

Buttonwoods Fire District

Minutes of the Supervisors' Meeting

August 20, 2012

Location: Casino Building 23 8th Ave., Warwick, RI 02886

The meeting was called to order at 6 pm.

Present: Joe Jolls, Kathy Baer, David Curry

Absent: Jonathan Pratt

Discussion:

1. Approval of Meeting Minutes

BFD Meeting, 7/23/12: Supervisors reviewed and approved the minutes.

2. Old Business

Wrap-up of Casino bathroom renovations: The supervisors discussed requests made by Buttonwoods residents at the annual meeting to replace the urinal in the men's bathroom, re-install bathroom hardware, and paint the brown pipes behind the sinks. Joe will follow up with the bathroom vendor to complete this work.

3. Budget Review

Dave Curry presented the latest budget figures and expenditures. Taxes collected as of August 16, 2012 total \$49,477.18, roughly 51% of the budgeted amount for the 2012-2013 year.

4. Ground Maintenance and Improvements

There were no pressing items for discussion this month.

5. New Business

- a. **Update vendor list:** This project is ongoing. Dave Curry and Joe Jolls are reviewing it.
- b. **Procedures for hiring vendors:** The supervisors discussed the procedures that will be outlined and presented in writing to vendors as they bid for jobs. This form will include project start and end dates; state the need for the vendor to provide insurance documentation at project start; require the vendor to submit a final, itemize bill for the project within 5 days of the project completion; explain that the usual BFD policy is to issue payment for completed job within 5-7 working days, but with flexibility for partial payment at project start date as needed where up-front costs are incurred. Kathy Baer will prepare a draft of this form and present it at the next meeting.
- c. **Update list of residents with Casino keys:** Kathy will follow up with Jonathan, who has the latest list of residents to ask him to determine if anyone still has keys who doesn't need them (e.g., prior supervisors; prior committee chairs). List will be updated for the next meeting.
- d. **Discussion of Casino maintenance/capital improvements for 2013:** Discussion followed about the short- and long-term projects and which ones should receive priority. The supervisors agreed that the next project must be the **window repairs**. Joe will follow up with Doug at DRR to get the project started. Joe also will get a quote from Doug for the cost of the deck repair (replace

wood slats, posts and ceilings, as needed, and sanding them). Joe will obtain quotes from Levine, Sam Nash and one other vendor on the cost to paint the deck, posts and ceilings.

- e. Discussion followed regarding a longstanding request (2003) to install **louver ceiling fans** above the stage area. Joe and Dave will follow up with a vendor for this job.
- f. **Casino schedule** for remainder of season: Kathy will check with Jeanne Pass on the remaining dates when the Casino will be rented so that we can plan jobs in the Casino accordingly.
- g. Joe mentioned that several residents have approached him about their wish for a **physical memorial for deceased members of Olde Buttonwoods** who devoted considerable service to the community. Discussion included the possibility of a bench with names engraved in it, or engraved bricks. Kathy will follow up with a vendor that designs granite benches and other memorial spaces to obtain his recommendation and a quote.
- h. Dave brought to the supervisors' attention that the **storeroom closet needs electrical work** and other repairs, as there are fire protection concerns. Dave will contact an electrician to look into this matter.
- i. Kathy will contact Jon to ask him if he has the **speed limit signs** that Dave Tremblay left with us at the July meeting. We will need to get those signs installed.
- j. Kathy relayed concern expressed by a resident about the **continued parking of commercial property and other private property on BBA common land**. The supervisors noted that other residents are doing the same. The supervisors agreed that they need to remind residents that they need to park their vehicles on their property or in the three designated parking areas (referenced in the addendum below). Residents may not park their cars, their employees' cars, commercial property, or other private property on BBA land. The supervisors agreed that in addition to describing the regulations in the BFD minutes, an email reminder will be mailed to residents.

6. Discussion of Issues Raised at BFD Annual Meeting:

- a. **Casino Preservation Committee:** Discussion followed regarding the best way to develop the Casino Preservation Committee. The primary goal for this committee is to establish a mechanism for the BFD and the Casino Committee to review short- and long-term projects so that decisions about improvements in the Casino can proceed in a manner that positively impacts the Buttonwoods community. Dave is willing to serve on this committee.
- b. **Point Preservation Committee:** Kathy reported that Carl Baer has scheduled a meeting on September 10 at 9:15 am with Wenley Ferguson and two other representatives from the Coastal Resources Management Council to review both the Point and the seawall. A pre-meeting will take place on Saturday, September 8 in the Casino to discuss among the group the questions and issues that the committee wants to address with the experts. The residents serving on this committee are: Carl Baer (chair); Ginny Goldstein; Shelley Sigal; and Nancy and Dave Dickerman.
- c. **Handbook Committee:** Time did not allow for discussion of this committee, but Joe will follow up with Rich Taylor, who made this recommendation at the annual meeting.

The meeting adjourned at 7:35 PM.

Addendum:

BFD meetings for the remainder of the year are scheduled at 6 pm on:

September 24; and
November 5.

The annual meeting is scheduled for June 25, 2013 at 7 pm in the Casino Building, 23 Eighth Avenue, Warwick.

The following topics are noted as REMINDERS:

Neighbors have asked the Supervisors to remind residents about parking vehicles on BBA property, day or overnight, particularly streets along the water. There are NO PARKING signs posted, so we ask everyone's co-operation, as it is always nice to have a clear unobstructed view across the bay. It is understandable for residents or their guests to park either at their homes or in the three designated areas for an occasional party or function. The designated overflow areas are: 1) the triangle bordered by Buttonwoods Avenue, Eighth Avenue and Janice Road; 2) the triangle bordered by Buttonwoods Avenue, Tenth Avenue and Avenue A, and 3) the ball field on Cooper Avenue. Parking at the triangles should be "nose-in"; parking at the ball field should be on the grass, not the surrounding streets. Be considerate of residents surrounding these overflow areas and inform them in advance when you are hosting an event that will require use of these facilities. (Source: Buttonwoods Fire District Neighborhood Rules and Regulations, as approved on June 23, 1998.)

*We all enjoy walking in our wonderful neighborhood so **please do not forget to clean up after your pets**, people **DO** notice, and it is your responsibility to clean up after Rover outside of your own yard and dispose of their waste appropriately. **Please do not place dog waste in the trash bins at the tennis courts.***

*Trash Barrels- Be a considerate neighbor, **remove your trash barrels from the road as soon as possible after trash pickup**, and if feasible locate them in a discreet area of your yard.*

Speed** -The supervisors have received numerous complaints regarding vehicles driving in excess of the posted speed limits in the neighborhood, especially along Buttonwoods and Promenade Avenues. The speed limit on Buttonwoods Avenue is 25 mph, and changes to 15 mph at the second speed bump. The speed limit on all the other roads within the Buttonwoods community is 15 mph as posted, so **please drive slowly, and remind all the drivers in your household to maintain these speed limits for the safety of all.

PLEASE BE A KIND & CONSIDERATE NEIGHBOR!