

Minutes

Kingston Fire District
Board of Wardens' Meeting
25 August 2022

Present: Wardens Bill Flatley, Sandra Koerner, Elizabeth McNab and Doug Carr. Also present were Tax Collector Susan Axelrod, Treasurer Tom Vignali, URI Director of Public Safety & Chief of Police Michael Jagoda, Chief Tom Reed, Deputy Chief Erik Brierley.

Absent: Warden Mark Barabe and District Manager Jenifer Madison.

Call to Order: President Bill Flatley called the Board of Wardens Meeting to order at 6:35 p.m.

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

Promotions to Firefighter: Brierley introduced Mark Sapolsky and Evan Ramroth to be promoted to Firefighters. Brierley congratulated them on completion of their probationary training and had them repeat the Kingston Fire Department oath before presenting them with their badges and certificates as full-time members of the KFD. The Board congratulated and welcomed the firefighters.

Approval of Minutes:

Motion: Koerner made and Carr seconded a motion to accept the Minutes from the Wardens Meeting on 7/28/22. The minutes were reviewed. There were no comments or questions.

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

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. She explained that some of the collection numbers on the past couple of months' reports were slightly inaccurate and that she corrected them in this month's report. The Board reviewed the report. Axelrod let the Board know that a third delinquency notice had been sent out and that she has had some replies. She also noted that there will be no tax sale this year. Axelrod let the Board know that one account that owes tangible tax is out of business but can't be abated at this time. There was no further discussion or questions.

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

URI Report:

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

Jagoda presented the URI Report. The Board reviewed the report. He noted the following: the Plains Road South Parking Lot should be done by next Wednesday; West Tootell Gym and the Fine Arts Center work continues; the steam line (complex) will be finished by next week; and Rodman Hall still needs

some work. Jagoda let the Board know that five interviews were held for the Fire & Safety Technician position today, and it was narrowed down to two. He also noted that Alarm Tech positions were posted today, the position for Director of Operations has been posted and patrol positions are down by five. There was no further discussion or questions.

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

Chief's Report:

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

Reed presented the Chief's Report. Reed let the Board know that as of this date, KFD has had a total of 434 emergency responses this year with 37 calls taking place so far this month. He noted that our department assisted the Southern League Departments on August 13th by standing by in Hope Valley headquarters for about six hours while the area crews fought a stubborn brush fire. He let the Board know that there has been no new maintenance or building repair issues and our apparatus has had no major issues or repairs. Reed also noted that our annual DOT inspections will take place this month and in October we will have the annual ground ladder and aerial ladder tests. He let the Board know that we have worked with the URI staff to institute a new procedure for resetting alarms to allow building users and occupants to return sooner and that this process will also lesson the need for a fire alarm tech to respond after hours.

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

Treasurer's Report:

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

Vignali presented the Treasurer's Report. The Board reviewed the report. Vignali let the Board know that the audit fieldwork for KFD's FY2021-22 audit will take place on 9/13/22 at KFD.

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

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

Next Meetings:

- October 20, 2022 at 9:30 a.m.

New Business:

- **Use of Training Grounds Agreement and Fees:** The Board started to discuss the annual fees for use of the training grounds and the need for a possible agreement. It was decided that Flatley will be the contact person for deliberations and discussions.

Old Business:

- **Policy Review Update:** The Board preliminary reviewed the Reserve Funds and Appeals Board Policies and agreed to place them on the September Wardens Meeting agenda for

official review and posting. Vignali is reviewing the policy for Reserve Funds. It was noted that at least one case over the years has been heard by the Appeals Board.

- **Radio System Project Update:** Reed noted that there has been no real movement on the project and that it is still in the discussion stage.
- **Update on KFD Articles of Incorporation:** It was noted that these were not passed by the State Legislature during the last session. There was a discussion about whether the Articles were still in Legislative Committee for review and whose responsibility it is to follow-up.
- **American Rescue Plan Act Covid-19 Response and Recovery Funding Update:** There was some discussion about whether it is still possible for KFD to be a recipient of some of the funding awarded to the Town of South Kingstown.

Communications: Joe Coduri requested historical information for the book he is writing on RI's Fire Departments. Reed said that he could send some pictures, etc.

Information: None

Future Planning: None

Next Meetings:

- September 22, 2022 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- October 27, 2022 at 6:30 PM at the KFD Station - Monthly Wardens Meeting
- December 01, 2022 at 6:30 PM at the KFD Station - Monthly Wardens Meeting

Adjournment:

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

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

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Elizabeth McNab,
Secretary, KFD Board of Wardens