

Draft – Minutes

Kingston Fire District
Board of Wardens' Meeting
27 June 2024

Present: Wardens: Bill Flatley, Sandra Koerner, Elizabeth McNab, Doug Carr and Steve Davis. Also present were Tax Collector Susan Axelrod and Chief Tom Reed.

Absent: Treasurer Tom Vignali, , URI Director of Public Safety & Chief of Police Michael Jagoda, Deputy Chief Erik Brierley and District Manager Jenifer Madison.

Call to Order: President Bill Flatley called the Board of Wardens Meeting to order at 6:37 p.m.

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

Approval of Minutes:

Motion: Carr made and Koerner seconded a motion to accept the Minutes from the Wardens Meeting on 05/23/24. The minutes were reviewed. There were no questions.

Flatley, Koerner, McNab and Carr voted to pass the motion. Davis abstained since he was absent from the 05/23/24 meeting.

Tax Collector's Report:

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

Axelrod presented the Tax Collector's Report. The Board reviewed the report. Axelrod let the Board know that no new dollars were collected. There was no further discussion or questions.

The motion passed unanimously.

URI Report

Chief Reed presented the URI report in Jagoda's absence. There were no motions. There was no further discussion or questions.

The motion passed unanimously.

Chief's Report:

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

Reed presented the Chief's Report. The Board reviewed the report. Reed let the Board know that he is now the President of the Southern Rhode Island Southern Firefighter's League and that he hopes to continue the strong cooperation of the league members and represent the southern part of RI. He noted that a meeting with the Kingston Water District regarding hydrants going north on Old North Road took place. Discussion ensued. Reed also let the Board know that Brierley has held four sessions of Orientations which included two female applicants. He noted that KFD also spent four hours at South County Hospital helping to clean up an internal disaster which took four days overall to fully repair. There was no further discussion or questions.

The motion passed unanimously.

Treasurer's Report:

Motion: Flatley made and Carr seconded a motion to accept the Treasurer's Report.

Reed presented the Treasurer's Report in Vignali's absence. The Board reviewed the report. Reed noted that KFD is ending the year "in good shape." There was no further discussion or questions.

The motion passed unanimously.

Finance Committee Update: There were no updates.

Next Meetings:

- August 15, 2024 at 9:30 a.m.
- October 17, 2024 at 9:30 a.m.

• **New Business: Election of President, Vice-President and Secretary of the Board of Wardens**

Motion: Carr made and Koerner seconded a motion to nominate Flatley as President of the Board of Wardens.
The motion passed unanimously.

Motion: McNab made and Davis seconded a motion to nominate Koerner as Vice-President of the Board of Wardens.

The motion passed unanimously.

Motion: Carr made and Koerner seconded a motion to nominate McNab as Secretary of the Board of Wardens.
The motion passed unanimously.

• **Review of Warden Assignments for 2024-2025** -- the Wardens agreed to:

- Assign Carr as the Finance Committee Representative
- Radio Committee Representative – the Wardens agreed this Committee is no longer needed; project complete.
- Assign Koerner and Flatley as the Nominating Committee Co-Representatives
- Assign Davis as the By-Laws Review Committee Representative

• **Appointment of Chief:**

Motion: McNab made and Carr seconded a motion to appoint Tom Reed as Chief for FY2024-2025.
The motion passed unanimously.

• **Appointment of Deputy Chief and Coordinator:** Reed let the Board know that he is re-appointing Erik Brierley as Deputy Chief and Will Summerly as Maintenance Coordinator for FY2024-25.

• **Update on Tax Assessor Open Position and Appointment:** There is still one open position.

• **Update from KFD Articles of Incorporation/By-Laws Committee:** There were no updates.

Old Business:

- **Update on URI-KFD Cooperative Agreement (CA) Renewal Process:** Carr let the Board know that an invoice is coming by Sept. 1, 2024 and that URI seemed happy with KFD. No motions were made.
- **Use of Training Grounds Agreement and Fees:** There was no update.
- **Radio System Project Update:** Reed reported that this project is complete.

Communications: McNab reported that the KFL Station Program was very successful. No motions were made.

Information: Reed reported that Madison is working one day in the office weekly and the rest of the time remotely from home. No motions were made.

Future Planning: There was none.

Next Meetings:

- August 22, 2024 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 26, 2024 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 24, 2024 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- December 05, 2024 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

Adjournment:

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

The motion passed unanimously.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Elizabeth McNab
Secretary, KFD Board of Wardens