

*Draft – Minutes*

Kingston Fire District  
Board of Wardens' Meeting  
13 April 2023

**Present:** Wardens, Sandra Koerner, Elizabeth McNab, and Doug Carr. Also present were Treasurer Tom Vignali, Tax Collector Susan Axelrod, Chief Tom Reed, Deputy Chief Erik Brierley and District Manager Jenifer Madison.

**Absent:** Warden Bill Flatley and URI Director of Public Safety & Chief of Police Michael Jagoda.

**Call to Order:** Vice- President Sandra Koerner called the Board of Wardens Meeting to order at 6:43 p.m.

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

**Approval of Minutes:**

**Motion:** Carr made and McNab seconded a motion to accept the Minutes from the Wardens Meeting on 03/23/23. The minutes were reviewed. There were no questions.

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

**Tax Collector's Report:**

**Motion:** McNab made and Carr 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 the 2022 tax roll collection rate is 97%. She noted that we received a payment on an account which was delinquent since 2019 through the Town of South Kingstown's tax sale.

Axelrod let the Board know that there are three old business accounts with delinquent tangible tax on KFD's rolls which are closed and no longer in business. One owes tangible tax for 2020 (Campus Pizzeria); another owes tangible tax for 2021 (Fujisan Sushi) and the third owes tangible tax for 2022 (Mama Phoenix Café). She asked the Board if they would like to abate these accounts.

**Motion:** Carr made and McNab seconded a motion to abate Campus Pizzeria's 2020 taxes, Fujisan Sushi's 2021 taxes and Mama Phoenix Café's 2022 taxes.

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

There was no further discussion or questions.

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

**URI Report:** Jagoda was not present at the meeting and there was no report.

**Chief's Report:**

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

Reed presented an oral Chief's Report. He let the Board know that to date, KFD has responded to a total of 219 emergency responses this year and 37 calls since the last Wardens Meeting on 3/23/23. He let the Board know that KFD was involved in a couple of multiple alarm assignments. Reed noted that we were one of the departments that responded to the West Greenwich brush fire. He let the Board know that we received a couple of prices on replacing the rescue which were astronomical (between \$850,000 to \$1,200,000) so we are revisiting how we are going to move forward. Reed also let the Board know that there was nothing new to report regarding apparatus and equipment maintenance.

Brierley presented an oral Deputy Chief's Report on training and recruitment and retention. He let the Board know that KFD currently has one probationary member close to becoming a full member who will then become a resident and starting driver's training; another probationary member moving into the station for summer residency; two other probationary members who will get off probation by September; and one applicant who just completed this phase and moved onto becoming a probationary member. Koerner asked if KFD is at full membership right now; Brierley responded not now but that we will be when all our probationary members become full members. Brierley also let the Board know that KFD is hosting a truck training in June and will be providing rides in the fire trucks at the Kingston Fair in May. There was no further discussion or questions.

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

#### **Treasurer's Report:**

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

Vignali presented the Treasurer's Report. The Board reviewed the report. Vignali went over the balance sheets and profit and loss statements for the operating and capital projects funds and noted that the budget overall is trending as expected. Carr asked if KFD will end the fiscal year within budget; Vignali responded that he expected us to be. Reed noted that there are no red flags at this point and that KFD followed the same format we have used in previous years which has allowed us to be successful. There was no further discussion or questions.

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

**Finance Committee Update:** There were no updates.

#### **Next Meetings:**

- May 18, 2023 at 9:30 a.m.
- August 17, 2023 at 9:30 a.m.
- October 19, 2023 at 9:30 a.m.

#### **New Business:**

- **Review of KFD's Open Meetings and Schedule of Agenda Items:** The Board reviewed the Wardens Meeting schedule and discussion ensued about eliminating some meetings including how many and which ones.

**Motion:** McNab made and Carr seconded a notion to eliminate the February and July Wardens Meetings from the calendar starting in the year 2024.

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

**Updates from KFD's Nominating Committee:** Koerner let the Board know that she contacted KFD's present officers who are up for re-election at the Annual Meeting on 5/1/23 to find out if they are interested continuing on in their positions. She noted that the majority were. Koerner let the Board know that Larry Fortin resigned as Clerk after serving for many years. There were no questions or further discussion.

**Old Business:**

- **Review of KFD's Legal Needs:** Flatley let the Board know that he has been in touch with an attorney who seems like she could be a good match as KFD's legal representative. He noted that she has experience with fire districts and is very well informed about Rhode Island Open Meeting laws. Flatley let the Board know that he is going to continue talking with her. There were no questions or further discussion.
- **Update of KFD's Articles of Incorporation:** Carr let the Board know that there are no updates regarding the bill to revise KFD's Articles of Legislation that is under review with the State of Rhode Island State General Assembly. There were no questions or further discussion.
- **Use of Training Grounds Agreement and Fees:** There was no update. No motions were made.
- **Radio System Project Update:** There was no update. No motions were made.
- **American Rescue Plan Act – Covid-19 Response and Recovery (ARPA) Funding Update:** Reed let the Board know that KFD and the Union Fire District are still in negotiations with the South Kingstown Town Council over whether the fire districts will receive funding and how much. There were no questions or further discussion.

**Communications:** McNab let the Board know that Reed will be presenting at the Tavern Hall Preservation Society on 4/21/23.

**Information:**

- KFD Chicken BBQ – Sat., 6/3/23
- South Kingstown 300<sup>th</sup> Anniversary Parade – Sat. 6/17/23 10:00 a.m. – 12:30 p.m.
- KFD 100<sup>th</sup> Anniversary Celebration – Fri., 7/14/23 – Sun., 7/16/23

**Future Planning:** There was none. No motions were made.

**Next Meetings:**

- May 1, 2023 at 7:00 PM at the KFD Station – Annual Meeting
- May 25, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- June 22, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- July 27, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

- August 24, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- September 28, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 26, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- December 07, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting

**Adjournment:**

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

Koerner, McNab and Carr voted to pass the motion. Flatley was absent.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Jenifer Madison  
District Manager