

Minutes

Kingston Fire District
Board of Wardens' Meeting
10 December 2009

Present: Wardens Donald Cobb, Robert Ferraro, Elizabeth McNab and Vincent Rose, Tax Collector Linda Mendillo, Chief Nathan Barrington, Deputy Chief Keith Notarianni, Office Manager Jodi Hall, Bob Drapeau, Director of Safety & Risk URI. Warden Lori Horton arrived at 7:40 p.m. and Treasurer Thomas Vignali arrived at 7:50 p.m.

Absent: none

Others Present: There was no one else present.

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

Introduction and congratulation to the new and returning KFD firefighters: There was one new firefighter in attendance, Ryan St. Onge, who was introduced to and welcomed by the Wardens.

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

Secretary's Report: November 12, 2009

Motion: Cobb made and Ferraro seconded a motion to accept Secretary's Report/Minutes of the November 12, 2009 Workshop.

The motion passed unanimously.

Secretary's Report: December 3, 2009

Motion: Ferraro made and Rose seconded a motion to accept Secretary's Report/Minutes of the December 3, 2009 Workshop.

The motion passed unanimously.

Secretary's Report: October 22, 2009

Motion: Rose made and Cobb seconded a motion to accept Secretary's Report/Minutes of the October 22, 2009 Wardens' Meeting.

The motion passed unanimously.

Tax Collector's Report:

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

Tax Collector Mendillo presented the report. Included with her report she presented a letter from Anne Plouff, Owner of PC Business Solutions. McNab is to bring letter to an Assessor for approval.

The motion passed unanimously.

URI Report:

Motion: Rose made and Cobb seconded a motion to accept the URI Report.

Drapeau presented the URI Report

The motion passed unanimously.

Chiefs' Report:

Motion: Ferraro made and Cobb seconded a motion to accept the Chiefs' Report.

Barrington presented a written report. He mentioned he has now taken back the responsibility of Decon Coordinator. Notarianni presented a verbal report along with the Run Report for November.

The motion 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.

Treasurer's Report:

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

Vignali presented the report.

The motion passed unanimously.

New Business:

Calendar for 2010: McNab presented a calendar for the year for Wardens' Meetings and Workshops as well as the Budget Hearing and Annual Meeting. Dates for Financial Meetings will follow.

Secretarial Benefit Package, including retirement: Discussion was held on putting together a benefit package for the Office Manager position.

Awards: Discussion of who was nominated and will be receiving various awards was held.

Old Business: Review and vote on previously posted policies.

Policy 10-002-09-14 Table of Organization:

Motion: Cobb made and Rose seconded a motion to accept Policy 10-002-09-14 Table of Organization

After being posted for a month the policy was reviewed for acceptance. A minor change in format was made.

The motion, with the change, passed unanimously.

Statement S-003-09-14 Table of Organization:

Motion: Rose made and Cobb seconded a motion to accept policy Statement S-003-09-14 Adoption of Policies and Guidelines Statements

After being posted for a month the policy statement was reviewed for acceptance.

The motion passed unanimously.

Statement S-004-09-14 Occupational Safety and Health Statement:

Motion: Cobb made and Rose seconded a motion to accept policy Statement S-004-09-14 Occupational Safety and Health Statement

After being posted for a month the policy statement was reviewed for acceptance.

The motion passed unanimously.

Policy 10-013-09-14 Background Checks:

Motion: Rose made and Cobb seconded a motion to accept Policy 10-013-09-14 Background Checks

After being posted for a month the policy was reviewed for acceptance. A grammatical change was made.

The motion, with the change, passed unanimously.

Policy 50-005-09-14 Alcohol Consumption at the Kingston Fire Station:

Motion: Ferraro made and Cobb seconded a motion to accept Policy 50-005-09-14 Alcohol Consumption at the Kingston Fire Station.

After being posted for a month the policy was reviewed for acceptance. Grammatical changes were made.

The motion, with changes, passed unanimously.

Communications:

A thank you card to the District was received from Ruth Fiddes for the donation made in memory of George Fiddes.

Information: The Wardens' were informed that they needed to rsvp for the Christmas Party on December 19, 2009 by Friday, December 11.

Next Meetings:

14 January 2010 at 6:30 p.m. - Wardens' Policy Workshop
28 January 2010 at 6:30 p.m. – Wardens' Meeting

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

The motion passed unanimously. The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Jodi Hall
Office Manager