February 18, 2021 was made by Vice President Fagan-Perry, seconded by Director Mattson, and unanimously approved.

President Gralinski suggested that a "Public Comments" section be added to all future CCFD public Agendas. A motion to do so was made by Director Kuipers, seconded by Vice President Fagan-Perry and unanimously approved.

The Chief's Report was read into the record by Chief Brown. A motion to approve the report was made by Vice President Fagan-Perry, seconded by Director McGillivray, and unanimously approved.

The Financial Reports were read by President Gralinski. A motion to approve the reports was made by Director Kuipers, seconded by Vice President Fagan-Perry, and unanimously approved.

The District Administrators report was read by Mr. Kaplan. A motion to approve the report was made by Director Kuipers, seconded by Vice President Fagan-Perry, and unanimously approved.

Under New Business:

Legal Council Dagostino reported on the status of pending Grievance Matters involving the Coventry Professional Firefighters Local 3372, IAFF, AAA Case 01-20-0004-9058 [Ex Grievance Vacation Time];

AAA Case 01-19-0002-7656 [T Dion Vacation Grievance]; status of pending Interest Arbitration matter involving the Coventry Professional Firefighters Local 3372, IAFF AAA Case 01-20-0010-2910 [Interest Arbitration 2020-2021]; status of pending US Federal District Court litigation [Almagno v. CCFD, 20-440-JJM-LDA], and status of pending RI Superior Court litigation involving National Grid National Grid v. CFD, KC-2017-0150.

District Manager Corrigan presented an analysis of CCFD Personnel costs for FY-2016 to FY-2021

President Gralinski commented on contract proposals, the future of the District, and financial considerations.

A motion to approve the Ratification of Streetlighting Policy and Approval Procedures, with changes to § 8, was made by Vice President Fagan-Perry, seconded by Director Polselli, and unanimously approved.

A motion to table the setting of a date for a supplemental tax increase, a discussion of budget and expenses, and the setting of a date for a Special Board meeting to address merger and consolidation of the Anthony, Hopkins Hill, and Central Coventry Fire Districts was made by Director Mattson, seconded by Vice President Fagan-Perry, and unanimously approved.

Several members of the public spoke about various issues. The Chief applauded the staff of the Central Coventry Fire District for their outstanding performance.

A motion to adjourn was made by Director Mattson, seconded by Vice President Fagan-Perry, and unanimously approved. The meeting was adjourned at 8:30 P.M.

Respectfully submitted,  
Daniel Kaplan,  
District Administrator



# ***CENTRAL COVENTRY***

## ***FIRE DISTRICT***

---

**Chief Frank Brown**  
240 Arnold Rd  
Coventry, RI 02816  
(401) 825-7800

**FIRE – RESCUE – EMS – FIRE PREVENTION**

**OFFICE of the CHIEF of DEPARTMENT**

April 15, 2021

Summary of Operation activities:

### **PERSONNEL**

Currently we have 24 members on staff and 2 members out on injury.  
5 new Probationary Firefighters are currently at the Rhode Island Municipal Fire Academy Classes 014 and 015.

TOTAL PERSONNEL – 31

### **EMERGENCY INCIDENTS**

\* Incidents from January 1, 2021 thru March 31, 2021 were 1140 for a call volume of 13 calls per day. (see attached summary)

### **APPARATUS**

\*All apparatus are up and running properly at this time.

### **EQUIPMENT**

\*All portable equipment are up and running properly at this time.



# ***CENTRAL COVENTRY***

## ***FIRE DISTRICT***

---

Chief Frank Brown  
240 Arnold Rd  
Coventry, RI 02816  
(401) 825-7800

**FIRE – RESCUE – EMS – FIRE PREVENTION**

**OFFICE of the CHIEF of DEPARTMENT**

### **FIRE MARSHAL'S OFFICE**

\*Department Fire Marshals continue to work despite the Covid 19 Pandemic on Smoke Detector Inspections, Plan Reviews, Fire Alarm Reviews, Fire Investigations and follow-up inspections on issued violations. Several large scale housing developments are currently under review.

### **TRAINING**

Emergency Medical Technician training is ongoing.

### **COVID 19 VACCINATION**

Our personnel continue to participate in administering the Covid 19 vaccine at Points of Distribution (PODs) as requested by the Coventry Emergency Management Agency.

In closing I would like to thank the Officers and Firefighters for all their efforts!

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Frank M. Brown".

