

Dunn's Corners Fire District

Operating Committee

Annual Report

2024 - 2025

July 16, 2025

The Dunn's Corners Fire District Operating Committee would like to share with you this report on the District's activities for the 2024 - 2025 fiscal year. The Operating Committee is proud of the efforts and accomplishments of the Fire Department and the Fire District to maintain and enhance all the progress that was made during the year. The Committee hopes you will join us at the District Annual Meeting on Wednesday, July 16, 2025 to celebrate the successes and lay the groundwork for another great year to come.

If you have any questions or concerns do not hesitate to contact the District Office

Linda Garabedian, Clerk
Of the Dunn's Corners
Fire District

WESTERLY SUN
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**THE CALL
DUNN'S CORNERS FIRE DISTRICT
NOTICE OF ANNUAL MEETING**

TO BE HELD AT:
DUNN'S CORNERS FIRE STATION #1
1 LANGWORTHY ROAD WESTERLY,
RHODE ISLAND

TO BE HELD ON: WEDNESDAY, July 16, 2025
TIME: 7:00 PM

The annual meeting of the Dunn's Corners Fire District will be held at the Dunn's Corners Fire Station #1, 1 Langworthy Road, Dunn's Corners, Westerly, Rhode Island, for the following purposes:

- To order taxes and provide for the assessing and collection of the same on ratable inhabitants and property in said Fire District
- To adopt a budget for the ensuing year.
- To authorize spending resolutions.
- To authorize the borrowing for the ensuing year and for all other charges and expenses whatsoever arising within said Fire District
- To elect At-Large members of the Operating Committee (Please go to www.dunnscornersfire.com for a list of candidates).
- To transact such other business as may legally come before such meeting.

Please visit www.dunnscornersfire.com for a copy of the Minutes of the 2024 Annual Meeting and associated reports. Individuals requiring interpreter services for the hearing impaired, please call 401-322-0577 seventy-two (72) hours in advance of the meeting date.

Linda Garabedian,
District Clerk

524069

Dunn's Corners Fire District

Annual Meeting

Wednesday, July 16, 2025 7:00 PM

Agenda

- I. Call to Order (P.Gencarella)
- II. Review of Fire Safety Protocols (Chief Kenyon)
- III. Pledge of Allegiance (P.Gencarella)
- IV. Moment of Silence (P.Gencarella)
- V. Reading of the Call (Linda Garabedian)
- VI. Determination of a Quorum (P.Gencarella)
- VII. Approval of the 2024 Annual Meeting Minutes (P.Gencarella)
- VIII. Operating Committee Report (P.Gencarella /Chief Kenyon)
 - a. Chief's Report
 - b. 2024/2025 Treasurer's Report (Bob Delaney)
 - c. Moderator's Report (Paul Gencarella)
- IX. Tax Assessor/Tax Collector's Report (Rosalind Choquette)
- X. Financial Plan and Operating Budget (Chief Kenyon)
- XI. Resolutions (P.Gencarella)
- XII. Election of Officers (Chief Kenyon)
- XIII. Old Business (P.Gencarella)
 - a. Solicitor's Report (Michael Cozzolino)
- XIV. New Business (P.Gencarella)
 - a. Suggested By-Law changes (P.Gencarella)
 - b. Election of the Operating Committee Members (Nominating Committee)
 - c. Re-Appointment of Tax Assessor/Tax Collector, Clerk, Treasurer and Solicitor (P Gencarella)
- XV. Adjournment (P.Gencarella)

Dunn's Corners Fire District
1 Langworthy Road
Westerly, RI 02891
Minutes
Annual Meeting
July 17, 2024

The meeting was called to order at 7:00 PM, Moderator Paul Gencarella presiding.

Legal Notices - The meeting was advertised in the Westerly Sun on July 10, 2024 and July 12, 2024. Notice was posted at the Westerly Community Credit Union's Dunn's Corners Office; Dunn's Corners Market, Dunn's Corners Fire Station #1 on Langworthy Road, Dunn's Corners Mobil, East West Market, Charlestown and Dunn's Corners Fire Station #2 on Post Road, Charlestown. The notice was posted on the district's website and the Rhode Island Secretary of State's e-Town Crier site on July 12, 2024.

Safety Protocols – Chief Kenyon reviewed the fire safety protocols for the meeting's attendees.

Pledge of Allegiance – The Pledge of Allegiance to the Flag of the United States of America was conducted.

Moment of Silence – There was a moment of silence observed for those who have passed on from families of members of the Dunn's Corners Fire Department.

