

## Minutes

Kingston Fire District  
Budget Hearing  
April 23, 2009

**Call to Order:** President McNab called the Budget Hearing to order at 6:30 p.m. Also present were Wardens Vincent Rose, John Oberle, Lori Horton and Donald Cobb, Chief Nathan Barrington, Deputy Chief Keith Notarianni, Auditor Ted Jakubowski, Tax Collector Linda Mendillo and URI Safety Director, Bob Drapeau, who arrived a few minutes late. Public attendance consisted of Rob Ferraro. Not in attendance was Treasurer Thomas Vignali.

**Budget Report:** Chief Barrington presented the proposed budget for 2009-2010. Each line item was reviewed. General discussion was held and points were made in regard to the Maintenance Coordinators' salaries as well as, employee (s) paying a percentage of health benefits and the replacement of computers.

Warden McNab closed the Hearing at 7:21 p.m.

Respectfully submitted,

Jodi Hall  
Office Manager  
Kingston Fire District

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## Minutes

Kingston Fire District  
Board of Wardens' Meeting  
April 23, 2009

**Call to Order:** President McNab called the Board of Wardens' Meeting to order at 7:21 p.m. Also present were Wardens Vincent Rose, John Oberle, Donald Cobb and Lori Horton, Chief Nathan Barrington, Deputy Chief Keith Notarianni, Tax Collector Linda Mendillo, URI Safety Director, Bob Drapeau and Treasurer Thomas Vignali (arrived a few minutes late). Public attendance consisted of Rob Ferraro. Not present was Auditor Terry Simpson.

**MOTION:** Rose made and Horton seconded a motion to move the Auditors' report for auditor selection to be heard first.

The motion passed unanimously.

**MOTION:** Rose made Cobb seconded a motion to accept the Auditors recommendation to accept the bid proposal as is.

The motion was declined. Wardens' Rose and Cobb voted for and Wardens' McNab, Horton and Oberle voted against.

**MOTION:** Horton made and Cobb seconded a motion to accept the bid on the condition that they reduce the bid Seven Hundred and Fifty 00/100 Dollars per year for the 3 (three) years, from their bid proposal. If this term is not accepted then only accept the first year and then send it out for bid again next year, 2010.

The motion was declined. Wardens' Horton and Cobb voted for and Wardens' McNab, Rose and Oberle voted against.

**MOTION:** Oberle made and Cobb seconded a motion to accept the bid on the condition that they reduce the bid Five Hundred 00/100 Dollars per year for the 3 (three) years, from their bid proposal. If this term is not accepted then only accept the first year and then send it out for bid again next year, 2010.

**Auditors' Report:** Auditor Jakubowski presented the report and recommendation of the Auditors. Discussion was held to not only advertise locally for future bids but to also mail out a form letter to accounting firms requesting a bid, in hopes that this will bring in multiple bid proposals. Auditor Jakubowski will contact the firm and negotiate with them to have a minimum deduction of Five Hundred 00/100 Dollars (\$500.00) per year, for the 3 (three) years, from their bid proposal. If not accepted he will notify the firm that we will accept the first year of the bid proposal and then will send it out to be bid upon again next year, 2010.

The motion passed unanimously.

**MOTION:** Rose made the motion to pass the Secretary's Report/Minutes with the changes and Cobb seconded a motion to accept the Minutes from the March 26, 2009 Wardens' Meeting.

**Secretary's Report:** The report was reviewed and corrections were made to include the names of those not present at the March 26, 2009 meeting.

The motion passed unanimously.

**MOTION:** Rose made and Horton seconded a motion to accept the Tax Collector's Report.

**Tax Collector's Report:** Tax Collector Mendillo presented the report. Discussion was held. Mendillo has conferred with the Town Hall on some of the delinquent taxes and has researched those that have had the liens sold at tax sale. She is doing further research to find if the Fire District should have a tax sale in order for lenders, who currently hold Town tax liens, will be able to include what is owed to the District in these current programs. It was also discussed that the Town does not notify us when they have a tax sale. Mendillo will follow up with the Town to see if an arrangement can be made that the District will be notified. Therefore, the District could have tax sale in conjunction with the Town, if necessary.

The motion passed unanimously.

**MOTION:** Oberle made and Cobb seconded a motion to accept the Treasurer's Report.

**Treasurer's Report:** Treasurer Vignali presented the reports and discussion was held. Warden Rose brought up some past due invoices from Global Spectrum that are due to us. Vignali has sent the invoices out again and will be following up with a phone call.

The motion passed unanimously.

**MOTION:** Oberle made and Rose seconded a motion to accept the URI Report.

**URI Report:** Drapeau presented the report verbally. Discussion was held. Key points presented were that the University is making head way on fire safety. They have hired another Fire Inspector and are currently interviewing for a Fire Alarm Specialist. A complete evaluation of all buildings "minor" and "major" building projects, such as Burnside, Coddington, Edwards, Village and Terrace Apartments, is being done to bring them up to code with alarm systems and sprinklers.

