

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND ROAD, WAKEFIELD, RI 02879
October 6th, 2025
7:00 p.m.**

Wardens: Present: Mark Nelson (Chairman), Richard Collinson, Kathleen Mack, Anthony Manzo and Joeseeph Mason

Others Present: Chief Steven Pinch, Legal Counsel Tim Bliss, District Administrator Brian Mahoney

CALL TO ORDER: Warden Nelson calls the meeting to order and confirms the presence of the Board of Wardens for the Union Fire District of South Kingstown (UFD) at 7:00 p.m.

APPROVAL OF MINUTES OF THE WARDENS MEETING:

Warden Collinson makes a motion to approve the minutes from the September 15, 2025 Wardens meeting. Warden Nelson seconded the motion. All voted in favor, and the motion carried.

COMMITTEE REPORTS:

Chief's Report

- Chief Pinch discusses a new public service video with the UFD PR company to educate the public about moving over for emergency vehicles.
- A recruitment video featuring female firefighters for has been filmed and will be posted on social media.
- The Chief spoke about the annual firefighter memorial and parade thanking all the firefighters who participated and stating it was a great turnout of UFD members.
- Chief Pinch participated in a grave service with Station 1 for a grave side service for Lieutenant Byron Love, a firefighter who died in the line of duty in 1968. He spoke about the services and how it was an honor to be a part of the event.
- He reported updates about the SK High School CTE Firefighting class mentioning that turnout gear has been ordered and the class has completed first aid, CPR, and AED training. Next they will be learning stop the bleed and how to package patients and back board use.

Building Committee Report

- District Admin Mahoney spoke about being in contact with the architect for the upcoming Station 3 and Aberdeen project and questions that had come up from a recent building committee meeting. He states the bid should be able to go out shortly.
- He reports that the 50 total year lease for Station 3 has been completed and fully recorded in the Town of South Kingstown.

- Maintenance Technician Dan Nolan spoke about the punch list for Station 7. He shared that the high electrical drops in the tuck bay have been completed. Also that the smoke alarm mismatched sensors has been corrected. Dan mentioned that Tower Construction still has gutter fix to complete. Warden Nelson spoke about the siding repair which is not complete at this time.
- District Admin Mahoney states he has not received communication back from Tower Construction yet about accepting the UFD offer to pay half of the flooring change proposal.
- District Admin Mahoney brings up the open item of speaker installation at Station 7 from vendor Marcus Communication. He speaks about the original quote pricing of \$14,410 being for 9 speakers at the station but only 5 were completed in total. He updates that he has been communicating with Marcus about the original quote, received invoice, and a \$886 credit Marus offered off the invoice for a total of \$11,794.48. Chief Whaley spoke about the Marcus installer running into issues with rated firewall when looking at the installation of the bathroom speakers and surface mount versus the wiring running through the walls. Station 7 Captain Allbee spoke about the original quote and the company coming out when walls were already up stating that the line shouldn't have an issue running to the bathroom. Captain Allbee spoke about Marcus only completing half the job and job site issues that arose. Discussion continued about the firewall and installation of speakers in the bathrooms being originally approved by the board of Wardens. Warden Manzo spoke about the option of accepting the credit from Marcus and contracting someone else to complete the installation. District Admin Mahoney states he will go back to Marcus to pursue further credits and a more detailed invoice. Warden Nelson speaks to the idea of not accepting the credit and having Marcus install the speakers as Station 7 has requested. Discussion continued about getting the speakers installed, the timeline to get this done, and District Admin Mahoney confirmed there are other MPA companies that could price this work out for the UFD.

Truck Report

- Chief Cinquegrana reports engine all trucks are in service.

Grant Report

- Captain Parks reports the Lincoln Financial reimbursement for \$38,000 has been submitted to FEMA and is currently pending. Also stating that for this years grant the last open invoice will be for the upcoming firefighter physicals.
- District Admin Mahoney reports speaking to Kevin Quinn and their consensus being to continue to submit all invoices even with the current government shutdown in place.

NEW BUSINESS

Schedule Update

- District Admin Mahoney reports that there were an error on the previous meetings 2025-2026 Warden and Budget schedule. He explains that the date presented as a Wardens meeting on Tuesday March 17th 2026 should be changed to Monday March 16th 2026.

Motions and approvals of projects and equipment

- Warden Manzo makes a motion to approve the purchase of (2) sets of turnout gear from Northeast Rescue Systems \$7,096. Warden Mack seconded the motion. All voted in favor, and the motion carried.
- Warden Collinson makes a motion to approve purchase of computer network switches from CDW-G for \$6,773.82. Warden Manzo seconded the motion. All voted in favor, and the motion carried.
- Warden Nelson makes a motion to approve the purchase of UHF portable radios and components for new Engine 11 and new Engine 13 for a combined total of \$14,045.22 from Marcus Communications. Warden Mack seconded the motion. Discussion was had about Marcus being the same vendor that installed the speakers at Station 7. District Admin Mahoney spoke about having separate communications with Marcus based on sitework at Station 7 and quotes for portable radio systems. All voted in favor, and the motion carried.
- Warden Collinson makes a motion to approve the purchase of challenge coins for the Fire Marshals office from Lapel Pins Plus for \$1,287.00 Warden Mack seconded the motion. All voted in favor, and the motion carried.

Executive Session Move

- Warden Nelson makes a motion to convene into the scheduled executive session per Rhode Island General Law 42-46-5(a)(1). Warden Collinson asks if the comments from citizens/firefighters could be moved ahead of the executive session. Warden Nelson tables his motion to enter executive session and Warden Collinson makes a motion to move the executive session until after the comments from citizens/firefighters on the agenda. Warden Nelson seconded the motion. All voted in favor, and the motion carried.

COMMENTS FROM CITIZENS/FIREFIGHTERS

- Warden Nelson opened the floor to all comments. He started off the session by commending everyone who worked on the firefighters memorial parade and that this event was great for the UFD.
- Warden Collinson discussed the Aberdeen golf tournament stating it was a blast and that people he hadn't seen in years came out to support the event.
- Warden Mack and District Admin Mahoney commented on the UFD gym tile work. Admin Mahoney relayed that the PO has been issued.

Executive Session Rhode Island General Law 42-46-5(a)(1)

- Warden Nelson makes a motion to enter into executive session per RI General Law 42-46-5(a)(1). Warden Collinson seconded the motion. All voted in favor, and the motion carried. Executive session was entered at 7:26pm.

- Warden Nelson announces that the board is back in open session at 8:10pm and the room was opened back up. He discloses that there were (4) votes were taken in the executive session and that all votes were unanimously approved. The first vote was to terminate the individual that was discussed. The second was to offer a severance package. The third was to seal the minutes of the executive session. And the fourth was to reconvene into open session.

AJOURNMENT

- After all business was completed Warden Nelson asked for a motion to adjourn. Warden Manzo makes a motion to adjourn. Warden Mack seconded the motion. All voted in favor, and the motion carried. Meeting adjourned at 8:13pm.

Respectfully submitted,

Brian C. Mahoney
District Clerk

Date Amended_____

Date Accepted_____

I, Brian C. Mahoney, do certify that the attached minutes are a true and accurate copy of the October 6, 2025, meeting of the Board of Wardens of the Union Fire District and that they have not been amended except as cited above.

Brian C. Mahoney
District Clerk