

Western Coventry Fire District
1110 Victory Highway
Greene, RI 02827
(401) 397-7520

OFFICIAL NOTICE
ANNUAL MEETING
OFFICIAL NOTICE ANNUAL MEETING

THE WESTERN COVENTRY FIRE DISTRICT
WILL HOLD ITS ANNUAL MEETING ON:

Monday, April 29 2024–7:00 pm

(Alternate date due to inclement weather will be May 6, 2024 at 7:00 p.m.)

SUMMIT STATION 1110 Victory Highway, Greene, RI 02827

THE MEETING WILL BE FOR THE PURPOSE OF ELECTION OF TWO DISTRICT BOARD MEMBERS. APPROVING A PROPOSED BUDGET OF \$1,183,463 AND A FIRE TAX LEVY OF \$950,463 RESULTING IN A HYPOTHETICAL TAX RATE INCREASE OF 5.70% AND CONDUCTING ALL OTHER DISTRICT BUSINESS THAT MAY BE DEEMED NECESSARY AND APPROPRIATE.

The annual meeting information packets will be available by Wednesday April 24, 2024 at the following locations in Greene, RI: Summit Fire Station, 1110 Victory Highway, Greene, RI; Greene Public Library, 179 Hopkins Hollow Road, Greene, RI; and Koszela Lumber, 1284 Victory Highway, Greene, RI; also available electronically on the WCFD website located at <http://www.wcfd.net> available from the district clerk at clerk@wcfd.net.

ADVERTISED IN THE REMINDER; POSTED AT THE SUMMIT FIRE STATION, GREENE PUBLIC LIBRARY, KOSZELA LUMBER, THE DISTRICT WEBSITE AND THE SECRETARY OF STATE WEBSITE.

THE NEXT REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR May 16, 2024.

Mariann Gardener
District Clerk

Moderator

WCS Mays III

District Clerk

Mariann Gardener

Treasurer

Sandra Mann

Tax Collector

Annie Driscoll

Board of Directors

Ch. Steven Bousquet

Members

Richard Holt

Joe Gigliotti

Jillian Winemiller

Elizabeth McDonald

WESTERN COVENTRY FIRE DISTRICT

ANNUAL MEETING

7:00 PM, Monday, April 29, 2024 Summit Fire Station

1110 Victory Highway, Greene, RI 02827

AGENDA

Call to Order	Moderator Skip Mays
Emerg Evacuation Procedures:	Chief Cady
Color Guard	Presentation of Colors
Pledge of Allegiance:	Moderator
Invocation:	Rev Reppa Cottrell
Call to Meeting:	District Clerk Mariann Gardener
Minutes of Previous Meeting:	Stenographic Report on file with District Clerk
Reports:	Treasurer's Report: Treasurer Sandra Mann
	Tax Collector's Report: Tax Collector Annie Driscoll
	Board of Director's Report: Board Chairman Stephen Bousquet
	Chief's Report: Fire Chief James Cady
	District Counsel's Comments: J William Harsch, Esq.
Member Recognition:	Chief Cady
Old Business:	None
New Business:	RESOLUTIONS: Board Chairman Stephen Bousquet
Election of Officers	Board of Directors: Of the five (5) Board of Director's positions, two (2) are open with two (2) candidates applying: Richard Holt, and Jillian Winemiller. One position is for a three year term, and one position is for one year (the balance of the appointed term). These candidates are running unopposed and the Moderator will request the Clerk to cast a single ballot for the electors.
Oath of Office:	Directors will be sworn in by the Moderator or his designee.

Adjournment:

- Notes:
1. In order to qualify to vote on matters of this meeting, persons must be a qualified voter of the Fire District.
 2. To assist the Moderator and Tellers in recognizing WCFD qualified voters, all non-qualified audience participants will be requested to sit in a designated area set aside for guests.
 3. At the Moderator's option or by a majority vote of qualified voters present, votes on motions and resolutions may be by written ballot. Unless otherwise noted or voted, all votes will be by voice vote.

**Western Coventry Fire District
Treasurer's Report
For the Fiscal Year
March 1, 2023 to February 28, 2024**

I am pleased to present the annual treasurer's report for the Western Coventry Fire District for the fiscal year.

Financial Highlights

- District revenues were \$1,134,731 with a surplus applied of \$75,080. District expenditures were \$1,134,731. The district appropriated \$20,000 for the apparatus capital fund. The district ended up with a loss \$75,080 as of February 28, 2024.
- Reduced outstanding principal on the mortgage for Summit Station from \$877,928 to \$839,430.
- At the close of the fiscal year the general fund has a balance of \$180,873 which includes non-spendable prepayments of \$17,395, the fire prevention fund has a balance of \$7,999, and the apparatus capital fund has a balance of \$657,907.

The Western Coventry Fire District used Wadovick & Company, CPAs to audit the financial statements for fiscal year ending February 28, 2023. Copies of the audit report are available upon request. Please review the following pages for further information regarding the financial performance of the Western Coventry Fire District during the 2023 and 2024 fiscal year.

