

Kingston Fire District  
Finance Committee Meeting  
March 21, 2019

DRAFT - Minutes

**Call to Order:** Ina Sciabarrasi called the KFD Finance Committee Meeting to order at the Kingston Fire Station at 9:36 a.m. Present were KFD Warden Ina Sciabarrasi, Director of URI Public Safety Stephen Baker, Director of URI Emergency Management Samuel Adams, KFD Treasurer Tom Vignali, KFD Chief Nathan Barrington and Office Manager Jenifer Madison.

**Absent:** There was no one 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:** Vignali presented and the Committee reviewed the Treasurer's report. He noted that KFD's expenditures were at 72%. Vignali reviewed with the Committee where some of the expenses were coming from. The Committee reviewed the current Capital Projects budget and status of expenditures. Barrington updated the Committee on the spending related to the Radio System, Station Improvements and New Engine Purchase. He let the Committee know that KFD replaced the radio system repeater and had plans to move the moto-bridge. He asked Baker and Adams whether they felt moving the moto-bridge was useful in regards to its benefit to URI; they responded that it was. He also let the Committee know that there is a change order for the new engine purchase and that the station improvements will be on smaller scope than originally planned. He noted that he expected the Capital Projects Fund to be under budget at the end of the FY2018-19

**Approval of Minutes:** The members reviewed and approved the Minutes of the last meeting on 1/17/19.

**New Business:**

- **Radio Communications System Project Update:** Barrington presented an update on the Radio System Project and the Committee discussed it. It was noted there was a radio system project committee formed involving all the stakeholders in South Kingstown as well as three independent representatives and that the use of an outside consultant is being considered to evaluate the needs for the system. Adams was chosen as one of the independent representatives. Barrington let the Finance Committee know his concerns regarding whether a consultant is really needed for the project, what the overall costs will be and how the cost share will be broken down among the stakeholders. Adams noted that although he is not sure that there is an overall need for the consultant, he was in favor of the consultant chosen and that he felt an evaluation might be able to identify what components are needed for the radio system and which stakeholders need them. It was noted that the South Kingstown Town Council was voting during its meeting next Monday, 3/25/19 on whether to approve the hire of a federal consultant for the project.
- **FY2019-20 Proposed Budget Projections:** – the Committee agreed to table this discussion until the next Wardens Meeting on 3/28/19.
  - Operating Budget
  - Capital Projects Budget

**Old Business:**

- **Status of upcoming Kingston Fire District – University of Rhode Island Cooperative Agreement Renewal 7/1/2019 – 6/30/2021** – Baker updated the Committee and let them know that the next step is for the URI Vice President of Administration and Finance, Abigail Rider, to review and approve the draft proposal.

**Next Meetings:**

- May 16, 2019 at 9:30 a.m.
- August 22, 2019 at 9:30 a.m.
- October 17, 2019 at 9:30 a.m.

The meeting was adjourned at 10:33 a.m.

Respectfully submitted,

Jenifer Madison  
Office Manager

DRAFT