

UNION CENTER FIRE COMPANY

BOARD MEETING

November 4, 2013

PRESENT: M. Henry, G. Greenlee, B. Dieffenbacher, C. Hoyt, K. Miga, A. Silvestri, A. Green, F. Trzcinski, M. Belensky, (Alice Fiacco, Scott Hotalen, CPA)

NOT PRESENT:

**This was an abbreviated meeting due to a presentation by Scott Hotalen, CPA

Regarding completion of work by Overhead Doors at Station 2; this project is still top priority and its status remains the same as last month.

Regarding our problems with Lourdes Occupational Health; the Director of Occ. Health would like to meet with us to discuss resolution of the problems we have been having with receiving paperwork. She would also like to talk to us about Lourdes Mobile Unit coming to our station to do annual physicals and will do a site visit to see our station could accommodate this. Karen will invite her to our work session on 11/21/2013.

Regarding status of M. Phelan and B. Smack; Matt has resigned from the company and Brendan is on inactive status until 04/20/2014 unless he resigns or becomes active again.

Regarding securing the bay area at Station 1 during public events; Adrian has almost completed one door and will do the other two in the near future.

Work session 11/21/2013 or 11/14/2013, depending on Lourdes director's availability.

Chris brought up the LENS program with DMV; he asked for permission to sign the contract and he was given permission to do so. This program will notify us of any changes to members' driving licenses.

Regarding gear cleaning; Mark H. is still talking with Maine Fire to work out the details for this.

Status of grease traps at Station 1 is the same as last month.

Auxiliary refrigerator at Station 1 is installed. A lock will be put on it if the Auxiliary feels that one is necessary.

Generator and air compressor maintenance status is the same as last month.

No estimates for Station 1 or 2 parking lots yet from Battaglini. Adrian has verbal estimate of \$5000 for work at Station 2 from Brett Dyer. Chris brought up a potential drainage problem at Station 2 that we will have to deal with before any grading is done.

Alarm system at Station 1 has a new battery. Station 2 waiting for estimate.

Policies are going to be managed at a work session.

Gym membership changes to be announced during business meeting tonight.

SCOTT HOTALEN, CPA PRESENTATION: Scott said that we have a very strong financial organization. He is now taking depreciation of buildings and larger equipment into account, which has not been done in the past. He said that we have a great bookkeeper, but we rely heavily on Alice and also on him as we lack of people in our organization who have such experience with financial matters. This is considered a weakness in the business world, but he is not recommending any changes as it would cost us a great deal to remedy this situation. We are now currently in need of a full audit every year based on our revenue. He said that he enjoyed working with us, appreciated receiving information he asked for in a timely manner, and hopes that we will continue to work with him in the future.

Respectfully submitted,

Karen S. Miga