Frank M. Brown  
Chief

**CENTRALCOVENTRY**

**Incident Type Report (Summary)**

**Alarm Date Between {01/01/2021} And {03/31/2021}  
and FDID = "00610"**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
	182	15.96%	\$0	0.00%
	<u>182</u>	<u>15.96%</u>	<u>\$0</u>	<u>0.00%</u>
<b>1 Fire</b>				
111 Building fire	10	0.87%	\$20,000	40.00%
113 Cooking fire, confined to container	2	0.17%	\$0	0.00%
114 Chimney or flue fire, confined to chimney	5	0.43%	\$0	0.00%
116 Fuel burner/boiler malfunction, fire	1	0.08%	\$0	0.00%
131 Passenger vehicle fire	2	0.17%	\$30,000	60.00%
141 Forest, woods or wildland fire	1	0.08%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	7	0.61%	\$0	0.00%
151 Outside rubbish, trash or waste fire	2	0.17%	\$0	0.00%
	<u>30</u>	<u>2.63%</u>	<u>\$50,000</u>	<u>100.00%</u>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
222 Overpressure rupture of boiler from air or	1	0.08%	\$0	0.00%
	<u>1</u>	<u>0.08%</u>	<u>\$0</u>	<u>0.00%</u>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	114	10.00%	\$0	0.00%
311 Medical assist, assist EMS crew	124	10.87%	\$0	0.00%
320 Emergency medical service, other	2	0.17%	\$0	0.00%
321 EMS call, excluding vehicle accident with	468	41.05%	\$0	0.00%
322 Motor vehicle accident with injuries	10	0.87%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	14	1.22%	\$0	0.00%
381 Rescue or EMS standby	1	0.08%	\$0	0.00%
	<u>733</u>	<u>64.29%</u>	<u>\$0</u>	<u>0.00%</u>
<b>4 Hazardous Condition (No Fire)</b>				
411 Gasoline or other flammable liquid spill	2	0.17%	\$0	0.00%
412 Gas leak (natural gas or LPG)	3	0.26%	\$0	0.00%
424 Carbon monoxide incident	5	0.43%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	4	0.35%	\$0	0.00%
441 Heat from short circuit (wiring),	1	0.08%	\$0	0.00%
442 Overheated motor	1	0.08%	\$0	0.00%
444 Power line down	1	0.08%	\$0	0.00%

CENTRALCOVENTRY

Incident Type Report (Summary)

Alarm Date Between {01/01/2021} And {03/31/2021}  
and FDID = "00610"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>4 Hazardous Condition (No Fire)</b>				
445 Arcing, shorted electrical equipment	3	0.26%	\$0	0.00%
451 Biological hazard, confirmed or suspected	9	0.78%	\$0	0.00%
460 Accident, potential accident, Other	6	0.52%	\$0	0.00%
471 Explosive, bomb removal (for bomb scare,	1	0.08%	\$0	0.00%
	36	3.15%	\$0	0.00%
<b>5 Service Call</b>				
500 Service Call, other	6	0.52%	\$0	0.00%
511 Lock-out	2	0.17%	\$0	0.00%
521 Water evacuation	1	0.08%	\$0	0.00%
522 Water or steam leak	2	0.17%	\$0	0.00%
531 Smoke or odor removal	3	0.26%	\$0	0.00%
550 Public service assistance, Other	2	0.17%	\$0	0.00%
552 Police matter	4	0.35%	\$0	0.00%
553 Public service	5	0.43%	\$0	0.00%
554 Assist invalid	10	0.87%	\$0	0.00%
561 Unauthorized burning	3	0.26%	\$0	0.00%
571 Cover assignment, standby, moveup	2	0.17%	\$0	0.00%
	40	3.50%	\$0	0.00%
<b>6 Good Intent Call</b>				
600 Good intent call, Other	8	0.70%	\$0	0.00%
611 Dispatched & cancelled en route	40	3.50%	\$0	0.00%
621 Wrong location	1	0.08%	\$0	0.00%
622 No Incident found on arrival at dispatch	2	0.17%	\$0	0.00%
631 Authorized controlled burning	1	0.08%	\$0	0.00%
641 Vicinity alarm (incident in other location)	1	0.08%	\$0	0.00%
650 Steam, Other gas mistaken for smoke, Other	1	0.08%	\$0	0.00%
651 Smoke scare, odor of smoke	2	0.17%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	0.17%	\$0	0.00%
	58	5.08%	\$0	0.00%
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	2	0.17%	\$0	0.00%
730 System malfunction, Other	5	0.43%	\$0	0.00%
733 Smoke detector activation due to	6	0.52%	\$0	0.00%
734 Heat detector activation due to malfunction	1	0.08%	\$0	0.00%
735 Alarm system sounded due to malfunction	5	0.43%	\$0	0.00%



CENTRALCOVENTRY

Incident Type Report (Summary)

Alarm Date Between {01/01/2021} And {03/31/2021}  
and FDID = "00610"

