

**SHELTER HARBOR FIRE DISTRICT  
BOARD OF GOVERNORS MEETING AGENDA**

**September 23, 2016 at 8:30 a.m.**

**Dunn's Corners Fire Department**

**Station 1**

**1 Langworthy Road**

**Westerly, RI 02891**

**I. Call to Order and Roll Call**

**Called to order at 8:30 AM. Board members Marianne Nardone, Vivian Duff, John Bruno, and Moderator Thomas M. Lloyd, Jr. were present. Officers Nonie Price, Glen Berwick and Richard Gregory were absent. Peter Ruggiero was present as legal counsel and transcribed the minutes. Board member Rick Wiatrowski arrived at 9:20 AM. Marianne Nardone left the meeting at 10:20 AM.**

**II. Public Comment/ SHFD BOG Response**

**Gail Mallard stated that she appreciated the e-mail blast sent out notifying the Shelter Harbor community of this Board of Governors meeting. Ms. Mallard also stated that she was concerned about the proliferation of golf carts and other recreational vehicles being used on roads in the community and operated by what appeared to be minors in an unsafe manner. Ms. Mallard urged the Board to evaluate the situation and consider taking steps to reduce this type of activity.**

**Dick Ferris requested revisions to the minutes of the Board meeting held on July 15, 2016, to better reflect statements and issues he raised at that meeting.**

### **III. Approval of Minutes**

**Motion made by Ms. Duff, seconded by Ms. Nardone to approved the meeting minutes of the July 15, 2016 Board meeting as submitted but with revision to address Mr. Ferris' request. The vote was unanimous to approve as submitted and revised.**

### **IV. Announcements**

**None presented.**

### **V. Correspondence**

**A letter was received from Susan Carter Morgan regarding the improper use of beach passes and misuse of the Sand Trail. The Moderator acknowledged the situation and stated it would present an ongoing issue for consideration and enforcement action by the barrier beach property owners for implementation during the next season.**

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## **VI. Treasurer's Report**

**The Treasurer was absent but had submitted a report to the Board. Based on the report and as requested by the Treasurer, Mr. Bruno made a motion to authorize the Treasurer to issue the stipend payments to the Board members and officers of the District, seconded by Ms. Duff. The vote to approve was unanimous.**

**Ms. Duff also made a motion to authorize the Treasurer to issue payment to Brian T. Reilly in the amount of \$183.04 to reconcile an account, seconded by Mr. Bruno. The vote to approve was unanimous.**

**The Moderator noted that the Treasurer's report also contained a statement regarding the vendor selection for tree trimming in the community. This Moderator mentioned that this issue was set down for discussion and possible action under New Business and would be handled at that time.**

**Ms. Duff made a motion to approve the Treasurer's report, as submitted, which was seconded by Mr. Bruno. The vote to approve was unanimous.**

## **VII. Tax Collector's Report**

**No report was filed.**

## **VIII. Agent and Committee Chair Reports**

### **A. Beach**

**Ms. Duff, the Beach Committee Chair, stated it was a good summer at the guarded community facilities. The Committee did experience a problem with life guard staffing at times due to a state-wide shortage of trained life guards. The Committee plans to work with the Beach Manager to hire more lifeguards next season.**

**Ms. Duff mentioned that some residents had made complaints regarding the condition of the sanitary station enclosures at the beach. Ms. Duff explained it was decided by the Beach Committee to continue repairs on the existing enclosures rather than replace them due to many reasons.**

**The Beach Committee also has discussed reports of misuse of beach stickers. Ms. Duff explained that the Beach Committee will consider this issue further and likely recommend revisions for the next season to prevent abuse and misuse.**

**B. Beanpot – No Report**

**C. By-Laws – No Report**

**D. Community Events – No Report**

**E. Database – No Report**

**F. Directory – No Report**

**G. Finance-No Report**

**H. Harbor Master – No Report**

**I. Public Access Defibrillator – No Report**

**J. Roads**

**No report was issued. However, the Moderator stated that the issue of tree trimming in the community has been placed on this agenda under New Business and will be discussed at that time.**

**K. Safety & Security-No Report**

**L. Tennis – No Report**

**M. SHFD Website – No Report**

**IX. Old Business**

**A. Directors and Officers Insurance**

**The Moderator opened a discussion regarding whether the Board should increase their Directors and Officers insurance coverage above the present \$1 million dollar amount. The Moderator reviewed the study and recommendations on the issue provided by the Finance Committee and facilitated a general discussion among the Board members.**

