



Special Meeting of the Central Coventry Fire District
March 7, 2022 – 7:00 PM
Coventry Town Hall Annex Auditorium
1675 Flat River Road, Coventry, RI 02816-6457

Special District Meeting Agenda

1. Call to order by Moderator.
2. Declaration of quorum. (Charter, Section 3 (b) – *“Twenty-five (25) qualified voters shall constitute a quorum....”*)
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. Review and vote to ratify proposed Charter revisions (for taxing authority for streetlights) as approved by the Board of Directors on January 20, 2022.
6. Review and vote to ratify proposed By-law’s revisions (to add Article III, Section 3, Duties/Job Responsibilities of the Treasurer) as approved by the Board of Directors on January 20, 2022.
7. Review and vote to ratify Borrowing Authorization for lending through the RI Infrastructure Bank (for purchase of streetlights and conversion to LEDs) as approved by the Board of Directors on January 20, 2022.
8. Adjournment




Board of Directors Special Meeting

Attendance Sign-In Sheet

March 07, 2022

Board of Directors

Fire District

 Cynthia Fagan-Perry, President	EXCUSED Gayle Corrigan, District Treasurer
 Carl L. Mattson, Vice President	 David Dagostino, Esq.
 Richard Polselli, Director	 Frank Brown, Chief
 Kristen Benoit, Director	 Daniel Kaplan, District Clerk
Excused Russell McGillivray, Director	
 Debra Santilli, Director	
Excused Dorothy Berube, Director	

STATE OF RHODE ISLAND
CENTRAL COVENTRY FIRE DISTRICT
RESOLUTION NO.: 2022-01

RESOLUTION TO SUPPORT AN AMENDMENT TO
CHAPTER 492 OF THE PUBLIC LAWS OF 2006

WHEREAS, the Board of Directors ("Board") serves as the governing body of the Central Coventry Fire District ("CCFD"), which is a quasi-municipal/quasi-governmental entity and body politic created by an Act of the General Assembly;

WHEREAS, the Charter of the was created in 2006 in Chapter 492 of the Public Laws of 2006 and does not contain specific language allowing for the borrowing of indebtedness for streetlights and related apparatus;

WHEREAS, the Board has determined it is in the best interest of the District to purchase and convert to LED-type fixtures, all of the streetlights located in the District from National Grid, working in conjunction with the Partnership for Rhode Island Streetlight Management ("PRISM") because the savings of multiple-millions of dollars will inure to the benefit of the taxpayers of the District;

WHEREAS, the Board requests that the RI General Assembly amend the Charter as set forth in Exhibit A, attached hereto and incorporated herein by reference, particularly, as to Section 7 and Section 12 of said Charter;

NOW THEREFORE, in consideration of the foregoing, the Board of Directors of the Central Coventry Fire District, at a meeting duly called on the 20th day of January 2022, hereby requests that the RI General Assembly pass the proposed Charter amendment substantially in the form as set forth in Exhibit A.


EFFECTIVE DATE

This Resolution shall become effective upon passage.

I hereby certify that the foregoing Resolution was adopted by the Honorable Board of Directors of the Central Coventry Fire District at their regular Board meeting on January 20, 2022.

Attest:


Dan Kaplan, District Clerk


Cynthia A. Fagan-Perry, President,
Board of Directors

CCFD\Resolution 2022-01 (Charter Amendment)

Exhibit A

***Three (3) Versions of the Charter
Amendment, depending on when the
Amendment is presented to the voters of the
District, i.e., at a Special or Annual Meeting.***

STATE OF RHODE ISLAND

IN GENERAL ASSEMBLY

JANUARY SESSION, A.D. 2022

A N A C T

IN AMENDMENT OF CHAPTER 492 OF THE PUBLIC LAWS OF 2006 AMENDING THE
CHARTER OF THE CENTRAL COVENTRY FIRE DISTRICT

Introduced By:

Date Introduced:

, 2022

Referred To:

It is enacted by the General Assembly as follows:

Sec. 1.

