WESTERN COVENTRY FIRE DISTRICT
1110 Victory Highway
Greene, Rhode Island 02827
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www.wcfd.net
Board of Directors Meeting
Thursday, 15 November, 2012, 6:30 P.M.
MINUTES

UNOFFICIAL

Members Present
John Humble, Chairman
Jonathan Farnum
Robert Hevey
Richard Holt
Robert Guastini

Skip Mays, Moderator
Joan Smith, Tax Collector
Cheryl Wilcox, Clerk

Captain Guastini
Captain Mann
Steven Quattrini
Mrs. Quattrini
Morgan Quattrini
Eddy Quattrini
Kathy Hartley
Pete Lamarine
Sean French
Russell Lacaillade

1. ***Call to Order and Attendance*** – The meeting was called to order at 7:00 p.m.

2. ***Confirmation of required meeting posting and quorum*** – The Chairman confirmed that there is a quorum present and the meeting was posted in all required locations.

Members discuss #11 of the agenda first.

11. ***Appointment of Deputy Chief and associated considerations*** – The SAP calls for the Chief to make the appointment of Deputy Chief. The appointment of Deputy is consistent with the letter that the Chief signed. A motion is made by Mr. Hevey and seconded by Mr.

Farnum for the new Chief to nominate Rescue Captain Kelly Guastini to the rank of Deputy Chief. All voted aye. Motion carried.

Mr. Humble and Mr. Farnum will review contracts to see how to compensate for the position.

3. ***Resignation of Interim Chief Donald Hall*** – Although he has submitted his resignation, Donald Hall will continue with re-certification classes.

4. ***Introduction of Chief Designate Steven Quattrini –*** Chief Quattrini thanks the BOD. He states that the interview process was held professionally. The Chief will meet the Members at Monday's training. The Chief would like to begin by reviewing run cards and responses and budget line items.

5. ***Acceptance of BOD meeting minutes*** – a motion was made by Mr. Hevey and seconded by Mr. Guastini to table the minutes of 10/11/2012, 10/15/2012, 10/18/2012, and 10/28/2012 until the next meeting. All voted aye. Motion carried.
    a. 11 October, 2012 - tabled
    b. 15 October, 2012 - tabled
    c. 18 October, 2012 - tabled
    d. 28 October, 2012 – tabled

6. ***Captain's Reports to include Hurricane Sandy After Action Report plus FEMA involvement, and status of EMT recertification program***
The Captains attended all Hurricane Sandy related, Coventry EMA meetings.
A motion is made by Mr. Farnum and seconded by Mr. Hevey to accept the Captains Report. All voted aye. Motion carried.

7. ***Treasurers Report***
There was some additional attorney work totaling $690 for the handling of AG complains.
A motion is made by Mr. Holt and seconded by Mr. Guastini to accept the Treasurers Report. All voted aye. Motion carried.

8. ***Tax Collector's Report***
Beginning balance was $564,835.67. Payments, $137832.15. Uncollected Balance, $427,003.52. There will be a tax sale held in the spring. A motion is made by Mr. Holt and seconded by Mr. Guastini to accept the Tax Collectors Report. All voted aye. Motion carried.

9. ***Clerk's Report –*** nothing to report

10. ***SAP Committee Report*** – the next SAP meeting will be held on December 6, 2012.

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12. ***Full time employee contract renewal preparation update*** – Attorney comments are being included. Sick and vacation time will be separate and restrictions on carry over will be added.

13. ***Final Review and approval by the BOD of a draft of a revised District Charter to be put before the voters of the District at a later date*** – everyone has received the final copy.
Section 6 – change with to 'within 30 days of the annual meeting'
Section 7 – insert District, 'and related District operating expenses'. After fire, strike and and add a comma.

    A motion is made by Mr. Holt and seconded by Mr. Farnum to accept the Charter as revised. All voted aye. Motion carried.

14. ***Establish a time-line of events for the District voters to have the opportunity to review and officially adopt the revised Charter.**** The Special Charter Meeting will be scheduled for December 12, 2012. Twenty signatures will be received in order to hold the meeting. Agenda will be posted by December 1st.

15. ***Plan advertisement for candidates for the available elected positions for the 2013 Annual Meeting election*** – all District Officer positions will be advertised for election at the April 1, 2013 Annual Meeting. Letter of Intent and Agenda will be posted on December 1st.

16. ***Establish kick-off meeting date for preparation of 2013-2014 budget*** – n/a

17. ***Cub Scouts Pinewood Derby*** – a motion is made by Chief Quattrini and seconded by Mr. Guastini to hold the Boy Scouts Pine Wood Derby and store the track at the station. All voted aye. Motion carried.

18. ***New Business*** – n/a

19. ***Open Forum*** – Mr. Guastini suggests having a venison dinner to raise funds for the Fireman's Fund. Further discussion will be had at a future meeting.

20. ***Schedule next meeting*** – The next meeting will be held on December 13, 2012.

21. ***Adjournment*** - A motion is made by Mr. Farnum and seconded by Mr. Hevey to adjourn the meeting at 9:04 p.m. All voted aye. Motion carried.

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