

MINUTES OF THE ANNUAL MEETING OF THE BUTTONWOODS FIRE DISTRICT

June 28, 2011

Buttonwoods Casino

The 86th Annual Meeting of the Buttonwoods Fire District was called to order at 7:11 p.m. Moderator, Mr. Mark McKenney presided.

Mr. Mark McKenney reminded the group of the ground rules of the Annual Meeting, and that we hold the meeting primarily to establish the budget, but that the discussion of other issues is welcome.

He offered a warm welcome to the new members and property owners of the community – Norma Jean Bassett and Suzanne Duni and Peter Briggs.

Reading of the Minutes of the 2010 Annual Meeting:

Mr. Mark McKenney called for a motion to accept the minutes of the previous meeting (2010) that had been available to all taxpayers of the Fire District in advance, and that the reading of the minutes be waived. The reading of the minutes was waived.

Motion to accept amended minutes passed.

Reports of Buttonwood Fire District Officers

Mr. Mark McKenney called for the reports of the Officers and Supervisors.

Treasurer's Report:

Mr. Joe Suffredini reported that the opening balance was \$109,685. The ending balance is \$129,907. \$15,500 was added to reserve funds. The Casino Reserve is at \$16,937. The Roads Reserve is at \$19,500. The Landscaping Reserve is at \$4,844 and the Seawall Reserve is at \$54,500 for use if and when the seawall "goes". The total unallocated reserve as of May 31, 2010 is \$34,126, up from the prior year balance of \$29,942. Motion passed to accept report as is.

Tax Assessor's Report:

Mrs. Karen O'Sullivan noted the Tax Rate determined by the Board of Tax Assessors for 2010/2011 was \$1.09 per \$1,000.00 of real estate. One request for tax abatement was granted.

The Chapel, the Buttonwoods Fire District (BFD), and the Buttonwoods Beach Association (BBA) are exempt from taxation by the BFD. The BFD and the BBA are subject to Warwick City taxes whereas the Chapel is not. With no questions the report was accepted as submitted.

Tax Collector's Report:

Mrs. Karen O'Sullivan reported that the total taxes collected through May 31, 2011 were \$94,932. With no questions the report was accepted as submitted.

Auditor's Report:

Patricia McGreen read Mr. David Weisberg's audit report. Mr. Weisberg had reviewed the Fire District transaction details and procedures for the Fire District and the P&L statements for the Casino Committee for the past year. He noted that everything appeared to be in order and that the procedures are sound. He is satisfied that the procedures and practices of the Treasurer, Tax Collector and Casino Committee Treasurer have produced an accurate assessment of the Buttonwoods' financial condition. After no questions there was a motion to adopt the report. The motion was accepted.

Supervisors' Report:

Dave Tremblay presented the report on behalf of Senior Supervisor, Mr. Bill Foley, and highlighted the following:

- Tree replacement and care project
- Three trees removed from Buttonwoods Ave.
- Maintained the common areas for all to enjoy.

- A 3-year snow removal contract was implemented to help manage this budget item
- Sewer assessments were negotiated - BFD and BBA Tax Assessments were reduced
- Had a group study the repair and/or replacement of the Casino windows
- Replaced a speed bump on Andrew Comstock near the corner of Hawthorne
- Cleaned blockage in catch basins on Claflin Road
- The Casino crawl space was inspected for preventative maintenance for structure and insect control
- New mowing contract has been assigned
- Damaged manhole cover was replaced on Eight Ave.
- Maps of Old Buttonwoods were displayed showing BED and BBA properties. These maps are at the end of this document.

The report was accepted as submitted.

Reports of BFD Committees

Casino Committee:

Mrs. Kathy Falaguerra reported that Mr. Conti will be back for his 12th year as Steward. He will be assisted by Ms. Veronica Flaherty.

2011 adult activities include the Cocktail Classic, the traditional 4th of July parade and field games, Cocktails on the Sea Wall, Bowling and Beers, and the Steak Fry. There are also two exercise groups. Children's activities will include bowling, tennis, and arts and crafts. Mrs. Angie Collins will coordinate A Theatre Camp.

Copies of the updated Casino rental agreement were available. Rules can be found at the end of this report.

The report of the Casino Committee was accepted.

Tennis Committee:

Mrs. Karen Way reported that there is a good amount of activity on the courts on Saturday and Sunday mornings. The hard courts are in need of new nets. \$1,700 has been spent on hard court crack repair yet the court condition continues to be an issue and will need to be addressed.