Section 7 (a) of the Chapter 492 of the Public Laws of 2006 is hereby amended to read as follows:

Sec. 7. TAXING AUTHORITY - TAX ASSESSOR

(a) Said qualified voters at any of their legal meetings shall have the power to order such taxes and provide for the assessing and collecting of the same on the taxable inhabitants and property in said district as they shall deem necessary for purchasing fire engines, and all other implements and apparatus for the extinguishing of fire; for the purchase of land and buildings for keeping same; for the purchasing, installation, operation and maintenance of a suitable alarm system; ~~for the purchasing, installation, operation and maintenance of lighting on the streets and highways of the district.~~ for making cisterns and reservoirs; for paying the salaries of district officers and employees, firemen, as well as the members of the rescue unit known as Central Coventry Rescue, ~~and for the payment of its legal indebtedness.~~

And such taxes, so ordered, shall be assessed by the assessors of said district on the taxable inhabitants and property therein according to the last valuation made by the assessors of the town of Coventry next previous to said assessment, adding, however, any taxable property which may have been omitted by said town assessors or afterwards acquired; and in assessing and collecting said taxes such proceedings shall be had by the officers of said district, as near as may be, as are required to be had by the corresponding officers of towns in assessing and collecting taxes.; provided, however, that the tax assessed and payable in any one year under the provisions of this section shall not exceed six (6) mills an each dollar of valuation.

Sec. 2

Section 9 of the Chapter 492 of the Public Laws of 2006 is hereby amended to read as follows:

Sec. 9 DISTRICT TREASURER

There shall be a District Treasurer who shall be appointed or employed by the District. The Treasurer shall receive all money paid to the District and deposit the same in such federally insured bank or banking system as shall be designated by the Board of Directors to the credit of the District, provided that in the event of a surplus of funds, the Board of Directors may direct deposits to be made in a savings account in some federally insured banking institution. ~~The Board of Directors may also appoint one of its members to serve as the Assistant Treasurer of the District.~~ The Treasurer ~~or Assistant Treasurer~~ shall sign all duly authorized distinct notes and bonds. ~~The District Treasurer~~ and shall be bonded in an amount to be determined by the Board of Directors. The Treasurer shall pay all District obligations by check, as approved by the Board of Directors and shall close the books as of the last day of each fiscal year. The Treasurer shall submit a report to the Board of Directors monthly. The Treasurer shall at every annual meeting, fully report the condition of the treasury of the District, showing receipts and expenditures of the preceding year.

Sec. 3

Section 12 of Chapter 492 of the Public Laws of 2006 is hereby amended to read as follows:

Section 12. AUTHORIZATION TO BORROW FUNDS

The Central Coventry fire district is hereby authorized and empowered to borrow from time to time such sums of money as may be necessary, not however, to exceed ~~in the aggregate the outstanding principal~~ sum of one-half (1/2) of the annual operating budget, for the purpose of procuring real and personal estate, the erection and maintenance of buildings, the procuring of fire and water apparatus, ~~the procuring of street lighting apparatus,~~ for the payment of any legal indebtedness of said district, or for the purpose of purchasing or procuring any other property, real or personal, that may be legally acquired and held by said district.

Sec. 3 The question of the approval of this act shall be submitted to the eligible voters of the District at its annual meeting or at a special meeting to be called by a majority vote of the Board of Directors of the District to be held not earlier than thirty (30) days after the passage of this act. The question shall be submitted in substantially the following form: "Shall an Act, passed at the 2022 session of

the General Assembly entitled "AN ACT IN AMENDMENT OF CHAPTER 492 OF THE PUBLIC LAWS OF 2006 AMENDING THE CHARTER OF THE CENTRAL COVENTRY FIRE DISTRICT" be approved?" and the notice of the meeting shall contain the question to be submitted. From the time the meeting is noticed until it is held the district clerk shall keep a copy of the act available for inspection at each fire station of the District, but the validity of the vote shall not be affected by such requirement."

Sec. 4. This Section and Section 3 shall take effect upon passage. The remainder of this act shall take effect upon approval of this act by a majority of those voting on the question at the meeting prescribed by Section 3 whereupon all acts or parts of acts inconsistent herewith or repugnant thereto, shall be repealed.

**STATE OF RHODE ISLAND
CENTRAL COVENTRY FIRE DISTRICT**

AMENDMENT TO DISTRICT BY-LAWS

The Board of Directors ("Board") of the Central Coventry Fire District ("CCFD") as the governing body of said District, hereby amends the District's By-Laws, specifically to enumerate the duties and job responsibilities of the position of District Treasurer as the same may be appointed by the Board from time to time. Those duties and job responsibilities, and the proposed By-Laws amendment(s) are set forth in Exhibit A attached hereto and incorporated herein by reference.

I hereby certify that the foregoing Amendment to the District By-Laws was adopted by the Honorable Board of Directors of the Central Coventry Fire District at their regular Board meeting on January 20, 2022.

Attest:


Dan Kaplan, District Clerk


Cynthia A. Fagan-Perry, President,
Board of Directors

Exhibit A

Proposed By-Laws Amendment to Article III.

days after the date of the certification, the Board of Directors shall postpone the holding of the recall election to the date of said annual meeting.

