



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, June 27, 2024 7:00 P.M

OFFICIAL MINUTES

(Agenda Posted June 25, 2024)

Minutes Posted July 18, 2024

Members Present

Steve Bousquet, Chairman

Joe Gigliotti

Jillian Winemiller

Elizabeth McDonald

excused

Richard Holt

Skip Mays (Moderator)

Mariann Gardener (Clerk)

Annie Driscoll (tax collector)

Sandy Mann (Treasurer)

Chief Cady

Scott Marcotte

Pete Fratantuano

Captain Mann

Bob Hevey (arrived at 7:50 pm)

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

Mr. Bousquet called the meeting to order at 7:06 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 May 28, 2024 meeting minutes. ****

A motion is made by Ms. Winemiller and second by Joe Gigliotti to accept the May 28, 2024 minutes.

All in Favor. All voted Aye

Steve Bousquet

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 April & May, 2024.***
- ***Chief's Comments and department notes.***

The Chief presented the May 2024 Chief's report. The April 2024 report was not presented at this time.

Mr. Mays questioned why the high increase in rescue calls, over 70% from previous year? The Chief replied that in the town they are probably doing 1-2 psych evaluations each day adding to the normal call volume. We are also still responding to a large number of mutual aid calls and we are probably responding to assisted living/nursing homes about once a day which is higher than normal.

A motion was made by Mr. Gigliotti and second by Ms. Winemiller to accept the May 2024 Chief's report.

All in Favor. All voted Aye

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

6. ***Treasurer's Report to include: ****

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

The Treasurer presented the Treasurer's Report.

The treasurer reported that rescue recovery receivables are up compared to last year. We still need more reports from Coronis to study this further.

Also, truck maintenance, insurance and legal expenses are up.

Mr. Mann reported that the repairs to the engine are covered by insurance.

A motion was made by Ms. McDonald and second by Mr. Gigliotti to accept the May 2024 Treasurer's report.

All in Favor. All voted Aye

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

7. ***Tax Collector's Report to include: ****

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

The Tax Collector presented the Tax Collector's Report.

A motion was made by Ms. Winemiller and second by Ms. McDonald to accept the May 2024 Tax Collector's report.

All in Favor. All voted Aye

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

8. ***Clerk's Comments.***

The Clerk reported that the RI Attorney General Open Government Summit is scheduled for July 26, 2024 from 9-12 at Roger Williams University. This summit covers APRA and OMA procedures and legal updates. You can register to attend in person, or view it on the AG website.

9. ***Approval by the Board to approve an offer to provide some routine maintenance of the West Greenwich Rescue that has been on loan to WCFD. ****

The Chief reported that the West Greenwich rescue has been on loan to WCFD while our rescue 8 is being serviced. Routine maintenance is due on their vehicle and repair is needed to the exhaust tip. He recommends we take care of these expenses.

A motion is made by Mr. Bousquet and second by Ms. McDonald to take care of the service expenses to the West Greenwich Rescue.

All in Favor. All voted Aye

Steve Bousquet	Aye
Jillian Winemiller	Aye

Elizabeth McDonald Aye

Joe Gigliotti Aye

10. ***Discussion and update regarding the floor Motion from Bob Hevey at the 2024 annual meeting, that the board of Directors shall form a taxpayer study group to evaluate the feasibility of continuing with the present fire department structure. The study group shall be independent of the board and shall select its own chairperson and shall meet at the WCFD station. ****

Mr. Hevey presented the BOD with an explanation of the motion guidance. Specifically he presented the following: that the study group will determine the feasibility of continuing with the present fire department structure, a background of the present structure was presented, having a goal of completing the study in six months, and to determine if other fire department structures are more feasible.

Mr. Hevey reported that so far the members of the committee include himself, Skip Mays, Glenn Underwood, Bob Taylor, two board members TBD, and two Department members TBD. The committee is awaiting approval from the board and appointment of the members.

11. ***Discussion and update of Chief of WCFD search Committee. ****

Mr. Mays reported that the committee has had a meeting this month. They identified a series of points that need to be addressed. Including HR guidance, full vs part time, and administrative needs. There is a meeting on July 1. The Fire Department Structure committee could provide additional guidance if anything comes up in their discussions.

12. ***Discussion on New Member request for financial assistance with EMT-Cardiac Basic Class.***

The Chief reported that a new member has requested reimbursement for the EMT class they are taking. This member does not have any qualifications. The Chief has recommended that the board wait until after they successfully completed the class to provide reimbursement and this should be reflected in the SAP.

13. ***Discussion and response by the Board regarding state bill H-8077.****

Mr. Mays reported that *H-8077* has easily passed in the RI house. Representative Chippendale added some beneficial wording, but is still vague and implies that the fire districts need to offer real and tangible assets to the town first. Bob Hevey noted that that the latest version is Sub1 and included the dissolution wording so it did not impact normal liquidation of excess property.

It is assumed a similar bill will need to be proposed to the state senate.

14. ***Discussion regarding future committees.***

Mr. Bousquet noted that there is a need and interest to form other committees. He asked the BOD for suggestions.

The following ideas are noted: fix the financial budget spreadsheets and make them more accessible to view at meetings, fixing the electronic technology, and structure and accessibility of SAP's. This is open ended and future ideas and discussion is welcomed.

15. ***The Board of Directors of the Western Coventry Fire District will go into Executive Session pursuant to R.I. General Laws 42-46-5(a)(2) re :Gaustini claim mediation..***

Mr. Bousquet moved that pursuant to R.I. Gen. Laws §42-46- 5(a)(2) litigation, the Board of Directors of the Western Coventry Fire District go into executive session to discuss the status of the Gaustini claim Mediation.

Motion to accept was made by Ms. Winemiller and seconded by Ms. McDonald.

All voted aye. Motion carried.

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

***Move to reconvene in Open Session and seal minutes of Executive Session.*
Report in open session on any votes taken in Executive session.****

Mr. Bousquet moved to reconvene the meeting in open session pursuant to RIGL 42-46-5(a)(2) litigation and the minutes of the closed session (just held) be closed and sealed.

Motion to reconvene in open session is made by Mr. Bousquet and Seconded by Mr. Gigliotti.

All in Favor. All voted Aye

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

Motion to seal the minutes is made by Mr. Bousquet and Seconded by Ms. McDonald.

All in Favor. All voted Aye

Steve Bousquet	Aye
Joe Gigliotti	Aye

Jillian Winemiller	Aye
Elizabeth McDonald	Aye

For the record, NO votes were taken in executive session.

16. Open Forum.

Since there was not an agenda item to schedule the next regularly scheduled BOD meeting, it was noted that the meeting is on the calendar for July 18, 2024 at 7 pm.

17. Adjournment. *

A motion is made by Ms. Winemiller and second by Ms. McDonald to adjourn the meeting at 9:05 pm.

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

*Votes may be taken