Reading of the Call – District Clerk Linda Garabedian read the Call of the Annual Meeting. Seventeen (17) taxpayers signed the attendance roster. A quorum was present.

A motion was made seconded and so voted by acclimation that a quorum was present for the 2024 Annual Meeting.

July 19, 2023 Annual Meeting Minutes - Copies of the minutes of the 2023 Annual Meeting were printed and available for those in attendance.

A motion was made seconded and so voted by acclimation to approve the July 19, 2023 Annual Meeting minutes.

Reports

Chief's Report

We have finished another successful year at the Dunn's Corners Fire Department. The Department continues to maintain its membership totals. However, one of our life members and last surviving DCFD Charter Member, Frank "June" Champlin passed away on January 13, 2024. June served for many years as a Deputy Chief. In total between active and life member years, June accumulated 82 years of service to our community. His presence and knowledge will be deeply missed by the

department and we thank him and his family for their years of service to the department and community.

This year we have continued to focus on recruitment and retention. I am happy to announce that membership has grown from 57 members to 62 this past year.

The Dunn's Corners Fire District along with all other districts that DCFD provides services for should take pride in the fact that our members continue to step up to the challenge. All members continue to be extremely dedicated to improving their skills and help provide the district with the best possible emergency response and patient care. Over the past year, the members of this department have participated in a total of 3390 hours of training. Membership Breakdown: Senior Members 37 Life Members 6 Associate Members 7 Junior Members 11 Probationary Members 1 Total Members 62

6/1/2023-5/31/2024 Incidents: During the past year, DCFD responded to 398 incidents. The tables below provide a breakdown of all incidents.

Breakdown of Incidents: Fire 324 Medical 74

Breakdown of Incidents by District: District Number of Incidents DCFD 297 Bradford 35 Shelter Harbor 8 Central Beach 23 Shady Harbor 3 Mutual Aid 32 Fire Marshal Inspections: Inspections 102 Plan Reviews 79 Business License Inspections 45

Project Updates:

Throughout the 2023-2024 fiscal year, numerous projects were completed to help maintain and/or improve operations. 1. The new Car 1 was delivered and was outfitted with emergency lights, siren and radio equipment including a mobile repeater to help our portables in areas that we do not have good coverage with the main repeater system. The new Car 1 went into service at the beginning of last November 2. Station 1 middle rear bay door upgrade was completed. The old door was removed and the opening was made bigger to match the size of the front bay doors. Tower 5 now has the ability to drive through the rear middle bay door opening. Tower 5 could not use any of the rear bay doors prior to the upgrade. 3. Members continue to update and improve the Station 2 training grounds. Two new conex containers were delivered. The area has been prepped and we hope to have them moved into position later this month. Members will then start to rebuild the training building to aid with training firefighters. 4. A new mini split was installed in the station 1 meeting room 5. Station 1 and 2 bay lights were all swapped from fluorescent bulbs to LEDs in an effort to conserve energy usage at both stations. 6. Upgrades were made to the upstairs of station one including new furniture, TV, Pool table and storage cabinets. An equipment closet was also converted to a room for members who work remotely have a place they can work and respond to calls when available. Members can also use the room to study and take online courses.

Grants and other funding

Updates: 1. A grant application was submitted to FEMA for AFG (Assistance to Firefighters Grant) to help acquire funds in the amount of \$860,000 to possibly aid in the purchase of a New Tanker 1 replacement to replace the current Tanker 1 that is 31 years old. 2. With ARPA funds received from the Towns of Charlestown and Westerly totaling \$124,000 we have been able to

purchase 2 Lucas units that provide mechanical chest compressions during cardiac arrest, 2 AED units, 20 Motorola pagers to alert members of emergency calls, 6 TFF crew protect cab filtration units to filter the air in the cabs of the apparatus. The filtration units will remove airborne diseases and harmful carcinogens in the air helping to protect our members, 1 handheld side sonar device to help locate victims underwater, 2 resQue max line launchers that launch a tethered self-inflating flotation device to swimmers in distress. An electric chair lift is also on order and will be installed at our Grange building making the building more ADA accessible. A metal roof and door kit were also purchased to upgrade the humvee giving more protection to the crew inside the vehicle. The kit was installed on the vehicle this past year by the members. 3. With a R.I. DEM Grant Award, the department was able to purchase a skid unit that can fit either of our ATVs or the Humvee to assist with fire suppression. Unit is currently installed on the Humvee. The grant will not be available this coming year. The RI division of forestry will be using all the funds to purchase new forestry hose for the state forestry hose program.