ARTICLE III — DUTIES OF APPOINTEES

SECTION 1. Appointees

The Board of Directors, in its sole discretion and judgment, may appoint or employ, such persons to the following positions: District Clerk; District Tax Collector; District Tax Assessor; Fire Chief; Finance Director/District Manager/Treasurer; or other establish such other appointments or positions as the same shall be required from time to time. The Board, in its sole judgment, may designate more than one (1) function to an appointee or employee, except the Fire Chief shall not have any administrative responsibilities or control. When making such appointment, the appointee shall have those responsibilities as directed by the Board and in addition to those listed in the District Charter.

SECTION 2. Reporting Structure

2.A. All appointees shall report directly to the Board of Directors; shall be present at Board of Directors meetings as directed by the Board.

2.B. If an appointee has two (2) consecutive unexcused absences from meetings of the Board of Directors, such individual may be addressed by the Board, in Executive Session per Rhode Island General Laws and Rhode Island Open Meeting Laws, to review the job performance status of such individual.

SECTION 3. Duties/Job Responsibilities of the Treasurer:

In addition to those duties enumerated in the District Charter at Section 9, P.L. 2006, Ch. 492, the Board of Directors deems the following to be inclusive of the duties and job responsibilities of the person or firm appointed as the District Treasurer, as the same may be determined by the Board of Directors from time to time: Reconcile Bank Transactions (daily); Process Union Deductions; Update Weekly Cash Flow Forecast; Payroll Processing; Process Pension Payments; Process Tax Payments; Review and Approve Accounts Payable; Reconcile Bank Transactions vs. Tax Reports; Attend Monthly Board Meeting and Give Report; Prepare Monthly P&L; Prepare Quarterly P&L; Post Employment Health Plan Payment(s) ("PEHP"); Order W2 and 1099 Forms; Vacation Time Rollover; Process Injured-on-Duty ("IOD") Tax Letters; Prepare 1099 Forms.

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STATE OF RHODE ISLAND
CENTRAL COVENTRY FIRE DISTRICT
RESOLUTION NO.: 2022-02

**RESOLUTION TO APPROVE THE BORROWING OF FUNDS
THROUGH THE RI INFRASTRUCTURE BANK FOR THE PURPOSE OF
CONVERTING THE DISTRICT'S STREETLIGHTS TO LEDs**

**(This Resolution supplants Resolution 2021-12, which authorized borrowing up to
\$300,000.00)**

WHEREAS, the Board of Directors ("Board") serves as the governing body of the Central Coventry Fire District ("CCFD"), which is a quasi-municipal/quasi-governmental entity and body politic created by an Act of the General Assembly;

WHEREAS, the Board is empowered and authorized by Section 12 of its Charter and enabling legislation to borrow funds;

WHEREAS, the Board has determined it is in the best interest of the District and in the Board's business judgment to purchase and convert to LED-type fixtures, all of the streetlights located in the District from National Grid, working in conjunction with the Partnership for Rhode Island Streetlight Management ("PRISM") because the savings of multiple-millions of dollars will inure to the benefit of the taxpayers of the District;

WHEREAS, the Board previously authorized borrowing up to \$300,000 for the streetlight purchase and conversion in Resolution 2021-12, but has not done so and this Resolution specifically supersedes Resolution 2021-12;

NOW THEREFORE, in consideration of the foregoing, the Board of Directors of the Central Coventry Fire District, at a meeting duly called on the 20th day of January, 2022, hereby confirms and approves the borrowing of funds from the RI Infrastructure Bank in an amount not to exceed \$400,000.00 for the conversion of District streetlights to LED-type fixtures. The Board also submits to the voters at a Special or Annual meeting, for approval, the proposed Resolution to enter a loan agreement with the RI Infrastructure Bank as set forth in Exhibit A.

EFFECTIVE DATE

This Resolution shall become effective upon passage and specifically supersedes Resolution 2021-12

I hereby certify that the foregoing Resolution was adopted by the Honorable Board of Directors of the Central Coventry Fire District at their regular Board meeting on January 20, 2022.

Attest:



Dan Kaplan, District Clerk



Cynthia A. Fagan-Perry, President,
Board of Directors

Exhibit A

The form of Resolution to Enter into a Loan Agreement with RI Infrastructure Bank for Streetlight Purchase and Conversion.

