

Western Coventry Fire District

110 Victory Highway

Greene, RI 02827

(401) 397-7520

August 18, 2010

WCFD Board of Directors Meeting

Present:

John Humble, Richard Holt, Kent Novak, Earl Mann, Robert Hevey

Absent:

None

Also present:

Treasurer Glenn Underwood, Tax Collector Joan Smith, Moderator Eric Bonang, Clerk Jean Pomfret and WCFD Counsel J. William W. Harsch.

Meeting was called to order at 7:00 p.m. by Chairperson Earl Mann.

Approval of July 21, 2010 BOD Meeting Minutes:

Motion made by Mr. Humble to approve the minutes of the 7/21/10 Board meeting, seconded by Mr. Holt with correction that the listing as to voting to adjourn the meeting should be changed to 3-0 with a similar correction on page 2. Discussion followed. Mr. Novak said he didn't believe it should be 3. Mr. Novak questioned the follow-up to matters covered during the 7/21 Board meeting; specifically, wage issues relating to overtime as well as pay levels for some positions, the status of locking the Station, rescue recovery, why Deputy Chief Hall was not made acting chief, and possible breaches of bylaws, SAP's and the District Charter. Mr. Novak also moved that the Board send Chief Pomfret a letter of thanks for securing up to another \$45,000 for the rescue recovery fund. Motion died for lack of a second. The vote on the motion to accept the July 21, 2010 minutes was carried unanimously. Mr. Novak noted that the minutes for April 15, April 17 and June 23 had not yet been approved by the Board.

Chief's Report:

The Chief's report included comparisons from last year to this year of responses to fires and rescue calls. Noted that Engine 9 is back in service. Reviewed status of other apparatus. Indicated that both captains are being sent to a seminar on October 5 and 6 on disaster management. Back pay is being taken care of and most, if not all, involved have been compensated at this time. There was discussion on the current fuel contract, the cost of fuel and bidding requirements. Mr. Novak moved to accept the Chief's report as

presented; seconded by Mr. Holt. Unanimously approved.

Tax Collector's Report:

District assessment went down a little partly because there were only two new homes built this last year. Discussion followed. There is a shortfall of approximately \$21,000 that will have to be funded with taxpayer dollars. Will need to increase the tax by \$.06 to \$1.12. Mr. Humble made a motion to increase the tax rate by \$.06 to \$1.12, seconded by Mr. Hevey. There being no discussion, a vote was taken. Mr. Humble, Mr. Hevey, Mr. Holt and Mr. Mann - Aye. Mr. Novak abstained.

Treasurer's Report:

Reviewed report as handed out to the Board. Stated that the last column was not an approved budget line, but more of a recommendation. May want to call a separate budget meeting to review the numbers. Annual audit is completed. Back pay was issued on August 12. FEMA funds of \$15,000+ were received in July. Received insurance reimbursement for Engine 9 of \$7,000+. Motion made by Mr. Humble to accept the Treasurer's Report, seconded by Mr. Holt. Discussion followed. Mr. Novak made comments re concerns for budget trend in July, allocation for FEMA reimbursement funds, and questioned which expenses are reimbursable. Motion to accept Treasurer's Report carried

unanimously.

Chairman Mann commented that in lieu of the ratification of the Treasurer's 2010 balanced budget, he would entertain a motion for a budget committee to look over the budget and come up with a revision to what Mr. Underwood had originally proposed. So moved by Mr. Humble, seconded by Mr. Holt. Discussion followed with comment as to make-up of committee members. First date was tentatively set for September 1, 2010. Motion carried unanimously.

SAP Committee Report:

The SAP Committee met on August 11, 2010. Requested that the members of the SAP Committee be officially named by the Board. The Committee members are Mr. Holt, Mr. Novak, Mr. Mays, Mr. Humble and Interim Chief Lacallaide. There was some recent minor editing completed on 8 SAP's with approvals by SAP Committee with recommendation that the Board approve them to make them official. Motion was made by Mr. Humble that the SAP's be adopted as official SAP's of the District, seconded by Holt. Motion carried unanimously. Motion was made by Mr. Humble that Mr. Holt, Mr. Novak, Mr. Mays, Mr. Humble and Interim Chief Lacallaide be appointed to the SAP Committee. Seconded by Mr. Holt. Discussion followed. Mr. Novak questioned why the membership was not open to the public for appointment and possible potential conflict of interest of member. Vote was taken on confirming memberships to SAP Committee. Mr.