Reports of Other Community Committees (non BFD)

Buttonwood Beach Association – Susan Martins Phipps:

She reminded the group that the BBA is a for profit corporation created by the General Assembly of Rhode Island in 1872. The purpose was to sell land, develop streets, and to maintain and preserve the community held land for the enjoyment of all residents. As the modern organization it has been the role of the BBA to attempt to maintain the commonly held property.

Susan reminded the attendees that property owners are required to contact the Association and request permission to make improvements or otherwise alter BBA land. In these instances, the abutting landowner must acknowledge that:

- The use of the property does not constitute a change in ownership; the BBA continues to own the property
- The BBA retains its right to use the property in the future
- The abutting landowner may be required to remove any improvement and/or restore the property to its original condition
- The abutting land-owner may have to comply with municipal requirements such as requirements for sewer installation
- The abutting landowner will hold the BBA harmless from any liability, damages and legal fees related thereto, arising from any conditions involving the subject the property
- The abutting landowner will maintain insurance coverage on the property, naming the BBA as an additional insured.

The Association is taking the same steps as would any other land owner. It is perhaps even more important that the BBA do so, as it seeks to protect the private nature of the area, and to ensure the property that could be used by so many does not become the property of any one individual.

The report was accepted.

Buttonwood Chapel Committee – No report given.

Reading of Communications: - There were no communications in 2010 / 2011.

Unfinished Business: None

New Business:

Budget Presentation and Acceptance Resolution 2011 - 2012

Mr. Dave Tremblay presented the 2011 budget and resolution, which called for a total budget of \$94,617, which was up 2% versus the prior year. Most of the proposed budgets were consistent with the 2010-2011 spending with a few exceptions. The Grounds budget was increased to accommodate the field and grass cutting and tree management. The Tax Collection Expense was increased to be consistent with legal requirements. Peter Dorsey asked about the plan for the roads. Mr. Tremblay acknowledged that Buttonwoods Avenue is in decent shape but will need to be addressed. He noted that the current condition keeps the speed down. Given the amount of money currently in reserve the road will be chip sealed. The budget, without changes, was voted on, and accepted.

Budget Acceptance and Resolution:

Three resolutions were read by Mrs. Karen O'Sullivan - Budget Appropriation Resolution for \$94,617, Tax Resolution and the Tax Anticipation Borrowing Resolution - not to exceed \$20,000 (authorization for Treasurer to borrow funds).

All three resolutions were approved.

Miscellaneous New Business:

No new business was discussed.

Report of the Nominating Committee – Deb Taylor:

The following names are hereby placed in nomination for the offices and terms stated:

For Supervisor, for a three year term, from this date to the BFD annual meeting in June, 2014 – Mrs. Kathy Baer.

For one year terms, from this date to the BFD annual meeting in 2012:

For Moderator – Mr. Mark McKenney

For Clerk – Mrs. Patricia Wegrzyn McGreen

For Treasurer – Mr. Joseph Suffredini

For Tax Assessors – Mrs. Karen O'Sullivan, Mrs. Deb Taylor, Mr. Steven Marcks

For Tax Collector – Mrs. Karen O'Sullivan

For Auditor – David Weisberg

Motion to accept the proposed slate was made and accepted.

Mr. Bill Foley will chair the Nominating Committee for 2012.

Election of Officers and Supervisors: Mark McKenney

A motion to elect the slate, as presented, was made and seconded. The motion passed and the Clerk cast a single ballot for the slate.

Board of Supervisors for the coming year:

Mr. Dave Tremblay – Sr. Supervisor

Mr. Joe Jolls – Supervisor
Mrs. Kathy Baer - New Supervisor

Ratification of Acts of Officers and Supervisors:

The ratification of the acts of the officers was passed.

Mr. Mark McKenney thanked Bill Foley for his three years as Supervisor and the group applauded.

Call for Adjournment

Motion to adjourn accepted. The meeting adjourned at 7:50pm.