SPECIAL MEETING

A RESOLUTION AUTHORIZING THE CENTRAL COVENTRY FIRE DISTRICT TO ENTER INTO A LOAN AGREEMENT WITH THE RHODE ISLAND INFRASTRUCTURE BANK TO FINANCE THE ACQUISITION FROM NATIONAL GRID AND THE CONVERSION OF STREETLIGHT FIXTURES TO LIGHT EMITTING DIODE ("LED") TECHNOLOGY, AND RELATED COSTS, AND TO ISSUE BONDS AND NOTES IN AN AMOUNT NOT TO EXCEED OF \$ _____,00

WHEREAS, a special meeting of the District has been called upon a majority vote of the Board of Directors;

WHEREAS, the purpose of a special meeting of the District, being the presentation, discussion and potential adoption of this Resolution has been set forth in the notice and call of this meeting given at least thirty (30) days prior to the date of this meeting;

NOW THEREFORE A QUORUM OF THE QUALIFIED VOTERS OF THE DISTRICT HEREBY ADOPT THE FOLLOWING VOTES:

SECTION 1. Under the authority of the Section 12 of the District Charter (Chapter 492 of the Public Laws of 2006) (as be amended by _____ or as may be amended) (the "Charter") and Rhode Island General Laws Chapter 46-12.2 (the "Act"), the President and the Treasurer or Assistant Treasurer of the District are hereby authorized to execute and deliver on behalf of the District a loan agreement and related instruments and documents including a "local government obligation" (being a bond or note of the District) as defined in the Act (collectively, said loan agreement, bonds and/or notes and related instruments and documents being hereinafter sometimes referred to as the "Financing Documents") with the Rhode Island Infrastructure Bank (the "Bank") in an amount not to exceed \$ _____, all in such form as may be acceptable to the Bank, together with additional documents as such officers deem necessary or appropriate in their sole discretion, the due authorization thereof being conclusively demonstrated by their execution and delivery thereof.

SECTION 2. Such borrowings are hereby appropriated for the acquisition and the conversion of street lighting fixtures acquired from National Grid to light emitting diode ("LED") technology and may include lighting control systems and _____ (the "Project") and all costs incidental thereto including the costs of issuance of such local government obligations, and may include a debt service reserve fund and capitalized interest.

SECTION 3. The contracts for the expenditure of the proceeds of the borrowing, or advances thereof, shall be awarded by the Board of Directors.

SECTION 4. The form of bond or note and other details, terms and conditions of the Financing Documents shall be fixed by the Treasurer or Assistant Treasurer and the President of the District. Any balance of the proceeds of such borrowing remaining after payment of the cost of the contracts and the cost of issuance of such local government obligations hereunder shall be applied to the payment of the principal of or interest on the local government obligations issued hereunder.

SECTION 5. The Treasurer and the President and each of them acting singly are authorized to take any action deemed by such officer necessary (1) to assure that interest on the bonds or notes issued hereunder remains excludable from gross income of the recipients thereof for federal income tax purposes, including, without limitation, paying to the federal government any rebate of earnings derived from the deposit or investment of the proceeds of such local government obligations that may be required therefor, and (2) to comply with the requirements of federal law, if requested by the Bank, including without being limited to regulations and other requirements of the Securities and Exchange Commission and the Municipal Securities Rulemaking Board, imposed directly on the District or on the underwriters of the Bank's bonds and notes.

SECTION 6. Any bonds or notes issued under the provisions of this Resolution, if properly executed by officers of the District in office on the date of execution, shall be valid and binding according to their terms notwithstanding that before the delivery thereof and payment therefor any or all of such officers shall for any reason have ceased to hold office.

SECTION 7. The Treasurer and the President and each of them acting singly is authorized to apply for, contract for, and expend such borrowings and any federal or state advances or other grants or assistance which may be available for the purposes of this ordinance, and any such expenditures may be in addition to other moneys provided in this ordinance. The Treasurer and the President and each of them acting singly is authorized to enter into agreements with third party maintenance providers for the Project. To the extent of any inconsistency between any provision of this ordinance and any applicable state law or federal law or regulation, the latter shall prevail.

SECTION 8. This Resolution is an affirmative action of the voters of the District toward the execution and delivery of the Financing Documents constitutes the District's declaration of official intent pursuant to Treasury Regulation 1.150(2) to reimburse the District's general fund for certain capital expenditures paid on or after the date which is sixty (60) days prior to the date of this Resolution but prior to the execution and delivery of the Financing Documents. Such amounts shall not exceed \$ _____ and shall be reimbursed not later than eighteen (18) months after (a) the date on which is the expenditure is paid or (b) the date the property is placed into service or abandoned, but no event later than three (3) years after the date the expenditure is paid.

SECTION 9. This Resolution shall take effect upon its passage.

Adopted at the District Special Meeting of _____, 2022.

Clerk