

# BONNET SHORES FIRE DISTRICT

BSFD Community Center  
130 Bonnet Shores Rd  
Narragansett, RI 02882

## Meeting Minutes

January 21, 2015

**Call to Order:** Chair Lenny Mercier called the meeting to order at 7:30 PM. Council Members in attendance included: Janice McClanaghan, Bill DelGizzo, Paul Farley, Terry Fracassa, John Pariseault, and Matt Mannix. Treasurer Mary McGinn, Tax Collector Helen Patience, Harbormaster Mike Tortolani, and Clerk Carole Duffy were also in attendance.

**Pledge of Allegiance:** The Assembly recited the Pledge and observed a moment of silence for the men and women in the Armed Forces.

**Urgent Business:** P. Farley **moved** to accept the building plans on Bayberry Rd given that all of the permits issued by Narragansett are on file; 2<sup>nd</sup> J. McClanaghan. Discussion- none. **Motion** passed 7-0

**Ratification of Minutes:** P. Farley **moved** to accept the November, 2014 minutes; 2<sup>nd</sup> M. Mannix. **Discussion:** none. **Motion** passed 5-0 as L. Mercier and J. McClanaghan were absent

### Committee Reports:

- a) **Sanitation, Facilities:** P. Farley stated that residents need to follow recycling guidelines as the District has been fined \$250 for improper recycling ; 5 new trash barrels, which cost \$75 each, have arrived with 5 more on the way; CC furnace had to be repaired in December
- b) **Traffic:** no report
- c) **Harbor:** M. Tortolani said that letters were sent to 5 people seeking interest in retaining a mooring ; deadline is 3/1/2015
- d) **Beach & Security:** see J. McClanaghan attached report
- e) **By Laws, Ordinances & Bonnet Days:** Newly revised Ordinances are ready
- f) **Pond:** no report

**Treasurer's Report:** see attached report and M. McGinn added that the finances are in good shape

**Tax Collector's Report:** see attached report and H. Patience added: \$7,000 left to collect for this year and \$1,700 from last year. She fielded a question about putting emergency contact requests in the tax bills but since the bills are circulated by a third party; it would cost more. She will inquire about the cost and will report during budget creation time.

**Land Trust:** No report

### District Manager's Report:

#### Old Business: BSBC sewer update

- J. Pariseault explained in detail about a meeting he had with J. Collette (BSBC contact)
  - Legislation passed in the House permitted the sewer planning stipulating no increase in "units" beyond the current 130
  - Current engineering studies: directional downward drilling, sewer pipe along causeway; studies to CRMC then to Narragansett, maybe a new small pumping station at BSBC
  - JP and JC agreed that the sewer planning/discussion was a two way street
- \* Questions:
  - permits will come from CRMC & Narragansett
  - current pumping station capacity (don't know)
  - it will state in the sewer permit application that no more "units" will be added
  - J. Collette stated that he understands that permission to affect roads comes from the Council
  - fees incurred by BSFD for this project will be paid for by BSBC
- \* Future Council planning
  - sewer pipe ownership and repairs as necessary
  - sensors will be installed to detect breaches
  - causeway repair post installation
  - opportunity for Bonnet residents to tie into line... T. Fracassa " use this new permitting to benefit our residents if possible" **Not a quote/ a paraphrase**

Chair Mercier asked the Council to reflect on what was just presented and expect to go into Executive Session in February to discuss specifics

- B. DelGizzo asked for the formation of a committee to review natural gas line extension in Bonnet
- T. Fracassa wants a committee formed to design our vision for the causeway.

#### District Manager's Job Description

- See attached document
  - T. Fracassa praised the Committee for "a great job"
    - \* See job description, attached
    - \* See attached Exhibit A with all of the eventual changes after the meeting ( I checked each one for verification and it is on tape as well )
  - Discussion of compensation for the job; many points of view about time on task with appropriate compensation per season
  - \* Hours : TBD depending on the season ( more in office during summer, less during rest of year)
    - Winter: Hours for planning and connecting to other agencies
    - May 1- Sept 30 for about 35 hrs per wk maybe
    - Oct. 1- Apr 30 flexible
  - \* Step by step increase in salary as time goes by.

