

**UNION FIRE DISTRICT BOARD OF WARDENS  
MEETING MINUTES  
131 ASA POND ROAD, WAKEFIELD, RI 02879  
January 5th, 2026  
7:00 p.m.**

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

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 7:01 P.M.

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

Warden Collinson makes a motion to approve the minutes from the December 15, 2025 Warden's meeting. Warden Manzo seconded the motion. All voted in favor, and the motion carried.

**COMMITTEE REPORTS:**

**Chief's Report**

- Chief Pinch reports that UFD call volume was just under 1,600 calls for the year. He notes this trend is increasing as the town gets busier. The Chief thanks all the members for handling these calls.
- The Chief reports that a higher total number of members have qualified for LOSAP.
- He spoke about the duty shift reports, comparing the last 3 years data. Noting that unfilled shifts have gone down this year.
- The HS Class is working on ICS with FEMA and getting their 100 and 200 certifications.
- Chief Pinch notes that the Southern League is hosting its yearly event on 1/26/26 and invites the Wardens to attend.

**Building Committee Report**

- District Administrator Mahoney reports the Peacedale station roof is complete and awaiting final certification
- He also speaks about maintenance tech Dan Nolan working with Tower Construction and Reagan Heating on heating regulation issues at the Matunuck station.
- Chief Pinch asks about permitting updates for the Foresty station, DA Mahoney states there is no update at this time.
- Warden Nelson mentions that plans for the Wakefield station are in the work and a meeting will be scheduled to discuss.

**Grant Report**

- Kevin Quinn speaks about a federal program he has been working on that has passed. The program is part of the honoring our fallen hero's pact which adds 20 cancers to its list for firefighters under occupational and volunteer members.
- He reports that the UFD is waiting on decisions on (2) FEMA grants, and he is continuing to work with Chief Pinch on the AFG grant.

## **OLD BUSINESS:**

### **Tabled Topics**

- District Admin Mahoney speaks about potential payment to Tower Construction for the new Matunuck station. He reports that Tower Construction has stated they cannot get any prices for the requested siding replacement and the original installer will not come back to give them a price. Discussion was had about Tower needing to get the UFD a total to complete this work. Warden Nelson makes a motion to table this item. Warden Manzo seconded the motion. The wardens discuss the siding further to clarify the issue with how it is currently installed and how it was supposed to mirror the siding at the Tower Hill station. DA Mahoney confirms that the architect and Tower Construction have architectural drawings for this correction and that the money owed is for retainage. All voted in favor, and the motion carried.
- DA Mahoney reports that a 3<sup>rd</sup> bid was received for the Admin gate project. He notes that the budget for this project was \$60,000 and that the recommended bidder Citiworks Corp. came in at a price of \$40,717. Warden Collinson makes a motion to approve the Admin gate recommended bidder of Citiworks Corp for \$40,717. Warden Nelson seconded the motion. Warden Collinson asks for clarification about the electrical and DA Mahoney reports that the electrical work and programming will be separate from this bid. Captain Allbee who works on UFD technology, confirms the gate openers and operations options after the gate is installed. DA Mahoney confirmed that the bids were all scoped the same which did not include removing other onsite fences. All voted in favor, and the motion carried.
- DA Mahoney speaks about the signing of a quitclaim deed to turn over the property at 300 Columbia Street from the UFD to the Town of South Kingstown. He speaks about the original agreement between the UFD and SK School department from 1967 and the clauses included. He suggests the removal of the alcohol policy, reverter clause, and a plaque in perpetuity to be added to the quitclaim deed. Warden Nelson makes a motion to approve proceeding with the quitclaim deed with the presented language. Warden Collinson seconded the motion. All voted in favor, and the motion carried.

## **NEW BUSINESS**

### **Motions for vehicle and boat equipment**

- Warden Collinson makes a motion to approve the purchase of lighting, siren, and radio for Brush 20 from Strobes N More for \$18,549.64. Warden Mason seconded the motion. Warden Mack asks if this is part of the budget for Brush 20 and if tools will be needed,

mechanic/Captain Coyle explains this is budgeted and most of the tools are already owned by the UFD. All voted in favor, and the motion carried.

- Warden Manzo makes a motion to approve the purchase of (4) outboard motors from Ocean House Marina Inc. for \$20,301.00. Warden Nelson seconded the motion. Warden Collinson asks for clarification on the motors and mechanic Coyle speaks about the sizes of motors and that the price includes motor installation on the UFD Whaler. All voted in favor, and the motion carried.
- Chief Pinch presents the annual donation to the RIAFC CIST and LAST fund. Warden Collinson makes a motion to approve matching the 2024 donation to the CIST And LAST fund. Warden Mack seconded the motion. All voted in favor, and the motion carried.
- DA Mahoney presents a request from Ballou Electrical Services to use the UFD Training room on 2/21,2/28,3/21,3/28,4/18,4/25 at a rate per the policy of \$200 per day. Warden Mack makes a motion to approve the use of the UFD training room on the presented dates. Warden Collinson seconded the motion. Chief Pinch speaks about the normal room rental procedure to rent the room to fire related services and that this may increase the UFD's requests from other organizations to use the room. All voted in favor, and the motion carried.

**COMMENTS FROM CITIZENS/FIREFIGHTERS**

- Warden Nelson wishes everyone a happy New Year.
- Warden Mack reminds everyone that budget season is approaching and if stations need anything to contact the admin staff and Wardens.
- Chief Pinch reminds everyone about the upcoming dinner on the 26th and asks the Wardens to let him know if they will be attending.

**AJOURNMENT**

- After all business was completed Warden Nelson asked for a motion to adjourn. Warden Collinson makes a motion to adjourn. Warden Manzo seconded the motion. All voted in favor, and the motion carried. Meeting adjourned at 7:32PM.

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 January 5, 2026, 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