



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, Thursday, 26 February, 2015, 7:00 P.M.
meeting took place at the above address

MINUTES

(Posted 24 February, 2015)

Members Present:

John Humble

Jonathan Farnum

Steven Bousquet

Joan Smith

Glenn Underwood

Chief Quattrini

Cheryl Wilcox

Excused

Richard Holt

WCS Mays III

1. ***Call to Order and Attendance*** – The Chairman called the meeting to order at 7:02 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 was a quorum present and the meeting was posted in all required locations.
4. ***Acceptance of meeting minutes of 19 February, 2015 BOD meeting if prepared*** – table to next meeting.
5. ***Chief's Report to include:****
 - a. ***Department's operational activity and management for the month of January, 2015*** – There were 8 fires and 34 rescues in January. Mutual aid out 10 times. 1-Rescue to Foster, 1-Rescue to Anthony/Coventry, 1-Fire to Scituate, 7-Central (5 relocations, 2 medical calls.

Mutual aid in 5 times. 1-R8 on another call, 1-Assist Jaws, 1-Gas Leak, 1-Structure Fire, 1 Fire Near A Structure.
 - b. ***Interaction with CCFD's new leadership and operational status*** – n/a
 - c. ***Apparatus usage report*** – n/a
 - d. ***Facility energy use and control*** – The Chief has told members to keep bay doors closed because of the increase in energy cost.

Board of Directors

John Humble – Chairperson, Robert Hevey, Richard Holt, Stephen Bousquet, Jonathan Farnum

District Officers

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

Chief Steven Quattrini

2015 Regularly Scheduled Meeting Schedule

15 Jan, 19 Feb, 19 Mar, 16 Apr, 14 May, 18 Jun, 16 Jul, 20 Aug, 17 Sep, 15 Oct, 19 Nov, 17 Dec.

- e. **Wind Energy Dev. activity update and status of training and equipment supply agreement** – The Chief will contact Wind Energy before they break ground on the turbine to discuss establishing a pre-plan.

A motion is made by Mr. Hevey and seconded by Mr. Farnum to accept the Chiefs report.

Mr. Humble asks about the dry hydrant. The Chief will check to see if it has to be plowed out.

The Chief doesn't expect any reimbursement from FEMA for the snowstorms.

All voted aye. Motion carried.

6. **Treasurer's Report to include the District's financial accounting activity for the month of January, 2015** – we are expecting to come in under budget at the end of the year. The Tax Collector has collected a large amount of taxes this month. The Capital Reserve fund has been spent.

Certification of the pond will be done in this year's operating budget for \$1,700. The Chief will contact the people to do the certification.

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

7. **Update of auditor selection process** – the selection is being reviewed.

8. **Tax Collector's Report to include tax collection activity for the month of January, 2015** – opening balance \$364,241.81; uncollected \$315,468.11.

The tax sale will be held on March 11th. 71 pieces were advertised in the Reminder.

A motion is made by Mr. Farnum to accept the Tax Collectors report, seconded by Mr. Hevey. All voted aye. Motion carried.

9. **Clerk's Report** – n/a

10. **SAP Committee Report**

- a. **SAP 5211.05 Access to Public Records updated for BOD approval** – a motion is made by Mr. Farnum and seconded by Mr. Bousquet to accept SAP 5211.05 as revised. All voted aye. Motion carried.

- b. **Continue SAP 5354.05 General Conduct Policy for Director's and Officer's signatures of agreement** – n/a

- c. **Note any recommendations made at this meeting for SAP revisions or additions** – n/a

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11. **Charter/By-Laws Committee Report** – n/a
12. **Reaction to WCFD BOD resolution regarding RI General Laws 38-2-3, 42-46-7 & 45-12-22.2** – Representative Chippendale has forwarded to Senator Kettle.
13. **Discuss and formally respond if deemed necessary to Representatives regarding possible legislation impacting fire districts such as H5343, H5344 & H5345** – Members are not in favor of these bills. It will be discussed further at the next meeting.
14. **Adopt plan and funding of re shingling roof of Station One** – the Chief doesn't think the roof can wait to be replaced an additional year.
15. **Continuation of 2015-2016 budget preparation and 2015 Annual Meeting packet** –

Reductions are made in office supplies; The Tax Collector will not need to purchase tax bills this year; Mr. Underwood will buy stamps in this budget; Minimum wage increases payroll \$2,000; \$6,500 is added for roof repair; Interest on delinquent taxes increased from \$16,000 to \$22,600; surplus applied increased from \$10,000 to \$12,000.

Ideas for the Chairman's Report:

- Manpower added for Sunday coverage
- Increase in electricity cost
- Re-roofing
- Minimum Wage increase
- Acknowledge Sonny Koszela for his help with the dry hydrant

Members discussed the packet from 2014.

The packet will have to be out by March 31st. It will be sent to the printer on March 27th.

A motion is made by Mr. Farnum and seconded by Mr. Bousquet to accept the budget. Mr. Humble, aye; Mr. Farnum, aye; Mr. Bousquet, aye; Mr. Hevey, abstain. Motion carried.

16. **New Business** – n/a
17. **Open Forum** – n/a
18. **Schedule next BOD meeting** – The next meeting will be held on 3/19.
19. **Adjournment** – a motion was made by Mr. Farnum and seconded by Mr. Bousquet to adjourn the meeting at 9:00 p.m. All voted aye. Motion carried.

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