

Minutes

Kingston Fire District
Board of Wardens' Meeting
22 September 2022

Present: Wardens Sandra Koerner, Elizabeth McNab, Mark Barabe and Doug Carr. Also present were Tax Collector Susan Axelrod, Chief Tom Reed (arrived at 7:00 p.m.) and District Manager Jenifer Madison.

Absent: Warden Bill Flatley, Treasurer Tom Vignali, URI Director of Public Safety & Chief of Police Michael Jagoda and Deputy Chief Erik Brierley.

Call to Order: Vice-President Sandra Koerner called the Board of Wardens Meeting to order at 6:28 p.m.

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

Promotion to Firefighter: The Board agreed to table the promotion until the next Warden's Meeting on 10/27/22 when the Chiefs can be present.

Approval of Minutes:

Motion: McNab made and Carr seconded a motion to accept the Minutes from the Wardens Meeting on 8/25//22. The minutes were reviewed. McNab requested three typo corrections. There were no further comments or questions.

Koerner, McNab and Carr voted to pass the motion with the corrections. Barabe abstained since he was not present at the 8/25/22 meeting. Flatley was absent.

Tax Collector's Report:

Motion: Barabe made and McNab 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 2021 tax roll collection rate is at about 98.8%. She noted that KFD is still collecting some 2021 taxes and that we are getting ready to send out the 2022 tax bills. There was no further discussion or questions.

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

URI Report:

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

The Board reviewed the URI report. There was no further discussion or questions.

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

Chief's Report:

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

The Board reviewed the Chief's Report. There was no further discussion or questions.

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

Treasurer's Report:

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

Madison presented the Treasurer's Report in Vignali's absence. The Board reviewed the report. There was no further discussion or questions.

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

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

Next Meetings:

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

New Business:

- **Approval of 2022 Tax Rate:** Axelrod presented a table of proposed tax rates, the net levy and the amount they would provide. The Board reviewed the proposed rates. Axelrod let the Board know about the Town of South Kingstown's property valuation increases that went into effect for the 2022 tax year. The Board considered and discussed KFD past years' tax rates and net levies.

Motion: Barabe made and McNab seconded a motion to set the 2022 Tax Rate at 0.735 per thousand.

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

- **Review of KFD's Legal Needs:** The Board agreed to table this discussion until a future meeting when Flatley can be present.
- **Policy Review:**
 - Policies for Review and Approval:
 - **Adoption of Policies and Guidelines Statements**
 - **Press Relations**

Motion: McNab made and Carr seconded a motion to approve the Adoption of Policies and Guidelines Statements and Press Relations Policies. There were no questions or discussion.

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

○ **Policies for Review and Posting:**

▪ **Reserve Funds:**

Motion: Barabe made and Carr seconded a motion to post the policy for further review. There were no questions or discussion.

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

▪ **Appeals Board:**

Motion: McNab made and Barabe seconded a motion to approve the Appeals Board policy.

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

Old Business:

- **Use of Training Grounds Agreement and Fees:** Reed let the Board know that he has been in contact with the Union Fire District (UFD) Administrator John Blessing and that KFD and UFD are trying to move towards creating a Memorandum of Understanding.
- **Radio System Project Update:** Reed let the Board know that there have been ongoing meetings about the project but not a lot of progress. He noted that the drawings for the Station 6 Tower site were approved and that we are hoping for approval by the middle of October so that two sites can be up for winter.
- **Update on KFD Articles of Incorporation:** Reed let the Board know that he spoke with KFD Attorney Noelle Clapham and KFD's proposed changes to our Articles of Legislation did not pass the Rhode Island State Legislature and were considered dead in committee because eligibility to vote in fire districts is a hot button topic across the state right now. He noted that Clapham advised that KFD will have to start the process over again. Barabe noted that he will follow-up with Clapham. Reed also let the Board know that Clapham informed him that both KFD and UFD as well as all the fire districts in Rhode Island are mentioned in a lawsuit regarding plan review fees; he noted that both KFD and UFD are in compliance.
- **American Rescue Plan Act Covid-19 Response and Recovery Funding Update:** Reed noted that there has been no movement or discussion. He noted this initiative is under review by the new South Kingstown Town Manager.

Communications: Reed let the Board know that the KFD station will not be a drop off location for the Boy Scouts Food Drive this year.

Information: Madison let the Board know that representatives from KFD's auditor, Wadovick and Company, were here today to conduct fieldwork for our FY2021-22 audit.

Future Planning: None

Next Meetings:

- 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: McNab made and Barabe seconded a motion to adjourn the meeting.

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

The meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Jenifer Madison
District Manager