



WESTERN COVENTRY FIRE DISTRICT

**1110 Victory Highway
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www.wcfd.net

**Board of Directors Meeting
Thursday, 14 March, 2013, 7:00 P.M.**

MINUTES

Members Present

*Chairman John Humble
Robert Hevey
Richard Holt
Robert Guastini*

*WCS Mays III, Moderator
Glenn Underwood, Treasurer
Cheryl Wilcox, Clerk
Chief Quattrini
Deputy Chief Guastini*

1. ***Call to Order and Attendance*** – The Chairman called the meeting to order at 7:00 p.m.
2. ***Confirmation of required meeting posting and quorum*** – The Chairman confirmed that a quorum is present and the meeting was posted in all required locations.
3. ***CCFD status and any possible WCFD response/action items*** – A letter was sent to the residents of the district to explain what was done to justify the tax rate. The vote will take place on March 26th.
4. ***District's legal service proposals consideration and possible vote*** – a motion is made by Mr. Guastini and seconded by Mr. Holt to table this proposal until after the annual meeting. A new Board, in the future, should be the ones making this decision. All voted aye. Motion carried.
5. ***DEM Fire Fighter Property Program agreement authorization*** – the Chief apologizes for his assumption that the program was a grant. He is satisfied with the Boards approach with the motion of the last meeting. It's in the works now. He will wait to hear from FEMA as to what's out there. There is no answer to how long this will take.
6. ***Revised Charter status update.*** – The Chairman received a call from Representative Chippendale who states that there was a General Assembly issue with the ethics bill. Everything voted on was decided to be null and void. A re-vote should take place on March 19th. Nothing is wrong with

Board of Directors

John Humble – Chairperson, Robert Hevey, Richard Holt, Robert Guastini, Jonathan Farnum

District Officers

WCS Mays III – Moderator, Joan Smith – Tax Collector, Glenn Underwood – Treasurer, Cheryl Wilcox – Clerk

Chief Steven Quattrini

the Charter bill; it's just a General Assembly issue. The Charter and By-laws will remain on the Annual Meeting agenda, if it's not done by that time a Special Meeting will be held.

7. ***Final edit and approval of revised By-Laws for District voter acceptance*** – Mr. Holt reviews some spelling and grammar issues. WCFD will be added in front of the terms SAP and SOP; where SOP and SAP is written out, it will be changed to WCFD SAP or WCFD SOP. This will be changed in the By-laws, and in SOP and SAP's.

A motion is made by Mr. Guastini and seconded by Mr. Holt to accept the by-laws as amended. All voted aye. Motion carried.

8. ***2013-2014 budget preparation and 2013 Annual Meeting preparation continuation to include vote by BOD to request District voter approval for the purchase utilizing Rescue Recovery Funds of rescue supplies, heart monitor maintenance, Lucas CPR Machine certification, chain saw, and portable radios for a total of \$12,624, and a command vehicle for \$12,000, and a rescue vehicle for \$250,000*** – a motion is made by Mr. Holt and seconded by Mr. Guastini to make a resolution at the annual meeting, out of Rescue Recovery Funds to purchase rescue supplies, heart monitor maintenance, Lucas CPR machine certification, chain saw, and portable radios for a total of \$12,624; and a command vehicle for \$12,000 and a new rescue vehicle for \$250,000 with a three year lease purchase.

Mr. Holt amends the motion to read three (3) portable radios.

Discussion: Mr. Underwood questions the potential \$6,000 estimate for repair of a jockey pump for the sprinkler system. Discussion of scenarios of troubleshooting or repair to avoid the \$6,000. The insurance company will not cover it. Mr. Mays asks if the Board will explore using rescue recovery funds because it is a capital repair. Mr. Holt doesn't think it falls within Rescue Recovery. Mr. Underwood thinks that we should take it from Rescue Recovery because it is a one-time major repair with the 2% rule. We can't occupy the building without a sprinkler system. The voters can grant one time exceptions. It is suggested to allow taxpayers to decide whether the money comes from rescue recovery or add the \$6,000 to the budget.

Mr. Holt amends the motion to resolution 3 to purchase rescue supplies in direct support of the MS operation for the rescue vehicle for \$6,500; heart monitor annual maintenance of \$1,500; Lucas CPR machine annual certification for \$1,550; a chain saw for \$500; three (3) portable radios for \$2,574; and a command vehicle for \$12,000; for a total of \$24,624 out of Rescue Recovery Funds. Motion seconded by Mr. Guastini. All voted aye. Motion carried.

A motion is made by Mr. Holt for Resolution 2 for the District to enter into a three (3) year lease to own purchase agreement for a rescue vehicle for \$250,000 coming out of Rescue Recovery Funds, seconded by Mr. Hevey. All voted aye. Motion carried.

A motion is made by Mr. Holt to create Resolution 4 to provide for funds to repair the fire sprinkler system jockey pump, not to exceed \$6,000 from Rescue Recovery Funds, seconded by Mr. Hevey. All voted aye. Motion carried.

Notice will be sent to Kent County Times, Joan will contact Reverend Auld, and the Chief will email his report to the Chairman. The Treasurer will confirm his and the Tax Collectors report ties in. The Chairman will add a paragraph to his report explaining the sprinkler system pump. Mr. Hevey will make copies of the packet and by-laws.

9. ***New Business*** – Mr. Hevey thanks the Department for hosting the Pinewood Derby. The Department will be having an Easter Egg Hunt on Saturday, March 30th and a Mother’s Day/May Breakfast on May 12th. March 20th at 1 Capitol Hill, Deputy Chief Guastini, Captain Mann, Lt. Hartley, Private Bowen Sr., Private Lacaillade, Private Lamarine, and Private Oberg will be awarded Outstanding EMT award for an accident on Plainfield Pike and a delivery in the rescue. The Town of Coventry has achieved Heart Safe Community designation.

There is discussion of appointment of the Chief and countless open records requests and the definition of the word appointment.

10. ***Open Forum*** – n/a

11. ***Schedule next meeting*** – the next meeting will be held on March 21, 2013.

12. ***Adjournment*** – a motion was made by Mr. Hevey and seconded by Mr. Guastini to adjourn the meeting at 10:21. All voted aye. Motion carried.