



**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 October 23, 2024 7:00 P.M**

**UNOFFICIAL MINUTES**

*(Agenda Posted October 21, 2024)*  
*Minutes Posted October 28, 2024*

*Members Present*

Steve Bousquet, Chairman

Joe Gigliotti

Jillian Winemiller

Richard Holt

Elizabeth McDonald

Chief Cady

Peter Fratantuono

Bob Mann

William Macari Sr.

Bob Hevey

Bob Guastini

Skip Mays (Moderator)

Mariann Gardener (Clerk)

Sandy Mann

Annie Driscoll (tax collector)

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

Mr. Bousquet called the meeting to order at 7:00 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 October 3, 2024 meeting minutes. \***

A motion is made by Ms. Winemiller and second by Ms. McDonald to accept the October 3, 2024 minutes. Discussion: Mr. Holt noted that John Humble's name was omitted in the attendance.

All in Favor. All voted Aye

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

**5. Chief's Report to include: \***

- *Department's operational and administrative activity for the past months of September, 2024.*
- *Chief's Comments and department notes.*

Chief Cady presented the September 2024 Chief's report.

A motion is made by Ms. McDonald and second by Mr. Bousquet to amend the Chief's Report to pay Vito Vinciguerra, half of his EMT Class Cost when he passes the class.

All in Favor. All voted Aye

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

A motion is made by Ms. McDonald and second by Mr. Holt to accept the September 2024 Chief's Report.

All in Favor. All voted Aye

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

Elizabeth McDonald      Aye

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

- *The district's financial accounting activity for the months of September 2024.\**
- *Approval of the Treasurer's Report.*

The Treasurer presented the Treasurer's Report.

Rescue recovery revenue is close to budget amount. Expenses for truck repair, fuel, legal/professional, and OT for Full Time and Duty Crew are up.

A motion is made by Ms. Winemiller and second by Mr. Gigliotti to accept the September 2024 Treasurer's report.

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

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

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

The Tax Collector presented the September 2024 Tax Collector's Report.

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

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

**8. Clerk's Comments.**

The Clerk presented a draft request for Letters of Intent to the BOD. The letter will be posted in the Reminder and locally in Mid-November. Three BOD positions are up for election. Letters are due by December 31, 2024.

**9. Discussion and vote on the purchase of Paramedic supplies and gear, with the purchase being reimbursed by the Town of Coventry's Opioid Fund. \***

The Chief and Captain Mann reported that the new rescue is almost ready for delivery. The town approved \$64, 000 in supplies through the ARPA Opioid Fund. This will upgrade the level of service for the rescue to Paramedic Level. Captain Mann also noted that the current radios are outdated equipment and new radios should be purchased to enhance the coverage area.

A motion is made by Ms. McDonald and second by Ms. Winemiller to pursue the purchase of the Opioid Fund paramedic supplies.

All in Favor. All voted Aye

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

**10. Staffing update and plan. \***

The Chief reported that two internal applicants are interested in applying for the full time position.

The Chief reported that there are still holes in the current schedule. A proposed four platoon system could help by going to a 24 hour schedule with a 42 hour work week. Current full time members are interested in the proposed schedule.

**12. New Rescue 8 finance options. \***

Mr. Bousquet presented the options proposed by Tax Exempt Leasing Corporation.

A motion is made by Mr. Holt and second by Ms. Winemiller to go forward with Tax Exempt Leasing Corporation for the rescue financing at 5.09 % for four year term of quarterly payments in arrears.

All in Favor. All voted Aye

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

Elizabeth McDonald      Aye

**13. Discussion of Coventry Town Council Resolution 2024-66. \***

Mr. Bousquet reported that Jillian Winemiller has been accepted by the Town as the WCFD representative to the Town Council Fire Study Committee.

**14. Discussion and update on next Chief of WCFD \***

A motion is made by Mr. Holt and second by Ms. Winemiller to appoint Peter Fratantuono as the next WCFD Chief at a start date to be determined at the next BOD meeting.

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

**15. Open Forum.**

None

**16. Schedule next BOD meeting.**

The next regularly scheduled BOD meeting is scheduled for November 21, 2024 at 7 pm.

**17. Adjournment. \***

A motion is made by Ms. Winemiller and second by Ms. McDonald to adjourn the meeting at 9:48 pm.

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

\*Votes may be taken

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