

## *Draft – Minutes*

Kingston Fire District  
Board of Wardens Meeting  
10 November 2016

**Present:** Wardens Donald Cobb, Ina Sciabarrasi, Sandy Koerner, and Elizabeth McNab (arrived 6:42 p.m.). Also present were Tax Collector Linda Mendillo (departed 7:48 p.m.), Treasurer Carleen Lefebvre, Director of Public Safety & Emergency Management URI Stephen Baker (departed 8:18 p.m.), Chief Nathan Barrington, DC Christopher DeGrave, and Office Manager Jenifer Madison.

**Absent:** Warden Vincent Rose and DC Thomas Reed.

**Call to Order:** President Cobb called the Board of Wardens Meeting to order at 6:32 p.m.

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

### **Promotion to Firefighter/Lt.:**

- DeGrave introduced Robert Costa-Rodrigues to be promoted to Firefighter. The Board congratulated Costa-Rodrigues on a job well done and thanked him for his dedication and service. DeGrave noted the many hours of training that Costa-Rodrigues logged and highlighted his dedication through his many bus trips to the station to and from North Providence.
- Ryan Piazza was promoted to Rescue Lieutenant. DeGrave noted that this position was the busiest officer position with the most equipment.

**KFD New Website Presentation:** The Board decided to table this presentation until a later date.

### **Approval of Minutes:**

**Motion:** Sciabarrasi made and Koerner seconded a motion to accept the Minutes from the Wardens Meeting on 10/27/16. The minutes were reviewed. There were no further questions.

Sciabarrasi, Koerner and McNab voted to pass the motion. Cobb abstained. Rose was absent.

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

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

Mendillo presented an oral report to the Board since the tax collection software was still offline due to KFD's recent cyber-attack to its server (see Chief's Report for details). Mendillo let the Board know that Vision Government Solutions, the tax collection software host, was able recover and restore the system due to KFD's 2016 tax bills having been printed so recently. She noted that she confirmed the recovered data matched the data contained in her reports prior to the cyber-attack. Mendillo also noted that she has posted \$13,000 in payments.

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

**URI Report:**

**Motion:** Koerner made and Rose Sciabarrasi 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.

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

**Chief's Report**

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

Barrington presented an oral report to the Board. He let the Board know that that the Kingston Water District wants KFD to pay for the supplies used for the repair to the hydrant outside the station; this is in addition to the routine hydrant rental fees KFD pays. Barrington explained that KFD paid for the installation of this hydrant and that it is considered separate from the hydrants included under the rental fees. The parts total approximately \$500. He noted that the Water District feels that KFD's firefighters "are rough on it"; Barrington confirmed that we do use it often. Discussion ensued and Sciabarrasi asked if KFD makes the payment requested, whether the hydrant can be then be included under the umbrella of hydrants in the rental agreement. Barrington suggested that KFD's Board meet with the Kingston Water District Board regarding the matter.

**Motion:** Sciabarrasi made and McNab seconded a motion to pay the Kingston Water District the approximate \$500 invoice for parts.

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

Barrington informed the Board that KFD received approval from the FCC on licensing for the Flagg Road Radio System Repeater Site. He noted that KFD received a grant from the USDA which will pay for 55% of the costs of this repeater site. He also noted that KFD received a \$3,000 grant for recruitment and retention marketing materials.

Barrington also informed the Board that KFD suffered a serious cyber-attack to its server during the weekend of November 5<sup>th</sup> and 6<sup>th</sup>. The attackers accessed our system and infected the server with a "Johnny Crypto" virus which also attacked KFD's back-up server and files. Barrington let the Board know that to-date he has authorized the purchase of an emergency virtual server for \$3,000 and restoration of our tax collection software and files for \$600. Also, to date Barrington has filed a police report with URI Police whom will report it to the FBI. He also contacted KFD's insurer who confirmed that we have coverage up to \$5,000 for retrieval costs and up to \$250,000 for damages. He let the Board know that KFD's IT consultant, The Right Click (TRC), received a message from the cyber-attackers this morning demanding payment in the amount of 7 bit coins, an internet commodity equaling approximately \$5,000 for an encryption key that would unlock the server. The cyber-attackers stated that we have 20 hours, from the time of the message at 6:10 a.m. this morning, to respond or the costs go up and that after 48 hours, the option to gain access to the encryption key is gone. Significant discussion ensued including whether KFD should take a chance and pay for the release of the encryption key, the success rates of recovery when payment is made for the release of the encryption key, the costs to recover and rebuild the files and data if KFD chooses not to pay, and other options that TRC will employ to try and recover the data in other ways.

**Motion:** Koerner made and McNab seconded a motion to authorize up to \$20,000 from the Capital Projects Fund for the retrieval of lost data and files under the Resolution for Emergency Contingency Fund for fiscal year 2016-17 passed at the Annual Meeting on May 2, 2016.

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

There was no further discussion or questions regarding the Chief's Report.

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

### **Treasurer's Report**

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

Lefebvre presented the Treasurer's Report. The Board reviewed the report. She noted that the District has expensed about 52% of its budget. There was no further discussion or questions.

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

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

Next meetings: TBD

**New Business:** Cobb requested that relations with the Kingston Water District and the possible formation of a subcommittee be reviewed and discussed at the next Warden's Meeting on 12/15/16. There was no further discussion. No motions were made.

**Communications:** There was no communications. No motions were made.

**Information:** KVFC's Christmas Party will be held on December 3, 2016 at Spain Restaurant.

### **Next Meetings:**

- December 15, 2016 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

### **Adjournment:**

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

Cobb, Sciabarrasi, Koerner and McNab voted to pass the motion. Rose was absent.

The meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Jenifer Madison  
Office Manager