



Annual Meeting of the Central Coventry Fire District
September 13, 2021 – 7:00 PM
Coventry High School
40 Reservoir Road Coventry, RI 02816-6457

Annual District Meeting Agenda

1. Call to order by Moderator.
2. Declaration of quorum. (The Moderator will report to the assembly on the number of electors/voters present as reported by the Canvassers.)
3. Pledge of Allegiance lead by Moderator.
4. Review of Emergency Evacuation Plan and the rules and procedures for questions and comments by the Moderator.
5. Report on receipts and disbursements from the District Manager for the Fiscal Year recently ended.
6. Report on all-day referendum for approval of 2021-2022 Budget proposed by the CCFD Board of Directors.
7. Report on all-day voting for Board of Directors seats (2 open).
8. Resolution to set tax rate(s).
9. Adjournment



Board of Directors Meeting

Attendance Sign-In Sheet

September 13, 2021

Board of Directors

Fire District

 Fred Gralinski, President	 Gayle Corrigan, District Manager
 Cynthia Fagan-Perry, Vice President	Excused Linda Dykeman, Finance Manager
 Richard Polselli, Director	 David Dagostino, Esq.
 Carl L. Mattson, Director	 Frank Brown, Chief
 James Kuipers, Director	 Jeffrey Wadovick, District Treasurer
 Kristen Benoit, Director	 Frank Napoli
 Russell McGillivray, Director	 Daniel Kaplan, District Clerk

Report on Receipts and Disbursements Fiscal Year 2021

	FY21 (Approved)	FY21 (Estimated)	Variance Pos/Neg	Variance % Notes
39000 Tax Revenue				
39100 Tax Levy - Current Year	4,105,348	4,139,616	34,268	101%
39200 Tax Levy - Prior Years	1,755,000	2,764,403	1,011,103	158% Stronger than anticipated collections
Total 39000 Tax Revenue	4,280,348	4,415,719	135,371	103%
39500 Department Revenue				
39600 Rescue Run Recovery	575,000	544,551	(31,449)	95% Rescue run recovery continues to decline
39700 Fire Marshal Services	25,000	17,405	(7,595)	70%
39800 Detail Reimbursement	2,500	9,638	7,138	386% Includes COVID clinic partial reimbursement
Total 39500 Department Revenue	602,500	570,595	(31,907)	95%
39900 Other Revenue				
39930 Interest & Penalties on Taxes	100,000	165,592	65,592	166% Stronger than anticipated collections
39935 Bank Interest Income	17,500	7,248	(10,252)	41% Lower bank balances - settlement with National Grid
39940 Asset Sales/Misc Revenue	1,000	3,673	2,673	362% Sale of Rescue 5
Total 39900 Other Revenue	118,500	176,393	57,893	149%
TOTAL DISTRICT REVENUE	\$ 5,001,348	\$ 5,162,706	\$ 161,358	103%
40000 Administrative				
40100 Audit/CPA Services	15,000	15,000	-	100%
40200 Board Meetings	3,500	10,582	(7,082)	302%
40210 Board Member Shipnks	14,000	14,000	-	100%
40220 Finance Director/Treasurer	108,000	108,000	-	100%
40230 Administrative Insurance and HR Initiatives	550	242	308	44%
40300 Tax Collecting Expense	15,000	18,668	(3,668)	124%
40400 Legal - General	55,000	19,130	15,870	71% DOJ lawsuit legal costs covered by insurance
40450 Legal - Labor Negotiations	35,000	13,422	98,422	381% Grievances/Interest Arbitration - 2 contract years
40500 Office/Miscellaneous	500	1,732	(1,232)	346%
40510 Bank Fees	150	601	(451)	401%
40600 Dues and Subscriptions	1,000	265	735	27%
40700 Accounting and Payroll Costs	3,250	2,565	685	79%
40800 Administrative Service Contracts	23,000	18,760	4,240	82%
40850 Software and Hardware	10,000	18,191	(8,191)	182% Server and computer upgrades
Total 40000 Administrative	283,950	581,159	(97,209)	134%
50000 Operations				
50200 Rescue Recovery Fees	22,000	19,203	2,797	87%
50250 Fuel	43,000	43,061	(61)	100%
50300 Insurance - General Liability and Property	43,600	34,780	8,820	80%
50720 Repairs and Maintenance - Station	20,000	27,668	(7,668)	138%
50730 Repairs and Maintenance - Vehicles and Apparatus	80,000	89,414	(9,414)	112%
50810 Supplies - Fire and Gear	27,500	33,749	(6,249)	123%
50830 Supplies - Rescue	40,000	27,304	12,696	68%
50840 Supplies - Station	11,000	8,285	2,715	75%
50845 Telecommunication System	2,500	2,500	-	100%
50850 Telecommunications	12,000	14,077	(2,077)	117%
50920 Electric - Stations	5,250	15,978	(10,728)	304%
50930 Gas - Stations	7,500	6,942	558	93%
50940 Oil - Stations	6,500	6,197	303	95%
50960 Water - Stations	600	550	50	92%
Total 50000 Operations	321,450	329,709	(8,259)	103%