- Advertise at OLLI, *Independent*, etc, word of mouth
- Interview committee: Lloyd Alpert, P. Haas, J. McClanaghan, T. Fracassa, P. Farley
- Bill DelGizzo **moved** to accept the job description as amended for page 1& 2; 2<sup>nd</sup> J.McClanaghan. **Motion** approved 6-1. M.Mannix voted against.

**Period of Public Comment**

Miki Dickinson expressed that Robert's Rules of Order have not been followed at the Council meetings.

**Adjournment:** There being neither further comment nor District business, the Chair called for an adjournment motion. **Motion:** P.Farley, 2<sup>nd</sup>, J.McClanaghan **Discussion:** none. All were in favor and the meeting ended at 9:45 PM

*Council meeting's minutes are available on the website after the minutes are ratified.*

Respectfully submitted,

*Carole Sluffy*

Carole Duffy, Clerk

Minutes ratified by the Council on

2/18/15

**To: Bonnet Shores Fire District Council**

**From: Janice McClanaghan**  
**Chair –Beach Committee and Security Committee**

**Date: January 21, 2015**

**Subject: Beach/ Security Committee Report**

1. **Security**: Scheduled security detail until the end of April.
  
2. **Beaches**: Monitoring the breachway to ensure it stays open and level of water on causeway. Bob Barber has dug it out a few times. RI Fish and wildlife requested one time to allow adult herrings out.
  
3. **Snow Removal** : Contacted Bob Barber to see if he is still interested in plowing.
  
4. **District Manager Duties**: Still answering phone messages and picking up mail.
  
5. **Historical Material idea**: Build a closet in office and file all old minutes and important documents and photos etc.

## Harbor Masters Report for January 21, 2015

Letters are out to the next 5 people on the waiting list for moorings. Must respond by March 1<sup>st</sup>, if they still have interest in a mooring.

There are 4 moorings that will be available for this boating season. More letters will go out after March 1<sup>st</sup>.

A meeting of the Harbor Committee will be held the end of February.

Len Mercier

Mike Tortolani

**BONNET SHORES FIRE DISTRICT  
MONTHLY MEETING  
January 21, 2015**

FY 2015:

Land Assessment:	\$ 271,086,500.00
Building Assessment:	\$ 215,669,700.00
Total Assessment:	\$ 486,756,200.00
Mil Rate:	0.5263
Collectable Taxes:	\$ 256,175.00
Taxes Collected:	\$ 250,467.85
Percentage of Taxes Collected:	97.77%
Interest Collected	\$ 960.61

FY2014:

Collectable Taxes:	\$ 256,215.17
Taxes Collected:	\$ 254,475.49
Percentage of Taxes Collected:	99.32%
2014 Unpaid Taxes:	\$ 1,739.68
Interest Collected Prior Years Taxes	\$ 766.23
Prior Years Taxes Uncollected:	\$ 2,345.96

# Bonnet Shores Fire District

## Balance Sheet

As of January 21, 2015

Accrual Basis

	Jan 21, 15
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
General Operating Funds	
Checking Account-81081961	25,668
Money Market Account-16600942	93,643
<b>Total General Operating Funds</b>	<u>119,311</u>
Designated Fund Acct-90555600	
Community Ctr Renovation Fund	3
Social Activities	2,380
Bonnet Days (Camp Activities)	642
Hall Rental Replacement Fee	2,730
Playground	6,602
<b>Total Designated Fund Acct-90555600</b>	<u>12,357</u>
Capital Funds Account-90713550	13,023
Historical Comm. MM-89973019	3,185
Land Trust MM Account-90313320	7,041
Harbor Improvement Fund (CD)	24,371
<b>Total Checking/Savings</b>	<u>179,288</u>
<b>Other Current Assets</b>	
Taxes Receivable	5,037
Sanitation Cart Inventory	462
Recycle Bin Inventory	(95)
<b>Total Other Current Assets</b>	<u>5,405</u>
<b>Total Current Assets</b>	<u>184,692</u>
<b>TOTAL ASSETS</b>	<u><u>184,692</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	(1)
<b>Total Accounts Payable</b>	<u>(1)</u>
Other Current Liabilities	
Payroll Liabilities	32
<b>Total Other Current Liabilities</b>	<u>32</u>
<b>Total Current Liabilities</b>	<u>31</u>
<b>Total Liabilities</b>	31
<b>Equity</b>	
Fund Transfers	(10,823)
Retained Earnings	131,892
Net Income	63,592
<b>Total Equity</b>	<u>184,661</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>184,692</u></u>

