

Minutes

Kingston Fire District
Board of Wardens' Meeting
22 October 2009

Present: Wardens Donald Cobb, Robert Ferraro, Lorraine Horton, Elizabeth McNab and Vincent Rose, Tax Collector Linda Mendillo, Treasurer Thomas Vignali, Chief Nathan Barrington, Office Manager Jodi Hall, Auditors Ted Jakubowski and Terry Simpson (arrived at 7:35) and Bob Civetti, representing the Independent Auditors Braver PC.

Call to Order: President McNab called the Board of Wardens' Meeting to order at 6:35 pm.

Information/Comments/Questions from the Public: There was no one in attendance from the Public.

Independent Auditor's Report: Civetti presented the Independent Auditor's Report. After discussion of the audit Civetti left.

Motion: Cobb made and Ferraro seconded a motion to accept the Minutes from the September 24, 2009 meeting.

Secretary's Report: The September 24, 2009 Secretary's Report/Minutes was presented and corrections were made.

The motion, to accept the Secretary's Report/Minutes with corrections, passed unanimously.

Motion: Rose made and Horton seconded a motion to accept Secretary's Report/Minutes of the October 08, 2009 Workshop.

Secretary's Report: The October 08, 2009 Secretary's Report/Minutes was presented.

The motion to accept the Secretary's Report/Minutes passed unanimously.

Motion: Rose made and Ferraro seconded a motion to accept the Tax Collector's Report.

Tax Collector's Report: Tax Collector Mendillo presented the report. Mendillo went over the additions and abatements that had been approved by Tax Assessor Eleanor Dain.

Motion: Ferraro made and Horton seconded a motion to accept the Additions for Pro-Rated Bills (per Town of SK) 2009 totaling Two Hundred Eleven 95/100 Dollars (\$211.95).

The motion passed unanimously.

Motion: Horton made and Ferraro seconded a motion to accept the Additions to KFD Tax Rolls - 2009 totaling One Thousand Two Hundred Fifty Eight 18/100 Dollars (\$1,258.18)

The motion passed unanimously.

Motion: Cobb made and Horton seconded a motion to accept the Abatement for Out of District – 2008 for Paramount Landscaping totaling Four 95/100 Dollars (\$4.95) and Abatement for-Out of District – 2009 totaling Five 53/100 Dollars (\$5.53)

The motion passed. Rose abstained.

Motion: Cobb made and Ferraro seconded a motion to accept the Abatements for 2009 KFD Tax bills under \$3.00 totaling Forty One 06/100 Dollars (\$41.06).

The motion passed unanimously.

Motion: Rose made and Cobb seconded a motion to accept the Abatements to Union Fire District – 2009 totaling Three Hundred Forty Seven 39/100 Dollars (\$347.39)

The motion passed unanimously.

Motion: Cobb made and Ferraro seconded a motion to accept the Abatement for the 2008 KFD Tax bill under \$3.00 for Wm. Preston and Celeste Martin totaling One 19/100 Dollar (\$1.19).

The motion passed unanimously.

Motion: Horton made and Ferraro seconded a motion to accept the Abatements for – Out of Business 2008-09 totaling Thirty Seven 33/100 Dollars (\$37.33)

The motion passed unanimously.

The motion to accept the Tax Collector's Report passed unanimously.

URI Report: No URI report was presented.

Motion: Rose made and Horton seconded a motion to accept the Chief's Report.

Chiefs' Report: Barrington presented a written report from himself as well as the Run Report from Deputy Chief Notarianni. Barrington indicated that the Estate of Allan LePage is seeking legal action and that the lawyer assigned to the District by the Insurance Company is handling it. The lawyer will be drafting a letter to up-date and advise how to proceed. It was also brought to the attention of the Board that the Chief would have to assume the role of Decon Coordinator until a replacement is found. It was requested by the Wardens that the run report be adjusted so that the columns line up to make it easier to read.

The motion to accept the Chiefs' Report passed unanimously.

Motion: Rose made and Cobb seconded a motion to have the Chief Barrington serve as and receive the prorated stipend for Decon Coordinator until a replacement is found

The motion passed unanimously.

Motion: Cobb made and Horton seconded a motion to accept the Treasurer's Report

Treasurer's Report: Vignali presented the report. It was requested that Vignali include in the Executive Summary in his report.

The motion passed unanimously.

New Business:

Instituting a procedure of communication between the Kingston Fire District and the Kingston Water District: There was discussion regarding the hydrant charges. Jakubowski who also is an Auditor for the Kingston Fire District Board as well as a Kingston Water District Commissioner, discussed the factors involved in providing water for fire suppression. Rose, who also is a Kingston Water District Commissioner, distributed information on the current water company officers and rate schedule. It was suggested that Henry Meyer, the District Manager for the Water District could be requested to attend a Wardens' Meeting.

Review of SOG's (Standard Operational Guidelines): The following SOG's were reviewed by the Board of Wardens. The Chief answered questions from the Board to clarify some of the guideline procedures.

- 01-001 *Incident Command*
- 01-002 *Personnel Accountability System*
- 01-003 *Building Evacuation*
- 01-009 *Vehicle Fires*
- 01-010 *Ice Rescue Operations*
- 01-016 *Carbon Monoxide Calls*
- 01-019 *Riding in District Apparatus*
- 01-020 *Emergency Medical Response*

Review Calendars for additional Wardens' Meetings/Workshops. Additional dates were added to the calendar for Policy workshops.

Communications:

Kingston Water District schedule of meetings was distributed.

A thank you card to the District was received from the South County Hospital Auxiliary for the donation made in memory of George Fiddes.

Next Meetings:

12 November 2009 at 6:30 p.m. - Wardens' Policy Workshop
03 December 2009 at 6:30 p.m. – Wardens' Policy Workshop
10 December 2009 at 6:30 p.m. – Monthly Wardens' Meeting

Motion: Rose made and Cobb seconded a motion to adjourn the meeting.

The motion passed unanimously. The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Jodi Hall
Office Manager