Respectfully Submitted,



Sandra Mann,
District Treasurer

**WESTERN COVENTRY FIRE DISTRICT
STATEMENT OF NET ASSETS
AND GOVERNMENTAL FUNDS BALANCE SHEET**

February 29, 2024

Unaudited

	General Fund	Other Funds	Total	Adjustments (Note A)	Statement of Net Assets	Comparison 2/28/2023 Statement of Net Assets
ASSETS						
Cash on Deposit	594,329		594,329		594,329	509,737
Petty Cash	30		30		30	30
Accounts Receivable	3,155		3,155		3,155	3,808
Taxes receivable(net of allowance for uncollectable taxes of \$5,000)	324,440		324,440		324,440	292,368
Deposit on Tax Collector Software	-		-		-	-
Interest receivable	-		-		-	-
Grant receivable	-		-		-	-
Prepaid expenses	17,395		17,395		17,395	15,203
Internal receivable		665,906	665,906	(665,906)		
Land				134,400	134,400	134,400
Other capital assets, net of accumulated depreciation				1,759,034	1,759,034	1,886,836
TOTAL ASSETS	<u>\$939,349</u>	<u>\$665,906</u>	<u>\$1,605,255</u>	<u>\$1,227,528</u>	<u>\$2,832,783</u>	<u>\$2,842,382</u>
LIABILITIES						
Accounts payable	13,988		13,988		13,988	27,642
Wages & benefits payable	27,243		27,243		27,243	21,198
Tax sale costs payable	665		665		665	2,375
Accrued expenses	47,003		47,003		47,003	34,619
Accrued Interest Payable	1,749		1,749		1,749	1,788
Internal payable	665,906		665,906	(665,906)	-	-
Firemen Fund	1,922		1,922		1,922	1,922
Long-Term Liabilities						
Due within one year - Mortgage				35,345	35,345	35,688
Due after one year - Mortgage				804,085	804,085	842,240
TOTAL LIABILITIES	<u>\$758,476</u>	<u>\$0</u>	<u>\$758,476</u>	<u>\$173,524</u>	<u>\$932,000</u>	<u>\$967,472</u>
FUND BALANCES:						
Unreserved	163,478		163,478	(163,478)	-	-
Non-spendable-prepayments	17,395		17,395	(17,395)	-	-
Fire Prevention		7,999	7,999	(7,999)	-	-
Apparatus Capital Reserve Fund		657,907	657,907	(657,907)	-	-
Total fund balance	<u>180,873</u>	<u>\$665,906</u>	<u>\$846,779</u>	<u>(846,779)</u>	<u>-</u>	<u>-</u>
TOTAL LIABILITIES & FUND BALANCES	<u>\$939,349</u>	<u>\$665,906</u>	<u>\$1,605,255</u>			
Net Assets:						
Invstmt. in capital assets net of related debt				1,054,004	1,054,004	1,143,308
Unrestricted				846,779	846,779	731,602
Total Net assets				<u>\$1,900,783</u>	<u>\$1,900,783</u>	<u>\$1,874,910</u>

NOTE A-Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

NOTE B-Not adjusted for current year depreciation.

**Western Coventry Fire District
Treasurer's Report
February 29, 2024**

	2023/2024 <u>Budget</u>	2023/2024 <u>YTD Actual</u>	Comparison 2/28/2023 2022/2023 <u>Budget</u>	Comparison 2/28/2023 2022/2023 <u>YTD Actual</u>
REVENUES:				
Fire Taxes	897,603	901,629	834,292	836,806
Interest on Delinquent Taxes	20,000	19,126	21,000	19,153
Interest Income	5,000	20,224	500	5,840
Miscellaneous Income	450	86	450	166
Grants	2,500	4,000	2,500	4,706
Brush Fire Reimbursement	0	661	0	0
911 Sign Program	30	0	30	60
Rescue Recovery	140,000	113,925	161,500	127,496
Sale of Rescue	0	0	0	0
Reimbursement for Clinic	0	0	0	0
Surplus Applied	30,000	75,080	33,000	54,079
TOTAL REVENUES	<u>\$1,095,583</u>	<u>\$1,134,731</u>	<u>\$1,053,272</u>	<u>\$1,048,306</u>
EXPENSES:				
	2023/2024 <u>Budget</u>	2023/2024 <u>YTD Actual</u>	2022/2023 <u>Budget</u>	2022/2023 <u>YTD Actual</u>
Compensation and Payroll Taxes	756,467	782,262	700,829	723,461
Training	6,200	8,802	14,100	6,327
Administration	6,723	9,168	7,650	8,516
Insurance	65,800	68,473	63,402	62,126
Legal and Professional	23,840	26,573	23,340	18,947
Truck and Equipment Maintenance	45,344	48,310	53,108	38,883
Building and Facility Maintenance	43,436	45,625	41,525	54,283
Office Supplies	4,400	4,072	5,475	6,304
Rescue Supplies	10,000	9,830	12,000	10,317
Rescue Equipment contracts	4,086	40	3,650	9,089
Gear and Equipment	29,728	29,980	23,360	10,248
Telephone	2,750	5,170	4,980	2,445
911 Sign Program	100	0	100	0
Miscellaneous	500	206	500	1,151
Depreciation Expense	0	0	0	0
TOTAL OPERATING EXPENSES	<u>\$999,374</u>	<u>\$1,038,511</u>	<u>\$954,019</u>	<u>\$952,097</u>
Clinic	0	0	0	0
New Station Mortgage	71,209	71,220	71,209	71,209
Apparatus Capital Funds	20,000	20,000	20,000	20,000
5"Supply Hose from AFG Grant	0	0	0	0
Tax Collector's Software	0	0	0	0
Matching Grant Fund	0	0	5,544	0
Rise Energy Improvement Loan	0	0	0	0
Fire Alarm Capital Fund	5,000	5,000	2,500	5,000
Total Budget	<u>\$1,095,583</u>	<u>\$1,134,731</u>	<u>\$1,053,272</u>	<u>\$1,048,306</u>

