

Kingston Fire District
Finance Committee Meeting
March 15, 2012

DRAFT Minutes

Call to Order: Warden Sciabarrasi called the KFD Finance Committee Meeting to order at the Kingston Fire Station at 9:09 a.m. Present were KFD Warden Ina Sciabarrasi, KFD Treasurer Carleen Lefebvre, URI Asst. VP Business Services J. Vernon Wyman, and URI Director of Public Safety Robert Drapeau and KFD District Manager Jodi Hall. KFD Chief Nate Barrington arrived at 9:25 a.m.

Absent: There was no one from the public.

Treasurer's Report: Lefebvre presented the Treasurer's Report. Hall explained the \$150 outstanding after the RIEMA Grant reimbursement was due to an oversight that the South Kingstown Decon Team was over budget on the allowable amount for the sub-grant. Wyman asked about a \$30 credit in uncategorized income. Hall explained that must have been an improper posted credit for writing off the outstanding amount for a business license not paid by Quiznos which is now out of business. She will correct it. Hall will also correct the posting in the 2 Deputy Chief salary line items as there is only 1 Deputy Chief at this time therefore it should all be posted to one line item, this will be corrected. Also in reviewing the Profit and Loss Wyman stated that the various fund accounts should be revisited. There were no further questions.

Approval of Minutes: The members present reviewed and approved the Minutes of the last meeting on January 26, 2012.

New Business:

- **Contract and Lease:** The Committee discussed eliminating the Lease as the Contract has the proper wording in it which should satisfy both the University and the Fire District. Wyman said the attorney is now back and will be reviewing everything. For the next meeting discussion is to be held in more depth for the calculation of debt service for L2 for fiscal year 2015/2016. There was no further discussion or questions.

Old Business:

- **2012/2013 Budget Proposal:** The Committee discussed the proposed budget. Hall told the Committee that the Board of Wardens' did review the proposed budget at the January 26, 2012 Wardens' Meeting and did not have any major changes to it. Barrington said that he would like to up the Capital Outlays by \$5000 to put towards the new Rescue 6. He will provide a breakdown of the Capital Outlays as well as a lease plan for contractual obligations for the Committee to review. There was no further discussion or questions.

- **Consolidating Finance:** Hall told the Committee that she has been in touch with Leasing 2, Inc. and provided requested information to them. She has to follow up with Rural Development and Osh Kosh with further questions regarding the loans.
- **Generator:** There is no further information regarding the generator.

Next Meeting:

- April 19, 2012 at 7:00 PM at the KFD Station – Budget Hearing
- May 7, 2012 at 7:00 PM at the KFD Station – Annual Meeting
- May 24, 2012 at 9:00 AM at the KFD Station – Finance Committee Meeting
- August 8, 2012 at 11:00 AM at the KFD Station – Finance Committee Meeting
- October 17, 2012 at 11:00 AM at the KFD Station – Finance Committee Meeting

The meeting was adjourned at 10:46 a.m.