

MINUTES
of the Meeting of
Quonochontaug Central Beach Fire District
Board of Governors
held on
Sunday, October 12, 2014
in the
Community Room of the Charlestown Police Station
4901 Post Road
Charlestown RI 02813

Members in Attendance: Brewster Blackall, Joe DeMaio, Charlie Freedgood, Tom Frost, Bill Heep, Wally Kelly, Julia Mathews, Nancy Matthews, Michele Pallai Reppucci, and Tom Wildman.

Members Absent: None

Also in attendance were Ballfield and Playground Commissioner Michael Flynn, Beaches and Dunes Commissioner Shari Frost, Special Events Commissioner Katherine Huntington, Community Sales Commissioner Marianne McNee, and members of the public.

I. Call to Order

The Moderator, Nancy Matthews, called the meeting to order at approximately 10:00 a.m..

II. Approval of Minutes

A **motion** was made to approve the minutes of the August 9, 2014 meeting of the Board of Governors. The motion was seconded and **passed**, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

III. Appointment of Commissioners And Tax Assessors

A **motion** was made to approve the recommendations of the Nominating Committee and to appoint the Commissioners and Tax Assessors set forth on Exhibit A. The motion was seconded and **passed**, with all members of the

Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

IV. Appointment of Committee Members

A **motion** was made to approve the recommendations of the Nominating Committee and to appoint the Committee members forth on Exhibit B. The motion was seconded and **passed**, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

V. Approval of Members of Ad Hoc By-Laws Revision Committee

The Moderator noted that the Board had authorized the creation of a by-laws revision committee at its August 9, 2014 meeting. Pursuant to this authorization the Moderator designated members of the ad hoc committee and it has begun work.

A **motion** was made to approve the appointment by the Moderator, as of September 15, 2014, of the members of the Ad Hoc By-Laws Revision Committee set forth on Exhibit C. The motion was seconded and **passed**, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

VI. Clarification that Communications Received Outside of Normal Business Hours Deemed Received on Next Business Day

The following **resolution** was moved, seconded and **passed**, with all members of the Board of Governors in attendance voting in favor (other than the Moderator, who under the District's By-Laws only votes in the case of a tie):

Resolved, that communications to the Moderator, the Clerk, the Treasurer, members of the Board of Governors, Commissioners or other persons acting for or on behalf of the District shall be deemed effective when received during Business Hours. Communications received outside Business Hours shall be deemed effective as of the next succeeding Business Day. "Business Hours" shall be understood to mean 9:00 a.m. through 5:00 p.m. on each Business Day. A "Business Day" is any day other than a Saturday, a Sunday or a Federal or Rhode Island legal holiday. Without limiting the foregoing, the District's Policy and Procedures with respect to requests

under the Access to Public Records Act are hereby clarified to reflect the foregoing.

VII. **Appointment of Assistant Clerk**

The following **resolution** was moved, seconded and **passed**, with all members of the Board of Governors in attendance voting in favor (other than the Moderator, who under the District's By-Laws only votes in the case of a tie):

Sally Devin is hereby appointed as an Assistant Clerk for the purpose of assisting the Clerk in the performance of his duties, such assistance to be provided on such matters as the Clerk may from time to time request and in all cases subject to the direction of the Clerk.

VIII. **Dates for Board of Governors meetings in 2015**

After discussion it was agreed to schedule Board of Governors meetings on the following dates in 2015: May 23, June 20, July 11, July 25, August 15 and September 20. Saturday meetings will be scheduled to start at 9:00 a.m. and Sunday meetings will be scheduled to start at 10:00 a.m.. All Board of Governors meetings will take place at the Charlestown Police Station, Community Room, 4901 Old Post Road, Charlestown, Rhode Island 02813.

The Board discussed the fact that it might become appropriate to add or cancel a meeting as the year progressed.

IX. **Approval of Second Money Market Account**

The Treasurer, Julia Mathews, indicated that she would like to open a separate money market account to be used for the proceeds of merchandise sales. Julia explained that this would enable these funds to earn interest prior to disbursement.

A **motion** was made to authorize the Treasurer to open a money market account to be used for the proceeds of merchandise sales, access to such account to be given to the Treasurer, the Moderator, the Commissioner of Finance and Budget, the Commissioner of Community Sales and such other person(s) as the Treasurer shall deem appropriate. The motion was seconded and **passed**, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie):

X. Committee Reports

A. Finance and Budget: Charlie Freedgood, Commissioner of Finance and Budget, presented a schedule (see Exhibit D) showing the projected reserve fund balance allocations at the end of 2014. Charlie noted that in accordance with the finance resolutions adopted at the 2014 Annual Meeting, the allocation of the total reserve fund amount among the individual reserve fund accounts is to be approved by the Board of Governors. Charlie moved that the reserve fund account allocations set forth on Exhibit D be approved, with any change in the actual year-end total reserve fund amount from the projected amount to be allocated proportionally among the individual reserve fund accounts. Such motion was seconded and approved, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