Capital Fund Activity

2/29/2024

Apparatus Capital Equipment Fund Beginning Balance 3/1/23	\$482,047
Funds Added	\$175,860
Funds Expended	<u>\$0</u>
Apparatus Capital Equip Fund Ending Fund Balance 2/29/2024	<u>\$657,907</u>

Fire Prevention Fund Activity

2/29/2024

Fire Prevention Fund Beginning Balance 3/1/23	\$6,439
Smoke Detector Inspection Revenue	\$930
Blue Print inspection Revenue	<u>\$850</u>
Total Fire Prevention Fund Revenue	\$1,780
Fire Prevention Expenditures	<u>\$220</u>
Fire Prevention Fund Balance 2/29/2024	<u>\$7,999</u>

Unreserved Fund Activity

2/29/2024

Unreserved Fund Beginning Balance 3/1/23 as previously report	\$258,403
Audit adjustments 2/28/2023	
Increase in allowance for uncollected taxes	-2,500
Correction of accrued interest expense	<u>50</u>
Unreserved Fund Balance 3/1/2023 restated	\$255,953
Income	1,059,651
Expenses	<u>(1,134,731)</u>
Unreserved Fund Balance 2/29/2024	<u>\$180,873</u>
TOTAL FUND BALANCES AT 2/29/2024	<u><u>\$846,779</u></u>

Tax Collector's Report

March 1st, 2023 to February 28th, 2024

The assessed value within the District as of December 31st, 2022 was \$574,559,637 for real estate and tangible property.

Total value for real estate exemptions given was \$3,976,000.

Total billed and to be collected at \$1.58 per \$1000.00 valuation for real estate and tangible 2023 after exemptions and adjustments \$902,134.03.

Subsequent supplemental taxes of \$0.00; net of abatements of \$600.90; miscellaneous revenue of \$7.85, and bank fees \$88.00, resulted in final tax revenues of \$901,628.98.

Total taxes, interest, and fees collected for deposit from 3/1/2023 to 2/29/2024 was \$900,613.12; which includes \$869,577.08 in taxes, \$19,105.56 interest and \$11,868.48 in Tax Sale fees, and \$62.00 in bank fees. Our uncollected balance as of 2/29/2024 is \$329,440.45 which includes \$11,740.48 in prior year taxes, \$981.99 in prior year tax sale fees and \$26.00 in prior year bank fees.

Respectfully Submitted,



Annie K. Driscoll
Tax Collector WCFD

Board of Director's Annual Report
Western Coventry Fire District
April 29, 2024

On behalf of the Board of Directors, I would like to begin by expressing heartfelt thanks to the men and women of the Western Coventry Fire Department. Once again, the district delivered critical services to the community. The need for the district services reached unprecedented levels - 885 runs during 2023-24 vs 726 during 2022-23, including a significant increase in out of district runs. Despite staffing shortages and continuing apparatus challenges, Chief Cady and his team worked tirelessly to deliver critical services to the community.

Rescue recovery. Rescue Recovery are the funds a district receives mostly from insurance companies and Medicare. Rescue recovery has become an increasing area of challenge for many fire departments, and is especially affecting our district. Last year, rescue calls increased 22%. In 2022-2023 WCFD responded to 495 calls, in 2023-2024 that number increased to 608. While calls increased, rescue recovery dropped to \$113,925 on a goal of \$140,000 (as a point of comparison - rescue recovery for 2022-2023 was \$127,495 on less calls). This resulted in a budget shortfall of \$26,075. In addition, some of the funds for rescue recovery are being held back by Medicare while we are finishing a Medicare mandated survey that is conducted every four years. This is posing an additional challenge to our funding.

Staffing. Presently staffing continues to be an issue for the Fire industry and that is even more difficult for smaller departments like WCFD. Larger departments are now filling open positions from smaller departments. This thins out the pool of candidates in a field resulting in much fewer candidates. The department operates with a staff of 4 full time members plus the Chief and additional per-diem members. We currently have one open position and one member who is on leave of absence. We will be looking to add one more full-time position and fill the open position this year. The negative impact of being understaffed is higher payroll because of overtime.

The Board of Directors is very aware of the considerable number of discussions regarding the future of Fire and Rescue service in Coventry. At this point there is no proposal coming from the Town or State, or any other Fire district. The Board will continue to be an active participant in these discussions and work towards whatever is in the best interest (financially and coverage wise) for the tax payers of Western Coventry.

Equipment: WCFD has begun replacement of key fire apparatus. We have purchased a Rescue Vehicle - new 2023 Dodge/Ram 5500 Cab and Chassis that should be delivered in July 2024 from Greenwood Emergency Vehicles with a purchase price of \$378,287. We will use the \$130,896 that the District received from the distributed APRA funds and proceeds of \$25,000 from the sale of old Tanker 18 to partially fund the purchase. The rest will be come from the Apparatus and Capital fund.

The Department under Chief Cady's direction, has recently submitted for a grant request to FEMA for a 2,500-gallon capacity Tanker. WCFD is one of the few full-time stations that has a Tanker and is often called out of district for anything from brush and forest fires to neighboring districts that don't have fire hydrants. Our current tanker is 28 years old and reliability is in question. We are hopeful that this grant will be accepted as we do not have adequate reserves to cover the purchase of a new tanker.

ASSESSMENT

Your Board of Directors is committed to provide the community with a safe and adequately staffed Fire department. To ensure we meet your needs, we are looking for approval of a \$950,463 Fire Tax Assessment, creating a new tax rate of \$1.67 per \$1,000 of valuation compared to \$1.58 last year. On a \$300,000 assessed home this amounts to \$27.00 per year.

Using budget surplus in the future to reduce the assessed tax rate will not be sustainable in the future.

