

## DRAFT MINUTES

(Subject to approval by the electors of the Kingston Fire District at the Annual Meeting of May 9, 2016)

### KINGSTON FIRE DISTRICT ANNUAL MEETING, KINGSTON FIRE STATION, KINGSTON, R.I. MAY 4, 2015

**Call to Order:** Moderator Valerie Maier-Sperdelozzi called the Kingston Fire District Annual Meeting of May 4, 2015 to order at 7:02 p.m. at the Kingston Fire Station, 35 Bills Road, Kingston, RI. She noted that sixteen (18) qualified electors were in attendance, as confirmed in the 2014 Tax Roll for the District that was located by the attached sign in sheet. Moderator Maier-Sperdelozzi declared that a quorum was present.

#### **AGENDA (SEE HANDOUT)**

**MOTION:** Donald Cobb moved to accept the Agenda as presented. Vincent Rose seconded the motion. There was no further discussion on the motion. The motion carried unanimously.

#### **APPROVAL OF THE ANNUAL MEETING MINUTES OF 2014 (SEE HANDOUT)**

**MOTION:** Vincent Rose moved to accept the Minutes as presented. Ina Sciabarrasi seconded the motion. There was no discussion on the motion. Moderator Maier-Sperdelozzi asked if there were any questions. There were none. The motion carried unanimously.

#### **CHIEFS' REPORT (SEE HANDOUT)**

**MOTION:** Donald Cobb moved to accept the Chiefs' Report as presented. Angelo Mendillo seconded the motion.

Chief Nathan Barrington gave a summary of his written report.

Moderator Maier-Sperdelozzi asked if there were any questions. There were none.

The motion carried unanimously.

#### **TREASURER'S REPORT (SEE HANDOUT)**

**MOTION:** Donald Cobb moved to accept the Treasurer's Report as presented. Angelo Mendillo seconded the motion.

Treasurer Carleen Lefebvre presented the Treasurer's report. She gave a brief review of the report noting that the District has expended noting that the District has expended Five Hundred Seventy Nine Thousand One Hundred Fifty One (\$579,151) Dollars (85%) of its annual budgeted amount of Six Hundred Eighty Three Thousand Three Hundred Fifty Eight (\$683,358) Dollars. Donald Packer asked about the negative amounts reflected under the revenue fund balances. Jodi Hall gave a brief explanation of these accounts as they are required for government accounting purposes and they are set up as separate accounts. The District's general fund shows them as a negative balance as they are "due from" the actual fund accounts. The funds in these revenue accounts can only be used for specific purposes. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none.

The motion carried unanimously.

### **TAX COLLECTOR'S REPORT (SEE HANDOUT)**

**MOTION:** Donald Packer moved to accept the Tax Collector's Report as presented. Elizabeth McNab seconded the motion.

Tax Collector Linda Mendillo presented the Tax Collector's Report. The report was reviewed. Mendillo advised that tax payers that currently there are 3 properties up for tax sale. Donald Packer asked that a list of delinquent tax payers be presented at the Annual Meetings each year. Mendillo also informed the tax payers that the District is currently at the beginning stages of setting up being able to accept credit cards. Any credit card fees will be charged to the tax payer choosing to pay by credit card. There are no fees to the District.

Moderator Maier-Sperdelozzi asked if there were any further questions. There were none.

The motion carried unanimously.

### **PRESIDENT'S REPORT**

**MOTION:** Donald Packer moved to accept the President's Report as presented. Elizabeth McNab seconded the motion.

President Donald Cobb gave an oral report. He began by thanking everyone for the work they do for the District. He informed the tax payers the next 2 year Agreement with the University of Rhode Island has been signed. The fiscal year audit ending 2014 had no findings and the District is in good financial standing. Cobb also told the tax payer about the FireHouse software system the District now uses that tracks volunteer times, calls, training and much more. It is a very useful system.

Moderator Maier-Sperdelozzi asked if there were any questions. There were none.

The motion carried unanimously.

### **OLD BUSINESS**

Moderator Maier-Sperdelozzi stated that according to last year's minutes there were no motions tabled or carried forward to attend to at this year's meeting.

Moderator Maier-Sperdelozzi asked if there was any other official business under the category "Old Business". There was none.

### **2015-2016 BUDGET MOTION (SEE HANDOUT)**

Barrington presented the Budget. The 2015-2016 Budget was reviewed. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none.

**MOTION:** Donald Cobb, President of the Board of Wardens moved the following Budget Motion: " I move that the budget be approved as presented, and that the Board of Wardens be directed to calculate the tax rate, based on the valuation of assessed property according to the South Kingstown Tax Assessor's rolls as of December 31, 2014 plus or minus five percent (5%), to account for differences in the tax base due to authorized abatements and additions to the tax roll throughout the tax year, so as to raise the amount of money specified in the budget to be raised by taxation." The motion was seconded by Vincent Rose. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

**MOTION:** Donald Cobb moved the following Motion: "I move that any surplus funds from fiscal year 2014-15 be transferred into the Capital Projects Fund in a manner consistent with existing policy." The motion was seconded by Ted Jakubowski. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

**MOTION:** Ina Sciabarrasi moved the following Motion: "I move that the Wardens be authorized to spend up to Five Thousand 00/100 Dollars (\$5,000.00) from the Capital Projects Fund for unanticipated legal expenses for Fiscal Year 2015-16." The motion was seconded by Vincent Rose. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously. Donald Packer abstained as he serves as legal counsel for the District.

**NOMINATING COMMITTEE REPORT (SEE HANDOUT)**

Moderator Maier-Sperdelozzi asked the tax payers to review the Nominating Committee Report.

**MOTION:** Vincent Rose moved to accept the Nomination Committee Report, as presented. Donald Cobb seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

**NOMINATIONS FROM FLOOR**

Moderator Maier-Sperdelozzi asked if there were any further nominations from the floor. There were none.

**ELECTION**

**MOTION:** There being no further nominations or discussion, Moderator Maier-Sperdelozzi asked for a vote to elect those individuals nominated in the Nominating Committee Report. Donald Cobb moved and Vincent Rose seconded the motion. The motion carried unanimously.

**OTHER NEW BUSINESS (SEE HANDOUT):**

Moderator Maier-Sperdelozzi asked the electors to refer to the Resolutions to be approved under "Other New Business"

Moderator Maier-Sperdelozzi asked the electors to review the first resolution, Resolution for Emergency Contingent Fund for Fiscal Year 2014-2015.

**MOTION:** Donald Cobb moved to accept the Resolution for Emergency Contingency Fund for Fiscal Year 2015-2016, as presented. Vincent Rose seconded the motion. Moderator Maier-Sperdelozzi asked if there were any questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the second resolution, Resolution transfer of funds.

**MOTION:** Donald Cobb moved to accept the Resolution transfer of funds, as presented. Donald Packer seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors if there was anything else to be heard under “Other New Business” There was none.

**MOTION:** Ted Jakubowski moved to adjourn. Vincent Rose seconded the motion.

The motion carried unanimously.

The meeting adjourned at 7:49 p.m.

Respectfully submitted,

Jodi Hall  
District Manager  
Kingston Fire District (On behalf of Larry Fortin, District Clerk)

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