

Bonnet Shores Fire District Council

Bonnet Shores Fire District Community Center
130 Bonnet Shores Road
Narragansett, Rhode Island

Monthly Meeting
September 2, 2015

Meeting Minutes

Call to order

Council Chair Lenny Mercier called the Council meeting to order at 7:30 pm. Those in attendance included Council Members: Janice McClanaghan, Terry Fracassa, Bill DelGizzo, John Pariseault, and Mike Vendetti. Tax Collector Helen Patience, District Manager Lisa DiBello and Clerk Carole Duffy were also present.

Pledge of Allegiance

The Assembly recited the Pledge of Allegiance along with observing a moment of silence for the men and women serving in the Armed Forces.

Urgent Business: none

Ratification of the July 15, 2015 Organization meeting and Council minutes

Motion: M. Vendetti made a motion to accept the Organization minutes; 2nd by J. McClanaghan.

Motion passed: 4-0 as J. Pariseault had been absent in July and T. Fracassa abstained.

J. McClanaghan **moved** to accept Council minutes; M. Vendetti 2nd. **Motion passed** 3-0.

J. Pariseault was absent and T. Fracassa and B. DelGizzo abstained. (Chair Mercier said if there was any issue with this vote it could be voted on at next meeting)

Committee Reports

a) **Beautification Committee** : no report.

b) **Beach & Security Committees:** see J. McClanaghan's attached report

J. McClanaghan **moved** 2nd M. Vendetti to apply to CRMC for a 10 year assent for pond dredging once a year into the 300 ft mark. **Discussion:** State Rep. Carol McEntee added that the dredged sand is clean and can be used for Kelly Beach nourishment. B. DelGizzo stated that pond water has continually tested positive. T. Fracassa is in favor of a major dredging project. T. Fracassa expressed concern about the overabundance of seaweed on Kelly Beach and he questioned why the BSBC wasn't cleaning it up. J. McClanaghan showed pictures of the actual size of Kelly Beach (60x100) and stated that the seaweed was in front of adjacent properties the owners of which have chosen not to pay the BSBC to rid their sand of seaweed. She continued that the BC actually allows our residents to sit on the BC sand adjacent to our beach. B. DelGizzo suggested that the District take care of our beach and J. McClanaghan explained that the only way equipment could access our beach was through BC property. T. Fracassa added that the Beach Club should grant us an easement for such equipment in that event, in the same manner that the Beach Club is seeking an easement from the District for the placement of the sewer line down the causeway. This access could be raised when sewer easement discussions commence.

Motion passed 4-0. B. DelGizzo and T. Fracassa abstained.

c) **Public Works Committee:** J. Pariseault thanked Rep. Carol McEntee for her assistance in obtaining the money for the new traffic radar sign.

d) **Social Committee:** no report

e) **Historical Committee Report:** M. Vendetti stated that there would be a meeting in September, TBD

f) **Harbor Committee:** no report

g) **By-Laws, Ordinances, Bonnet Days, Memorial Benches Committees:** no report

h) **Sanitation Committee:** no report

i) **Pond Committee:** no report.

Tax Collector's Report: see report and H. Patience stated that 85% of taxes have been posted.

Treasurer's Report: see M. McGinn's attached report. Bill DelGizzo **moved** to have a separate treasurer's report posted on the website monthly and to post the annual budget on the website as well; 2nd J. McClanaghan. **motion passed** 5-0. T. Fracassa abstained.

District Manager's Report : see attached report

Old Business:

1. BSBC sewer project update and "next steps"

T. Fracassa began the discussion with the enumeration of six points which he wants the Council to address to satisfy its fiduciary duties:

- a. sewer project and easement granting to Beach Club
- b. conflict of interest issues with respect to the Council
- c. BSFD: public or private body
- d. BSFD insurance
- e. self sufficiency
- f. BSFD long range and short range plans

Before he explained the above, he stated that he is in favor of the sewer project easement contingent on negotiations being based on the following:

- a. Budget for engineering study; environmental impact study; and professional advise so Council can make informed decisions; assurance that District insurance coverage is sufficient to cover a "disaster"; seek cooperative reciprocal arrangement for environmental, sanitation; and quality of life solution for entire community..
.example- Kelly beach goes to have access to public toilet facilities ; seek collaborative plan for improving safety/ recreation on the causeway by installing a walkway and bike paths
- b. Conflict of interest on part of Council members who have property at BSBC; he read portion of RI Code of Ethics which pertains to deriving economic gain or loss from a potential vote and the need to recuse oneself
- c. BSFD as public or private body...the issue doesn't affect District's ability to have Ordinances, and a District Manager, but a public body must comply with good government practices such as the Open Meetings Act, RI Access to Public Records, the filing of Disclosure Statements, and complying with the RI Code of Ethics. As an example... The Open Meetings Act provides for input and accountability by assuring that decisions affecting the public are made in public.
- d. Is the language clear in our insurance policy that there would be funds to cover a catastrophe regardless of public or private designation? Interlocal Trust covers public and quasi-municipal entities and public officials. To that point, if we are not deemed public, would we be covered?
- e. District needs to become self-sufficient in order remove reliance on: BSBC for beach cleaning; volunteers maintaining gardens; and Town ordinances about dwelling construction. To accomplish these items, the annual budget would need to address more that trash collection and to be increased in order to reinvest back in the community which would increase quality and value of the property
- f. Long range plans cited from 2000 & 2002
 - Growth management- preserving open space and controlling development through adoption of building requirements
 - Improve health and safety (walking and cycling opportunities)
 - Enhance recreation
 - Create open space and begin dialogue w/ BSBC about expansion plans and projects of mutual concerns like road safety
 - Enforce BSFD Ordinances
 - Promote wastewater management
 - Create pass/id system for beach entry
 - Clean up Little Beach
 - Develop walking trail system
 - Seaweed control
 - Enforce setback regulations for safety purposes

T. Fracassa continued by saying that he will be forming a committee to address these stated points and encouraged like-minded and/or interested people to sign on.

Chair Mercier responded (not in the same order as T. Fracassa's list):

1. Our insurance is in a special category in that we are technically part of Narragansett and we only maintain beaches and harbor and provide trash removal services. We own the roads but do not maintain them.

2. Meetings w/ agendas are posted
3. Public/private... in a public setting residents can vote on an issue or for a person...in a private setting only taxpayers, (owners) can vote. Not in favor of spending money for legal opinion on this issue
4. This Council has been elected by all property owners
5. BSBC has not breached the Contract to attend to Kelly Beach needs. Besides cleaning the beach they have: emptied trash cans, stored guard chairs, and provided backup for guards. It would cost 4-5 times as much for us to clean the beach ourselves
6. BSBC members and guests have been walking through Kelly Beach for years and the Beach Committee has tried very diligently to stem this process by hiring the security person and by soliciting volunteers to sit at the breach way to discourage entrance there.
7. Causeway safety is a BSFD/Narragansett issue and it is not the responsibility of the BSBC to rectify this during the sewer project.
8. DEM, CRMC, and Narragansett have the overriding oversight of the sewer project regarding the engineering technicalities
9. Any legal documents pertaining to this sewer project must be reviewed for our protection
10. There were no undisclosed meetings with Mr. Colletti.
11. BSBC members do not receive any services from our District unless they live here.
12. My decisions that are made are based on what is best for Bonnet and people should not draw conclusions without the facts.

A few comments followed Chair Mercier's remarks... B.DelGizzo stated that before any committee convened there should be a decision on public/private. Resident, Anita Langer cited an earlier AG statement that BSFD was a "quasi-municipality or public body. B.DelGizzo **moved** that he wanted a letter sent to the Attorney General asking for a determination of public/private and a letter to the Ethics Committee about Council members voting on sewer project. There was no second.