BUDGET

As always, the major objective of the Annual Meeting Packet and Meeting is transparency to the extent that the taxpayers of the District can be confident that their fire tax dollars are being spent prudently and decisions are being made wisely. The major financial decisions must be made with the involvement of and approval by the voters of the District. The 2024-2025 \$1,183,463 budget before you has been vetted. The District officers continue to comply with rules and regulations directed at accountability. Treasurer Sandra Mann religiously submits quarterly financial reports to the State's Auditor General. Director Richard Holt routinely reconciles the accounts of the Tax collector Annie Driscoll and the accounts of the Treasurer. Clerk Mariann Gardener and Moderator Skip Mays stay abreast of the requirements of the Open Meetings Act (OMA) and Access to Public Records Act (APRA) as defined by the RI Attorney General. Auditing services are provided by Wadovick and Company who were chosen as the department's auditor for the next three years after a competitive bid process. A collection of Standard Administrative Procedures has been created and are regularly reviewed and updated to provide evidence that administrative tasks are documented and addressed.

TAXPAYER INPUT

Again, we asked for community input to continue moving Western Coventry Fire District in the right direction. Thank you to all those who participated. We continue to rely on community input to shape the future of the department. There is always work to be done in order to guarantee that

the District's stability and cost effectiveness of services are maintained. It is important that community minded residents that feel strongly about the continued wellbeing of WCFD become engaged. Options for involvement are varied and include offering assistance in administrative matters such as reviewing and updating by-laws and procedures, simply attending the monthly meetings to participate in discussions and/or run for elected office.

If there are any questions or concerns regarding the information presented in this annual packet or any other business associated with WCFD, please feel free to contact District officers, members of the Board of Directors or Chief Cady at 401-397-7520. The Board of Directors typically schedules a public meeting on the third Thursday evening of each month in addition to other meetings on an as needed basis. All WCFD's public meetings are conducted in compliance with the Open Meetings Act with agendas that include an opportunity for the public to voice concerns or suggestions during an open forum. The meeting agendas are posted on the Secretary of State's web site, <http://sos.ri.gov/publicinfo/openmeetings/> and posted locally at Koszela Lumber and the Summit Station at least 48 hours in advance of the meeting's scheduled time.

This Board of Director's Annual Report is respectfully submitted with the assistance and approval of a devoted WCFD Board of Directors; Richard Holt, Joe Gigliotti, Jillian Winemiller, and Elizabeth McDonald with appreciation for the many hours of work performed by the District's Officers; Treasurer Sandra Mann, Tax Collector Annie Driscoll, Clerk Mariann Gardener, Moderator Skip Mays, and Chief Cady.

In closing, the Board of Directors and I ask all taxpayers to please get involved and help us manage and direct the Fire District in the manner that you want us to.

I would also like to pay a special tribute to Chief Cady who is retiring this year after over seven years of service. Chief Cady's leadership will leave a special mark on the district – especially given his significant contributions during COVID. We wish him all the best.

With your help, we can continue to support the dedicated team of the WCFD and the taxpayers of this district.

On behalf of the Board of Directors
Stephen Bousquet
Chair, BOD



WESTERN COVENTRY FIRE DEPARTMENT

1110 Victory Highway
Greene, RI 02827



Chief's Report FY2022/2023

I would like to recognize the commitment of time required by four of our per diem members over the last year. Miranda Hennessy-McGill, William Macari, William Macari (Jr.), and Riley Monroe each contributed over 25 hours per week this year during the time they were a member of the department. This is in addition to working full-time jobs elsewhere. I would also like to recognize and thank Cynthia Horan for her dedicated service. Cynthia sustained an injury that has prevented her from filling shifts for much of the fiscal year, however she continues to teach EMT classes here at the station which has benefitted the department by bringing in some new members.

Once again, this has been a difficult year in trying to provide adequate staffing for the department. Each year it becomes more difficult to find properly credentialed personnel. Many of our qualified personnel are leaving for similar jobs with more lucrative benefits. While we have added additional members to our rosters, many of these members need time to receive training as firefighters and EMT's. Personnel coming in with no qualifications are expected to take 2 years as a minimum before they will be able to operate as an EMT-Basic/Firefighter 2 level. The department tries to staff our duty shifts with a minimum number of personnel that will provide two firefighters and two EMS personnel per shift, preferably with one of the EMS personnel at an ALS level. Sometimes this can be done with two people, that are qualified firefighters and EMT's. At other times it takes four personnel. For example, when we add an EMT without firefighter qualifications we then need to add a firefighter to the shift.

I am aware that some of the WCFD Board and administrative members feel that I should not add additional staff when personnel with dual qualifications are not available, as it is driving up the cost for fire and EMS protection. I understand these concerns, but do you really have protection with less personnel? When I was sworn in, I pledged to ensure the safety of the residents that live within the Western Coventry Fire District, and that is the reason I will not staff with less personnel, assuming I have personnel available to fill the shifts. On occasions, we cannot find the minimum number of personnel to staff with two firefighter/EMS personnel, which requires the department to notify Coventry Fire Alarm so that they can dispatch personnel from surrounding departments. We really do try our best to try to minimize the cost, and we often have members that commit to staying in the district and responding from home when we are minimally staffed, which essentially requires them to commit to responding, but they do not receive any pay unless a call is received. While I expect to be retiring this year, I strongly encourage the WCFD Executive Board to support every effort to staff with a minimum

of two firefighters/two EMT's per shift whenever possible. Two personnel is a bare minimum response for the most basic calls.