Humble, Mr. Hevey, Mr. Mann and Mr. Holt - Aye. Mr. Novak - Nay.

Committee has identified several subjects that need to be reviewed as soon as possible including, membership application procedure, duties and responsibilities and qualifications of Chief; duties of Safety Officer, District hiring policy, property disposal procedure, mileage reimbursement, access to public records act compliance, correspondence policy, harassment and nondiscrimination and media. The District is currently lacking in a policy that protects both the incident victims and Department members regarding disclosure of medical records (need a solid HEPA policy). The next meeting is scheduled for September 8 at 7 p.m. at the Station. Vote was taken to accept the SAP Committee report with Mr. Mann, Mr. Humble, Mr. Hevey, and Mr. Holt voting Aye, Mr. Novak abstained.

Diesel Equipment Grant Report:

Mr. Novak reported that the invoice as submitted to DEM is the latest of many requirements that DEM keeps sending the District. The District was informed months ago that it would receive the money in 30 days. Mr. Novak is optimistic that the District is going to get the funds. Motion was made by Mr. Humble to accept Mr. Novak's report; seconded by Mr. Holt. Motion carried unanimously.

Old Business:

Bylaws Committee - Motion by Mr. Holt to confirm Eric Bonang (Chair), Mary Ellen Karlew, Everett Hudson, Robert Hevey and Captain Robert Mann. Seconded by Mr. Humble. Discussion followed. Mr. Novak made comment that the public should have an opportunity to apply for membership of the Committee and was uncomfortable that some of the members were part of the March 10 Bylaws Committee meeting where no formal minutes were prepared. Vote was taken with Mr. Humble, Mr. Holt, Mr. Hevey and Mr. Mann voting Aye and Mr. Novak voted Nay.

New Business:

Clerk Jean Pomfret asked that it be on the record that she feels it is inappropriate for her to attend the August 19 Board meeting.

Mr. Novak made a motion to send letters of thanks and commendation to all departments for their performance in flood event. Motion died for lack of a second.

Open Forum:

John Mitchell expressed concern as to the handling of the investigation as to the misuse of Department vehicles. Interim Chief Lacallaide indicated that action was taken and the individuals concerned were talked to.

Kent Novak was upset by comments made by Interim Chief Lacallaide. Novak challenged the Chair. Interim Chief apologized and Mr. Novak accepted the apology.

John Mitchell made comments on the tax increase and his feeling that it is inappropriate.

Mr. Tate asked what the current legal issues were with the District. Attorney Harsch responded with a list of the various open legal issues including several complaints with the Attorney General's office that are in the process of being responded to. The complaint by the Department of Labor has been responded to and counsel is expecting a positive ruling that no violations will be found. There is also a Human Rights Commission complaint that is in process.

Debra Fielder questioned the fact that the Board did not second Mr. Novak's motion to send letters of commendation to the firemen and women that worked in the community during the flood.

Mr. Tate requested a copy of the most recent SAP's. Mr. Mann advised that these would be provided. Mr. Tate also asked why counsel was attending the Board meetings. Chairman Mann indicated that he felt it was necessary . Mr. Tate also commented on status of doors being locked at Station per Homeland Security.

Mr. Novak commented about Deputy Hall not having been reimbursed

for his conference expenses in June. Indicated that Chief Pomfret had approved it and it was budgeted for. Interim Chief said he was not aware of the matter. Still disagreement on this.

Adjournment:

Chairman Mann entertained a motion to adjourn. Mr. Holt motioned to adjourn. Mr. Humble seconded. Mr. Humble, Mr. Holt, Mr. Hevey and Mr. Mann voted in favor. Mr. Novak abstained.