**After a deliberate discussion on the issue, which included the pros and cons of leaving the status quo and increasing the coverage, the Moderator asked for a motion. Ms. Duff made a motion to increase the coverage to \$2 million dollars, which was seconded by Mr. Bruno. The vote carried on a 4 to 1 vote, with Mr. Lloyd casting the dissenting vote.**

## **X. New Business**

### **A. Election of Vice Moderator**

**The Moderator requested nominations for the position of Vice Moderator. Ms. Duff nominated John Bruno as Vice Moderator. No other nominations were made. The Moderator asked Mr. Bruno if he would accept the appointment, to which Mr. Bruno agreed. The Moderator called for a vote on the nomination that Mr. Bruno serves as Vice Moderator, the nomination carried unanimously.**

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### **B. Tree Trimming**

**The Moderator stated that Jack Waters coordinated vendor proposals**

for tree trimming in the community. The Moderator requested Mr. Waters to present his findings to the Board.

Mr. Waters stated that two proposals were received by local vendors; Ocean State Tree and Palmer Tree. Mr. Waters explained that he organized a site visit by each vendor to try and obtain comparable proposals for the envisioned work. The effort would concentrate on removing any dead trees and limbs, along with removal of low hanging branches.

Mr. Waters stated the Ocean State submitted a proposal for \$13, 275 and Palmer Tree's proposal was for \$16,000. Mr. Waters stated that the proposal differences were attributable to the work estimates made by each vendor. Ocean State estimated the work would take 8 days with a 3 person crew, while Palmer estimated the work would take 10 days with a 4 person crew.

The Board had a lengthy and detailed discussion regarding the reasons for the different estimates, the predicable accuracy of the estimates, the work quality of each vendor and personal experiences with each vendor. Two members of the public in attendance also provided their comments and opinions on the subject. The Moderator stated that Board member Michael McEntee, who was absent, did submit a written objection to the bid solicitation process and work estimates submitted by both bidders which he asked be entered into the record on this matter.

**The Moderator stated that recommendation submitted by Mr. Waters and others who assisted him in organizing the bid solicitation was to select Ocean State Tree. Ms. Duff made a motion to award the tree trimming based on the recommendation with the additional condition that if follow-up trimming is required in the spring it be included in the price estimate and that no additional costs for material removal be associated with the work. The motion was seconded by Mr Bruno. The vote was unanimous to approve.**

### **C. Shelter Harbor Inn – Fire District Amenities and Access**

**The Moderator provided an update on the status of the Shelter Harbor Inn and its possible sale and/or foreclosure by its primary lender. The discussion among the Board members involved whether and what type of District amenities the District is required to provide the Inn. The Moderator referenced a 1981 contract outlining some of the issues involved in this matter. The Moderator recommended that the Board take up this issue at the next meeting to better define their position and obligations. No action was taken.**

### **D. Golf Carts on Shelter Harbor Roads**

**The Moderator recognized members of the public in attendance regarding the use of golf carts and other types of recreational vehicles in the community. Gail Mallard, Dick Ferris and Claudia Wilson all stated they were concerned about what appeared to be minors using these vehicles in the community in a dangerous and**

reckless manner. Comments were asked regarding whether the District would be liable if they do nothing to curtail and/or control these activities.

The Board discussed the matter and reached a consensus that the issue should be addressed by the Board. The Board requested the Moderator work with the District Counsel to present a draft policy and/or regulation addressing this issue for consideration and discussion by the Board. No other action was taken.

#### **E. Section 16 of SHFD By-Laws**

The Moderator presented and discussed an amendment to Section 16 of the By-Laws submitted by John Bruno regarding the use of District Facilities. The Moderator explained that he discussed the amendment with Joe Rucci, Chair of the By-Laws Committee. Mr. Rucci suggested that the proposed amendment be reviewed and considered further by the Board. The Board took the matter under advisement and reached a consensus to place it down for discussion and possible action at a future meeting.

#### **XI. Public Comments**

No comments were made by the public in attendance.

The next meeting of the Board would be sometime in November or December, 2016, at a time and place to be determined.

## **XII. Adjournment**

**Motion made by Ms. Duff to adjourn, seconded by Mr. Bruno. The vote to adjourn was unanimous. The meeting adjourned at 10:56 am.**

**Respectfully submitted,**

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**Peter Ruggiero**

**District Counsel**