Unfortunately, we have lost some members to other job opportunities. Sophia DiMezza has left the department to work for a private ambulance, Kalia Quinton is working for Westerly Ambulance, Patrick Galloway has joined the Smithfield Fire Department, James Almagno was hired by the North Kingstown Fire Department, and Cory Petenaude left for the New Shoreham Police Department. A long-time member, Riley Monroe, left to start her personal business.

The department added twenty new members to our roster this year: Scott Marcotte, Cameron Reyes, Kalia Quinton, Elizabeth Dyer, Patrick Galloway, Helena McCrae, Morgan Galloway, Sophia DiMezza, Jason Cabral, Matthew Saulino, Matthew Provoost, Breanna DiPetrillo, David Mahoney, Nicholas Briita, Kevin Herold, Breonna Bouthot, Peter Fratantuono, Christopher Albro, Abygail Cerbarano, and Christopher Moore.

The table below lists all our current members and their qualifications. These qualifications are used to determine personnel that can fill shifts.

Member	Date Hired	EMS Provider Level	Firefighter
Albro, Christopher	2/12/2024	EMT-Cardiac	Firefighter II
Barrett, Charles	7/19/2018	EMT-Cardiac	
Bouthot, Breonna	1/29/2024		
Brita, Nicholas	1/10/2024	BLS	
Brown, Scott D.	3/28/2022	BLS	Firefighter II
Burdick, Tyler	3/27/2023		
Cabral, Jason	10/13/2023		
Cady, Chief James	8/14/2017	EMT-Cardiac	Firefighter II
Cerbarano, Abygail	3/4/2024		
Cudoni, Alexis	1/17/2018	Paramedic	Firefighter II
Czarnowsky, Brianna	1/6/2023	BLS	
DiPetrillo, Breana	11/24/2023	*	
Dyer, Elizabeth	5/4/2023	BLS	
Fratantuono, Peter	2/12/2024	Paramedic	Firefighter II
Galloway, Morgan	8/10/2023	BLS	
Gault, Jacob	6/8/2021	BLS	
Hennessy-McGill, Miranda	3/2/2020	Paramedic	Firefighter I
Herold, Kevin	1/29/2024		Firefighter I
Horan, Cynthia	5/10/2022	EMT-Cardiac	Firefighter I
Laboissonniere, James	12/21/2022	BLS	

Lacaillade, Captain Russell	2/2/2002	BLS	Firefighter II
Macari, William A.	10/18/2017	BLS	Firefighter II
Macari (Jr.), William	2/23/2018	*	Firefighter II
Mahoney, David	1/9/2024	BLS	Firefighter II
Mann, Capt. Robert	10/2/1977	EMT-Cardiac	Firefighter II
Marcotte, Scott	4/28/2023	Paramedic	Firefighter II
McCrae, Helena	7/19/2023	*	
Moore, Christopher	3/22/2024	BLS	Firefighter II
Mroz, Robert	9/26/2011	BLS	Firefighter I
Murray, Scott	12/26/2018	EMT-Cardiac	Firefighter II
Padilla, Luaityys	4/29/2022	*	Firefighter I
Plaziak, Josh	11/25/2019	BLS	Firefighter II
Provost, Matthew	11/24/2023	*	
Remillard, Maurice	6/11/2020	Paramedic	Firefighter II
Reyes, Cameron	5/4/2023	*	Firefighter II
Winemiller, Thomas	6/2/2022	EMT-Cardiac	Firefighter II
* Finished an EMT-Basic class and waiting to test with the National Registry of EMT's			

Our current members vary in age from eighteen to over seventy years of age (please see the age breakdown in the table below) and their diverse work experience is an asset for our department. Within our ranks, we have full-time parents, mechanics, bankers, sales personnel, instructors, lifeguards, electricians, flight medics, paramedics, business owners, helicopter pilots, tractor trailer drivers, military personnel, nurses, students, and retired firefighter personnel. These personnel already have full-time jobs, yet they provide this service because it's challenging, but rewarding. If you are interested in joining, please inquire about the opportunities we can provide. Applications are available at the station and can be mailed or emailed if necessary.

Age of members							
Age	18-20	21-30	31-40	41-50	51-60	61-70	>70
No. of members	1	11	7	2	9	5	1

The department continues to seek new members to assist us in providing fire and emergency medical services to the public. If anyone is interested in providing emergency fire or EMS services, our Executive Board has supported the provision of funds to assist members with paying for EMT-Basic, Firefighter 1, and Firefighter 2 classes to members.

Notable Events

1. On Wednesday April 12th, the department responded to wildland fires off Congdon Mill Road in West Greenwich, which was reported by officials to be the largest fire in the area since the 1940's*. The fire burned for a couple of days and the estimated area was 150 acres. There were two other major brush fires in Coventry/West Greenwich earlier in the day. The severe fire conditions were created because of a six-week drought that preceded the fire.
2. On Friday April 14th, the department responded to an even larger forest fire in Exeter that burned over an estimated two hundred acres. However, it still did not eclipse the large fire of the 1940's that occurred here in Western Coventry. While we do not have extreme fire conditions this spring, these two fires are a reminder to the citizens of the Western Coventry Fire District that they need to be prepared for these situations. One of the best solutions to protect your home is to provide a buffer zone between your home and flash fuels found in the wooded areas and fields. Please stop in and see us for information.
3. Our 1946 Willys Jeep was trailered to the Society for the Preservation & Appreciation of Antique Motor Fire Apparatus in America show held in Warwick, RI on July 15th. Scott Brown and Tom Winemiller spearheaded this effort with some help from Robert Mroz and Captain Lacaillade. The event was well attended by people throughout the Northeast and Canada and was a great promotional event for our department. With some minor repairs and purchases we hope to get this vehicle running once again as a parade piece to provide additional positive promotion for the department.
4. On October 23, 2023, the Western Coventry Fire Department received used 5-inch supply hose that was donated by the Quinville Fire Department. The hose is estimated to be about 15-20 years old, and some of the hose did not pass hose testing. The department will use this donated asset to expand our water supply capabilities. After receiving this hose, we in turn donated some of our used 4-inch supply hose to the Hianloland Fire Department, which will also be to our benefit as they respond on automatic aid to our department for all building fires. We did retain some 4" Supply Hose as a backup in case other hose does not pass hose testing in the future.
5. Currently, we are scheduled to report to the Center for Medicaid Services in May 2024, regarding the Social Security Act, Section 1834(1)(17). This act requires the department to collect data regarding cost, revenue, utilization, and other pertinent information.