Report on Receipts and Disbursements Fiscal Year 2021

	FY21 (Approved)	FY21 (Estimated)	Variance Pos/Neg	Variance % N/A/B
60000 Personnel Costs-Union				
60105 Salaries	1,934,919	1,828,615	106,304	95%
60110 Collateral (Fire Marshal)	36,900	25,913	10,988	72%
60120 Overtime	425,000	424,385	615	100%
60130 Holiday	89,091	83,589	5,702	94%
60150 Detail	2,500	12,051	(9,551)	482%
60170 Out of Rank	4,500	5,136	(636)	COVID clinics
60180 Clothing Allowance	21,700	18,550	3,150	85%
60190 Health Opt-out	18,000	11,000	7,000	61%
60200 Payroll Tax	197,947	178,507	19,440	90%
60210 Municipal State Pension	680,599	594,414	86,185	87%
61000 Medical Insurance - Union	330,361	292,338	38,023	88%
61100 HRA Medical Costs	10,000	11,415	(1,415)	114%
61200 Dental Insurance - Union	29,588	27,783	1,805	94%
61300 HR/SA Account Fees	1,500	1,736	(236)	116%
61400 Life Insurance	5,208	5,208	-	100%
61500 PEHP	36,723	30,500	6,223	83%
62000 Injured On Duty Insurance	123,634	136,029	(12,395)	110%
63000 Training/Academy	14,000	34,603	(20,603)	247%
63100 Promotional Exams	1,750	-	1,750	0%
63200 Recruitment	1,500	5,151	(3,651)	343%
Total 60000 Personnel Costs-Union	3,964,530	3,776,724	237,796	94%
70000 Personnel Costs - Administrative				
70100 Administrative Salaries/Compensation	166,702	165,480	1,222	99%
70200 Administrative Payroll Taxes	3,152	3,268	(116)	104%
Total 70000 Personnel Costs - Administrative	169,854	168,749	1,105	99%
80000 Retirees/Separation Costs				
80100 Medical Insurance - Retiree	87,498	76,316	11,142	87%
80200 Dental Insurance - Retiree	6,685	5,701	984	85%
80700 Separation Payments	55,836	90,931	(46,805)	16%
Total 80000 Retirees/Separation Costs	150,019	91,089	58,930	61%
90000 Other Expenditures				
90100 Hydrants	243,823	221,037	22,786	91%
90200 Street Lights	102,265	582,448	(480,183)	57%
91000 Capital Purchases	50,000	50,000	(50,000)	National Grid Settlement
93000 Claim Payments/Other	-	12,000	(12,000)	Reserve pumpier (\$51k), defibrillator (\$27.5k), inflatable boat (\$7.6k)
Total 90000 Other Expenditures	346,088	665,584	(519,496)	250%
TOTAL DISTRICT EXPENSES	\$ 5,235,881	\$ 5,563,013	\$ (327,132)	106%
SURPLUS/(DEFICIT)				
Total Cumulative Surplus as of 8/31/2020			\$ 781,410	
Projected Cumulative Surplus as of 8/31/2021			\$ 381,103	

Fiscal Year 2022 Proposed Budget

		Notes/Assumptions
		8.5% budget levy increase pays for significant increase in overtime expenses to comply with unfunded mandated "firefighter overtime law". Decreased operational and administrative costs.
		FY22 (Proposed) No capital investments.
39000 Tax Revenue		
39100 Tax Levy - Current Year	4,558,880	8.5% tax increase; 94% collection rate
39201 Tax Levy - Prior Years	275,000	
Total 39000 Tax Revenue	\$ 4,833,880	87% of budgeted revenues
39500 Department Revenue		
39600 Rescue Run Recovery	545,000	
39700 Fire Marshal Services	18,000	
39800 Detail Reimbursement	6,000	
Total 39500 Department Revenue	\$ 569,000	10% of budgeted revenues
39900 Other Revenue		
39930 Interest & Penalties on Taxes	150,000	
39935 Bank Interest Income	1,500	
39940 Asset Sales/Misc Revenue	5,100	Sale of fire truck
Total 39900 Other Revenue	\$ 156,600	3 % of budgeted revenues
TOTAL DISTRICT REVENUE	\$ 5,559,480	
40000 Administrative		
40100 Audit/CPA Services	15,000	Per audit RFP
40200 Board Meetings	3,250	All day referendum - 9/13/2021
40210 Board Member Stipends	6,400	Officer (2) \$1,200; member (5) \$800
40220 Finance Director/Treasurer	54,500	\$4,500 MRP; \$50,000 Wadovick
40230 Administrative Insurance and HR	400	Beacon Mutual
40300 Tax Collecting Expense	14,650	\$10,000 Vision software; \$4,000 postage; \$650 tax assessor
40400 Legal - General	40,000	
40450 Legal - Labor Negotiations	5,000	Resolution of interest arbitrations and grievances
40500 Office/Miscellaneous	1,300	Checks; ink; various office supplies
40510 Bank Fees	600	
40600 Dues and Subscriptions	2,000	Fire marshal code subscription renewal
40700 Accounting and Payroll Costs	2,750	\$165/mo payroll + \$770/annual QB
40800 Administrative Service Contracts	19,000	Firehouse; Imngetrend; photocopier; IT
40850 Software and Hardware	10,000	FY21 hardware upgrades
Total 40000 Administrative	\$ 174,850	3% of budgeted expenses
50000 Operations		
50200 Rescue Recovery Fees	19,250	
50250 Fuel	45,000	
50300 Insurance - General Liability and Property	189,850	
50720 Repairs and Maintenance - Station	15,000	FY21 repairs and environmental study
50730 Repairs and Maintenance - Vehicles and Apparatus	90,000	
50810 Supplies - Fire and Gear	27,500	FY21 recruit outfitting
50830 Supplies - Rescue	30,000	
50840 Supplies - Station	8,500	
50845 Telecommunication System	2,500	
50850 Telecommunications	14,250	
50920 Electric - Stations	16,000	Station 4 & 7
50930 Gas - Stations	7,250	Station 4 Gas and Gas Generator
50940 Oil - Stations	6,760	
50960 Water - Stations	560	
Total 50000 Operations	\$ 472,420	9% of budgeted expenses