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>7 False Alarm &amp; False Call</b>				
736 CO detector activation due to malfunction	4	0.35%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.08%	\$0	0.00%
743 Smoke detector activation, no fire -	19	1.66%	\$0	0.00%
744 Detector activation, no fire -	6	0.52%	\$0	0.00%
745 Alarm system activation, no fire -	9	0.78%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	2	0.17%	\$0	0.00%
	<b>60</b>	<b>5.26%</b>	<b>\$0</b>	<b>0.00%</b>

Total Incident Count: 1140

Total Est Loss:

\$50,000



## CENTRAL COVENTRY FIRE DISTRICT

### TAX COLLECTORS REPORT

The following is the activity for the month of March 2021

#### Taxes Collected

2020	\$	101,039.60
2019	\$	18,932.90
2018	\$	1,676.52
Prior Years	\$	<u>2,880.31</u>

Interest/Penalty Collected	\$	10,388.07
----------------------------	----	-----------

<b>Total</b>	<b>\$</b>	<b><u><u>134,917.40</u></u></b>
--------------	-----------	---------------------------------

#### Outstanding Taxes

2020	\$	1,725,038.21
2019	\$	87,295.74
2018	\$	33,184.99
Prior Years	\$	155,854.83
Total	\$	<u><u>2,001,373.77</u></u>

## FY2021 Central Coventry Fire District Capital Fund

March, 2021

### Revenue

Initial funding	10,000
Sale of Rescue	5,000
Transfer approved by Board	75,000
Sale of Station 2	363,000
Interest	6,061
Transfer from Rescue Run	200,000
Federal Funds	15,166
General Fund Transfer	53,066
OJI insurance refund	49,099
Sale of rescue	3,600
Refund of deposit	<u>(5,000)</u>
<b>Total Revenue 03/31/2021</b>	<b>774,992</b>

### Expenditures

Fire Marshall Vehicle	31,190
Engineering for septic system	2,031
Work on septic system	17,700
State permit for septic system	500
Software update	11,200
Summit Heating	24,693
Server	5,237
Payoff Fire Truck	339,690
Purchase of Rescue	<u>326,505</u>
<b>Total Expenditures 03/3/2021</b>	<b>758,746</b>

Total Surplus (Deficit) 16,246

**CENTRAL COVENTRY FIRE DISTRICT FY 2021**

<b>March</b>	<b>FY21 (Approved)</b>	<b>March 2021 YTD</b>	<b>Remaining</b>	<b>% YTD 58%</b>	
<b>39000 Tax Revenue</b>					
39100 Tax Levy - Current Year	4,105,348	2,713,559	1,391,789	66%	Re
39201 Tax Levy - Prior Years	175,000	218,229	(43,229)	125%	
<b>Total 39000 Tax Revenue</b>	<b>4,280,348</b>	<b>2,931,788</b>	<b>1,348,560</b>	<b>68%</b>	
<b>39500 Department Revenue</b>					
39600 Rescue Run Recovery	575,000	329,793	245,207	57%	
39700 Fire Marshal Services	25,000	6,853	18,147	27%	
39800 Detail Reimbursement	2,500	1,320	1,180	53%	Sp
<b>Total 39500 Department Revenue</b>	<b>602,500</b>	<b>337,966</b>	<b>264,534</b>	<b>56%</b>	
<b>39900 Other Revenue</b>					
39930 Interest & Penalties on Taxes	100,000	46,979	53,021	47%	
39935 Bank Interest Income	17,500	4,693	12,807	27%	
39940 Misc Revenue	1,000	12	988	1%	
39990 Transfers from Unrestricted Cumulative Surplus	234,532	-	234,532	0%	
<b>Total 39900 Other Revenue</b>	<b>353,032</b>	<b>51,684</b>	<b>301,348</b>	<b>15%</b>	
<b>TOTAL DISTRICT REVENUE</b>	<b>\$ 5,235,880</b>	<b>\$ 3,321,438</b>	<b>\$ 1,914,442</b>	<b>63%</b>	
<b>40000 Administrative</b>					
40100 Audit/CPA Services	15,000	15,000	-	100%	
40200 Board Meetings	3,500	5,071	(1,571)	145%	
40210 Board Member Stipends	14,000	4,667	9,333	33%	
40220 Finance Director/Treasurer	108,000	63,000	45,000	58%	
40230 Administrative Insurance and HR	550	268	282	49%	
40300 Tax Collecting Expense	15,000	9,005	5,995	60%	
40400 Legal - General	55,000	28,365	26,635	52%	
40450 Legal - Labor Negotiations	35,000	8,463	26,537	24%	
40475 Professional	15,000	11,250	3,750	75%	Pr
40500 Office/Miscellaneous	500	451	49	90%	
40510 Bank Fees	150	285	(135)	190%	
40600 Dues and Subscriptions	1,000	265	735	27%	
40700 Accounting and Payroll Costs	3,250	1,768	1,482	54%	
40800 Administrative Service Contracts	8,000	6,615	1,385	83%	
40850 Software and Hardware	10,000	7,965	2,035	80%	
<b>Total 40000 Administrative</b>	<b>283,950</b>	<b>162,438</b>	<b>121,512</b>	<b>57%</b>	