This information will be used to determine if Medicare payments for ground ambulance services are adequate. Failure to comply will lead to a 10% penalty in Medicare payments for services we provide to insured patients. This survey is extensive, and will require reporting on staffing, payroll costs, station maintenance, operational costs, and administrative costs, and similar other expenses.

6. In December 2023 and January 2024, the area received some heavy rainfall that resulted in many flooded basements. To keep up with the demand and to lessen the damage to homeowners the department purchased additional sump pumps just prior to the storm's arrival in December. This benefited the community as most of the pumps were deployed and used. I encourage homeowners to procure similar equipment to help protect their properties in the future, which will lessen the demand placed upon the department during similar events.

Injuries

1. In May an employee slipped and fell while getting out of the cab of Engine 8. It had been raining and the employee's boots were wet. During the fall the employee fractured their left fibula and ankle and tore a ligament in their right knee. The employee remains out-of-service to this date.
2. Another member suffered a back injury while lifting and carrying a portable pump in December. This member also remains unavailable for service to the district.
3. The district has worked with VFIS insurance, but they do not provide any insurance protection from long-term injuries. Finding insurance protection for long term injuries that could become debilitating should be a priority for the fire district.

Station and Equipment Maintenance

1. We are still trying to resolve problems with the Stations air condition system. NEXGEN serviced the system in July 2022 and identified parts that need to be replaced. Many of these parts are not available any longer. These repairs have been set aside to address more concerning issues.
2. Leaks in the roof system were a problem in the previous fiscal year, and they originated from the areas of roof vents and scuppers. In September 2022, mold test kits were purchased after members complained of feeling ill, and mold was detected within the station. To avoid any further damage, JM Roofing Company was hired to seal any leaks

they could find in the roof system. They sealed all the roof vents for \$3500 and warrantied the repairs for five years. The department purchased a dehumidifier and placed it in the attic to remove as much moisture as possible. No mold was detected upon retesting. Subsequently, one leak reappeared in the training room. We have contacted JM Roofing on multiple occasions over the last six months and we scheduled dates for additional repairs on multiple occasions. The contractor failed to show up to make the repairs each time. The last time we spoke to the contractor we advised we may seek legal action if he is not going to uphold the warranty. The contractor stated he would refund the money. The warranty information originally provided has been provided to our Board Chairperson for possible legal action. Any further delay will most certainly result in a new mold problem. I will be working with the Executive Board to get these repairs made as soon as the FY24/25 budget is approved.

3. In FY22/23, the station generator failed to start on multiple occasions and Charpentier Electric was helpful in diagnosing the problem and constructing a new control box to repair and replace faulty wiring that had rusted and corroded. Charpentier Electric advised the department to consider replacing the generator because of its age, which made it unreliable and because it is difficult to find replacement parts. In addition, it was questionable that the current generator, which was purchased to support the previous fire station, could support the electrical demands of the current station. The Board of Directors felt that the generator did not need to be immediately replaced and felt that the district should look for alternative plans such as keeping the current generator and adding a supplemental generator. Captain Robert Mann contacted the engineer that designed the original electrical system and there was a cost associated with developing a new backup power plan. Other contractors were contacted but were reluctant to provide a backup power plan unless they knew they were going to be installing the equipment, as they were concerned that their efforts could be used by another contractor. There has not been any specific funding for the generator replacement, but we will continue to develop a replacement plan.
4. The department completed SCBA tank hydrostatic testing with MES Shipmans. These tanks must be hydrostatically tested every five years. All spare SCBA tanks less than 15 years old have been tested. Once tanks surpass 15 years of age, they cannot be used any longer and are removed from service.
5. In November, the department conducted hose testing, ladder testing, and fire pump service/testing.

6. I would like to thank Firefighter/EMT-C Thomas Winemiller for taking the initiative to strip and refinish our floors in the hallways, living area, and training room. We borrowed some floor stripper machines/equipment from the Western Coventry School and Tom has put in a lot of work into this project.

Grants

Last year we received a legislative grant that was co-sponsored by Senator Gordon Rogers and Senator Lou Raptakis in the amount of \$1500. These funds were used to procure equipment to set up portable rural water supplies for Tanker 8, which allows for a portable water tank to be set in front of our apparatus. Without this equipment the portable tanks need to be placed on the side of the apparatus which often blocks roadways. We received another legislative grant sponsored by Representative Michael Chippendale in the amount of \$2500. Initial training with the equipment purchased for Tanker 8 showed positive results. The department purchased additional equipment for Engine 8. Between the two grants we procured two 90-degree 6-inch fittings, two low-profile strainers, a Holley tube, and a 6 inch clappered Siamese valve. We appreciate the continued support of Senator Rogers, Senator Raptakis, and Representative Chippendale which has resulted in more efficient emergency operations.