Acknowledgements: At this time, I would like to thank the following for helping make the past year a successful one for the Dunn's Corners Fire District. 1. All the members of the Department. Each member brings something to the table and continues to put 100% effort into the department. All your hard work and dedication does not go unnoticed. Thank you all very much. 2. All the officers for stepping up, getting the job done, and keeping our members motivated, safe and well trained. Mary Rathbun, for her continued commitment to this department and all the behind the scene work that you do to keep things moving forward in the office. 4. The members of the Operating Committee for the countless hours you have volunteered to help DCFD grow and improve. 5. All local police, fire, and EMS agencies in town for their unified commitment to emergency response in the community. 6. All of the citizens that have continued to support this organization and the members of the department. 7. Lastly, I would like to thank my wife, Andi and our children Brody and Karlin for their continued support and patience throughout another long year

A motion was made, seconded and so voted by acclimation to approve the Chief's Report.

Treasurer's Report – The Treasurer reviewed the financial statements for the period of June 2023 through May 2024.

It was an excellent financial year. The budget was kept on track.

Total revenue was \$1,368,942.02 and expenses totaled \$1,360,419.03 resulting in net income of \$8,522.99 for the fiscal year.

The new apparatus should arrive approximately June, 2026

It has been a very good year

The Treasurer gave a very detailed report of all income and expenses.

A motion was made, seconded and so voted by acclimation to accept the Treasurer's Report and accept the fiscal year end 2023 - 2024 unaudited financial statements.

Moderator's Report –

Since this is my second meeting as the moderator for the DCFD, I wanted to reintroduce myself to you all. My name is Paul Gencarella, Jr., and I live here in Dunns Corners with my wife, Betty, and our three adult children. I have a deep passion for my native town as well as the people in this community.

I have three observations regarding the overall operation of the fire department and the operating committee:

1. **Dedicated Service:** The dedication and helpfulness of everyone involved, both directly and indirectly, with the DCFD is truly inspiring. The commitment shown by our team is remarkable.
2. **Stability:** The DCFD continues to be fiscally sound and adequately staffed. We have a reliable team that ensures the department is held to a very high standard.
3. **Quality of People:** As the moderator, I have had the pleasure of working with outstanding individuals. Bob, Keith, Ken, Rich, and Dan of the OC Committee have been a pleasure to work with and have become friends. Roslind, Mike, Mary, and Linda have also been supportive and instrumental to the organization's success. It is because of these people that the integrity and viability of this institution are maintained.

In closing, I would like to thank everyone personally for providing a great service to the district and the town. I have seen firsthand that it is not just about the money you receive but how you spend and invest it for the best interest of all. I can confidently say that everyone involved has done just that.

A motion was made, seconded and so voted by acclimation to accept the Moderator's Report.

Tax Assessor's Report – Tax Assessor Rosalind Choquette reported for the fiscal year 2023/2024 collection resulted in a rate of 101.97% from the Town of Westerly and 99.46% for the Town of Charlestown

A motion was made, seconded and so voted by acclimation to accept the Tax Assessor's Report.

Financial Plan and Operating Budget 2023-2024 – The Chief reviewed the proposed expense budget recommended to the taxpayers by the Operating Committee and developed by the Chief and the Board of Engineers with input from the Operating Committee. Budget has been posted on

the website. Increase was limited as much as possible. Some line items have been consolidated for administrative purposes.

A motion was made, seconded and so voted by acclimation to approve the proposed 2024-2025 budget.