Respectfully submitted,
Patricia Wegrzyn McGreen

Casino Event Form

Name: _____
(must be Buttonwoods Resident)

Address: _____

Telephone: _____ **Cell:** _____

Type of Event / In Honor Of: _____

Number of Attendees: _____

Are you sponsoring a non-resident family member? **Yes** **No**

Date/s: Set up: _____

Event: _____

Clean up: _____

Donation*: \$ _____ **Received:** _____ **Check #** _____
(Casino keeper initial/date)

Security Deposit: \$500 **Received:** _____ **Check #** _____
(Casino keeper initial/date)

***Suggested Donation:**

<u>Type of Event</u>	<u>Resident</u>	<u>Non-Resident Family Member</u>
Under 14 year-old parties		
40 people or less	\$50	\$75
41 people or more	\$100	\$125
Less than 75 people	\$100	\$300
More than 75 people (Max 125 people)	\$250	\$1000
Set Up Day	\$50	\$100
Clean Up Day	\$50	\$100
<small>(This form is to remain on file with the Casino keeper)</small>		

Casino Event Rules

1. The Casino is for the use of **current** Buttonwoods residents and their family members only. A Buttonwoods resident may sponsor a non-resident **immediate family member** only (not friends or business associates). The resident assumes all responsibility for the event, including donation, security deposit and clean up. The resident **MUST** attend the event for its duration.
2. The Casino may **not** be used for business related or profit generating events or fundraisers, except to benefit Buttonwoods organizations such as the Casino, the Chapel or the BBA & BFD.
3. Smoking is NOT permitted inside the Casino or on any porch. The designated smoking area is outside, next to the barbeque pit.
4. No candles, matches, lighters or open flames.
5. No heating devices may be used inside the Casino.
6. No changes to existing electrical power supply may be made. No temporary power may be brought into the existing supply.
7. No animals are allowed in the Casino.
8. No one is allowed access to the second floor, rafters, roof, or areas above the bowling alley, front porch, or main building. Climbing or accessing these areas is strictly prohibited.
9. No tents requiring stakes can be set up from the front door of the Casino to Eighth Ave. (water main runs through this area).
10. No socializing on the clay tennis courts.
11. Tents or other structures may be erected on the basketball court and must be removed the following day of the event. No stakes are allowed with the erection of the tent or structure. No structures or tents are allowed on the tennis courts.
12. The Resident must hire a professional bartender and or caterer with insurance for Liquor Liability of at least 1 million dollars coverage and naming Buttonwoods Fire District as additional named insured. A copy of Liquor Liability certificate as well as the Bartenders Tips or Stop (alcohol training program) certificate must be given to the Casino keeper prior to the event.
13. The Resident will show proof of sufficient liability insurance for the event, prior to booking the event. A copy of the Liability insurance certificate must be given to the Casino keeper prior to the event as stated in item 12.
14. The Resident may decorate the Casino (no nails, staples, etc) provided decorations do not create any fire hazard and do not block any exit. The Resident is responsible for removing all decorations and restoring the Casino to the condition in which he/she found it. No permanent alterations are permitted.
15. The Casino keeper must receive two separate checks; one for the donation and one for the security deposit, as well as a signed copy of the Release and Indemnity Agreement before a date can be reserved. The security deposit will be cashed.
16. The Resident should arrange for key pick up with the Casino keeper on the day of the event.
17. The Resident booking the Casino is responsible for locking the Casino after the event.
18. The following conditions must be met immediately following an event unless otherwise arranged with Casino keeper. There are supplies in the Casino closet for cleaning the Casino.
 - a. Floors are swept and mopped
 - b. Bathrooms are cleaned
 - c. Chairs and tables are properly stored
 - d. Garbage is bagged and in barrels. If barrels are full, Resident is responsible for removal of all additional trash. No trash is to be left on the premises or next to the barrels
 - e. Casino key is returned to Casino keeper on the day following the event.
 - f. Resident calls Casino keeper to arrange for inspection and return of the security deposit
19. Return of the maintenance/security deposit will be at the discretion of the Casino Committee subject to the adherence to all rules set forth in this document. In the event that the security deposit does not cover clean up or repair required, the Resident agrees that he/she will be responsible for the balance beyond the initial security deposit and will pay for such.
20. Casino usage will end at a predetermined time but no later than 12:00 am.

Please be considerate of our neighbors and respect their privacy and tranquility.