The department received a FEMA Assistance to Firefighters Grant (AFG) for \$12199.50 for Firefighter 1 and Firefighter 2 training in accordance with NFPA 1001 standards, and Firefighter Pump Operation Classes in accordance with NFPA 1002 standards. Since 2017, the paid staff has successfully applied for and received over \$208,000 in AFG grant funding.

On February 9, 2024, the fire department submitted two FEMA grant requests for a new 2500-gallon Tanker and for additional firefighter protective clothing.

Firefighter and EMT Training Classes

I would like to recognize some members that have invested considerable time to complete the following training programs that assist the department in meeting its goals:

- Riley Monroe and Charles Barrett enrolled in a Paramedic class that started in February 2023. Completion of these programs has been delayed because of scheduling issues with area hospitals that is needed to conduct practical skills.
- Helena McCrae enrolled in a Firefighter 1 class at the RI Fire Academy.
- William Macari completed a Fire Instructor I class at the RI Fire Academy.
- Helena McCrae, Luaityss Padilla, Nick Brita, Breanna DePetrillo and Matthew Provost completed an EMT-Basic class with American Safety that was hosted at the Western

Coventry Fire Station. Nick Brita has already completed the test and has received his EMT license. Helena, Luaityss, Breanna, and Matthew will be taking the NREMT exam, and upon successful completion will be applying for their EMT license.

- Kevin Herold, Miranda Hennessy-McGill, and Luaityss Padilla recently completed the Firefighter 2 program at the RI Fire Academy.

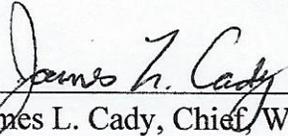
The department presented 35 fire and EMS training courses amounting to 530 hours in training throughout the year. I'd like to thank Captain Lacaillade, Captain Mann, Scott Murray and Alexis Cudoni for their assistance in delivering these trainings. New members completed over 200 hours of Orientation training which consists of reading required Standard Administrative Policies, apparatus familiarization, station rules and expectations, driver training and similar information to enable the employee to assist us as soon as possible. Department members completed 116 hours of fire training through Vector Solutions and EMS personnel completed over 332 hours of EMT recertification through Vector Solutions. Members will continue to use Vector Solutions to recertify their EMT license renewal. Most of our personnel have licenses that expire on December 31, 2024.

Apparatus

The department has not replaced any apparatus since I arrived here in 2017. We have sold a chief's vehicle, a reserve rescue vehicle, and a Tanker vehicle that had to be removed from service. The department has committed to the purchase of a new Rescue, and we should be accepting that vehicle this summer. Within the next ten years, the department will need to replace Unit 8, Tanker 8, and Engine 8. Brush 1 does not see a lot of use and we are hoping that with regular maintenance we can prolong replacing that piece of equipment.

I would like to thank Firefighter/EMT Dave Mahoney for his efforts in attaining two used Hydrant valves from the Warwick Fire Department. We will refurbish the equipment and use the equipment on our apparatus.

Sincerely,


James L. Cady, Chief, WCFD

WCFD Motor Vehicle Inventory, February 2024						
Truck	Vehicle Description	In Service	Replace Date	Engine Hours	Mileage	Replace Mileage
Unit 8	2008 Ford Pick-up F-350	10/15/2007	2026		56112	140000
Brush 1	2002 F-550	4/4/2002	2028		27643	140000
Rescue 8	2013 International Rescue	11/14/2013	2024	7027	150657	130000
Engine 8	2008 Spartan Pumper	5/4/2010	2030		44092	100000
Tanker 8	1996 Mack Pumper Tanker	6/18/1996	2025	2916	40307	50000
Kubota			2030			

Western Coventry Fire Emergency Dispatch Statistics								
Month	Fire/EMS Calls			Mutual Aid (MA) Information				FY Total
	Fire	EMS	Total/ Month	Fire MA Rec'd	Fire MA Provided	EMS MA Rec'd	EMS MA Provided	
March 2023	18	42	60	2	13	1	5	60
April 2023	26	43	69	2	13	1	5	139
May 2023	22	29	51	2	18	2	8	180
June 2023	24	56	80	2	19	9	11	260
July 2023	27	45	72	1	23	7	9	332
August 2023	20	54	74	1	18	9	12	406
September 2023	20	47	67	1	13	9	9	473
October 2023	15	52	67	2	12	7	12	540
November 2023	20	52	72	3	14	9	22	612
December 2023	37	66	103	4	24	10	23	715
January 2024	30	53	83	2	22	8	18	798
February 2024	18	69	87	2	15	17	22	885

Staffing Levels (% of time) for Duty Crews					
Month	ALS	BLS	One EMT	No Duty Crew	Two Firefighters
March 2023	96.8	96.8	3.2	0.0	94.4
April 2023	88.4	88.4	8.3	0	93
May 2023	96.3	96.3	3.6	0	88.6
June 2023	89.2	91.25	8.75	0	90.4
July 2023	99.6	99.6	0.4	0	88.4
August 2023	94.1	98.2	1.07	0	93.3
September 2023	89.2	92.5	6.7	0.8	95.6
October 2023	87.4	96.5	3.5	0	98.7
November 2023	99.0	99.0	1.0	0.0	78.7
December 2023	98.0	100	0	0	88.8
January 2024	81.3	87.1	12.9	0	85.4
February 2024	76.0	93.2	6.8	0.0	92.5

WESTERN COVENTRY FIRE DISTRICT
Proposed Operating Budget
March 1, 2024 to February 28, 2025