March	FY21 (Approved)	March 2021 YTD	Remaining	% YTD
<b>50000 Operations</b>				
50200 Rescue Recovery Fees	22,000	12,534	9,466	57%
50250 Fuel	43,000	21,577	21,423	50%
50300 Insurance - General Liability and Property	43,600	29,794	13,806	68%
50720 Repairs and Maintenance - Station	20,000	18,052	1,948	90%
50730 Repairs and Maintenance - Vehicles and Apparatus	80,000	44,834	35,166	56%
50810 Supplies - Fire and Gear	27,500	21,199	6,301	77%
50830 Supplies - Rescue	40,000	9,830	30,170	25%
50840 Supplies - Station	11,000	5,775	5,225	53%
50845 Telecommunication System	2,500	2,500	-	100% At
50850 Telecommunications	12,000	6,680	5,320	56%
50920 Electric - Stations	5,250	9,029	(3,779)	172% Ut
50930 Gas - Stations	7,500	5,363	2,137	72%
50940 Oil - Stations	6,500	5,129	1,371	79%
50960 Water - Stations	600	284	316	47%
<b>Total 50000 Operations</b>	<b>321,450</b>	<b>192,580</b>	<b>128,870</b>	<b>60%</b>
<b>60000 Personnel Costs-Union</b>				
60105 Salaries	1,934,919	1,069,425	865,494	55%
60110 Collateral (Fire Marshal)	36,000	19,804	16,196	55%
60120 Overtime	425,000	208,268	216,732	49%
60130 Holiday	89,091	61,426	27,665	69%
60150 Detail	2,500	5,924	(3,424)	237% Sp
60170 Out of Rank	4,500	2,668	1,832	59%
60180 Clothing Allowance	21,700	8,400	13,300	39%
60190 Health Opt-out	18,000	-	18,000	0%
60200 Payroll Tax	197,947	96,753	101,194	49%
60210 Municipal State Pension	680,599	384,325	296,274	56%
61000 Medical Insurance - Union	330,361	164,622	165,739	50%
61100 HRA Medical Costs	10,000	3,349	6,651	33%
61200 Dental Insurance - Union	29,588	16,219	13,369	55%
61300 HR/SA Account Fees	1,500	940	560	63%
61400 Life Insurance	5,208	5,208	-	100%
61500 PEHP	36,723	-	36,723	0%
62000 Injured On Duty Insurance	123,634	82,601	41,033	67% qu
63000 Training/Academy	14,000	15,952	(1,952)	114%
63100 Promotional Exams	1,750	-	1,750	0%
63200 Recruitment	1,500	2,365	(865)	158%
<b>Total 60000 Personnel Costs-Union</b>	<b>3,964,519</b>	<b>2,148,249</b>	<b>1,816,270</b>	<b>54%</b>

March	FY21 (Approved)	March 2021 YTD	Remaining	% YTD
<b>70000 Personnel Costs - Administrative</b>				
70100 Administrative Salaries/Compensation	166,702	91,392	75,310	55%
70200 Administrative Payroll Taxes	3,152	1,752	1,400	56%
<b>Total 70000 Personnel Costs - Administrative</b>	<b>169,854</b>	<b>93,144</b>	<b>76,710</b>	<b>55%</b>
<b>80000 Retirees/Separation Costs</b>				
80100 Medical Insurance - Retiree	87,498	45,198	42,300	52%
80200 Dental Insurance - Retiree	6,685	3,354	3,331	50%
80700 Separation Payouts	55,836	6,986	48,850	13%
<b>Total 80000 Retirees/Separation Costs</b>	<b>150,019</b>	<b>55,538</b>	<b>94,481</b>	<b>37%</b>
<b>90000 Other Expenditures</b>				
90100 Hydrants	243,823	123,251	120,572	51% Qu
90200 Street Lights	102,265	58,841	43,424	58% Es
91000 Capital Purchases	-	-	-	0%
92000 Lease/Interest Payment	-	-	-	0%
95000 Claim Payments/Other	-	-	-	0%
<b>Total 90000 Other Expenditures</b>	<b>346,088</b>	<b>182,092</b>	<b>163,996</b>	<b>53%</b>
	<b>\$ 5,235,880</b>	<b>\$ 2,834,041</b>	<b>\$ 2,401,839</b>	<b>54%</b>
<b>SURPLUS/(DEFICIT)</b>	<b>\$ 0</b>	<b>\$ 487,397</b>		
Adjustment Timing Tax Collection (58%)		<b>\$ (318,773)</b>		
<b>Adjusted Surplus/(Deficit)</b>		<b>168,624</b>		