Resident

Date

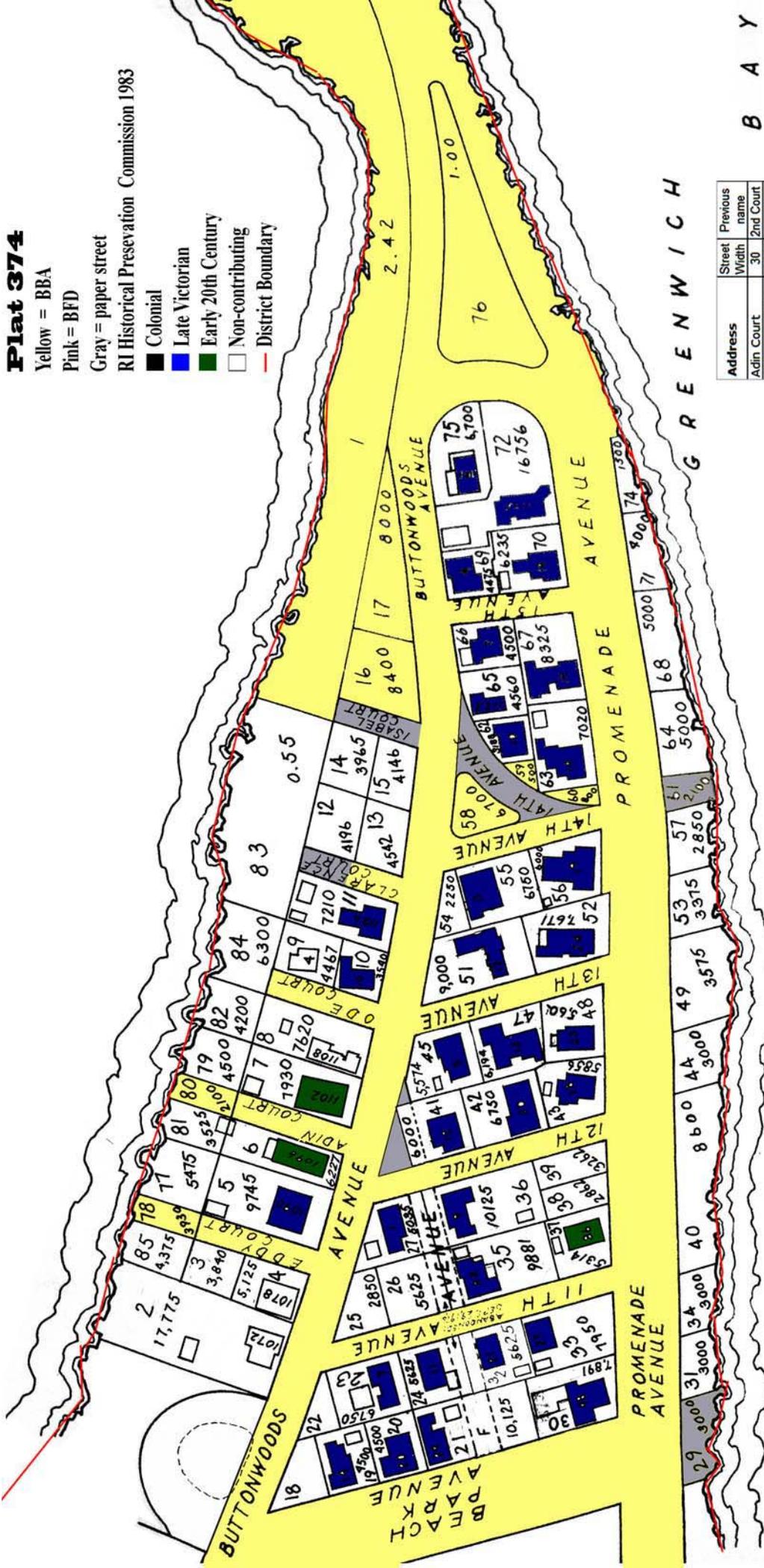
Non-Resident

Date

Rev 2011

Plat 374

- Yellow = BBA
- Pink = BFD
- Gray = paper street
- RI Historical Preservation Commission 1983
- Colonial
- Late Victorian
- Early 20th Century
- Non-contributing
- District Boundary



Address	Street name	Previous name
Adin Court	30	2nd Court
Buttonwoods Ave	50	
Clarence Court	30	4th Court
Eddie Court	30	1st Court
Eleventh Ave	30	
Fifteenth Ave	30	
Fourteenth Ave	30	
Isabel Court	30	5th Court
Ode Ct	30	3rd Court
Promenade Ave	80	
Thirteenth Ave	30	
Twelfth Ave	30	

B A Y

G R E E N W I C H