**Bonnet Shores Fire District**  
**Revenue & Expense Actual vs. Budget**  
 May 1, 2014 through January 21, 2015

Accrual Basis

	May 1, '14 - Jan 21, 15	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Tax Revenue	252,701	256,175	(3,474)
Prior Yr Surplus (Deficit)	0	14,311	(14,311)
Rental Registration Fees (Net)	622	750	(128)
Hall Rental Fees	2,075	3,000	(925)
Hall Rental Fees-Cleaning (Net)	(850)	(750)	(100)
Interest Earned - Bank Accts	422	100	322
Interest Earned - Tax Revenue	1,833	0	1,833
Newsletter Advertising	2,050	1,650	400
Permits/Plans Fees	500	200	300
Road Race/Bonnet Days			
Race Proceeds	948	0	948
Race Expenses	(1,050)	0	(1,050)
<b>Total Road Race/Bonnet Days</b>	(102)	0	(102)
Website Advertising	50	50	0
Other (Oil rebates, cookbooks)	113	0	113
<b>Total Income</b>	259,414	275,486	(16,072)
<b>Gross Profit</b>	259,414	275,486	(16,072)
<b>Expense</b>			
<b>Administrative Expense</b>			
Administrative Postage	221	138	83
Advertising Expense	0	100	(100)
Annual Meeting Expense	1,240	2,000	(760)
Bank Charges	139	0	139
Council Discretionary Expense	404	350	54
Insurance	6,327	6,700	(373)
Land Trust Operating Alloc'n	1,239	0	1,239
Historical Committee Expenses	8	0	8
Legal Fees	0	2,000	(2,000)
Monthly Meeting Expense	0	50	(50)
Newsletter Editor Comp	350	400	(50)
Newsletter Postage & Printing	2,902	3,000	(98)
Office Supplies	1,568	2,000	(432)
Payroll Services	461	500	(39)
Security	3,229	4,600	(1,371)
Tax Collection Costs	454	2,000	(1,546)
Web Site Expenses	312	0	312
<b>Total Administrative Expense</b>	18,852	23,838	(4,986)
<b>Beach Expense</b>			
Beach Bus	4,913	5,030	(118)
Beach Raking & Maintenance	6,500	6,500	0
Beach Salaries	15,355	18,500	(3,145)
Beach Guard	2,074	2,700	(626)
Beach Supplies	198	400	(202)
<b>Total Beach Expense</b>	29,040	33,130	(4,090)
<b>Day Camp (Income) Expense</b>			
Camp Proceeds	(10,710)	(9,500)	(1,210)
Camp Salaries	9,149	8,600	549
Camp Supplies	919	900	19
<b>Total Day Camp (Income) Expense</b>	(642)	0	(642)
<b>Harbor (Income) Expense</b>			
Mooring Fees	(8,400)	(10,050)	1,650
Mooring Wait List Fees	(40)	(100)	60
Ramp Fees	(950)	(800)	(150)
Harbor Supplies & Maintenance	690	1,250	(560)
Harbormaster Expense Reimb.	3,075	4,000	(925)
Harbor Fund Tfr Designated Acct	0	3,500	(3,500)
<b>Total Harbor (Income) Expense</b>	(5,625)	(2,200)	(3,425)
<b>Admin Compensation &amp; Taxes</b>			