2. J. Pariseault **moved** to create a Committee to review the sewer project and make recommendations for review by the Council; 2nd M. Vendetti. **Discussion:** J.McClanaghan suggested looking at insurance, culverts under causeway, and to get moving in the discussion phase. J.Pariseault reminded everyone that the BSBC owners are members of our District as well. Furthermore, the State has no incentive to declare that BSFD is private/public. T.Fracassa wants to be on the Committee; J.McClanaghan suggested a member of Land Trust be part; L.DiBello would be on the committee. Interested people should contact T. Fracassa who volunteered to Chair. List of questions was generated to start the committee off: insurance, attorney to review documents, independent study for engineering, etc. **Motion** passed 4-0. T. Fracassa and B.DelGizzo abstained.
3. Storage Closet... moved to next meeting
4. See District Manager's report on area triangle gardens

New Business:

1. Speed signs: District Manager has been advised that the District wait one year before purchasing another signal to determine best place to locate it. Causeway may not be the best as there are no houses nearby to "monitor" for tampering.
2. Stop signs at Leonard Bodwell, Withington, and Namcook
Discussion: question raised about best way to get stop sign(s) at crossing of these busy intersections. L.DiBello explained that the best way to push this forward is for the District to write a letter to DPW that will be forwarded to Narragansett police that will be forwarded to Town Council. **To be put on next agenda for vote for letter.** L.DiBello will also speak with police Chief
3. Shrub interference with visibility... Peter Rousseau @ DPW is on top of this. When a property owner is notified of violation, they have 15 days to rectify

Period of Public Comment:

1. Narragansett/URI AdHoc Committee; AnnMarie Silveri apprised the Council about a petition circulated by her Committee to obtain 1,000 signatures about the following recommendations that they want the Narragansett council to adopt; this is in conjunction with the Eastward Look community issues: zoning, rental registration, parking, house occupancy of no more than 4 unrelated people.
To be on next agenda

2. Golf Carts
 - Newsletter message about prohibition
 - L.DiBello verified via State Police that golf cart must adhere to all reg.s for vehicles (license plates, etc.)
 - **L.DiBello will draft a letter to be presented at next meeting about this and also prepare a card to be placed on errant vehicle about the reg.s**
- 3 .Question raised about minutes on Website... answer was given about timing and ratification

Meeting minutes will be available on the District's website after ratification

Adjournment

There being no further public comments or district business, J.McClanaghan moved to close the meeting, 2nd by B.DelGizzo. All were in favor with T. Fracassa abstaining. Meeting was adjourned at 10:30 pm

Respectfully submitted,
Carole Duffy, Clerk

Carole Duffy

Minutes ratified by the Council on:

Sept. 16, 2015

To: Bonnet Shores Fire District Council

From: Janice McClanaghan
Chair –Beach Committee and Security Committee

Date: September 2.2015

Subject: Beach/ Security Committee Report

1. **Beaches**: The beaches will officially close on Labor Day at 5:00 PM. The bus, beach guard and lifeguards will also end on that day. The plan is to have the beach committee meet in September to discuss the season, what procedures we should change or implement for next season.
2. **Breachway**: We had to again open the breachway last week for 24 hours to lower the level of the pond and the dry up the causeway. Planning for this has to coincide with tides and cleaning of the beach. It was done during the week so as to not disturb the weekend beachgoers. Although we have 10 year maintenance assents for opening the breachway to the beach and another to go 100 ft on pond side. It may be prudent to apply to CRMC to get a 10 year –one time each year assent to dig into the pond 300 ft as was done a few years ago.
3. **Security Detail**: Night security will continue through the year as scheduled. If residents have an issue with parties, noise or parking on their street – please let me know address so that I can add it to the guards watch list.
4. **Emergency Contacts**: Steve continues to compile the data from our request for contact information. To date, we have 596 street addresses on record with the number of emails at 529. He just received 400 more that he needs to process which will take some time. Some of these may be duplicates to what we have or updates, some have multiple addresses with same email address or more than one email contact. It is a true challenge and I applaud Steve for his hard work in doing this. I believe that it has enhanced our ability to find residents in an emergency and to provide information to many as needed.

BONNET SHORES DISTRICT MANAGER

MONTHLY REPORT – August 2015

I am pleased to provide the following report for the month of August.

