

Kingston Fire District
Finance Committee Meeting
March 15, 2018

DRAFT - Minutes

Call to Order: Ina Sciabarrasi called the KFD Finance Committee Meeting to order at the Kingston Fire Station at 9:11a.m. Present were KFD Warden Ina Sciabarrasi, Director of URI Public Safety Stephen Baker, KFD Interim Treasurer Tom Vignali, KFD Chief Nate Barrington and KFD Office Manager Jenifer Madison.

Absent: URI VP Business Services J. Vernon Wyman.

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

Treasurer's Report: Vignali presented and the Committee reviewed the Treasurer's report. He noted that KFD's expenditures were at 75% which is on target. Vignali let the Committee know that he will be making the transfer from the General Fund to the Capital Projects Fund per the Resolution approved during the 2017 Annual Meeting. Baker let the Committee know that KFD should see reimbursement for at least one of the outstanding residence hall nuisance call invoices and that he will follow-up on their statuses. Barrington confirmed with the Committee that E-One will be covering the rest of Ladder 2's costs from Greenwood Emergency Vehicles. Madison let the Committee know that she submitted the FY2018-19 URI Cooperative Agreement invoice to URI Public Safety for processing so that payment could be received in early July.

Approval of Minutes: The members reviewed and approved the Minutes of the last meeting on 1/18/18.

New Business:

- **Final Review of Proposed FY2018-19 Operating Budget** – Barrington and Vignali presented the final draft. Barrington let the Committee know that the revenue increase from the URI Cooperative Agreement for FY2018-19 budget came out to be 1% due to KFD eliminating revenue lines for Business License Renewals and Plan Review Fees. Baker asked when KFD's last payment on the building debt service would be. Barrington responded that it will be this August and that the expectation after that was that we could attribute that debt service payment towards the new pumper replacing Engine 9. He let the Committee know that there is a 300 day build-out for new pumpers at this time and that we would probably take delivery in Spring 2019.
- **FY2018-19 Capital Projects Budget Projections** – Barrington presented the projections to the Committee. He let them know that the Capital Projects expenses will probably include funding for repairs and upgrades to the Radio Communications System, a new air conditioning system for the residence halls and that end of the building, other station projects, and first payment for the new pumper truck.
- **Radio Communications System Upgrade** – Barrington informed the Committee that the Union Fire District submitted a grant application to the Assistance to Firefighter Grants program to upgrade the 800 Radio Communications System. He noted that KFD had very little input into the planning process and that the grant was not written as a regional grant but that KFD was listed as a benefactor. He let the Committee know that the grant budget was about \$1,377,000 which would probably amount to a cost share for KFD of \$80,000 if the grant is awarded. Barrington noted that there would still need to be repairs made to the 400 Radio Communications

System as well even if the 800 grant is awarded. Discussion ensued. Barrington presented the Committee with lease finance options for the radio system upgrades which would incorporate both the costs for the 800 and the 400 systems.

Next Meetings:

- May 17, 2018 at 9:00 a.m.
- August 23, 2018 at 9:00 a.m.
- October 18, 2018 at 9:00 a.m.

The meeting was adjourned at 10:03 a.m.

Respectfully submitted,

Jenifer Madison
Office Manager

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