Fiscal Year 2022 Proposed Budget

		Notes/Assumptions	
		8.5% budget levy increase pays for significant increase in overtime expenses to comply with unfunded mandated "firefighter overtime law". Decreased operational and administrative costs.	
		FY22 (Proposed) No capital investments.	
60000 Personnel Costs-Union			
60105 Salaries	1,883,284	Based on census as of 8/2/2021 - 30 firefighters + 1 division chief	
60110 Collateral (Fire Marshal)	25,000	Fire Marshal MOA	
60120 Overtime	725,000	Compliance with OT law	
60130 Holiday	86,750	Based on census as of 8/2/2021	
60150 Detail	6,000	FY21 COVID details	
60170 Out of Rank	5,500		
60180 Clothing Allowance	21,700	Based on census as of 8/2/2021	
60190 Health Opt-out	10,500	Based on census as of 8/2/2021	
60200 Payroll Tax	216,263	Based on census as of 8/2/2021 and separation payout	
60210 Municipal State Pension	651,031	Based on census as of 8/2/2021	
61000 Medical Insurance - Union	328,986	Based on census as of 8/2/2021	
61100 HRA Medical Costs	11,550		
61200 Dental Insurance - Union	28,309	Based on census as of 8/2/2021	
61300 HR/SA Account Fees	1,750		
61400 Life Insurance	8,000	Per CBA	
61500 PEHP	35,252	Based on census as of 8/2/2021	
62000 Injured On Duty Insurance	123,000		
63000 Training/Academy	17,500		
63100 Promotional Exams	1,750		
63200 Recruitment/Medical Exams	1,548		
Total 60000 Personnel Costs-Union	\$ 4,188,674	75% of budgeted expenses	
70000 Personnel Costs - Administrative			
70100 Administrative Salaries/Compensation	119,040	Chief (\$40k); tax collector (\$41.6k); clerk (\$37.4k)	
70200 Administrative Payroll Taxes	6,047		
70300 Medical Insurance - Administrative	-		
70400 Dental Insurance - Administrative	-		
Total 70000 Personnel Costs - Administrative	\$ 125,087	2% of budgeted expenses	
80000 Retirees/Separation Costs			
80100 Medical Insurance - Retiree	76,544		-
80200 Dental Insurance - Retiree	6,174		-
80700 Separation Payouts	63,236	1 retirement	
Total 80000 Retirees/Separation Costs	\$ 145,954	3% of budgeted expenses	
90000 Other Expenditures			
90100 Hydrants	234,284	Monthly billing \$19,524	
90200 Street Lights	218,212	Two year average	
91000 Capital Purchases	-	No Capital Investments	
92000 Lease/Interest Expense	-		
95000 Claim Payments/Other	-		
Total 90000 Other Expenditures	\$ 452,496	8% of budgeted expenses	
	\$ 5,559,480		
SURPLUS/(DEFICIT)	\$ (0)		



CENTRAL COVENTRY FIRE DISTRICT

240 Arnold Rd
Coventry, RI 02816
(401) 825-7803 Tel.
(401) 825-7806 Fax.

Daniel S. Kaplan
District Clerk

September 15, 2021

Results of the election are:

The Resolution to set tax rates was defeated:

No-469 votes

Yes-276 votes

Board of Directors:

Debbi Santilli 508 votes

Carl Mattson 493 votes

Bradford Mayer 263 votes

Lareto Guglietta 195 votes

Daniel S. Kaplan

District Clerk

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