**Bonnet Shores Fire District**  
**Revenue & Expense Actual vs. Budget**  
 May 1, 2014 through January 21, 2015

Accrual Basis

	May 1, '14 - Jan 21, 15	Budget	\$ Over Budget
Manager's Salary	14,800	25,000	(10,200)
Clerk	2,250	3,000	(750)
Tax Collector	3,750	5,000	(1,250)
Treasurer	2,625	3,500	(875)
Payroll taxes	4,421	5,500	(1,079)
<b>Total Admin Compensation &amp; Taxes</b>	<b>27,846</b>	<b>42,000</b>	<b>(14,154)</b>
<b>Property Expense</b>			
Beautification	841	500	341
Electricity	1,087	1,500	(413)
Maintenance	1,539	1,500	39
Natural Gas	1,411	2,500	(1,089)
Telephone & Internet	1,573	1,900	(327)
Water	378	350	28
<b>Total Property Expense</b>	<b>6,829</b>	<b>8,250</b>	<b>(1,421)</b>
<b>Public Works</b>			
Clear Breachway	2,500	7,500	(5,000)
Equip. & Tools Maintenance	309	500	(191)
Landscaping	5,838	7,300	(1,462)
Public Works Salaries	4,583	3,000	1,583
Sanitation	97,398	130,000	(32,602)
Snow Removal	0	500	(500)
<b>Total Public Works</b>	<b>110,627</b>	<b>148,800</b>	<b>(38,173)</b>
<b>Recreation (Income) Expense</b>			
Social Activities	(354)	0	(354)
<b>Total Recreation (Income) Expense</b>	<b>(354)</b>	<b>0</b>	<b>(354)</b>
<b>Total Expense</b>	<b>186,573</b>	<b>253,818</b>	<b>(67,245)</b>
<b>Net Ordinary Income</b>	<b>72,842</b>	<b>21,668</b>	<b>51,174</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
<b>Capital Expenditure</b>			
Transfer to Playground Fund	479	0	479
Appropriation from Checking	0	11,296	(11,296)
Capital Improvement	8,771	10,372	(1,601)
<b>Total Capital Expenditure</b>	<b>9,250</b>	<b>21,668</b>	<b>(12,418)</b>
<b>Total Other Expense</b>	<b>9,250</b>	<b>21,668</b>	<b>(12,418)</b>
<b>Net Other Income</b>	<b>(9,250)</b>	<b>(21,668)</b>	<b>12,418</b>
<b>Net Income</b>	<b>63,592</b>	<b>0</b>	<b>63,592</b>



**Bonnet Shores Fire District**  
**Profit & Loss Detail**  
November 19, 2014 through January 21, 2015

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Rental Registration Fees (Net)</b>						
Deposit	12/05/2014			Deposit	220.00	220.00
Total Rental Registration Fees (Net)					220.00	220.00
<b>Hall Rental Fees</b>						
Deposit	12/05/2014			Ryan	200.00	200.00
Total Hall Rental Fees					200.00	200.00
<b>Hall Rental Fees-Cleaning (Net)</b>						
Bill	12/14/2014		Hagopian, Erin	Hall Cleaning after 12/14/14 party	-50.00	-50.00
Total Hall Rental Fees-Cleaning (Net)					-50.00	-50.00
<b>Interest Earned - Bank Accts</b>						
Deposit	11/21/2014			Deposit	368.24	368.24
Deposit	11/27/2014			Interest	0.58	368.82
Deposit	11/28/2014			Interest	1.07	369.89
Deposit	11/28/2014			Interest	0.26	370.15
Deposit	11/28/2014			Interest	7.69	377.84
Deposit	12/28/2014			Interest	7.95	385.79
Total Interest Earned - Bank Accts					385.79	385.79
<b>Interest Earned - Tax Revenue</b>						
Deposit	11/21/2014			Deposit	0.58	0.58
Deposit	11/21/2014			Deposit	78.38	78.96
Deposit	11/21/2014			Deposit	84.75	163.71
Deposit	11/21/2014			Deposit	213.96	377.67
Deposit	11/21/2014			Deposit	489.15	866.82
Deposit	11/21/2014			Deposit	186.84	1,053.66
Deposit	01/05/2015			Deposit	519.05	1,572.71
Total Interest Earned - Tax Revenue					1,572.71	1,572.71
<b>Permits/Plans Fees</b>						
Deposit	11/21/2014			Aswell	100.00	100.00
Total Permits/Plans Fees					100.00	100.00
<b>Road Race/Bonnet Days Race Proceeds</b>						
Deposit	11/21/2014			Deposit	298.43	298.43
Total Race Proceeds					298.43	298.43
Total Road Race/Bonnet Days					298.43	298.43
<b>Other (Oil rebates, cookbooks)</b>						
Deposit	01/05/2015			Staples refund	112.63	112.63
Total Other (Oil rebates, cookbooks)					112.63	112.63

