

Minutes

Kingston Fire District
Board of Wardens' Meeting
28 April 2011

Present: Wardens Donald Cobb, Robert Ferraro, Lorraine Horton, Elizabeth McNab and Vincent Rose, Tax Collector Linda Mendillo, Treasurer Thomas Vignali (arrived at 7:30 pm), Chief Nathan Barrington, District Manager Jodi Hall, Robert Drapeau, Director of Public Safety & Emergency Management URI. (arrived at 6:46 pm), FF James McMahon (arrived at 6:55 pm)

Absent: There were no members from the public present.

Call to Order: President McNab called the Board of Wardens' Meeting to order at 6:38 pm

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

Approval of Minutes: Wardens' Meeting: March 24, 2011.

Motion: Cobb made and Rose seconded a motion to accept Minutes from the Wardens' Meetings: March 24, 2011

The motion passed unanimously.

Approval of Minutes: Budget Hearing: April 14, 2011

Motion: Rose made and Ferraro seconded a motion to accept Minutes from the Budget Hearing: April 14, 2011.

The motion passed unanimously. Warden Ferraro abstained, as he was not present.

Approval of Minutes: Wardens' Workshop: April 14, 2011

Motion: Horton made and Rose seconded a motion to accept Minutes from the Wardens' Workshop: April 14, 2011.

The motion passed unanimously. Warden Ferraro abstained, as he was not present.

Tax Collector's Report:

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

Mendillo presented the report. There was no further discussion

The motion passed unanimously.

URI Report:

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

Drapeau gave a verbal report. Fencing is up at Hillside for construction. Baird Hill is blocked. This will continue from Graduation throughout the summer. There has been meetings which included Deputy Chief Tom Reed to ensure Kingston Fire's needs are considered and met. They are engineering pressure tests for FDC by Coddington Hall. Purchase Orders on projects for Athletics Facility, Memorial Union and the Library. Drapeau will be sending out a press release. Discussion was held and there were no further questions

The motion passed unanimously.

Chiefs' Report:

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

Barrington presented the Chiefs' Reports. His report was verbal and he went over Deputy Chief Reed's & Maintenance Coordinator Jim Lynch's written reports.

Currently the RFP is out for the equipment on the Exeter Radio Tower. The roof inspection should be scheduled soon. Lynch has prepared a list with regard to the roof for the inspection. The work necessary to repair the furnace has been completed. The valves will be replaced after July 1. The other reports were reviewed. There was no further discussion or questions

The motion to accept the Chiefs' Report passed unanimously.

Treasurer's Report:

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

Vignali presented the Treasurer's Report. The fund transfers have been completed. There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date:

There was a short report given. The Finance Committee met in the morning and the Contract was finalized to be presented to the Board.

No motion was made.

New Business:**Treasurer's position:**

The Treasurer's duties were reviewed. Vignali and Hall pointed out some of the duties and mentioned that as the transition occurs they will be working together to train the new Treasurer. Vignali will also show Jodi

the duties that she does not do in order to have another person familiar with them. Vignali is willing, prior to June 30th, to prepare, as much of the necessary reports etc for the annual audit during the transition period with the new Treasurer.

URI Contract Proposal:

Motion: Horton made and Rose seconded a motion to accept the contract, as presented, with URI

There were 2 originals, that had previously been signed by University of Rhode Island's Assistant VP of Business Services, J. Vern Wyman,. They were reviewed. Discussion was held that the contract refers to the lease, underlying language, regarding financing of the building that needs to be included. The old lease is not in effect and Wyman had mentioned at the Finance Committee meeting that a new lease should be brought up with Weygand in a month or two. McNab signed the original leases for the District.

The motion passed unanimously.

Old Business:

Nominating Committee

The Nominating Committee is compromised of the following residents of the District. Leon Thiem, who will head the committee, Mary Costa and Gerilyn Perry. There was brief discussion regarding past due taxes owed by Costa. There were no further questions.

No motion was made.

KFD/UFD discussion up-date

Another meeting is scheduled for April 30th. There was brief discussion held that one of the topic would be to review IMC. Horton mentioned that sending the UFD Wardens personal invitations to events would be nice and possibly having joint meetings 2x a year may be beneficial in order to put names with faces and get more familiars with them. There was no further discussion or questions.

No motion was made.

Dispatch

Discussion was held regarding the issues with dispatch. Horton is concerned with dispatch and feels it is essential that the issues be documented. Suggested having a form to fill out with issues as they come up. Barrington said a form is not necessary as you can pull tapes from dispatch and review calls. Horton said if the District is to pursue this with the Town or a Senator we need to have a plan put in place. Barrington commented that the general feeling is that change may only occur when new people fill positions. The largest problem is the mechanism of the addressing the problems. There has been some brief discussion and at the meeting with UFD there will be talk of Fire taking over dispatch.

No motion was made.

Listening Devices – cost

Hall presented print outs of the cost of the devices required for Open Meetings which is approximately \$150 per device.

Motion: Ferraro made and Cobb seconded a motion to approve spending \$150 for the listening device.

The motion passed unanimously.

Communications:

There were no communications

Information: There was no further information

Next Meetings:

- May 2, 2011 at 7:00 PM at the KFD Station – KFD Annual Meeting
- May 7, 2011 at 5:00 PM at the KFD Station - KVFC Annual Chicken BBQ
- May 21, 2011 – Kingston - Kingston Fair
- May 21 & 22 2011 – URI - URI Graduation
- May 26, 2011 at 6:30 PM at the KFD Station – Monthly Wardens’ Meeting
- June 9, 2011 at 6:30 PM at the KFD Station – Wardens’ Workshop
- June 23, 2011 at 6:30 PM at the KFD Station – Monthly Wardens’ Meeting
- June 25, 2011 – Annual “Pickles” Family Picnic
- July 14, 2011 at 6:30 PM at the KFD Station – Wardens’ Workshop
- July 28, 2011 at 9:00 AM at the KFD Station – Finance Committee Meeting
- July 28, 2011 at 6:30 PM at the KFD Station – Monthly Wardens’ Meeting

Adjournment:

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

The meeting was adjourned at 8:10 p.m.

The motion passed unanimously.

Respectfully submitted,

Jodi Hall
District Manage