

Draft – Minutes

Kingston Fire District
Board of Wardens' Meeting
26 January 2023

Present: Wardens Bill Flatley, Sandra Koerner, Elizabeth McNab, Mark Barabe and Doug Carr. Also present were Tax Collector Susan Axelrod, URI Director of Public Safety & Chief of Police Michael Jagoda, Chief Tom Reed and District Manager Jenifer Madison.

Absent: Treasurer Tom Vignali and Deputy Chief Erik Brierley.

Call to Order: President Bill Flatley called the Board of Wardens Meeting to order at 6:36 p.m.

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

Approval of Minutes:

Motion: McNab made and Carr seconded a motion to accept the Minutes from the Wardens Meeting on 01/26/23. The minutes were reviewed. There were no questions.

Flatley, Koerner, McNab and Carr voted to pass the motion. Barabe abstained since he was not present at the 01/26/23 meeting.

Tax Collector's Report:

Motion: McNab 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 the 2022 tax roll collection rate is 94%. She reviewed with the Board how many accounts were delinquent and how much was due for previous tax years 2021, 2020 and 2019. Axelrod noted that she will start sending out delinquency notices in February. She let the Board know initially there were some bumps within the process of Vision Government Solutions getting out the 2022 bills, but then it smoothed out. There was no further discussion or questions.

The motion passed unanimously.

URI Report:

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

Jagoda presented the URI Report. The Board reviewed the report. Jagoda let the Board know that the students are back on campus for spring semester. He also noted that URI is probably returning to a three-day graduation format over Friday, Saturday and Sunday, with the main ceremony taking place on Saturday. There were no questions.

The motion passed unanimously.

Chief's Report:

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

Reed presented the Chief's Report. He let the Board know that to date, KFD responded to a total of 32 emergency responses this year and finished 2022 with a total of 720 calls. While most of the 2023 calls have been mundane, Reed noted that KFD responded to two residential building fires, one on Christmas Eve and the other the day after Christmas. He let the Board know that KFD also responded to two calls related to frozen/broken pipes on the URI campus on Christmas Day; he noted that he was pleased that all these calls resulted only in property damage and there were no injuries. Reed noted that KFD will be starting some interior building projects including upgrading and repairing worn out sheetrock in our corridors and getting the floors stripped, waxed and sealed. He also let the Board know that we have a larger building project coming up next year which will involve updating our resident bathrooms. Reed also noted that we have met with a couple of dealers/manufacturers to begin the process of replacing our heavy rescue truck and that he has been working with KFD's Captain, Lieutenants and other firefighters on this project; he estimated the replacement cost at about \$750,000. Reed let the Board know that the RI Southern Firefighters League (RISFFL) held their annual Legislator's Night on 01/23/2023 and that while only one lawmaker from the Town of South Kingstown was in attendance, it was a great opportunity to discuss topics relevant to the fire service in the state. Lastly, Reed noted that he is meeting with Union Fire District (UFD) Chief Pinch and the Town Manager next week to discuss the distribution of the American Rescue Plan Act (ARPA) funds the Town received; he stated that there has been no movement and that KFD and UFD are the only two fire districts in the RISFFL who have not received any ARPA funds to date. There was no further discussion or questions.

The motion passed unanimously.

Treasurer's Report:

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

Madison presented the Treasurer's Report in Vignali's absence. The Board reviewed the report. Madison reviewed the balance sheets and profit and loss statements for the operating and capital projects funds. She also updated the Board on the status of the ageing malicious call invoices in accounts receivable. She noted that there will not be restitution paid for either the Eddy Hall Incident or the Hutchinson Dorm Incident and suggested that the Board may want to abate these invoices based on what we have done in the past in these circumstances. Flatley asked about the process for this; Reed noted that there is no formal process but that he and Jagoda are going to work on this.

Motion: Flatley made and Koerner seconded a motion to abate the Eddy Hall Incident and Hutchinson Dorm Incident invoices in the amount of \$500 each, for a total of \$1,000.

The motion passed unanimously.

There was no further discussion or questions about the Treasurer's Report.

The motion passed unanimously.

Finance Committee Update: Barabe presented the information that was discussed at the 01/19/23 Finance Committee Meeting. Barabe let the Board know that the Committee discussed KFD's current

operating expenses and reviewed budget planning for FY2023-24. He noted that the Committee reviewed KFD's truck replacement and related debt service schedules and that KFD is planning on the delivery of a new rescue truck at the end of 2024 when the current debt service for Engine 8 and Rescue 6 will be retired.

Next Meetings:

- 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:

- **RI Open Meeting Act Reminders:** Madison distributed a short guide on the Open Meeting Act and reviewed it with the Board as an annual refresher. There were no questions or further discussion.

Old Business:

- **Review of KFD's Legal Needs:** The Board agreed to table this item until a future meeting.
- **Update of KFD's Articles of Incorporation:** Flatley let the Board know that he had spoken to KFD's RI State Representative Kathleen Fogarty and that she agreed to help us navigate the legal process for getting the proposed changes made to our Articles of Legislation. He noted that the Committee has scheduled a meeting with her on 01/27/23 and that the Committee will report back to the Board at the next Wardens Meeting on 02/23/23. No motions were made.
- **Use of Training Grounds Agreement and Fees:** Reed let the Board know there has been no movement on this.
- **Radio System Project Update:** Reed let the Board know that the Tefft Hill and Mautucket sites are supposed to be up next month. He noted that most of the equipment is installed but that there have been construction delays due to supply issues. There were no questions or further discussion.
- **American Rescue Plan Act – Covid-19 Response and Recovery (ARPA) Funding Update:** See update in Chief's Report above.

Communications: There were no updates. No motions were made.

Information: There were no updates. No motions were made.

Future Planning: Reed suggested eliminating a couple of Warden's Meetings from the annual calendar noting that he does not feel 11 are needed each year. The Board will review at a future meeting.

Next Meetings:

- 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 and Barabe seconded a motion to adjourn the meeting.

The motion passed unanimously.

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Jenifer Madison
District Manager