**Bonnet Shores Fire District**  
**Profit & Loss Detail**  
November 19, 2014 through January 21, 2015

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Total Income					2,839.56	2,839.56
Gross Profit					2,839.56	2,839.56
<b>Expense</b>						
<b>Administrative Expense</b>						
<b>Administrative Postage</b>						
Bill	12/29/2014		U S Postage Service	Post Office Box #697	106.00	106.00
Bill	01/08/2015		McGinn, Mary	postage	65.84	171.84
Total Administrative Postage					171.84	171.84
<b>Bank Charges</b>						
Check	11/26/2014			Service Charge	36.00	36.00
Total Bank Charges					36.00	36.00
<b>Historical Committee Expenses</b>						
Bill	11/26/2014		Listro, Lee	Reimbursement	7.53	7.53
Total Historical Committee Expenses					7.53	7.53
<b>Office Supplies</b>						
Bill	12/27/2014		Farley, Paul	Trash Bags	16.02	16.02
Bill	12/29/2014		McGinn, Mary	IRS Filing Forms	85.03	101.05
Total Office Supplies					101.05	101.05
<b>Security</b>						
Bill	11/19/2014		NESCTC Security Agency ...	Security BS111514	92.00	92.00
Bill	11/25/2014		NESCTC Security Agency ...	Security BS112214	92.00	184.00
Bill	12/10/2014		NESCTC Security Agency ...	Security BS120614; BS121314	184.00	368.00
Bill	12/26/2014		NESCTC Security Agency ...	Security BS122014	90.16	458.16
Total Security					458.16	458.16
<b>Tax Collection Costs</b>						
Bill	12/23/2014		Patience, Helen	Fourth Quarter Payment		0.00
Total Tax Collection Costs					0.00	0.00
Total Administrative Expense					774.58	774.58
<b>Beach Expense</b>						
<b>Beach Bus</b>						
Bill	12/31/2014		Narragansett School System	Beach Bus	4,912.50	4,912.50
Total Beach Bus					4,912.50	4,912.50
<b>Beach Guard</b>						
Bill	11/19/2014		NESCTC Security Agency ...	Security BS111514		0.00
Bill	11/25/2014		NESCTC Security Agency ...	Security BS112214		0.00
Bill	12/10/2014		NESCTC Security Agency ...	Security BS120614; BS121314		0.00
Bill	12/26/2014		NESCTC Security Agency ...	Security BS122014		0.00
Total Beach Guard					0.00	0.00



**Bonnet Shores Fire District**  
**Profit & Loss Detail**  
November 19, 2014 through January 21, 2015

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
<b>Telephone &amp; Internet</b>						
Bill	12/13/2014		Cox Communications	Acct: 001 6610 310 106601	173.16	173.16
	Total Telephone & Internet				173.16	173.16
<b>Water</b>						
Bill	12/09/2014		United Water Rhode Island	Acct: 06100999973417	31.84	31.84
	Total Water				31.84	31.84
	Total Property Expense				1,843.98	1,843.98
<b>Public Works</b>						
<b>Clean Culverts</b>						
Bill	12/14/2014		R. Barber Jr., Trucking	Close/Open Causeway		0.00
	Total Clean Culverts				0.00	0.00
<b>Clear Breachway</b>						
Bill	12/14/2014		R. Barber Jr., Trucking	Close/Open Causeway	1,500.00	1,500.00
	Total Clear Breachway				1,500.00	1,500.00
<b>Equip. &amp; Tools Maintenance</b>						
Bill	12/05/2014	249.99	All Outdoors Power Equip...		249.99	249.99
	Total Equip. & Tools Maintenance				249.99	249.99
<b>Landscaping</b>						
Bill	12/01/2014		Ocean Edge Landscaping ...	#674		0.00
Bill	12/01/2014		Ocean Edge Landscaping ...	#674	105.00	105.00
	Total Landscaping				105.00	105.00
<b>Sanitation</b>						
Bill	12/01/2014		Patriot Disposal Company	Account number 52115; #659217...	10,616.66	10,616.66
Bill	12/01/2014		Patriot Disposal Company	Account number 52115; #659217...	200.00	10,816.66
Bill	01/01/2015		Patriot Disposal Company	Account number 47990 #663595	10,616.66	21,433.32
Bill	01/01/2015		Patriot Disposal Company	Account number 47990 #663595		21,433.32
	Total Sanitation				21,433.32	21,433.32
<b>Snow Removal</b>						
Bill	12/14/2014		R. Barber Jr., Trucking	Close/Open Causeway		0.00
	Total Snow Removal				0.00	0.00
	Total Public Works				23,288.31	23,288.31
<b>Recreation (Income) Expense</b>						
<b>Social Activities</b>						
Deposit	11/26/2014			86 attending Holiday Party	-3,440.00	-3,440.00
Deposit	12/01/2014			Holiday Party	-80.00	-3,520.00
Bill	12/01/2014		Thomas, Rosalyn (V)		114.64	-3,405.36
Bill	12/01/2014		Alexander, Jen	Christmas Party Music: Balance/	200.00	-3,205.36
Bill	12/06/2014		Quonset O Club	holiday party	2,694.84	-510.52
Bill	12/06/2014		Alexander, Jen	Christmas Party Music: Balance/...	30.00	-480.52

