

Draft – Minutes

Kingston Fire District
Board of Wardens' Meeting
01 December 2022

Present: Wardens Bill Flatley, Sandra Koerner, Elizabeth McNab and Doug Carr. Also present were Tax Collector Susan Axelrod, Treasurer Tom Vignali, and District Manager Jenifer Madison.

Absent: Warden Mark Barabe. URI Director of Public Safety & Chief of Police Michael Jagoda, Chief Tom Reed and Deputy Chief Erik Brierley

Call to Order: President Bill Flatley called the Board of Wardens Meeting to order at 6:33 p.m.

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

Approval of Minutes:

Motion: McNab made and Koerner seconded a motion to accept the Minutes from the Wardens Meeting on 10/27/22. The minutes were reviewed. There were no questions.

Flatley and McNab voted to pass the motion. Koerner and Carr abstained since they were not present at the 10/27/22 meeting. Barabe was absent.

Tax Collector's Report:

Motion: Koerner 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 at 60% in its first month and the 2021 tax roll collection rate is at 98.9%. She noted that the 2022 payments are rolling in. Axelrod let the Board know that getting the tax bills out this year was a frustrating process due to the tax software still being a new system; there being glitches in the technology; and that neither the Town of South Kingstown nor the Union Fire District (UFD) has switched over yet. She also noted that Vision sent out the bills late and there are no tutorials or instructions on the new system developed yet and that it is not intuitive to learn but that in the end it will all work out. There was no further discussion or questions.

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

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

The Board reviewed the URI report. There were no questions.

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

Chief's Report:

Motion: Carr made and Flatley seconded a motion to accept the Chief's Report. Madison presented a brief update in Reed's absence. She let the Board know that Chief Reed and Chief Jagoda were attending an awards ceremony hosted by the South Kingstown Police tonight. She noted that Reed and KFD Captain Summerly and KFD Firefighters Z. Reed and Gomes were being recognized for helping to rescue the kayaker in Great Swamp back in late summer.

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

Treasurer's Report:

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

Vignali presented the Treasurer's Report. The Board reviewed the report. Vignali noted that all expenses are trending as expected. Vignali asked Madison to follow-up with Chief Jagoda about two aging receivables for malicious calls. Carr asked Vignali about the status of switching banking; Vignali responded that this would be addressed under Old Business. There was no further discussion or questions.

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

Finance Committee Update: There were no updates.

Next Meetings:

- January 19, 2023 at 9:30 a.m.
- March 16, 2023 at 9:30 a.m.
- 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:

- **Annual Wardens and Open Meetings Schedule for 2023:** The Board reviewed the proposed schedule for the coming year. They also discussed the possibility of calling a Special Meeting to meet with KFD's State Legislators in order to accommodate their legislative schedule.

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

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

- **KVFC Christmas Party Contribution:** Madison let the Board know that as in the past, KFD would like to make a \$1,000 contribution towards the Kingston Volunteer Fire Company's (KVFC) 2022 Christmas Party and Awards Presentation. She noted that the expense would come out of the recruitment and retention budget.

Motion: McNab made and Flatley seconded a motion to approve the \$1,000 contribution towards KVFC's 2022 Christmas Party and Awards Presentation.

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

Old Business:

- **KFD's New Bank Update and Approval:** Vignali let the Board know that as a follow-up to the Board approving closing out KFD's bank accounts at Santander last month, he recommends moving those accounts to People's Credit Union and that the institution is requesting board approval. He noted that like the Santander accounts, two Wardens and he would be listed on the accounts. Flatley asked if this would take care of the issue of being able to bank through a local branch; Vignali responded that it would and that we would be able to be correctly designated as a government agency. There was no further discussion or questions.

Motion: Flatley made and Carr seconded a motion to authorize the opening of KFD checking and savings accounts at People's Credit Union.

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

- **Review of KFD's Legal Needs:** The Board agreed to table this item until all members are present.
- **Update of KFD's Articles of Incorporation:** The Board reviewed and discussed the proposed changes to KFD's Articles of Legislation that were rejected by the State Legislature. No motions were made.
- **Use of Training Grounds Agreement and Fees:** The Board agreed to table this item until a future meeting.
- **Radio System Project Update:** The Board agreed to table this item until a future meeting.

Communications: McNab reminded everyone that KFD's 100th celebration is this summer and wants to make sure that everyone will know what is expected of them. No motions were made.

Information: KVFC Xmas Party – 12/10/22 at Tavern on Main at 6:00 pm
RI Southern Firefighters' League (RISFFL) Legislator's Night – 01/23/23 @ 7:00 p.m.

Future Planning: The Board discussed inviting KFD's State Legislators to a meeting and that it would most likely have to be held on a Monday night due to their upcoming legislative session schedule and that KFD would therefore need to call a Special Meeting for this. Flatley let the Board know that he will contact KFD's legislators to inquire about their availability and that KFD can then call a Special "Meet and Greet" Meeting in February after it is voted on and approved during KFD's next Wardens Meeting on 01/26/23.

Next Meetings:

- January 26, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- February 23, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- March 23, 2023 at 6:30 PM at the KFD Station – Monthly Wardens Meeting
- April 13, 2023 at 6:30 PM at the KFD Station – Budget Hearing

- April 13, 2023 at 6:30 PM (following Budget Hearing) at the KFD Station – Monthly Wardens Meeting
- 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: Koerner made and McNab 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 7:29 p.m.

Respectfully submitted,

Jenifer Madison
District Manager