



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 April 18, 2024 7:00 P.M.

UNOFFICIAL MINUTES

(Agenda Posted April 16, 2024)

Minutes posted April 20, 2024

Members Present

Steve Bousquet, Chairman	Chief Cady
Richard Holt	Bob Mann
Jillian Winemiller	William Macari Sr.
Joe Gigliotti	William Macari Jr.
Elizabeth McDonald	Dave Mahoney
	Scott Marcotte
Skip Mays (Moderator)	Lisa Marcotte
Sandy Mann (treasurer)	Dave Mahoney
Annie Driscoll (tax collector)	Dave Pimental
Mariann Gardener (Clerk)	

1. ***Call to Order and Attendance.***
Mr. Bousquet called the meeting to order at 7:03 pm.
2. ***Emergency evacuation procedure announcement.***
Mr. Bousquet announced the emergency evacuation procedure
3. ***Confirmation of required meeting posting and quorum.***
Mr. Bousquet confirmed the meeting was posted in all locations and that a quorum was present.
4. ***Acceptance of the April 9, 2024 meeting minutes. ****

A motion is made by Mr. Holt and second by Ms. McDonald to accept the April 9, 2024 minutes.

Discussion: Mr. Holt noted that item 5 needs to be corrected to show a budget of \$1,183,463 and a tax rate increase of 5.70%.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Joe Gigliotti	Aye

5. Chief's Report to include: *

- ***Department's operational and administrative activity for the past month of March 2024.***
- ***Chief's Comments and department notes.***

The chief presented the March 2024 Chief's Report.

A motion was made by Mr. Holt and second by Mr. Gigliotti to accept the March 2024 Chief's report.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Joe Gigliotti	Aye

6. Treasurer's Report to include: *

- ***The district's financial accounting activity for the past month of March 2024. ****
- ***Approval of the Treasurer's Report.***

The Treasurer presented the Treasurer's Report.

Mr. Holt questioned where matching grants are shown on the report. Ms. McDonald notes that a line item needs to be held for matching grant items from this point forward as it should not be

coming out of the budget. Mr. Mays suggests that Mr. Underwood should be contacted to see how he set up grants in the past.

It was noted that three rescue recovery deposits that were on our report were not on the Coronis (Medical Billing) report.

Mr. Holt questioned the payable to Target Solutions LLC, the Chief stated it was software for online training. Mr. Holt would like to see it in training instead of in administration.

A motion was made by Mr. Holt and second by Ms. Winemiller to accept the March 2024 Treasurer's report.

All in Favor. All voted Aye

Steve Bousquet Aye

Richard Holt Aye

Jillian Winemiller Aye

Elizabeth McDonald Aye

Joe Gigliotti Aye

7. Tax Collector's Report to include: *

- ***Tax collection activity for the past month March 2024.***
- ***Approval of the Tax Collector's Report. ****

The Tax Collector presented the Tax Collector's Report.

A motion was made by Mr. Gigliotti and second by Ms. McDonald to accept the March 2024 Tax Collector's report.

All in Favor. All voted Aye

Steve Bousquet Aye

Richard Holt Aye

Jillian Winemiller Aye

Elizabeth McDonald Aye

Joe Gigliotti Aye

8. Clerk's Comments. *

The clerk reported there were no new updates.

9. Discussion and approval of Documents for the Annual Report. *

Mr. Bousquet plans to have the Annual Meeting packet assembled by Monday, April 22. The Chief's report and the Chairman's report are almost complete. Copies will be available on April 24.

A motion is made by Mr. Holt and second by Ms. McDonald to approve the Tax Collector's Annual report and the Treasurer's Annual report.

All in Favor. All voted Aye

Steve Bousquet	Aye
Richard Holt	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Joe Gigliotti	Aye

10. Moderator's Comments.

The Moderator asked if the BOD would prefer that the formal reports be read at the meeting, or that they be accepted as published. The preference is that the reading of the reports be waived. Mr. Mays also noted that several of the elected officials asked about the WCFD board position on consolidation. The BOD is waiting to see a proposal and will be better equipped to comment at that time. But the interests of the taxpayers are their highest priority.

11. Discussion regarding the position of the Board and the future of W.C.F.D., regarding merger, Town Municipal department, or staying as an independent fire district. *

Mr. Bousquet asked if there is any input to convey an official position of the board concerning the future of the fire district that he may put in his district report. A committee may need to explore how the department should be moving forward. The Chief would also like the operational staff to have input. Captain Mann stated that the district will continue to operate as we are set up, and mutual aid will continue. Mr. Holt stated that since no decisions have been made with the other districts, we don't know what the future holds and it's difficult to comment at this time.

12. Discussion and formation of Chief of WCFD search Committee. *

The BOD is putting together a WCFD Chief search Committee. A number of individuals are interested in serving on the committee. Including: Skip Mays, Robert Hevey (taxpayer), Jillian Winemiller, Elizabeth McDonald, Joe Gigliotti, and Mariann Gardener (Clerk).

13. Open Forum.

Scott Marcotte asked if the raises to employees have been approved. Mr. Bousquet explained that the budget needs to be approved first, then the raises will be back dated to March 1, 2024.

14. Adjournment. *

A motion is made by Ms. McDonald and second by Mr. Holt to adjourn the meeting at 9:07 pm.

All in Favor. All voted Aye	
Steve Bousquet	Aye
Richard Holt	Aye
Jillian Winemiller	Aye
Elizabeth McDonald	Aye
Joe Gigliotti	Aye

*Votes may be taken

Board of Directors

Stephen Bousquet, Richard Holt, Joe Gigliotti,
Jillian Winemiller, Elizabeth McDonald

District Officers

WCS Mays III – Moderator, Annie Driscoll– Tax Collector
Sandra Mann -Treasurer, Mariann Gardener – Clerk

Chief

James Cady

2024 Regularly Scheduled Meetings

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