**Bonnet Shores Fire District**  
**Profit & Loss Detail**  
November 19, 2014 through January 21, 2015

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
Bill	12/23/2014		Duffy, Carole	Fourth Quarter Payment		-480.52
Bill	12/24/2014		Reidy, Pat <V>	Holiday Party Refund	80.00	-400.52
Bill	12/30/2014		Quonset O Club	holiday party 12/05/15 deposit	300.00	-100.52
Total Social Activities					-100.52	-100.52
Total Recreation (Income) Expense					-100.52	-100.52
Total Expense					34,593.85	34,593.85
Net Ordinary Income					-31,754.29	-31,754.29
<b>Other Income/Expense</b>						
<b>Other Expense</b>						
<b>Capital Expenditure</b>						
<b>Playground Expense</b>						
Bill	12/14/2014		R. Barber Jr., Trucking	Close/Open Causeway		0.00
Total Playground Expense					0.00	0.00
Total Capital Expenditure					0.00	0.00
Total Other Expense					0.00	0.00
Net Other Income					0.00	0.00
<b>Net Income</b>					<b>-31,754.29</b>	<b>-31,754.29</b>

12:40 PM

01/21/15

Accrual Basis

## Bonnet Shores Fire District Checking Account Disbursements As of January 21, 2015

Type	Date	Num	Name	Memo	Amount	Balance
<b>General Operating Funds</b>						38,288.47
<b>Checking Account-81081961</b>						38,288.47
Bill Pmt -Check	11/19/2014	5742	NESCTC Security Agency LLC	Security BS111514	-92.00	38,196.47
Deposit	11/21/2014			Deposit	398.43	38,594.90
Deposit	11/21/2014			Deposit	3,215.07	41,809.97
Deposit	11/21/2014			Deposit	1,690.59	43,500.56
Deposit	11/21/2014			Deposit	3,384.79	46,885.35
Deposit	11/21/2014			Deposit	563.66	47,449.01
Deposit	11/21/2014			Deposit	1,937.07	49,386.08
Deposit	11/21/2014			Deposit	4,009.45	53,395.53
Deposit	11/21/2014			Deposit	2,598.09	55,993.62
Bill Pmt -Check	11/25/2014	5756	NESCTC Security Agency LLC	Security BS112214	-92.00	55,901.62
Bill Pmt -Check	11/26/2014	5743	Listro, Lee	Reimbursement	-7.53	55,894.09
Deposit	11/26/2014			Deposit	3,440.00	59,334.09
Deposit	11/26/2014			Deposit	10.00	59,344.09
Check	11/26/2014		Washington Trust	returned checks	-444.00	58,900.09
Check	11/26/2014			Service Charge	-36.00	58,864.09
Deposit	11/29/2014			Deposit	194.99	59,059.08
Deposit	12/01/2014			Deposit	80.00	59,139.08
Bill Pmt -Check	12/01/2014	5755	Patriot Disposal Company	Account number 52115; #65...	-10,816.66	48,322.42
Bill Pmt -Check	12/01/2014	5758	Thomas, Rosalyn (V)		-114.64	48,207.78
Bill Pmt -Check	12/01/2014	5758	Ocean Edge Landscaping LLC	#674	-105.00	48,102.78
Bill Pmt -Check	12/01/2014	5752	Alexander, Jen	Christmas Party Music: Bala...	-200.00	47,902.78
Bill Pmt -Check	12/02/2014	5763	National Grid	Acct88017-84009	-143.40	47,759.38
Bill Pmt -Check	12/02/2014	5764	National Grid (NE Gas)	A/C 89519-73003	-326.80	47,432.58
Deposit	12/05/2014			Deposit	220.00	47,652.58
