

**UNION FIRE DISTRICT BOARD OF WARDENS  
MEETING MINUTES  
131 ASA POND ROAD, WAKEFIELD, RI 02879  
November 3rd, 2025  
7:00 p.m.**

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

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

Absent: Warden Joseph Mason

**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 7:01 P.M.

**APPROVAL OF MINUTES OF THE WARDENS MEETING:**

Warden Collinson makes a motion to approve the minutes from the October 20, 2025 Wardens meeting. Warden Manzo seconded the motion. All voted in favor, and the motion carried.

**COMMITTEE REPORTS:**

**Chief's Report**

- Chief has worked with PR company, produced three new female firefighter spotlight videos and a mobile safety video; phased rollout planned for social media.
- He attended a recruitment/retention conference in Connecticut and will meet with the district's recruitment/retention group to discuss actionable ideas learned from event.
- Chief thanks Chief Cinquegrana for his effort to hand stack the pallets on the training ground to clean up the area. He also thanks Sean Young and everyone who worked on getting the gym floor done.
- The High School class has finished fire behavior and is starting to work on hose lines.
- Discussion was had about a recent motorcycle fire near the South County Commons and the challenges with the roadways.

**Building Committee Report**

- District Admin Mahoney reports that he spoke to architect Dave Horton about the Forestry Bid and Dave needed more time to finalize some of the bid details but will have it to the UFD by 11/4/25.
- He gives the update that Tower Construction still has outstanding items on the punch list for the new Matunuck Station, including siding and gutters.

**Truck Report**

- Chief Cinquegrana reports engine 18 and Ladder 1. The prognosis is that ladder 1 repairs will be completed by the end of the week

## **Grant Report**

- Kevin Quinn speaks about the current government shutdown and that everything at FEMA is closed.
- District Admin Mahoney reports that the only grant related outstanding invoice the UFD has is for the firefighter physicals.

## **NEW BUSINESS**

### **Motions and approvals for an event and administrative item**

- Warden Collinson makes a motion to allow Attleboro Fire to use district training facility Dec 4, 2025 at no fee other than UFD staff cost. Warden Mack seconded the motion. There was discussion about the strong partnership with Attleboro's training officer Dan Murray who is also a UFD member. All voted in favor, and the motion carried.
- Chief Pinch recommended tabling revisions to SOG 06-020 until the Health and Wellness Committee can. Warden Collinson makes a motion to table this item. Warden Mack seconded the motion. All voted in favor, and the motion carried.

### **Matunuck Station items and motion**

- District Admin Mahoney updates the board about his communications with the architect and Tower Construction. He explains that Tower is looking for final payment of \$73,098.29 but the Wardens can decide the next step as there are open construction items. Discussion is conducted by the board on whether Tower should be paid a percentage of the invoice or none until further work is completed. No vote was taken at this time.
- District Admin Mahoney spoke about the proposed (3) speaker quote from Marcus Communications for the Matunuck station bathrooms, noting that the additional speaker for the basement was significantly more expensive. Warden Collinson makes a motion to approve the installation of (3) bathroom speakers by Marcus Communications. Warden Mack seconded the motion. All voted in favor, and the motion carried.

### **Motions and approvals communications and site work**

- Warden Nelson makes a motion to approve the purchase of (25) pagers and accessories from Marcus Communication for \$13,686.00. Warden Manzo seconded the motion. All voted in favor, and the motion carried.
- Warden Manzo makes a motion to approve the purchase of (4) merge boxes from Marcus Communication for \$11,456.40. Warden Nelson seconded the motion. All voted in favor, and the motion carried.
- Warden Nelson makes a motion to approve A and M Metal Roofing to replace the Peacedale station roof for \$78,500.00. Warden Manzo seconded the motion. District Admin Mahoney discusses the timeline being by the end of November and that the vendor would work with us on keeping the truck bay open during replacement. He also

reported that this will be a membrane roof over the concrete deck. All voted in favor, and the motion carried.

- District Admin Mahoney recommended tabling the potential motion for the training ground access gate. He explains that he is waiting on a vendor's bid to reuse the current metal gate owned by the UFD which would be about \$10,000 in cost savings. Warden Nelson makes a motion to table this item. Warden Mack seconded the motion. All voted in favor, and the motion carried.

### **COMMENTS FROM CITIZENS/FIREFIGHTERS**

- Warden Collinson discussed how the training ground has turned into a dumping ground. Warden Nelson follows up asking the crowd to keep an eye open for the site so it can be maintained properly. District Admin Mahoney will follow up with the recreation department about dumping.
- Warden Nelson recognizes Sean Young for getting the basement gym project completed.

### **AJOURNMENT**

- After all business was completed Warden Nelson asked for a motion to adjourn. Warden Collinson makes a motion to adjourn. Warden Mack seconded the motion. All voted in favor, and the motion carried. Meeting adjourned at 7:24pm.

Respectfully submitted,

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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 November 3, 2025, meeting of the Board of Wardens of the Union Fire District and that they have not been amended except as cited above.

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Brian C. Mahoney  
District Clerk