



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, 27 January, 2016, 7:00 P.M., meeting to take place at the above address

MINUTES

(Posted 17 January, 2016)

Members Present

<i>John Humble</i>	<i>WCS Mays</i>
<i>Jonathan Farnum</i>	<i>Glen Underwood</i>
<i>Steve Bousquet</i>	<i>Joan Smith</i>
<i>Robert Hevey</i>	<i>Deputy Chief Guastini</i>
	<i>Cheryl Wilcox</i>

Members Excused

Richard Holt

1. ***Call to Order and Attendance*** – The Chairman called the meeting to order at 7:02 p.m.
2. ***Emergency evacuation procedure announcement*** – the Deputy Chief reviewed the emergency evacuation procedure.
3. ***Confirmation of required meeting posting and quorum*** – the Chairman confirmed there was a quorum present and the meeting was posted in all the required locations.
4. ***Acceptance of meeting minutes of 14 January, 2016 BOD meeting*** – tabled
5. ***Chief's Report to include:***
 - a. ***Department's operational activity and management for the month of December, 2015*** – there were 5 fires and 41 rescues in December. There were 5 trainings in December.
 - b. ***Mutual Aid Report*** – There were 5 mutual aid out to CCFD, one out to Anthony, and 7 relocations to CCFD. There was one mutual aid in from CCFD and 4 in from CCFD, HHFD, Foster and WG.
 - c. ***Apparatus usage report*** – see attached report
 - d. ***Update of interaction with WED regarding site visits and training*** – there is a meeting next week with the Chief and Chris Albro of Ocean State Safety. Mr. Humble would like a written proposal with a description of what will be taught. The training will be paid by WED.
 - e. ***District's smoking policy review*** – officers will begin working on soon.

On December 29, American Fire Equipment flow tested SCBA's. No major problems to report. On December 29, the SCBA compressor was serviced. Ladder testing was conducted at Station – 8. All ladders passed with no major problems. On December 15, Lt. Russ Lacaillade and the Chief took a look at a tanker that Little Compton Fire

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Chief Steven Quattrini*

Department recently purchased. The tanker holds 3,000 gallons of water and cost approximately \$350,000. The Fire Department received a check from Rhode Island State Firefighters League. The amount of this check is \$3,025.00. This is a grant that was received for training. On January 3, Engine – 9 was clearing an incident at 200 Piggy Lane, when the Engine hit a large rock, causing damage to the right side of the truck. The insurance company was notified, and the Engine is currently at C&S for repairs. The proper paperwork has been filled out and filed. The accident is currently being investigated by the Department Safety Officer.

A motion was made by Mr. Farnum and seconded by Mr. Hevey to accept the Chief's report.

Mr. Humble asks for a report of the accident with time of day and what could be done to avoid an accident next time. We expect the truck will be back in service within four weeks.

Mr. Humble asks how long it takes the Deputy to create the 'rainbow chart'. Mr. Mays thinks it's a good tool.

All voted aye. Motion carried.

6. ***Treasurer's Report to include the District's financial accounting activity for the month of December, 2015*** – two months left in the budget. We expect training to go over budget. Training reimbursement will be reflected in the January report. \$1600 of taxes payable added to fire tax revenue. A substantial amount of rescue recovery was received in December.

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

7. ***Tax Collector's Report to include tax collection activity for the month of December, 2015*** – Opening balance, \$376,865.61; \$26,733.35 payments; \$350,050.78, uncollected.

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

8. ***Clerk's Report*** – n/a
 - a. ***New Year's reporting/posting requirements.***
 - b. ***Secretary of State web site posting of minutes of the January 14/21, 2016 meetings:***
 - i. ***"Draft" minutes on or before 4/10 February, 2016***
 - ii. ***"Approved" minutes on or before 18/25 February, 2016 or seven days prior to the next regularly scheduled meeting if earlier.***
 - iii. ***"Official But Not Yet Approved" minutes on or before 18/25 February, 2016 if no regularly scheduled meeting takes place prior to, 18/25 February 2016.***
 - c. ***Any other matters that the Clerk needs to bring to the attention of the BOD.***

9. ***SAP Committee Report*** – n/a

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2015 Regularly Scheduled Meeting Schedule

15 Jan, 19 Feb, 19 Mar, 16 Apr, 21 May, 18 Jun, 16 Jul, 20 Aug, 17 Sep, 15 Oct, 19 Nov, 17 Dec.

a. Schedule next committee meeting.

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

10. ***Continue 2016-2017 budget preparation*** – the package will be done for the February 18th BOD meeting. Members will forward report topics to Mr. Humble. One suggestion is that minimum wage and Sunday coverage have increased the budget.
11. ***New Business*** – members discussed alternatives for purchasing electricity. The Cub Scouts have asked to use the station for Pinewood Derby. This topic will be on the 2/18/16 agenda.
12. ***Open Forum*** – The Supreme Court has ruled that turbines are not taxable. Joan will check to see if the property that they are on have been taken off of Farm/Forest.
13. ***Schedule next BOD meeting*** – the next meeting will be held on February 18, 2016.
14. ***Adjourn*** – A motion is made by Mr. Hevey and seconded by Mr. Bousquet to adjourn the meeting at 7:55 p.m. All voted aye. Motion carried.

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