Deposit	12/05/2014			Deposit	200.00	47,852.58
Bill Pmt -Check	12/05/2014	5754	All Outdoors Power Equipment Co		-249.99	47,602.59
Bill Pmt -Check	12/06/2014	5753	Quonset O Club	holiday party	-2,694.84	44,907.75
Bill Pmt -Check	12/06/2014	5762	Alexander, Jen	Christmas Party Music: Bala...	-30.00	44,877.75
Bill Pmt -Check	12/09/2014	5777	Cox Communications	Acct: 001 6610 310 106601	-173.16	44,704.59
Bill Pmt -Check	12/09/2014	5778	United Water Rhode Island	Acct: 06100999973417	-31.84	44,672.75
Bill Pmt -Check	12/10/2014	5759	NESCTC Security Agency LLC	Security BS120614; BS121...	-184.00	44,488.75
Bill Pmt -Check	12/14/2014	5773	Hagopian, Erin	Hall Cleaning after 12/14/1...	-50.00	44,438.75
Bill Pmt -Check	12/23/2014	5765	Duffy, Carole	Fourth Quarter Payment	-750.00	43,688.75
Bill Pmt -Check	12/23/2014	5766	McGinn, Mary	Fourth Quarter Payment	-875.00	42,813.75
Bill Pmt -Check	12/23/2014	5767	Patience, Helen	Fourth Quarter Payment	-1,250.00	41,563.75
Bill Pmt -Check	12/23/2014	5768	Tortolani, Michael	Fourth Quarter Payment	-1,000.00	40,563.75
Bill Pmt -Check	12/24/2014	5761	Reidy, Pat <V>	Holiday Party Refund	-80.00	40,483.75
Bill Pmt -Check	12/26/2014	5774	NESCTC Security Agency LLC	Security BS122014	-90.16	40,393.59
Bill Pmt -Check	12/29/2014	5769	U S Postage Service	Post Office Box #697	-106.00	40,287.59
Bill Pmt -Check	12/29/2014	5775	McGinn, Mary	IRS Filing Forms	-85.03	40,202.56
Bill Pmt -Check	12/30/2014	5770	Farley, Paul	Trash Bags	-16.02	40,186.54
Bill Pmt -Check	12/30/2014	5771	Quonset O Club	holiday party 12/05/15 deposit	-300.00	39,886.54
Bill Pmt -Check	12/30/2014	5772	R. Barber Jr., Trucking	Close/Open Causeway	-1,500.00	38,386.54
Bill Pmt -Check	01/01/2015	5780	Koolco, Inc.	Heating repair	-593.00	37,793.54
Bill Pmt -Check	01/01/2015	5781	Narragansett School System	Beach Bus	-4,912.50	32,881.04
Bill Pmt -Check	01/01/2015	5782	Patriot Disposal Company	Account number 47990 #66...	-10,616.66	22,264.38
Bill Pmt -Check	01/02/2015	5783	National Grid	Acct88017-84009	-142.77	22,121.61

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01/21/15

Accrual Basis

**Bonnet Shores Fire District**  
**Checking Account Disbursements**  
As of January 21, 2015

Type	Date	Num	Name	Memo	Amount	Balance
Bill Pmt -Check	01/02/2015	5784	National Grid (NE Gas)	A/C 89519-73003	-433.01	21,688.60
Deposit	01/05/2015			Deposit	3,942.87	25,631.47
Deposit	01/05/2015			Deposit	112.63	25,744.10
Liability Check	01/07/2015	5776	RIET	0001667785	-10.20	25,733.90
Bill Pmt -Check	01/08/2015	5779	McGinn, Mary	postage	-65.84	25,668.06
Total Checking Account-81081961					-12,620.41	25,668.06
Total General Operating Funds					-12,620.41	25,668.06
<b>TOTAL</b>					<b>-12,620.41</b>	<b>25,668.06</b>

