

**UNION FIRE DISTRICT BOARD OF WARDENS
MEETING MINUTES
131 ASA POND ROAD, WAKEFIELD, RI 02879
January 20th, 2026
7:00 p.m.**

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

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

Not Present: Richard Collinson

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 January 05, 2026 Warden's meeting. Warden Manzo seconded the motion. All voted in favor, and the motion carried.

COMMITTEE REPORTS:

Chief's Report

- Chief Pinch requested and observed a moment of silence for UFD life member and supporter John Sheldon who passed away.
- The Chief reported out about the fire on Woodruff Ave. He spoke about Engine 1 arriving within 4 minutes, the fire was knocked down quickly, and there were no injuries. The Chief commended the firefighter's performance and noted that the operation ran smoothly.
- The Chief shared that LOSAP was completed and 87 members qualified, the highest number in quite some time. He commended the recruitment and retention group for their work.
- The Chief reported out about the Fire Dept Safety Office Conference he attended. He spoke about best practices and procedures that can be implemented locally and noted that the UFD is performing well compared to similar sized districts.
- The Chief spoke about being invited to the Southern League meeting to speak about the SK High School Firefighter class.
- The Chief reported on tax exempt status and exploring options similar to what the State of NY is working on.
- The final topic he reported on was the High School Firefighter class updating the Wardens that the students are completing midterms. Also that 17 students have already signed up for next school years program

Building Committee Report

- District Administrator Mahoney reports that pallets of lights have been received for the LED upgrade program. He notes working on a installation schedule with the electrician.

- DA Mahoney reports that the building committee has recently met to discuss capital projects including the new West Kingston Station, Forestry project, and the Wakefield station renovation
- DA Mahoney reports that he will be meeting with Martone Construction on timelines and project details for the Forestry project.

Training Report

- This topic was deferred until Chief Bradley could return from a fire call.

Truck Report

- Chief Cinquegrana reports that all trucks are in service.

IT Report

- Captain Allbee reports that the IT team has a quote in hand to replace the phone systems at the UFD headquarters to correct some of the current issues.

Recruitment and Retention Report

- Chief Duckworth reports that TJ Lee has been working on an award ceremony for the Spring. He also reports that a Winter dinner is being planned for the firefighters.
- Chief Duckworth reports that there is 3 new membership applications and none have been placed yet.
- Chief Pinch speaks about the state volunteer website and that he has sent 2 recruitment leads to TJ Lee.

Grant Report

- DA Mahoney reads the grant report provided by Kevin Quinn. Kevin Quinn's reports that reimbursement are on track, FEMA AFG for \$178,000 is awaiting decision, and FP and S waiting decision. The report speaks about continuing to monitor FEMA and other grants and UFD will be submitting for the next cycle of AFG and FP and S grants.

OLD BUSINESS:

Updates on old business

- District Admin Mahoney started old business with agenda item payment to Tower Construction noting that they have an open AIA for roughly \$73,000. He reports that Al from Tower Construction reached out and he would be in contact with him after the meeting. Warden Collinson makes a motion to table payment to Tower Construction. Warden Nelson seconded the motion. All voted in favor, and the motion carried.
- Warden Nelson made a motion to approve the signing of the quitclaim deed for the property at 300 Columbia street to change ownership from the UFD to the town of South Kingstown. Warden Mason seconded the motion. Warden Nelson clarified that a UFD will supply a plaque that will be installed on the building per the agreement. All voted in favor, and the motion carried.

- DA Mahoney presents the hiring of a new administrative assistant and gives the interview teams recommendation to hire Thomas Bradley. Warden Mack makes a motion to hire Thomas Bradley. Warden Nelson seconded the motion. All voted in favor, and the motion carried.

NEW BUSINESS

Motions and information about administrative items

- DA Mahoney discusses the RI Trust affiliate program potentially moving forward with the Town of SK. He reports that the projected savings would be roughly 21% for medical and 50% savings on current dental rates. Also that he has been in contact with the deputy town manager who he is going to meet with.
- Chief Pinch reports on the topic of duty shift divers pay increases. He reports that in 2025 there were 20 days that were not covered by the duty truck. He also speaks about how important and effective this program has been to keep the town safe. He speaks about other items that have been put into place to increase drivers and this potential motion would be for a rate increase for weekend and holiday duty trucks. This plan would move duty truck pay to \$125 on weekends and \$150 on holidays. Further discussion was had and Warden Nelson made a motion to approve the increase for duty drivers to \$125 on the weekends and \$150 on holidays. Warden Mason seconded the motion. DA Mahoney asked for clarification if the presented reward program is included. Warden Nelson amended his motion to include the reward program for firefighters. Warden Mack seconded the motion. All voted in favor, and the motion carried.

Purchases of equipment and services

- Warden Manzo makes a motion to approve the purchase of a skid pump for brush 20 from CET Fire Pumps for \$26,079.96. Warden Mack seconded the motion. All voted in favor, and the motion carried.

Fire Marshal, Tax Collector, and Treasurers Reports

- Warden Manzo makes a motion to approve the Fire Marshal's report for December 2025. Warden Mack seconded the motion. All voted in favor, and the motion carried.
- Warden Mack makes a motion to approve the tax collector's report and miscellaneous cash receipts report for December 2025 Warden Manzo seconded the motion. All voted in favor, and the motion carried.
- Warden Nelson makes a motion to approve the Treasurer's report. Warden Manzo seconded the motion. All voted in favor, and the motion carried.

COMMENTS FROM CITIZENS/FIREFIGHTERS

- The floor was opened for comments, and no one submitted any comments.

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 7:21PM.

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 20, 2026 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