The motion passed unanimously.

**MOTION:** Rose made and Oberle seconded a motion to accept the Chief's Report.

**Chief's Report:** Chief Barrington gave a verbal report. Discussion was held.

- Chief Barrington brought up the issue of background checks on applicants that come back negatively. (copy available). Discussion was held on what the Disciplinary Review Board consisted of, his will be brought, in writing, to the next Wardens' Meeting.
- The new Engine-8 is in service. Website development is proceeding. Jodi Hall is working out well, her 3 month probation period is coming up. She has completed the training course for IMC. Along with what is currently being done with IMC other things will be implemented.
- Grad Village and Garrahy were discussed. Drapeau will look into getting the District office 911 addresses for Grad Village. It was discussed that the issue of the blocking the entrance to Garrahy must be rectified.
- The Chief has started rewording Cash Incentive Program to put it in policy form and will e-mail it out when it is completed.
- The 800 radios will be reprogrammed due to the error in programming the first time around. There will be no charge for the reprogramming. The 1500's will be up-graded as well.

The motion passed unanimously.

**MOTION:** Rose made and Oberle seconded a motion to accept the Deputy Chief's Report.

**Deputy Chief's Report:** Deputy Chief Notarianni gave a verbal report.

- He touched on some of the same topics, discussed the IMC program further and that the new Engine-8 is in service and is working well and that he was pleased with the working relationship with Pierce Manufacturing.
- Pierce will be coming here to pick up the Engine for a minor repair. The old Engine-8 will be gone by next Thursday, May 7, 2009.
- Notarianni will also be assisting on a Hospital Drill in conjunction with the Union Fire District.
- Commendations should be made for the Firefighters on Rescue-6. There have been a couple of calls recently that EMS, as well as neighbors, noted their excellent performance. There is a very good working relationship with Rescue 6 and EMS.

**New Business:**

**KFD Auditors' Report for auditor selection:** was moved to first topic of discussion

**MOTION:** McNab made and Oberle seconded a motion to accept the Nominating Committee

**Nominating Committee:** Warden Rose reviewed that the Nominating Committee will consist of Mary Costa and GERALYN PERRY with Leon Thiem as Chair.

\_\_\_\_\_ The motion passed unanimously.

**Cash Incentive Plan:** The Cash Incentive Plan was discussed in the Chief's Report.

**Pierce Fire Engine status and dedication:** Status of Engine 8 was given in the Chiefs' Reports. Brief discussion was held regarding dedication of Engine 8.

**Old Business:**

**Lease of Building:** Brief discussion was held. Warden Horton brought forth that a lease is not signed and will not be signed that perhaps a letter of agreement should be composed as opposed to having a lease.

**MOTION:** Horton made and Cobb seconded a motion that Warden McNab and Chief Barrington are to draft a Letter of Agreement to the University of Rhode Island.

\_\_\_\_\_ The motion was amended. to have the Letter of Agreement approved by the attorney.

\_\_\_\_\_ The amended motion passed unanimously.

**Review of Status of Adopted Policies:** The four (4) policies from the March 26, 2009 were brought to the Board for approval.

**MOTION:** Rose made and Cobb seconded a motion to accept the policy and associated forms for Equipment Repair 40-015-09-14 with minor changes made.

\_\_\_\_\_ The motion passed unanimously.

**MOTION:** Rose made and Horton seconded a motion to accept the policy for Forcible Entry 40-005-09-14.

The motion passed unanimously.

**MOTION:** McNab made and Horton seconded a motion to accept the policy and associated forms for Membership as an Active Volunteer Firefighter 10-013-09-14 with minor changes made.

The motion passed unanimously.

**MOTION:** Rose made and Horton seconded a motion to accept the policy and associated forms for Requirements of Summer Residents 50-003-09-10.

The motion passed unanimously.

**Hydrants/ Water Bill:** Warden Horton requested the status of discussions with the Water Department regarding the 5% yearly increase. Warden McNab met with Henry from the Water Department who will attend a Wardens' Meeting in September or October of this year.

**Information:**

Reminder that the KVFD will have their Chicken Barbecue on Saturday, May 9, 2009 at the Station from 5 p.m. to 8 p.m.

Brief discussion was held regarding the Kingston Fair to be held on Saturday May 16, 2009 and that the new Engine 8 may provide rides.

**MOTION:** Oberle made and Cobb seconded a motion to adjourn the meeting at 9:04 p.m.

The motion was passed unanimously.

The meeting adjourned

Respectfully submitted,

Jodi Hall, Office Manager  
Kingston Fire District