



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
August 20, 2015, 7:00 P.M.
meeting took place at the above address
MINUTES
(Posted 16 August, 2015)

Members Present

John Humble
Robert Hevey
Jonathan Farnum
Richard Holt
Steve Bousquet

WCS Mays, III
Joan Smith
Cheryl Wilcox
Chief Quattrini
Glen Underwood

1. ***Call to Order and Attendance*** - the Chairman called the meeting to order at 7:01 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 18 June and 22 July, 2015 BOD meetings*** – a motion was made by Mr. Farnum and seconded by Mr. Holt to accept the minutes of June 18, 2015 and July 22, 2015. Mr. Holt would like it clarified in the minutes of July 22nd that Mr. Depasquale stated that our members are not required to rescue off of the ground. All aye. Motion carried.
5. ***Chief's Report to include:****
 - a. ***Department's operational activity and management for the months of June and July, 2015*** –
 - In June there were 6 fires, 27 rescues, and 6 trainings.
 - There were 5 Mutual aid in. Mutual aid out, 5 times. Two mutual aid out were because we were on another call, another was for multiple patients.
 - The Fire Department conducted two live fire trainings on Perry Hill Road. This training was part of the Fire Academy Program.

 - In July there were 4 fires, 28 rescues, and 4 trainings.
 - There were 3 mutual aid in, once for lack of manpower, once for multiple patients, and once for a fatal accident on CT state line.

On July 15 the Chief attended a meeting at Town Hall with the Town Manager and Chief Brown regarding the Anthony Fire District situation.

On July 17th the Fire Department responded to Carbuncle Pond for a reported dock fire. Upon arrival, Engine-9 reported that they had a dock fully involved. The fire is being investigated by RI DEM.

On July 29th the Fire Department responded to Plainfield Pike for a fatal auto accident. The accident was located just over the state line. Rescue-9 did assisted Connecticut companies with patient care.

Also on July 29, Engine-9 and Rescue-8 conducted a fire public education program at the Greene Library (summer book program) with camp kids.

The sign above the bay doors at Station -1 was reconditioned. Thank you to the Deputy and Captain Gardner.

- a. **Apparatus usage report** - Unit-8 is having its exhaust system repaired and a PM in house. Engine -9 had its foam system repaired and a PM. The Jaws Unit is in-service on Engine -9. The Heart Monitor for Rescue-9 is in-service.
- b. **Rescue Recovery income and expense forecast.**
- c. **Certification of dry hydrant ponds** – Mr. Humble commends the ISO Committee because of the house fire on Log Bridge road. Residents within 1,000 feet of the dry hydrant should contact their insurance company to see if it effects their insurance rate. The Chief will go door to door to those residences. Mr. Hevey suggests a notice in the tax bill may be appropriate. The Chief will draft the letter.
- d. **Status of WCFD computer files back-up practice** – up and running
- e. **Status of purchase of second heart monitor and ALS certification of Rescue 9** – Rescue 9 is now ALS certified
- f. **Status of installation of extrication tool.**
- g. **Status of third party billing practices, e.g., rescue, fire etc.**
- h. **Status of Laid Back Forrest activity on Carrs Trail** – event went on without any problems
- i. **Schedule/pre-plan for Rhody Trail Rider event.**
- j. **Update of interaction with WED regarding site visits and training 37**

A motion is made by Mr. Farnum and seconded by Mr. Bousquet to accept the June 2015 Chiefs report.

A motion was made by Mr. Holt and seconded by Mr. Farnum to accept the Chiefs report for July 2015.

Mr. Hevey questions trainings payroll in June. He asks if we have relocations into the district? Since the Deputy has been tracking, there hasn't been an instance.

All voted aye on the motion to approve the June Chiefs report. Motion carried.

All voted aye on the motion to approve the July Chiefs report. Motion carried.

6. Treasurer's Report to include the District's financial accounting activity for the months

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.

of June and July, 2015 – Detail Ledger page 1, truck maintenance, 18 didn't have two services, it was 18 and 8. The last lease payment has been paid on the new rescue. We have the title.

There has been a lot of run and training pay. It is tracking higher because of an increase in participation. Mr. Underwood says we can't discourage participation. Will be going over budget and will just keep an eye on it.

Gas tank was filled for 1.14/gal.

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

7. ***Review and acceptance of the 28 February, 2015 audit report*** – Mr. Holt reviewed the report and is satisfied with the audit. It has been submitted to the State.

A motion is made by Mr. Holt and seconded by Mr. Hevey to accept the Dittmar McNeil & Ferolito finance statements.

All voted aye. Motion carried. Mr. Underwood will ask the Deputy to add to the website.

8. ***Tax Collector's Report to include tax collection activity for the months of June and July, 2015*** – Total assessed value - \$355,229,970. Net assessed value – 351,895,970. 1.62 rate.

Uncollected Balance \$124,068.98; payments \$12,195.01

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

9. ***Clerk's Report.****

a. ***Secretary of State web site posting of minutes of this meeting:***

i. ***"Draft" minutes on or before 10 September, 2015.***

ii. ***"Approved" minutes on or before 24 September, 2015 or the next regularly scheduled meeting if earlier.***

iii. ***"Official But Not Yet Approved" minutes on or before 24 September, 2015 if no regularly scheduled meeting takes place prior to 24 September, 2015.***

b. ***Outstanding APRA requests*** – There is one request from New Hampshire. The Deputy has responded.

10. ***Attorney General's 2015 Friday, 31 July, 2015 Summit highlights*** – no significant changes.

11. ***SAP Committee Report.****

a. ***Next meeting scheduled for 27 August, 2015.***

b. ***Note any recommendations made at this meeting for SAP revisions or additions.***

12. ***Discuss and establish plans to counter the potential impact on WCFD due to possible operational and/or capability changes made by other fire districts within the town of Coventry*** –

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13. **Station One (Greene) neighbor's interest in acquiring right of way land** – the Chairman suggests entertaining giving up the driveway portion and the district keeps the rest. Mr. Underwood suggests a publicized meeting at the property to see how it lines up and find out for sure where the septic system is. Notify the property owner that we will investigate it further. Mr. Hevey suggests we find out exactly what the neighbor wants.

Mr. Mays suggests an incentive for residents to build and permit dry hydrants on their property.
14. **New Business** – Mr. Hevey suggests the BOD have a discussion regarding options if the districts are forced to merge. He suggests Attorney Harsch be invited to the meeting.
15. **Open Forum** – n/a
16. **Schedule next BOD meeting** – the next meeting will be held at Station 1 on Saturday, August 29th at 9:00 a.m.
17. **Adjournment** – a motion is made by Mr. Holt and seconded by Mr. Hevey to adjourn the meeting at 8:55 p.m. All voted aye. Motion carried.

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