Resolutions

Station 1 and Station 2 – Updates and Upgrades/Training Ground Upgrades – Resolved that the Operating Committee be given authority to use up to \$20,000.00 from the Building and Grounds Restricted Account for the following: \$9,000.00 training ground upgrades; \$11,000.00 for lockers at Stations.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Grange – Updates and Upgrades – Resolved that the Operating Committee be given authority to use up to \$18,500.00 from the Building and Grounds Restricted Account for the upgrade of windows to the lower level and updates for furnace equipment.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Authority to Access Restricted Truck Fund and Equipment Fund for Borrowing/Lease – Resolved that the Operating Committee be given the authority to access the Restricted Truck Fund and Equipment Fund for up to \$600,000.00 for purchase of new engine and equipment and to borrow or lease up to \$400,000.00 to cover the balance of the new engine cost.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Authority to Access Restricted Funds for Unanticipated Repairs - Resolved that the Operating Committee be given the authority to access the Restricted Truck Fund for up to \$35,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$10,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Ratification and Approval of Acts of Officers - Resolved that each and all of the resolutions, acts and proceedings of the District Officers, as shown by the records of the respective officers in carrying out and promoting the purposes, objectives and interests of the Dunn's Corners Fire District, be and the same approved, ratified and hereby made the acts and deeds of the Dunn's Corners Fire District.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Authorization of Representation - Resolved that the Moderator, or such person or persons as the Operating Committee or the Moderator shall designate, be and hereby are fully authorized and empowered to enter objections or legal actions on behalf of the Dunn's Corners Fire District in reference to any zoning matters, liquor licenses, legislative matters, or any other subject affecting the Dunn's Corners Fire District.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Tax Resolution – Resolved that the taxable inhabitants of said District qualified to vote on any proposition to impose tax, in District meeting legally assembled on the 17th day of July, A.D., 2024, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than \$995,138.00 nor more than \$1,015,041.00 credited to. Said tax is for ordinary expenses of interest and charges, for the payment of interest and indebtedness in whole or in part of said District and for other purposes authorized by law. The Board of Assessors shall assess and apportion said tax on the inhabitants and ratable property of said District of the 31st day of December, 2023, at 12:00 o'clock Noon, according to law, and shall, on completion of said assessment, date, certify, and sign the same and deliver to and deposit the same in the office of the District Clerk on or before the 15th day of August, A.D. 2024. The District Clerk, on receipt of said assessment, shall forthwith make a copy of the same and deliver it to the District Treasurer, who shall forthwith issue and affix to said copy a warrant under his/her hand, directed to the Collector of Taxes of said District commanding him/her to proceed and collect said tax on the persons and estates liable therefore. Said tax shall be due and payable on and between the first day of September next and the 30th day of September, 2024, and all taxes remaining unpaid on said 30th day of September, A.D. 2024, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. A handling fee will be imposed on reissued tax bills sent for collection purposes in the amount of \$3.00 per rebilling not to exceed \$36.00 per fiscal year per account. No tax bill sent out shall be less than five and 00/100 (5.00) dollars.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Special Appropriation - Resolved that the Treasurer be directed to deposit in the Unrestricted General Fund Surplus the total of the unexpended appropriations as shown by the records of the Treasurer for the fiscal year 2024-2025, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2025, the Treasurer is authorized to use such portion of said sum of unexpended appropriations and other monies not otherwise appropriated as he or she deems necessary in anticipation of receipt of taxes assessed December 31, 2023.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Tax Anticipation Note - Resolved that the District Treasurer be and hereby is authorized and empowered during the current fiscal year of the District, commencing June 1, 2024, and ending May 31, 2025, to borrow such sum or sums of money as shall be necessary for the payment of the current liabilities and expenses of the District, but not to exceed in the whole the sum of Fifty thousand AND NO/100 (\$50,000) DOLLARS and to issue negotiable promissory note or notes of the District therefore, which shall be made payable not later than one (1) year from the respective date or dates thereof. Negotiable notes issued pursuant to the authority hereof shall be signed by the District Treasurer and countersigned by the District Clerk, and such countersignatures shall be conclusive evidence to all holders of such note or notes of the approval and consent of the District and the District Officers to the loan or loans evidenced thereby. All terms and conditions of said note or notes and the method of sale thereof not fixed herein or by the provisions of law or the charter of the District may be fixed by the District Treasurer. The District Treasurer is hereby authorized and empowered to renew any of said notes from time to time, but any such renewal note shall be due not later than one (1) year of the original note so renewed.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Election of Officers: NONE

Old Business –

Solicitor's Report – Attorney Cozzolino indicated that the District is in full compliance on all matters and at this time there are no legal actions against the Fire District.

A motion was made, seconded and so voted by acclimation to accept the Solicitor's Report as presented.

New Business – Robert Delaney and Richard Thomsen of the Operating Committee are here for nomination.

A motion was made, seconded and so voted by acclimation to approve two Operating Committee Members for reappointment.

Rosalind Choquette, Tax Assessor/Tax Collector; Linda Garabedian, Clerk; Robert Delaney, Treasurer; and Michael Cozzolino, Solicitor are all here for reappointment of their duties.

A motion was made, seconded and so voted by acclimation to approve Rosalind Choquette, Linda Garabedian, Robert Delaney and Michael Cozzolino for reappointment of their positions.

Public Comments – It was asked what the status of the Bradford Fire Truck was with the District and the Chief explained what had transpired and it was taken care.

Dan Roy thanked the Department for their commitment and service. Paul Gencarella agreed and Bob Delaney did as well.

Adjournment:

A motion was made seconded and so voted by acclamation to adjourn the 2024 Annual Meeting of the Dunn's Corners Fire District.

Meeting adjourned at 7:45 PM

Respectfully Submitted,

Linda F. Garabedian
District Clerk