



## **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, November 18, 2021 7:00 P.M.**

**This meeting will be in person.**

*In accordance with the latest R. I. State guidance, District meetings, non- Board members can access the meeting by utilizing the phone number 401-388-4996. The Board members must be physically in attendance. **Masks are required except for people with certain medical conditions.***

*(Agenda Posted November 16, 2021)*

### **AGENDA**

1. Call to Order and Attendance.
2. Emergency evacuation procedure announcement.
3. Confirmation of required meeting posting and quorum.
4. Acceptance of the October 21, 2021 meeting minutes. \*
5. Clerk's comments: \*
6. Chief's Report to include: \*
  - Department's operational and administrative activity for the past months of October 2021.
  - Apparatus update.
  - Approval of the Chief's Report for October 2021.
7. Treasurer's Report to include: \*
  - The district's financial accounting activity for the past month of October 2021.
  - Approval of the Treasurer's Report.
8. Tax Collector's Report to include: \*
  - Tax collection activity for the past month September 2021.
  - Approval of the Tax Collector's Report.
9. Discussion on suggested edits to District Charter updates.
10. Discussion on Hopkins Hollow Dry Hydrant and obtaining ISO certification. Update.
11. Moderator update on survey follow up.
12. Approval of SAP 12620.10, Order in Procedure. \*
13. S.A.P. updates and future meeting.
14. Open Forum.
15. Schedule next B.O.D. Meeting.

16. Adjournment. \*

\*Votes may be taken

Board of Directors

Stephen Bousquet, Richard Holt, Ken Jackson,  
Rev. Dr. Reppa Cotrell

District Officers

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

Chief

James Cady

2021 Regularly Scheduled Meetings

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

*“Note: Secretary of State web site posting instructions for minutes of this meeting:*

*Unofficial minutes must be posted on or before, 16 days after the date of this meeting, but no later than 7 days prior to the next regularly scheduled meeting, whichever date is earlier. +\**

*Note: The next regularly scheduled meeting is scheduled for 12/16/2021.*

*Official minutes must be posted on or before, 30 days after the date of this meeting regardless if not reviewed by the body or chairperson of the body. \**

*(\*) If the minutes have not been reviewed by the chairperson of the body, normally done at the next regularly scheduled meeting of the body, and/or not authorized for posting on the SOS website, the minutes must be reviewed by the chairperson of the body within 10 days, make all necessary and agreed upon changes/corrections, and repost the minutes on the SOS website as*

*“Official Minutes as Amended.”*

*(+) As a precautionary measure, the above posting requirement dates are five (5) days earlier than the timely filing limits set by the RI Open Meetings Act § 42-46-7, ‘Minutes.’”*