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01/21/15

Accrual Basis

**Bonnet Shores Fire District**  
**Transaction Detail By Account**  
May 1, 2014 through January 21, 2015

Type	Date	Name	Memo	Amount
<b>Capital Expenditure</b>				
<b>Capital Improvement</b>				
Bill	05/01/2014	D & D Electric Company	#14261 alarm test	100.00
Bill	05/09/2014	Coastal Diving Services, LLC	installing 3 moorings/balance due	1,500.00
Bill	05/11/2014	Coastal Diving Services, LLC	installing 3 moorings	3,000.00
Bill	05/28/2014	John Deere Credit		2,371.66
Bill	06/09/2014	Lakeside Trading, LLC		500.00
Bill	06/26/2014	Lakeside Trading, LLC	Balance due	1,299.00
Total Capital Improvement				<u>8,770.66</u>
Total Capital Expenditure				<u>8,770.66</u>
<b>TOTAL</b>				<b><u><u>8,770.66</u></u></b>



**BONNET SHORES FIRE DISTRICT  
MONTHLY MEETING  
January 21, 2015**

FY 2015:

Land Assessment:	\$ 271,086,500.00
Building Assessment:	\$ 215,669,700.00
Total Assessment:	\$ 486,756,200.00
Mil Rate:	0.5263
Collectable Taxes:	\$ 256,175.00
Taxes Collected:	\$ 250,467.85
Percentage of Taxes Collected:	97.77%
Interest Collected	\$ 960.61

FY2014:

Collectable Taxes:	\$ 256,215.17
Taxes Collected:	\$ 254,475.49
Percentage of Taxes Collected:	99.32%
2014 Unpaid Taxes:	\$ 1,739.68
Interest Collected Prior Years Taxes	\$ 766.23
Prior Years Taxes Uncollected:	\$ 2,345.96

## **BONNET SHORES FIRE DISTRICT ("BSFD") MANAGER**

### **General Role:**

Under the general direction of the BSFD council chair and or his/her designee, the Manager shall manage BSFD to:

- Mitigate risk and liability to BSFD, officials and staff on a day -to-day basis;
- Enhance safety and security for the BSFD community on a day-to-day basis;
- Execute and account for BSFD activities and operations on a day-to-day basis;

As such, the Manager shall exercise managerial oversight on a day-to- day basis over the administrative, financial and personnel functions of BSFD.

### **Required Knowledge, Skills, Abilities and Attributes:**

Excellent interpersonal skills, including the ability to work and interface with public groups, taxpayers, residents, and people of all ages including students and children.

Knowledge of and/or experience with the operational needs and functioning of a municipality, quasi-municipality or fire district (and departments thereof);

Knowledge of and/or experience with the maintenance, beautification and upkeep of recreational assets and open space of a municipality, quasi-municipality or fire district (and departments thereof);

Experience in overseeing and managing a staff to accomplish the matters described herein in connection with a municipality, quasi-municipality or fire district (and departments thereof);

Experience in creating and working with annual budgets in connection with a municipality, quasi-municipality or fire district (and departments thereof);

Knowledge of and experience with modern public administration procedures, and demonstrated ability to schedule and direct work groups;

Knowledge of and experience with public purchasing methods and procedures, and the ability to prepare work scopes and quotations for subcontracted repairs and/or upgrades to buildings, grounds and other properties;

Ability to plan, direct and run the day-to-day business and operational affairs of a district

Ability to establish and maintain an effective working relationship with the council and third party governmental entities such as CRMC, the Town of Narragansett, etc.;

Ability to communicate effectively, both orally and in writing;

Ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software;

Integrity, initiative and resourcefulness, dependability and sound judgment;

**Minimum Acceptable Training and Experience:**

Bachelor's degree or equivalent from a four-year accredited college or university preferred.

Knowledge of business and management principles and procedures. Knowledge of human resource management principles and procedures. Knowledge of basic economic and accounting principles and practices. Knowledge of office administrative procedures, and relevant software applications.

Preference for experience with respect to the above by way of having served on a council or in an executive position having governmental authority with respect to a municipality, quasi-municipality or fire district).

Preference for experience with respect to the above in running departments (particularly departments relating to outdoor activities, land, recreations, etc.).

Preference for CPR and first-aid certified.

To apply for this position, please contact the Bonnet Shores District Office at 401-7894540, by email [district.manager@bonnetshores.org](mailto:district.manager@bonnetshores.org), or mailing address of Bonnet Shores Fire District, 130 Bonnet Shores Road, Narragansett, RI 02882.