



WESTERN COVENTRY FIRE DISTRICT
1110 Victory Highway, Greene, Rhode Island 02827
Phone (401) 397-7520, Fax (401) 397-1084, www.wcfd.net
Board of Directors Meeting
held at the above location
Thursday, 19 June, 2014, 7:00 P.M.

MINUTES

(Agenda posted 16 June, 2014)

Members Present

<i>John Humble</i>	<i>WCS Mays III</i>
<i>Richard Holt</i>	<i>Glenn Underwood</i>
<i>Jonathan Farnum</i>	<i>Chief Quattrini</i>
<i>Steve Bousquet</i>	<i>Russell Lacaillade</i>
<i>Robert Hevey</i>	<i>Cheryl Wilcox</i>

1. *Call to Order and Attendance* – The Chairman called the meeting to order at 7:00 p.m.
2. *Emergency evacuation procedure announcement* – the Chief reviewed the Emergency Evacuation procedure.
3. *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.
4. *Acceptance of meeting minutes of 15 May, 2014 BOD meeting* – a motion is made by Mr. Farnum and seconded by Mr. Holt to accept the minutes of May 15, 2014. All voted aye. Motion carried.
5. *Chief's Report to include:**
 - a. *Department's operational activity and management for the month of May, 2014* – there were 13 fires, 31 rescue calls, 6 mutual aid out, 2 mutual aid in, and 5 trainings in the month of May.
 - b. *Apparatus usage report* -
 - c. *ISO rating improvement effort status* – waiting for response from DEM regarding grants.
 - d. *Update regarding wind turbine emergency response training* – there was a meeting at Mr. Depasquales home. The RI State Fire Academy will be working together on the training along with representatives from other towns. There will be a total of 32 of these turbines in the state when all is done. The Western Coventry training should be in the fall. There will

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*2014 Regularly Scheduled Meeting Schedule 16 Jan, 20 Feb, 20 Mar, 17 Apr, 15 May, 19 Jun, 17 Jul, 21 Aug,
18 Sep, 16 Oct, 20 Nov, 18 Dec.*

be annual trainings at no cost to the department. There is a proposal for 3 more turbines in the district. An access road will be added for access to all of the turbines. Mr. Mays asks if the Zoning Board will include Attorney Harsch's wording in the new turbine Special Use Permits. Chief Lacaillade will ask the Zoning Board Chairman to include it in all Special Use Permits. Chief Lacaillade explains the proposals made to the Zoning Board. He says the concerns of the Fire Department and Zoning Board have been met. There will be language for maintenance of the turbines. They will be gated. There are emergency shut-offs for all situations in each turbine. The turbines shut themselves off over a certain mph and if the blades ice. Mr. Hevey is concerned with the power and electrocution hazard. They are compliant with OSHA, ANSI, and NFPA. Mr. Hevey suggests a bond in case the turbine is abandoned.

- e. *Station One facility(s) cleanup* – cleanup is going well and the shed will be removed.
- f. *Standby response plan for the September trail riding event* - The Chief will walk the property and the Police department is creating a response plan for the motorcycle event in September on Cahoon Road.
- g. *Propane supplier and HVAC maintenance contract review* – the Chief would like to interview the companies to come up with an agreement for service with the Board's permission.
- h. *Faulty radiant heating loop and leaking air intake vents* –

The person responsible for the break in at Station 1 will pay \$2,176 restitution before August 16th and we will reimburse our insurance company and he will also perform 200 hours of community service.

A motion is made by Mr. Hevey and seconded by Mr. Holt to accept the Chiefs report. Mr. Humble thinks that building maintenance is not a BOD responsibility, unless legal issues or extensive expense is involved. The BOD has no objection to demolishing the shed at Station 1. All voted aye. Motion carried.

- 6. *Treasurer's Report to include the District's financial accounting activity for the month of May, 2014* – budget is mostly where it is supposed to be. Biggest part of the activity was with vehicle p.m.'s. Accrued paid time off was \$1,100. Rescue Recovery was \$17,000.
- 7. *2013-2014 audit review status* – almost done with the audit. There are a few more changes to be incorporated and it should be presented at the next scheduled meeting. Mr. Holt and Mr. Underwood will review the reports from the Dawson Group. They also will review Tax Collector's policies and procedures. An SAP will be created.

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A motion is made by Mr. Farnum and seconded by Mr. Holt to approve the Treasurers report. All voted aye. Motion carried.

8. *Tax Collector's Report to include tax collection activity for the month of May, 2014* – a motion is made by Mr. Holt and seconded by Mr. Farnum to approve the Tax Collector's report. All voted aye. Motion carried.
9. *Update regarding wind turbine taxable assessed values* – n/a
10. *Clerk's Report to include the District Clerk's activity for the month of May, 2014* – n/a
11. *Availability of votes and posting of special meeting minutes* – Mr. Humbles has questions for Mr. Harsch. Why is there no requirement for the posting of official minutes? What is a reasonable way for us to know when changes are made in the Attorney Generals posting requirements? Members discuss the posting requirements.
12. *Next AG Summit* – August 1, 2014
13. *SAP Committee Report* – the next meeting will be held on June 26, 2014
 - a. *Next SAP Committee meeting scheduled for 29 June, 2014.*
 - b. *Note any recommendations made at this meeting for SAP revisions or additions.*
14. *Charter/By-Laws Committee Report* – n/a
15. *New Business* – n/a
16. *Open Forum* – n/a
17. *Schedule next BOD meeting* – The July meeting will be cancelled.
18. *Adjournment* – a motion is made by Mr. Farnum and seconded by Mr. Holt to adjourn at 8:38 p.m. All voted aye. Motion carried.

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