

## *Draft – Minutes*

Kingston Fire District  
Board of Wardens Meeting  
18 April 2019

**Present:** Wardens Ina Sciabarrasi, Sandra Koerner and Elizabeth McNab. Also present were Tax Collector Linda Mendillo, Director of Public Safety & Emergency Management URI Stephen Baker, Chief Nathan Barrington, Deputy Chief Tom Reed and Office Manager Jenifer Madison.

**Absent:** Warden Bill Flatley, Interim Warden Mark Barabe and Treasurer Tom Vignali.

**Call to Order:** Interim President Sciabarrasi called the Board of Wardens Meeting to order at 6:39 p.m.

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

### **Approval of Minutes:**

**Motion:** McNab made and Koerner seconded a motion to accept the Minutes from the Wardens Meeting on 3/28/19. The minutes were reviewed. There were no questions.

Sciabarrasi, Koerner and McNab voted to pass the motion. Flatley and Barabe were absent.

### **Tax Collector's Report:**

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

Mendillo presented the Tax Collector's Report. The Board reviewed the report. Mendillo let the Board know that the 2018 Tax Roll collection rate was at almost 99% and that both the 2017 and 2016 Tax Roll collection rates were at 99.9%. She let the Board know that of the 31 notices of delinquency that were sent out to taxpayers who had not paid their 2018 taxes, we have received 22 payments. She let the Board know that one taxpayer is in arrears for more than two years at this time and that the Town of South Kingstown has scheduled a tax sale for this property on April 24<sup>th</sup> 2019. Mendillo suggested that KFD begin tax sale proceedings for this property after the Town's tax sale. She also let the Board know that it was split property between KFD and Union Fire District. Discussion ensued. The Board agreed with this plan. There was no further discussion or questions.

Sciabarrasi, Koerner and McNab voted to pass the motion. Flatley and Barabe were absent.

### **URI Report:**

**Motion:** Koerner made and McNab seconded a motion to accept the URI report.

Baker presented the URI report. The Board reviewed the report. There was no further discussion or questions.

Sciabarrasi, Koerner and McNab voted to pass the motion. Flatley and Barabe were absent.

### **Chief's Report:**

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

Barrington presented an oral Chief's Report. He let the Board know URI's Graduation weekend is May 18<sup>th</sup> – May 19<sup>th</sup> this year and that the department provided mutual aid during the Narragansett fire a few weeks ago. He also let them know that his trip to Washington DC to speak to RI's legislators about the importance of the AFG and SAFER grants

went well. Barrington noted that KFD has been very active at recruitment events around campus and that we are in the process of getting 1582 physicals conducted for our entry-level firefighters.

Reed presented a written Deputy Chief's Report. The Board reviewed the report. He noted that to-date during the month of April, KFD has responded to 22 calls with the annual totaling 159. He let the Board know that Ladder 2 is back in service and the repairs were covered under warranty. Reed noted that KFD responded to a URI call to assist them with a possible chemical reaction in the Hazardous Waste Bunker on Flagg Road; the reaction was small and the Hope Valley HazMat Team was called for additional metering and monitoring capabilities. He also let the Board know that KFD assisted DEM with an investigation of a found unmanned kayak on 30 Acre Pond. There were no further questions or discussion.

Sciabarrasi, Koerner and McNab voted to pass the motion. Flatley and Barabe were absent.

### **Treasurer's Report**

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

Madison presented the Treasurer's Report in Vignali's absence. The Board reviewed the report. Madison noted that the District has expensed about 77% of its budget. She also further explained some of the expenditure lines noted in the budget. There was no further discussion.

Sciabarrasi, Koerner and McNab voted to pass the motion. Flatley and Barabe were absent.

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

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.

### **Old Business:**

- **Radio Communications System Project Update:** there were no updates.
- **Status and Updates to District Official Recruitment Efforts:** Sciabarrasi let the Board know that Valerie Maier-Speredelozzi has been successful in finding another individual interested in becoming an Auditor. This position will be elected at the Annual Meeting on May 6, 2019. She let the Board know that we still need more Tax Assessors.
- **Status and Review of District Solicitor Recruitment Efforts:** Sciabarrasi let the Board know that at this point she would like to request a letter of engagement from Attorney Noelle Clapham for the District Solicitor position and that she would follow-up with this. The Board agreed.
- **Status of Upcoming Kingston Fire District –University of Rhode Island Cooperative Agreement 7/1/2019 – 6/30/2021:** Barrington let the Board know that the draft agreement is being reviewed by the URI Vice President of Administration and Finance and General Counsel and that there would be a follow-up meeting on 5/1/19. He noted that there is no dispute over the financial arrangement but that there were some questions but that he didn't anticipate there being an issue for it to be signed off by the start of the new fiscal year on 7/1/2019.

**Communications:** Sciabarrasi let the Board know that KFD received thank you notes from Vin Rose and the Johnny Cake Center for the in-memoriam donation made.

**Information:**

- KFD Annual Meeting – May 6, 2019 at 7:00 p.m.
- KVFC Annual Chicken BBQ – June 1, 2019 at 5:00 p.m.

**Next Meetings:**

- May 6, 2019 at 7:00 PM at the KFD Station – Annual Meeting
- May 23, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- June 27, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- July 25, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- August 22, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 26, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 24, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- December 05, 2019 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

**Adjournment:**

**Motion:** Koerner made and McNab seconded a motion to adjourn the meeting.

Sciabarrasi, Koerner and McNab voted to pass the motion. Flatley and Barabe were absent.

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Jenifer Madison  
Office Manager