

Draft - Minutes

Kingston Fire District
Board of Wardens Meeting
10 December 2015

Present: Wardens Donald Cobb, Ina Sciabarrasi, Sandra Koerner, Elizabeth McNab and Vincent Rose. Also, present were Tax Collector Linda Mendillo, Treasurer Carleen Lefebvre, Director of Public Safety & Emergency Management URI Stephen Baker, Chief Nathan Barrington and Office Manager Jenifer Madison.

Absent: DC Thomas Reed and DC Christopher DeGrave.

Call to Order: President Cobb called the Board of Wardens Meeting to order at 6:34 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.

Approval of Minutes:

Motion: Rose made and McNab seconded a motion to accept Minutes from the Warden's Meeting on 11/12/15. The minutes were reviewed. There were no further questions.

The motion passed unanimously.

Tax Collector's Report:

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

Mendillo presented the Tax Collector's Report. The Board reviewed the report. The 2015 Tax Roll was reviewed. KFD has had an almost 85% collection rate at this time. KFD has had about 20 credit card payments this year through our new system. Mendillo also noted that there are a very small number of delinquent accounts for Tax Bill 2014 at this time. She mentioned that we have seen a rise in the number of accounts paid by mortgage lenders this year.

The motion passed unanimously.

URI Report:

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

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

The motion passed unanimously.

Chiefs' Reports:

Motion: Sciabarrasi made and McNab seconded a motion to accept the Chiefs' Reports.

Barrington presented an oral report on behalf of all the Chiefs. KFD is unable to apply for Assistance to Firefighters Grant to fund upgrades to our Radio System since the grant does not cover fixed radio sites. We did take the Yawgoo Valley radio tower site offline after testing was performed and it was found to be ineffective. This allowed us to discontinue phone line service to this site. Barrington is still working with Assistant Director Public Safety & Emergency Management URI, Sam Baker on a MOU for use of URI's Flagg Road Water Tower as an alternative site. We are still working on the FY2013-14 audit and hope to have it finalized very shortly. DeGrave worked with the VIP Committee on the compensation structure for the 2015 Volunteer Incentive Program and presented it to Barrington for approval. KFD is working with the Union Fire District on Amtrak Training since there are four new lines being put in South Kingstown and at the fastest point, the Acela will be going 130 mph. All KFD trucks are in service at this time. There was no further discussion or questions.

The motion passed unanimously.

Treasurer's Report:

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

Lefebvre presented the Treasurer's Report. The Board reviewed the report. It was noted that there is about \$16,500 outstanding from RI EMA and that KFD's reimbursement request had been approved and is being processed for payment. There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date/report: There were no updates.

Next meetings:

- January 21, 2016 at 9:00 a.m.
- March 17, 2016 at 9:00 a.m.
- May 19, 2016 at 9:00 a.m.
- August 18, 2016 at 9:00 a.m.
- October 20, 2016 at 9:00 a.m.

New Business:

- **Annual Warden's and Open Meeting Schedule 2016 --** the Board reviewed the proposed schedule for the coming year.

McNab made and Rose seconded a motion to accept the schedule.

The motion passed unanimously.

- **Policies to review:** There were no policies to review. 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/adopt. No motions were made.

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

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

Information: R.I. Southern Firemen's League *Annual Legislators Night* -- Monday, Jan. 25, 2016 at 6:30 p.m. at the Richmond Country Club.

Next meetings:

- January 28, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- February 25, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- March 24, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- April 14, 2016 at 6:30 PM at the KFD Station – Budget Hearing
- April 14, 2016 at 6:30 PM (following Budget Hearing) at the KFD Station – Monthly Wardens Meeting
- May 2, 2016 at 7:00 PM at the KFD Station – Annual Meeting
- May 26, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- June 23, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- July 28, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- August 25, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 22, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 27, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- November 10, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- December 15, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

Adjournment:

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

The motion passed unanimously.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Jenifer Madison
Office Manager