



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, December 18, 2025 7:00 P.M

(Agenda Posted December 16, 2025)

AGENDA

1. Call to Order and Attendance.
2. Emergency evacuation procedure announcement.
3. Confirmation of required meeting posting and quorum.
4. Acceptance of the November 20, 2025 meeting minutes. *
5. Tax Collector's Report to include: *
 - Tax collection activity for the past month November 2025. *
 - Approval of the Tax Collector's Report. *
6. Treasurer's Report to include: *
 - The district's financial accounting activity for the month of November 2025. *
 - Approval of the Treasurer's Report. *
7. Chief's Report to include: *
 - Department's operational and administrative activity for the past month of November, 2025.
 - Chief's Comments and department notes.
8. District Board recognition and appreciation to members Joseph Burdick, Kevin Lacaillade, & Russel Lacillade, for the diligence and additional time and effort spent on securing our new to us Engine Tanker.
9. Town Municipal Fire Department update and discussion of next steps forward. *
10. Discussion regarding ADP payroll services and possible change in payroll service provider. *
11. Clerks Comments. *
12. Outreach Committee update.
13. Town Municipal Fire Department update and discussion of next steps forward. *
14. Discussion regarding employment agreements and probationary goals. *
15. Open Forum.
16. Schedule next meeting. *

17. Adjournment. *

*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

Chris Albro

“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 2-17.

*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.’”