

## *Minutes*

Kingston Fire District  
Board of Wardens' Meeting  
25 March 2010

**Present:** Wardens Robert Ferraro, Lori Horton, Elizabeth McNab and Vincent Rose, Tax Collector Linda Mendillo, Treasurer Thomas Vignali Chief Nathan Barrington, District Manager Jodi Hall and Bob Drapeau, Director of Public Safety & Emergency Management URI.

**Absent:** Warden Donald Cobb

**Others Present:** Firefighter Charles Hall, Vice President of the KVFC. Hall did not stay for the entire meeting.

**Call to Order:** President McNab called the Board of Wardens' Meeting to order at 6:40 p.m.

**Information/Comments/Questions from the Public:** There was no information, comments or questions from the public.

**Secretary's Report:** Minutes from Policy/Business Session 03/11/10, Monthly 02/25/10

**Motion:** Rose made and Ferraro seconded a motion to accept Secretary's Report/Minutes from the Policy/Business Session 02/11/10, Monthly 01/28/10

The motion passed unanimously.

### **Tax Collector's Report:**

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

Mendillo's written report was reviewed. A letter to the Town will be sent giving them permission to process the fire tax bills and request that the tax roll given to the District just includes the Kingston Fire District.

The motion passed unanimously.

**Motion:** Rose made and Horton seconded a motion abate the fire tax bills for Canterbury Farm in the amount of \$3.25 and Little Rest Landscaping in the amount of \$26.46.

The motion passed unanimously.

**URI Report:**

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

Drapeau gave an oral report. President Dooley's inauguration will be on April 8, 2010.

The motion passed unanimously.

**Chiefs' Report:**

**Motion:** Horton made and Rose seconded a motion to accept the Chiefs' Report.

The Chiefs' written reports were reviewed.

The motion passed unanimously.

**Treasurer's Report:**

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

Vignali presented the written report and it was reviewed.

The motion passed unanimously.

**New Business:**

**New Policies/SOG's presented:** The Tax Assessors' Job Description was handed out again as it had been previously tabled.

**Review of Workshop dates:** The April 8<sup>th</sup> pending workshop is cancelled and will not be rescheduled.

**Nomination Committee:**

**Motion:** Rose made and Ferraro seconded a motion to appoint Leon Theim, Chair, Mary Costa and Gerralyn Perry as the Nominating Committee.

The motion passed unanimously.

**Old Business:**

**Policies that have been reviewed and posted for a month:**

**Policy/Job Description 10-006-10-15 Office Manager's Job Description:**

**Motion:** Horton made and Ferraro seconded a motion to adopt the policy/job description 10-006-10-15 Office Manager's Job Description.

The motion passed unanimously.

*Jodi Hall left the meeting at 7:33 p.m. and Rose took Minutes:*

**2010 Budget:** The proposed Budget was reviewed and adjustments were made.

**Communications:** There were no communications

**Information:** There was no information presented

**Next Meetings:**

- 22 April 2010 at 6:30 p.m. – Budget Hearing
- 22 April 2010 following Budget Hearing - Wardens' Meeting
- 03 May 2010 at 7:00 p.m. – Annual Meeting
- 27 May 2010 at 6:30 p.m. – Wardens' Meeting

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

The motion passed unanimously.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Jodi Hall  
District Manager