

## *Minutes*

Kingston Fire District  
Board of Wardens Meeting  
28 March 2013

**Present:** Wardens Donald Cobb, Sandra Koerner, Elizabeth McNab and Vincent Rose. Also, present were Treasurer Carleen Lefebvre, Chief Nathan Barrington, Deputy Chief Tom Reed, Major Stephen Baker - Interim Director of Public Safety & Emergency Management URI and District Manager Jodi Hall. Brad Preston from VFIS was present as well.

**Absent:** Warden Ina Sciabarrasi and Tax Collector Linda Mendillo. There was no one from the public present.

**Call to Order:** President Cobb called the Board of Wardens' Meeting to order at 6:36 pm.

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

### **Insurance:**

Preston presented the check for the payment of the repair to the fly on Ladder 2. There was brief discussion regarding the merits and the positive relationship we have always had with VFIS. Preston dismissed himself from the meeting at 6:45 p.m.

No motion was made.

**Motion:** Rose made and Koerner seconded a motion to accept Minutes from the Wardens Meeting on 02/28/13

The minutes were reviewed. There were no further questions.

The motion passed unanimously.

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

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

Mendillo was not present at the meeting but did provide the Tax Collector's Report for review. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

### **URI Report:**

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

Baker presented a brief verbal URI Report. He stated that currently there is not anything to update regarding the campus. Work is progressing. There was no further discussion or questions.

The motion passed unanimously.

## **Chiefs' Report:**

**Motion:** Koerner made and Rose seconded a motion to accept the Chiefs' Reports.

Barrington presented the Chiefs' reports. Barrington reviewed his report with the Board and made mention that the Expedition to be removed from the fleet, that was purchased as a prime mover for the SK Decon Team, is under the price point that we would have to return it to RIEMA. Reed reviewed his report with the Board. There were no further questions

The motion passed unanimously.

**Motion:** Rose made and McNab seconded a motion to pay Capt. DeGrave retroactively from January 1, 2013 through June 30, 2013.

The motion passed unanimously.

## **Treasurer's Report:**

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

Lefebvre presented the Treasurer's Report. The Board reviewed the report. They asked if there was an update on the outstanding accounts receivables and Hall informed that payment had been received for most of the outstanding balances but they had been recorded after the Treasurer's report had been done. There was no further discussion or questions.

The motion passed unanimously.

**Finance Committee up-date/report:** Finance Meeting of 03/20/13 – Barrington reviewed the Draft Minutes from the Finance Meeting with the Board and mentioned that these meetings have been very productive.

- Next Meetings:
  - May 23, 2013 at 9:00 a.m.
  - August 22, 2013 at 9:00 a.m.
  - October 24, 2013 at 9:00 a.m.

Barrington reviewed the Draft Minutes from the Finance Meeting with the Board and mentioned that these meetings have been very productive.

No motion was made.

## **New Business:**

- **Refinancing:** Barrington presented the quotes for refinancing R6 and E8. The Finance Committee recommended that the Board proceed with Leasing 2, Inc. for the 12 year refinance and to split the cash flow variant between fuel and insurance. There was no further discussion or questions.

**Motion:** McNab made and Rose seconded a motion to refinance Rescue 6 and Engine 8 with Leasing 2, Inc. using the 12 year option.

The motion passed unanimously.

- **District Clerk:** The Board is to review the By-Laws with regard to the District Clerk.

No motion was made.

- **SOGs for review and approval:** There were no SOGs to review. No motion was made.
- **Policies for review for posting:**

**Motion:** Rose made and Koerner seconded a motion to post 40-003 - Apparatus Backing Procedure Policy

The Board reviewed 40-003 – Apparatus Backing Procedure Policy. There was no further discussion or questions.

The motion passed unanimously.

**Old Business:**

- **Resolutions for restructuring Capital Accounts & Funds:**

**Motion:** Rose made and McNab seconded a motion to approve the Resolutions and Policy Revisions to be presented at the Annual Meeting.

Barrington went over the final draft of the Proposed Resolutions and Policy Revisions with the Board. There was no further discussion or questions.

The motion passed unanimously.

- **Proposed Budget 2013/2014:**

**Motion:** Rose made and McNab seconded a motion to approve the Proposed Budget 2013/2014 to be presented at the Annual Meeting.

Barrington went over the final draft of the Proposed Budget 2013/2014 with the Board. There was no further discussion or questions.

The motion passed unanimously.

- **Radio Service Contract – microwave link:** There has been no further progress.

There was not motion made

**Communications:** There were no communications. No motions were made.

**Information:** There was no information. No motions were made.

**Next Meetings:**

- April 18, 2013 at 6:30 PM at the KFD Station – Budget Hearing
- April 18, 2013 at 6:30 PM (following Budget Hrg) at the KFD Station – Monthly Wardens Meeting
- May 6, 2013 at 7:00 PM at the KFD Station – Annual Meeting
- May 23, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- June 27, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- July 25, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- August 22, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 26, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 24, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 14, 2013 at 6:30 PM at the KFD Station – Workshop
- December 12, 2013 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

**Adjournment:**

**Motion:** Rose made and Koerner 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 Manager