



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, February 16, 2023 7:00 P.M.

This meeting will be in person.

OFFICIAL MINUTES

(Agenda Posted February 12, 2023)

Minutes posted March 2, 2023

Members Present

Steve Bousquet, Chairman

Richard Holt

Reppa Cottrell

Robert Taylor

Sandra Mann (treasurer)

Robert Mann

Chief Cady

Mariann Gardener (Clerk)

Joan Smith (Tax Collector)

Skip Mays (Moderator)

Annie Driscoll

Excused

Kenneth Jackson

Kent Novak

Scott Murray

1. Call to Order and Attendance.

The Chair called the meeting to order at 7:00 pm.

2. Emergency evacuation procedure announcement.

The Chair announced the emergency evacuation procedure.

3. Confirmation of required meeting posting and quorum.

The Chair confirmed the meeting was posted in all locations and that a quorum was present.

4. Acceptance of the February 8, 2023 meeting minutes. *

A motion is made by Mr. Holt and second by Mr. Taylor to accept the February 8, 2023 Minutes.

All in Favor. All voted Aye

Steve Bousquet Aye

Richard Holt Aye

Reppa Cottrell Aye

Robert Taylor Aye

5. Chief's Report to include: *

- ***Department's operational and administrative activity for the past month of January 2023.***
- ***Chief's Comments and department notes***

The Chief presented the January 2023 Chief's Report.

A motion is made by Mr. Holt and second by Ms. Cottrell to accept the January 2023 Chief's report.

All in favor. All voted aye

Steve Bousquet	Aye
Richard Holt	Aye
Reppa Cottrell	Aye
Robert Taylor	Aye

6. Treasurer's Report to include: *

- ***The district's financial accounting activity for the month January 2023.***
- ***Approval of the Treasurer's Report.***

The Treasurer presented the Treasurer's report.

The Treasurer reported that rescue recovery revenues are still behind. The double payment to Stryker is being corrected.

A motion is made by Mr. Taylor and second by Ms. Cottrell to accept the January 2023 Treasurer's Report.

All in favor. All voted aye.

Steve Bousquet	Aye
Richard Holt	Aye
Reppa Cottrell	Aye
Robert Taylor	Aye

7. Tax Collector's Report to include: *

- ***Tax collection activity for the past month January 2023.***
- ***Approval of the Tax Collector's Report.***

The tax collector reported that the tax sale letters have gone out and there are currently 39 properties on the list. She also reported that House Bill H-5035 is currently in committee. The bill would require that a lien be placed on a property with delinquent taxes rather than placing the property in tax sale status. This would place collection of delinquent tax revenues on extended hold.

A motion is made by Mr. Holt and second by Ms. Cottrell to accept the January 2023 Tax Collector's report.

All in favor. All voted aye.

Steve Bousquet	Aye
Richard Holt	Aye
Reppa Cottrell	Aye
Robert Taylor	Aye

8. Clerk's Comments.

The clerk reported that the list of candidates of the election at the Annual Meeting has been posted. The Clerk also reported that she has received quotes from Michelle Gaudet, our usual stenographer, and a court reporter agency. Ms. Gaudet's price is slightly less, and she has prepared our meeting transcript for many years. The clerk will contract with Ms. Gaudet. The Clerk will send the BOD an updated task list for the Annual Meeting.

9. Update on Charter Bylaws changes.

Mr. Bousquet will follow up with Bill Harsch and report back. The Board is interested in moving forward with all the recommendations from the committee with the exception of changing the date of the fiscal year, which will be on hold for now.

10 Apparatus replacement update.

The Committee will begin meeting again to discuss options.

11. Update on moving the WCFD.Net website. *

Mr. Taylor has begun working on moving the WCFD website. He will report back with updates next month.

12. Banking update.

Mr. Bousquet has again met with the new person in charge of government accounts at Centreville Bank. Centreville has agreed to accept WCFD tax payments for the next 1.5 years. They also raised our interest rate again. Mr. Bousquet will continue to update the BOD when he hears from the Bank.

13. Discussion regarding overtime pay, and the payment cycle calculation.

A motion is made by Ms. Cottrell and second by Mr. Taylor to swap agenda item 14 (OT payment cycle) for agenda item 13 (Budget).

All in favor. All voted aye.

Steve Bousquet	Aye
Richard Holt	Aye

Robert Taylor Aye

Reppa Cottrell Aye

Discussion continued regarding concerns voiced by Scott Murray about employee overtime pay and the payment cycle calculation. Mr. Bousquet will seek advice from a labor attorney. Ms. Mann will discuss with payroll company. Both will report back at the next monthly meeting.

14. Discussion on upcoming 2023-2024 Budget, and future meeting schedule. *

Budget discussion was primarily dealing with compensation and the apparatus equipment fund. Mr. Holt voiced a concern that we need to be more aggressive with allotting money into the apparatus fund. We need to make two major equipment purchases in the near future (rescue and tanker) and we have to contribute funds to apparatus with this in mind. The current budget funding is not adequate.

Ms. Cottrell commented that apparatus has been in discussion for the three years she has been on the board, and nothing has yet to happen. She noted that at least we should start by committing to a piece of equipment and get in the queue for production.

A budget meeting is scheduled for March 1, 2023 at 7 pm.

15. Open Forum.

Jillian Proulx asked if the board has considered having fundraisers to help with generating income for the district. It was explained it's hard to get enough help to take on a fundraising project.

16. Schedule next B.O.D. Meeting.

The next budget meeting is scheduled for March 1, 2023 at 7 pm.

17. Adjournment. *

A motion is made by Mr. and second by Ms. Cottrell to adjourn the meeting at 9:30 pm.

All in favor. All voted aye.

Steve Bousquet Aye

Richard Holt Aye

Robert Taylor Aye

Reppa Cottrell Aye

*Votes may be taken

Board of Directors

Stephen Bousquet, Richard Holt, Ken Jackson,
Rev. Dr. Reppa Cottrell, Robert Taylor

District Officers

WCS Mays III – Moderator, Joan Smith – Tax
Collector, Sandra Mann -Treasurer, Mariann
Gardener – Clerk

Chief

James Cady

2023 Regularly Scheduled Meetings

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