Kingston Fire District

Finance Committee Meeting

March 17, 2016

Minutes

Call to Order: Warden Sciabarrasi called the KFD Finance Committee Meeting to order at the Kingston Fire Station at 9:08 a.m. Present were KFD Warden Ina Sciabarrasi, URI VP Business Services J. Vernon Wyman, Director of URI Public Safety Stephen Baker, KFD Treasurer Carleen Lefebvre (departed 9:45 a.m.), KFD Chief Nate Barrington and KFD Office Manager Jenifer Madison.

Absent: There was no one from the public.

Information/Comments/Questions from the Public: There was no one from the public present.

Treasurer's Report: Lefebvre presented and the Committee reviewed the report. Wyman noted that KFD's expenditures seemed to be right on target at 73%. There was no further discussion. The members approved the report.

Approval of Minutes: The members reviewed and approved the Minutes of the last meeting on October 15, 2015.

New Business:

- **FY2016-17 Proposed Budget Projections:** Barrington presented and the Committee reviewed the proposed budget. He noted that KFD's fuel costs have dropped significantly; however, he doesn't want to lower the fuel budget too much in case prices start to fluctuate again. Wyman noted that KFD's Operating budget seemed to be in a maintenance cycle. Barrington noted that KFD is planning to make some significant upgrades to our Radio Communications System. The system serves all of South Kingstown and the costs will be shared by the Union Fire District (UFD) and the Town of S.K. Construction on the new system is being planned to begin this summer. One of the financing options being looked into is a 7 year lease with a three-way split between KFD, UFD and the Town of S.K. Under this scenario, KFD's contribution would be $20,000 during FY 2016-17. Barrington noted that KFD will be looking into funding opportunities with RI EMA to try and secure a 50% matching grant for the project. He mentioned that we were planning on running KFD's contribution through the Capital Projects Fund. He would like a resolution proposed at the Annual Meeting to drop the Operating Reserve from the current approved 15% to 12% or 13% in order to put more into Capital Fund Reserve to cover the project. Wyman noted that a multi-year lease does not belong in a Capital Projects Fund; this type of fund should be used for a one year commitment. The committee also discussed the $9,000 deficit in the Capital Projects Fund. Barrington noted that it looks like we will have $15,000 surplus in this year's budget which will help cover that deficit. There were no further comments.

Old Business: There was no old business to be presented.

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Next Meetings:

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

The meeting was adjourned at 9:57 a.m.

Respectfully submitted,

Jenifer Madison
Office Manager

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