B. Public Works: Wally Kelly, Commissioner of Public Works, stated that he believed that the Board should establish an objective standard for deciding when the Fire District would bear the cost of drilling out or repairing a District-owned saddle valve connection and/or the line between the saddle valve and the curb stock valve in order to improve water pressure or flow rate that is impeded by obstruction. Wally indicated that some on the Public Works Committee believed that the criteria should remain flexible but that he felt it was desirable to adopt a policy that required water pressure upon entrance to a house to be less than 20 pounds per square inch gage at a total water flow of 7-1/2 gallons per minute in order for the District to incur the cost of repair. He further indicated that to his knowledge all repairs to improve water pressure or flow rate impeded by obstruction that had been done in the past at District expense met the suggested criterion. In response to a question, Wally agreed that a homeowner who did not qualify for a repair at Fire District expense under the proposed criterion could request an upgrade at the homeowner's expense so long as the work done on the District-owned saddle valve and/or line was done by the District's contractor.

The following **resolution** was moved, seconded and **passed**, with all members of the Board of Governors in attendance voting in favor, except for Michele Pallai Reppucci, who abstained, and the Moderator, who under the District's By-Laws only votes in the case of a tie:

Resolved, that the District will bear the cost of repairing the District-owned portion of the water delivery system in order to improve water pressure/flow rate that is impeded by obstruction in that portion of the system only when the water pressure upon entrance to a house is less

than 20 pounds per square inch gage at a total water flow to the house of 7-1/2 gallons per minute.

C. Boating: Brewster Blackall, Commissioner of Boating, reported additional clearing in the parking/storage area of the boat landing and plans to add an additional storage rack.

D. Civic Improvement: Bill Heep, Commissioner of Civic Improvement/Fire Protection, reported that he anticipated that work by National Grid to replace the existing street lighting in the District with upgraded down lighting would occur by year end. He also described work done to the playground with the assistance of the Seaside Gardeners and plans for further improvements, including creation of a path, installation of a small bike rack and posting a sign indicating that the playground closes as dusk.

E. Other Committees: The Commissioners in attendance who head other committees indicated that they had nothing to report.

XI. **Old Business**

The Moderator noted that the Millette family has generously offered to deed over to QCBFD, at no cost to the District, property owned by the Millette Family Trust that is used by the District for bicycle parking. Tom Frost, Commissioner of Real Estate and Property, indicated that this gift will require a variance from the Charlestown Zoning Board of Review and that a statement by the Board of Governors in support of the variance request could be helpful. The Moderator made a **motion** to adopt the following declaration, which motion was seconded and **passed**, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District's By-Laws only votes in the case of a tie):

Whereas, the application by the Millette Family Trust for a variance for a non conforming lot is currently pending before the Charlestown Board of Zoning Review, and

Whereas, the purpose of that application is to permit the carve out of a small piece of property owned by the Millette Family Trust but used by the Quonochontaug Central Beach Fire District for bike parking and storage for those biking to the beach, and

Whereas, the Millette Family Trust made the application to the Zoning Board of Review so that the Trust may gift the parcel to the Quonochontaug Central Beach Fire District for the continued use and enjoyment of its residents and guests as a bike parking area, and

Whereas, the Quonochontaug Central Beach Fire District Board of Governors had previously expressed its intention to accept such a gift,

Therefore:

The Quonochontaug Central Beach Fire District Board of Governors does hereby declare its support for the application of the Millette Family Trust before the Charlestown Zoning Board of Review, and asks the Charlestown Zoning Board of Review to please grant that application, and

The Quonochontaug Central Beach Fire District Board of Governors does hereby declare its intention to accept the gift of the parcel if the application is successful, and

The Quonochontaug Central Beach Fire District Board of Governors expresses its appreciation and gratitude to Michael and Joy Millette and the Millette Family Trust for their generosity in offering this gift of the parcel which will ensure its continued use and enjoyment by beachgoers for years to come, and

The Quonochontaug Central Beach Board of Governors extends its deep thanks and appreciation to Michael and Joy Millette and the Millette Family Trust for their persistence, generosity and community spirit for the intended gift of the parcel and in expending the resources necessary to effectuate the gift.

XII. New Business

The Moderator referred to the 6 motions (attached) that were tabled at the Annual Meeting and referred to the Board of Governors. She moved that each of Motions No. 1 (entitled “Stop Signs & Road Safety”), No. 2 (entitled “Speed Bumps & Road Safety”), No. 3 (entitled “Intersection Sight Lines, QCBFD Trees & Overhead Roadway Safety”) and No. 5 (entitled “Rainwater Pooling Remediation”) be referred to the Long Range Planning Committee; that Motion No. 4 (entitled “Annual Meeting Draft Minutes”) be referred to the Clerk, and that the last of the six motions (labeled “No. 10” and entitled “West Pond Restoration Project Accounting”) be referred to the Finance and Budget Committee. The **motion** was seconded and **passed**, with all members of the Board of Governors in attendance voting in favor of the motion (other than the Moderator, who under the District’s By-Laws only votes in the case of a tie):

XIII. **Adjournment**

A **motion** was made to adjourn the meeting at 11:09 a.m. The motion was seconded and **passed** unanimously.

Respectfully submitted,
Thomas R. Wildman, Clerk
Quonochontaug Central Beach Fire District