1. Beaches –

- a. Staff – Both beaches have been fully staffed throughout the summer. Unfortunately this will not be possible in the final week as lifeguards return to school. There will be full coverage at Kelly Beach for the remainder of the summer but coverage at Little Beach will be limited. Please be advised that with regard to “liability”, both beaches have signs that were installed this summer advising beachgoers that “swimming is at their own risk when no lifeguard is on duty” in addition to notices which have been placed in bulletin boards.
- b. Seaweed – Seaweed at both beaches continues to be the biggest source of complaints received. Little Beach has been a constant cause of concern for residents while I have only recently received complaints about seaweed on Kelly Beach (last few weeks). With regard to Little Beach, the seaweed issue, along with the overall appearance and general use of the area is something that I look forward to discussing with the council in further detail in the coming months. With regard to Kelly Beach, I am aware of the concerns which have been expressed by some (including council members) with regard to seaweed on the beach. I have discussed the issue at length on numerous occasions with various staff and board members at the BSBC and I plan to discuss the matter in further detail at your meeting.
- c. “Miscellaneous” – There have been no major “incidents” or problems at either beach to date but there are a number of other “issues” which have come to my attention during the course of the summer that will need to be addressed in the coming months. Some of these “issues” include facility maintenance, usage (including policies for Bonnet resident use only), staffing, etc. I look forward to discussing these matters with the Beach Committee and Council in the future.

- 2. Summer Camp** – The summer camp program has ended and I am happy to report that from all accounts the camp was extremely successful. We implemented a number of new programs, policies etc. in an attempt to address some of the “issues” and “concerns” that I had heard previously and it appears that the changes were well received. We have heard a number of compliments from campers, parents, etc. and have also received very positive feedback from those who completed a newly created “camp evaluation form”. There are a few unresolved issues with regard to registration and fees which will need to be resolved before next year’s program. I have reviewed camp expenses and revenues with the treasurer and I am pleased to report that the camp program basically broke even (-\$87) for this year. This is especially noteworthy when considering there was limited equipment and very few supplies available prior to the start of the program. In addition, the minimum wage increased (as of Jan 1) which resulted in higher wages for all staff. The following is a breakdown of numbers for this year’s program:

Total campers: A total of **142** children attended the program (throughout the course of the summer)

Average attendance: We averaged 52 campers on a daily basis (1st session) and 23 campers daily (2nd session).

Total revenues: Total revenues were **\$12,070.00**. (Registration Fees: \$11,420, Camp Store \$650)

Total expenses: Total expenses (supplies/equipment, store goods and salaries) were **\$12,157.91**

Final totals: The program ended with a balance of **\$87.00**

3. Events –

b. Yard Waste – The final yard waste is scheduled for Saturday, September 5th. I will be seeking input as to whether the program should be extended past the final scheduled pick up.

e. Blood Drive – The Annual Blood Drive was held at the Community Center on Thursday, July 16 and although participation more than doubled this year (from 2 to 6) numbers were still relatively low. As a result of the participation levels, funding cuts at the RI Blood Center, and the fact that a blood drive is held annually at the BSBC, I have been informed that the Community Center will no longer be used as a donation site.

4. Facilities -

a. Landscaping – The “Adopt an Island” project began in July and with the exception of 1 location, all “islands” and “gardens” in Bonnet have undergone various degrees of maintenance and improvement. Many of the landscapers indicated that based on their busy summer schedules and concerns for planting during the hot summer months, a large portion of the planting, trimming etc. work will be done in the fall. Special thanks to Roz Thomas who oversaw the project as well as Len Mercier who made all of the signs which have been placed in the islands to acknowledge the donated efforts of landscapers.

b. Speed Sign – I am happy to report that installation of the speed/radar sign began this week with the installation of the sign pole. The Narragansett DPW recommended that the sign be placed on Bonnet Shores Road, a few hundred feet before Ottawa. The location was chosen based upon several factors including the straight section of roadway, road and roadside conditions, as well as “clear” tree lines. The sign is solar powered so it is critical that the wooded area directly above the sign be suitable to allow enough sunshine to adequately power the sign. DPW will also be trimming some additional branches in the area to allow for maximum sunlight. When installed, the sign “box” will be approximately 7’ from the ground to meet all state and federal highway standards. The sign was purchased from the same manufacturer that the town currently uses for its’ traffic control signs so all data collected will be able to be uploaded by the Narragansett Police Department for future review. The DPW foreman and I are both going to meet with the Chief to determine the best settings for the unit. (I.e. hours of operation, type of data recorded, etc.) I will advise the council accordingly. Also, there has been some discussion about purchasing a second speed control unit. I will await direction from the Council in this regard.

