



**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, Saturday, April 8, 2023 9:00 A.M.  
This meeting will be in person.

## OFFICIAL MINUTES

*Agenda posted April 4, 2023*

*Minutes posted May 4, 2023*

*Members Present* Sandra Mann (treasurer)  
Steve Bousquet, Chairman Chief Cady  
Richard Holt Skip Mays (Moderator)  
Robert Taylor Mariann Gardener (Clerk)  
Kenneth Jackson  
*excused*  
Reppa Cottrell

1. ***Call to Order and Attendance.***

The Chair called the meeting to order at 9:04 am.

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 March 30, 2023 meeting minutes. \****

A motion is made by Mr. Holt and second by Mr. Jackson to accept the March 30, 2023 Minutes.

All in Favor. All voted Aye

Steve Bousquet Aye

Richard Holt Aye

Robert Taylor Aye

Ken Jackson Aye

5. ***Discussion and possible approval of the sale of Tanker 18. \****

The Chief reported that he has received an offer for tanker 18 as a result of the ad he placed. The Tanker was listed for \$25,000 and an offer was received for \$15,000.

A motion is made by Mr. Bousquet and second by Mr. Taylor to approve the sale of tanker 18 for \$20,000 or more and also put this on the next agenda for further review.

Motion was approved.

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	No

**6. Approval for a resolution to purchase a Tanker, should a reasonably priced used Tanker become available, using existing funds in the Apparatus Capital Funds. \***

Discussion on how to proceed with this resolution continued. Mr. Holt noted that the purchase of all three pieces of equipment will most likely deplete the capital equipment fund which has about \$600,000 available. We need to be aware that having funds available for operations will be impacted.

A motion is made by Mr. Holt and second by Mr. Taylor to approve a resolution *In accordance with current Standard Administrative Procedures, the Board of Directors will be authorized to purchase a Tanker, should a reasonably priced used Tanker becomes available.*

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**7. Approval of a resolution to approve the Board of Directors to solicit bids to purchase a replacement generator of similar capacity to the existing generator utilizing existing funds in the Apparatus Capital Fund. \***

A motion is made by Mr. Jackson and second by Mr. Taylor to approve a resolution *In accordance with current Standard Administrative Procedures, the Board of Directors be authorized to solicit bids and purchase a replacement stand-by generator.*

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**8. 2023-2024 Budget preparation work and preparation and approval.\***

A motion is made by Mr. Holt and second by Mr. Jackson to accept the operating budget which includes total revenues of \$1,095,583 and includes a surplus applied of \$30,000.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**9. Approval of the 2022-2023 Treasurer's Report and Financial Statement.\***

A motion is made by Mr. Jackson and second by Mr. Holt to approve the 2022-2023 Treasurer's Report and Financial Statement with corrections.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**10. Discussion of Content and wording of the 2023 Annual Meeting packet.\***

Updates were made to the ballot and annual meeting agenda.

A motion is made by Mr. Holt and second by Mr. Jackson to approve Resolution #1 *that all actions taken by the Officers and Board of Directors of the Western Coventry Fire District during the fiscal year ending February 28, 2023 be ratified.*

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

A motion is made by Mr. Holt and second by Mr. Jackson to approve resolution #2 that a budget of \$1,095,583 be adopted for fiscal year March 1, 2023 to February 29, 2024.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**11. Schedule and approve date of Annual meeting. \***

A motion is made by Mr. Holt and second by Mr. Jackson to reaffirm the vote from the last meeting to schedule the Annual meeting for Monday April 24, 2023 at 7:00 p.m.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**12. Clerks Comments. Annual Meeting Notice approval. \***

Changes were made to the Annual Meeting Notice to remove the percentage tied to last year's budget.

A motion is made by Mr. Holt and second by Mr. Jackson to approve the Annual Meeting Notice as amended.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Robert Taylor	Aye
Ken Jackson	Aye

**13. Open Forum.**

None

**14. Schedule next B.O.D. Meeting.**

Next BOD meeting is scheduled for Thursday April 27, 2023.

**15. Adjournment. \***

A motion is made by Mr. Jackson and second by Mr. Holt to adjourn the meeting at 11:12 a.m.

All in Favor. All voted Aye

Steve Bousquet            Aye

Richard Holt              Aye

Robert Taylor            Aye

Ken Jackson              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