Budget Area	2023/2024 Budget	2023/2024 Actual	2024/2025 Proposed
Compensation & Payroll Taxes*	\$756,467	\$782,262	\$852,279
Training & Administration	12,923	17,970	20,856
Insurance	65,800	68,473	73,180
Legal & Professional	23,840	26,573	25,300
Truck & Equipment Maintenance	45,344	48,310	44,500
Building & Facility Maintenance	43,436	45,625	47,470
Office Supplies	4,400	4,072	5,000
Rescue Supplies	10,000	9,830	10,000
Rescue Equip. Maint. Contracts	4,086	40	1,575
Gear & Equipment	29,728	29,980	22,000
Telephone	2,750	5,170	4,594
Miscellaneous	500	206	500
911 Sign Program**	100	0	0
Total Operating Expenses	\$999,374	\$1,038,511	\$1,107,254
Station Mortgage	71,209	71,220	71,209
Fire Alarm Capital Fund	5,000	5,000	5,000
Matching Grant Funds	0	0	0
Apparatus Capital Equipment Fund	20,000	20,000	0
Total Operating Budget	\$1,095,583	\$1,134,731	\$1,183,463

**911 Sign Program hardware expense is covered by the fee charged to the property owner.

WESTERN COVENTRY FIRE DISTRICT
Proposed Operating Budget-Continued
March 1, 2024 to February 28, 2025

***Detail of Compensation & Payroll Taxes**

Compensation & Payroll Taxes	2023/2024 Budget	2023/2024 Actual	2024/2025 Proposed
Fulltime Personnel	\$319,499	\$274,320	\$349,680
Health Insurance	44,809	29,360	76,347
Department Officers	2,732	1,800	2,935
Run & Training Pay	14,500	22,523	22,523
Duty Crew	236,000	270,243	230,053
District Officers	31,419	33,705	33,916
Overtime Pay	27,711	73,436	27,711
Paid Time Off Accrual	14,380	12,384	24,566
Payroll Taxes	49,387	53,564	68,348
Clothing	3,500	1,415	4,200
Simple IRA	12,530	9,512	12,000
Total	\$756,467	\$782,262	\$852,279

WESTERN COVENTRY FIRE DISTRICT
Operating Revenue Projections
March 1, 2024 to February 28, 2025

Revenue	2023/2024 Budget	2023/2024 Actual	2024/2025 Proposed
Fire Taxes	\$897,603	\$901,629	\$950,463
Recue Recovery	140,000	113,925	140,000
Interest on Delinquent Taxes	20,000	19,126	16,000
Interest on Banking	5,000	20,224	13,000
Grant Income	2,500	4,000	4,000
911 Sign Program	30	0	0
Brush Fire Reimbursement	0	661	0
Miscellaneous Income	450	86	0
Surplus Applied	30,000	75,080	60,000
Total	\$1,095,583	\$1,134,731	\$1,183,463

HYPOTHETICAL WCFD FIRE TAX

Note: The following hypothetical WCFD fire tax comparison is based upon the last adopted assessment and the tax rate of last year. Last year's fire tax rate was set at \$1.58 per \$1,000 of real estate and tangible property value to meet last year's voter approved budget. For the purpose of comparison for this report, the following hypothetical WCFD fire tax rate is based on no change in the value of real estate and tangible property.

WCFD net assessed property value after exemptions last year was \$570,583,637.

Present WCFD fire tax is \$1.58 per \$1,000 of assessment.

For this past fiscal year, a home owner owning a home assessed at \$300,000 paid an annual fire tax of \$474.00.

Based on the proposed and if approved budget contained in this Annual Meeting packet, the fire tax rate will increase 5.7% to \$1.67 per \$1,000 of assessment.

This same home owner's annual fire tax will be \$501.00, an increase of \$27.00 per year.

WESTERN COVENTRY FIRE DISTRICT PROPOSED RESOLUTIONS

Annual Meeting April 29, 2024

RESOLUTION 1: That all actions taken by the Officers and Board of Directors of the Western Coventry Fire District during the fiscal year ending February 29, 2024 be ratified.

RESOLUTION 2: That a Western Coventry Fire District operating budget of \$1,183,463.00 be adopted for fiscal year March 1, 2024 to February 28, 2025.



WESTERN COVENTRY FIRE DISTRICT

**1110 Victory Highway
Greene, Rhode Island 02827
Phone (401) 397-7520
Fax (401) 397-1084
www.wcfd.net**

**The Western Coventry Fire District will be holding elections for District
Board of Directors at the Annual District Meeting on
April 29, 2024, 7 p.m.
At the Western Coventry Fire Station
1110 Victory Highway, Greene, RI 02827**

**Candidate for one (1) Board of Director (3 year term) position
One (1) Board of Director (1 year term) position**

Mr. Richard Holt 1340 Plainfield Pike, Greene, RI 02827

Ms. Jillian Winemiller 6783 Flat River Rd Greene, RI 02827

Pursuant to Article 6.4 of the Western Coventry Fire District By-Laws, in the event there are one or more additional seats on the Board of Directors to be voted upon at the Annual Meeting, the number of votes by descending order received by the candidates as compared with the remaining terms of the vacated seats, also in descending order, will dictate which candidate will fill which vacated seat.

Mariann Gardener
WCFD Clerk

Board of Directors

Stephen Bousquet – Chairperson, Richard Holt, Joe Giglioti, Jillian Winemiller, Elizabeth McDonald

District Officers

*WCS Mays III – Moderator, Annie Driscoll – Tax Collector, Sandra Mann—Treasurer, Mariann Gardener– Clerk
Chief James Cady*