5. Administration – Pursuant to the terms of my hiring (and as outlined in the District Manager’s contract), I will be working a reduced schedule beginning September 21st. Per contract, I will be working 12.9 hours per week (at a minimum!) for the next 32 weeks. During this period (and as time allows) I will be working on all ongoing District “issues” as well as other day to day matters including: administrative (mail, phone messages, email, etc.), various meetings with officials, vendors, etc., cleaning and reorganizing the Community Center office, organizing and planning for next summer (including staffing & equipment for beaches and summer camp program), budgeting, researching and/or writing grants, reviewing and recommending policies for facility use and maintenance, addressing “ongoing complaints”, dealing with fall/winter weather “issues”, and ALL OTHER THINGS BONNET! I will have “dedicated office hours” on Wednesdays and Thursdays (which I will post) to be accessible to all residents. Please note - I will also be working 2 other part time jobs in the fall/winter so I may not be as “accessible” at all times as I have been this summer. Please feel free to continue to reach me by cell phone or email and I will of course respond at my earliest opportunity.

Thank you for your support during the course of my first summer here in Bonnet! I look forward to working with you in the future.

Respectfully submitted,

Lisa DiBello
Bonnet Shores District Manager

Bonnet Shores Fire District
Revenue & Expense Actual vs. Budget
 May 1 through September 16, 2015

Accrual Basis

	May 1 - Sep 16, 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Tax Revenue	195,933	256,175	(60,242)
Prior Yr Surplus (Deficit)	0	11,401	(11,401)
Rental Registration Fees (Net)	(40)	750	(790)
Hall Rental Fees	1,200	3,000	(1,800)
Hall Equip- Designated Fund Tfr	200	0	200
Hall Rental Fees-Cleaning (Net)	300	(750)	1,050
Interest Earned - Bank Accts	18	100	(82)
Interest Earned - Tax Revenue	113	0	113
Newsletter Advertising	400	2,000	(1,600)
Permits/Plans Fees	100	200	(100)
Road Race/Bonnet Days			
Race Expenses	(945)	0	(945)
Total Road Race/Bonnet Days	(945)	0	(945)
Website Advertising	0	50	(50)
Total Income	197,279	272,926	(75,647)
Gross Profit	197,279	272,926	(75,647)
Expense			
Administrative Expense			
Administrative Postage	57	147	(90)
Advertising Expense	102	100	2
Annual Meeting Expense	1,193	2,000	(807)
Council Discretionary Expense	368	300	68
Insurance	6,780	6,850	(70)
Land Trust Operating Alloc'n	0	2,500	(2,500)
Historical Committee Expenses	0	200	(200)
Legal Fees	0	2,000	(2,000)
Monthly Meeting Expense	0	50	(50)
Newsletter Editor Comp	350	350	0
Newsletter Postage & Printing	3,251	3,000	251
Office Supplies	1,682	2,500	(818)
Payroll Services	480	450	30
Security	1,340	4,600	(3,260)
Tax Collection Costs	0	2,800	(2,800)
Total Administrative Expense	15,603	27,847	(12,244)
Beach Expense			
Beach Bus	0	5,000	(5,000)
Beach Raking & Maintenance	6,500	6,500	0
Beach Salaries	13,225	20,393	(7,168)
Beach Guard	2,242	2,800	(558)
Beach Supplies	196	600	(404)
Total Beach Expense	22,163	35,293	(13,130)
Day Camp (Income) Expense			
Camp Store	(350)	0	(350)
Camp Proceeds	(11,431)	(11,500)	69
Camp Salaries	10,406	10,500	(94)
Camp Supplies	1,462	1,000	462
Total Day Camp (Income) Expense	87	0	87
Harbor (Income) Expense			
Mooring Fees	(10,050)	(10,050)	0
Mooring Wait List Fees	(20)	(100)	80
Ramp Fees	(500)	(800)	300
Harbor Supplies & Maintenance	903	1,250	(347)
Harbormaster Expense Reimb.	1,100	4,400	(3,300)
Harbor Fund Tfr Designated Acct	0	3,500	(3,500)
Total Harbor (Income) Expense	(8,567)	(1,800)	(6,767)
Admin Compensation & Taxes			
Manager's Salary	10,766	35,000	(24,234)

