

Draft - Minutes

Kingston Fire District
Board of Wardens Meeting
27 August 2015

Present: Wardens Donald Cobb, Ina Sciabarrasi (arrived at 7:10 PM), Sandra Koerner, Elizabeth McNab and Vincent Rose. Also, present were Tax Collector Linda Mendillo, Treasurer Carleen Lefebvre, Assistant Director of Public Safety & Emergency Management URI Samuel Adams, Chief Nathan Barrington, DC Christopher DeGrave (departed at 7:42 PM) and Office Manager Jenifer Madison.

Absent: DC Thomas Reed.

Call to Order: President Cobb called the Board of Wardens Meeting to order at 6:36 p.m.

Information/Comments/Questions from the Public: There was no one present from the public. There were no questions or comments from the public.

Promotions to Firefighter: DeGrave introduced Donald Seymour to be promoted to Firefighter. The Board congratulated Seymour on a job well done and thanked him for his dedication and service. DeGrave presented a report using our FIREHOUSE software to show the high numbers of Response Calls, Department Training hours, Duty Shifts, Online Training hours, and Firefighter Instruction/Practical hours Seymour accumulated during his probationary period.

Approval of Minutes:

Motion: Rose made and McNab seconded a motion to accept Minutes from the Warden's Meeting on 7/23/15. The minutes were reviewed. There was a correction for spelling. There were no further questions.

The motion passed unanimously. Cobb abstained as he was not present at the July meeting.

Tax Collector's Report:

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

Mendillo presented the Tax Collector's Report. The Board reviewed the report. The Point & Pay application was completed and sent to Attorney Don Packard for review. Packard approved the boilerplate language and reminded KFD that we must be cognizant of the termination notices. We have the 2015 Tax Roll. Tax Assessor Dorald Beasley has been working on the splits with UFD. Twenty-one taxpayers have not paid their 2014 bill. CPA Robert Civetti has suggested abating 2012 and 2013 tax years to equalize the accounts. There was no further discussion or questions.

The motion passed unanimously.

Motion: Rose made and Koerner seconded a motion to abate the 2012 and 2013 tax bills.

The motion passed unanimously.

URI Report:

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

Adams presented the URI Report. The Board reviewed the report. There were no further questions.

The motion passed unanimously.

Chiefs' Reports:

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

Barrington presented his report. The Board reviewed his report. He updated the Board on the status of the microwave link failure between Teft Hill Water Tower and South Kingstown police station. The new link is up and running. The cost of the new link will be split three ways among KFD, Union Fire District and the Town of South Kingstown. KFD also applied to the RI Emergency Management Agency (RIEMA) seeking a 50% reimbursement grant for the new microwave link which would reduce each organization's contribution. He stated that if awarded, the RIEMA grant funding would probably come in November. Barrington let the Board know that he will be meeting with the Rotary Club on 9/8/15 regarding Balloon Festival. Barrington also noted that he thought it would be beneficial to put together a PSA to include in the 2015 Tax bills as a positive way to reach out to the community. Mendillo expressed concerns with this, noting that she felt some taxpayers may not realize that there is a bill if we include extra pieces of paper in the mailing. Cobb requested that the PSA be placed on the 9/24/15 Agenda for the Board to vote on.

Barrington presented Reed's report in Reed's absence. The Board reviewed the report. It was noted that the false alarms set off by the fraternities are down and that URI Public Safety and Emergency Management has helped greatly with this. DeGrave presented his report. The Board reviewed his report. There was no further discussion or questions.

The motion passed unanimously

Treasurer's Report:

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

Lefebvre presented the Treasurer's Report. The Board reviewed the report. There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date/report: Finance Meeting of 8/27/15. Sciabarrasi up-dated the Board on the Finance Meeting held that morning. There was a motion made and passed to move the Finance Meeting from the 4th Thursday of the month to the 3rd Thursday of the month. The Finance Committee will review Decon/Hazmut and Detail pay rates next meeting.

Next meetings:

- October 15, 2015 at 9:00 a.m.

New Business:

- **Policies to review for Posting:** There were no policies to review for posting. No motions were made.

- **SOGs to review:** There were no SOGs to review. No motions were made.
- **Policies to approve/adopt:** There were no policies to approve.
- **By-laws to Review:**

Motion: Rose made and Koerner seconded a motion to table any discussion of the By-Laws until the next meeting. Discussion ensued regarding what the By-laws should be reviewed for.

The motion passed unanimously.

Old Business: There was no old business. No motions were made.

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

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

Next meetings:

- September 24, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 22, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 12, 2015 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- December 10, 2015 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 7:55 p.m.

The motion passed unanimously.

Respectfully submitted,

Jenifer Madison
Office Manager