



**WESTERN COVENTRY FIRE DISTRICT**

**1110 Victory Highway Greene, Rhode Island 02827**

**Phone (401) 397-7520, Fax (401) 397-1084, [www.wcfd.net](http://www.wcfd.net)**

**Board of Directors Meeting**

**Thursday, 17 September, 2015, 7:00 P.M. meeting took place at the above address**

**MINUTES**

*(Posted 14 September, 2015)*

Members Present

*John Humble*

*Robert Hevey*

*Jonathan Farnum*

*Richard Holt*

*Steve Bousquet*

*WCS Mays, III*

*Joan Smith*

*Chief Quattrini*

*Glenn Underwood*

*Cheryl Wilcox*

1. ***Call to Order and Attendance*** – the meeting was called to order at
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 20 August and 29 August, 2015 BOD meetings*** – a motion was made by Mr. Holt and seconded by Mr. Farnum to approve the minutes of 8/20 and 8/29. All voted aye. Motion carried.
5. ***Chief's Report to include:\****
  - a. ***Department's operational activity and management for the months of August, 2015*** – there were 36 rescues and 11 fires, and five trainings in August.
  - b. ***Mutual Aid Report*** – 9 out to CCFD/10 in
  - c. ***Apparatus usage report*** - On 8/8, the Fire Department attended Touch a Truck at the Public Works Department.

On 8/23, the Fire Department attended the Antique Truck Show at RICONN.

- d. ***Rescue Recovery income and expense forecast*** – n/a
- e. ***Neighbor notification of Log Bridge Rd. dry hydrant installation*** – letters will be delivered to the houses in the area on Log Bridge Road.
- f. ***Schedule/pre-plan for Rhody Trail Rider event*** – n/a
- g. ***Update of interaction with WED regarding site visits and training*** – the Chief met with WED General Contractor. He walked the area. They won't start erecting the towers until December. The Chief believes that they are cooperating and everything will run smoothly as long as everything runs smoothly with the Town. Mr. Mays does

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not share the Chiefs optimism.

On 8/22, the Fire Department hosted a Craft Show at Station-8 to benefit the Men's Fund. This event was organized by Pvt. Desiree Fournier.

On 8/4, Both Station 1 and 2 lost power for approximately 16 hours due to severe weather that came through our area. Station-2 was working off generator power.

Department Members completed their Haz Mat program.

Deputy Chief Guastini is enrolled in a Paramedic Program. This program should be completed at the end of March. She paid for this program herself.

Engine-9 went out for its annual PM. The shop found the following problems:

- 1) Warning lights not working, front of truck
- 2) Bad Pump Sensor
- 3) Batteries
- 4) Rear Brake Drums
- 5) Control Head for the Foam System
- 6) Fuel Sending Unit

The amount spent for these repairs will be saved because of the good condition of other vehicles.

We also had the shop install slide out trays and reels for the jaws equipment.

On 8/5, The Fire Department responded to 335 Log Bridge Road for a building fire. Company's arrived on scene to find a barn fully involved and a house on fire. Crews quickly extinguished both the barn and house. The barn was a total loss, minor damage to the house. The dry hydrant on Log Bridge was used to supply water to the fire.

Mr. Hevey asked about the phone dispatch system. The Chief said it was a problem with the repeater. Fire Alarm has been notified.

A motion was made by Mr. Hevey and seconded by Mr. Farnum to approve the Chiefs report. All voted aye. Motion carried.

- 6. *Treasurer's Report to include the District's financial accounting activity for the month of August, 2015*** – truck maintenance and run and training pay is high. Next budget season will go through and analyze that. We will save on heating and fuel. We received additional revenue reimbursement from the State. The Station 1 air compressor is not working, but we do have one working and it could wait until next year's budget. The BOD supports purchasing a new one if it becomes possible.

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

- 7. *Tax Collector's Report to include tax collection activity for the month of August,***

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2015 – starting balance, \$57,994.78; uncollected balance, \$31,921.50; payments \$26,363.49.

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

8. **Clerk's Report.\***

- a. Secretary of State web site posting of minutes of this meeting:
  - i. **"Draft" minutes on or before 8 October, 2015.**
  - ii. **"Approved" minutes on or before 22 October, 2015 or seven days prior to the next regularly scheduled meeting if earlier.**
  - iii. **"Official But Not Yet Approved" minutes on or before 22 October, 2015 if no regularly scheduled meeting takes place prior to 24 September, 2015.**
- b. **Any other matters that need to be brought to the attention of the BOD**

9. **SAP Committee Report.\***

- a. **Revised SAP 5211.00 Minutes of District Meetings for BOD review and approval** – 5.2.1 remove the second 'the'.

A motion is made by Mr. Holt and seconded by Mr. Hevey to approve SAP 5211.00 as presented.

Mr. Holt modified his motion to accept amended the amended SAP 5.2.1

- b. **Next meeting scheduled for 8 October, 2015.**
- c. **Note any recommendations made at this meeting for SAP revisions or additions**  
n/a

10. **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** – the Chief met with the Hopkins Hill and Anthony Chiefs. The Anthony Chief will prepare a coverage plan in case Anthony closes its doors.

11. **Update to Station One (Greene) familiarization and inspection meeting of 29 August, 2015 and neighbor's expressed interest in acquiring right of way land** – Coventry Survey quoted \$3,000 with additional \$900 for a map. Mr. Holt thinks we should not spend money. The BOD is not interested in entertaining the sale of that property. The Chief will notify the homeowner.

12. **New Business** – n/a

13. **Open Forum** – Mr. Mays says we passed a resolution in December asking legislators to change OMA legislation. Should we remind legislators? Mr. Farnum says there's no harm in trying. Mr. Mays will resend.

14. **Schedule next BOD meeting** – the next meeting is on October 15, 2015.

15. **Adjournment** – a motion is made by Mr. Hevey and seconded by Mr. Farnum to adjourn the meeting at 8:31 p.m. All voted aye. Motion carried.

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