Bonnet Shores Fire District
Revenue & Expense Actual vs. Budget
 May 1 through September 16, 2015

Accrual Basis

	May 1 - Sep 16, 15	Budget	\$ Over Budget
Clerk	938	3,750	(2,813)
Tax Collector	1,250	5,000	(3,750)
Treasurer	1,063	4,250	(3,188)
Payroll taxes	3,301	4,500	(1,199)
Total Admin Compensation & Taxes	17,317	52,500	(35,183)
Property Expense			
Beautification	63	500	(437)
Electricity	584	2,000	(1,416)
Maintenance	4,939	1,500	3,439
Natural Gas	420	3,000	(2,580)
Pond	0	600	(600)
Telephone & Internet	757	2,000	(1,243)
Water	211	350	(139)
Total Property Expense	6,974	9,950	(2,976)
Public Works			
Clear Breachway	3,520	5,000	(1,480)
Equip. & Tools Maintenance	0	400	(400)
Landscaping	3,430	7,000	(3,570)
Public Works Salaries	0	3,900	(3,900)
Sanitation	43,717	130,000	(86,283)
Snow Removal	0	500	(500)
Total Public Works	50,667	146,800	(96,133)
Recreation (Income) Expense			
Social Activities	97	0	97
Total Recreation (Income) Expense	97	0	97
Total Expense	104,341	270,590	(166,249)
Net Ordinary Income	92,938	2,336	90,602
Other Income/Expense			
Other Expense			
Capital Expenditure			
Appropriation from Harbor	0	(3,000)	3,000
Grants - Capital	(1,000)	0	(1,000)
Appropriation from Capital Acct	0	(9,164)	9,164
Playground Expense	3,725	0	3,725
Capital Improvement	4,677	14,500	(9,823)
Total Capital Expenditure	7,402	2,336	5,066
Total Other Expense	7,402	2,336	5,066
Net Other Income	(7,402)	(2,336)	(5,066)
Net Income	85,535	0	85,535

**BONNET SHORES FIRE DISTRICT
MONTHLY MEETING
September 2, 2015**

FY 2016:

Land Assessment:	\$ 271,086,500.00
Building Assessment:	\$ 215,669,700.00
Total Assessment:	\$ 486,756,200.00
Mil Rate:	0.004871
Collectable Taxes:	\$ 256,157.22
Taxes Collected:	\$ 218,860.42
Percentage of Taxes Collected:	85.44%

FY2015:

Unpaid Taxes	\$ 2,909.02
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Take a step back!

Before any decision is made to grant a sewer line easement to the BSBC along/under our roadway let's examine our residential BSFD community number one priority.

PUBLIC SAFETY

Before any decision is made to grant a sewer easement to the BSBC, the unsafe condition of the Bonnet Point causeway must be fully assessed by highway engineers from the town, the state and federal governments.

The causeway is one of only two roads providing entry and exit to and from our year round residential community. It is our primary storm evacuation route and our fire and emergency vehicle route to BSFD homes.

This causeway is subject to periodic flooding which results in seasonal closures. The underlying subsurface of this life line artery is subject to a winter long freeze-thaw cycle which compromises the road's surface and degrades its overall structural condition. The rising water levels of our Wesquage watershed pond are near or at pavement edge of the causeway; the slightest run off of rainwater floods the west bound lane creating a traffic hazard and making pedestrian use extremely dangerous in all seasons.

Granting the BSBC an easement under 1500-2000 feet of our causeway at this time will greatly complicate the necessary process of rebuilding our causeway in the foreseeable future.

BSBC unsustainable use of a barrier beach as a sewer treatment facility for an overcrowded seasonal facility needs remediation, but BSFD has a greater concern: public safety. The causeway rebuilding is priority # 1.

If we can collaborate on a solution to both issues, we should. There can be no expedient quick fix solution that threatens both parties. Past expedience and commercial interests are bringing the BSBC to us now in order to solve their problem. We cannot be rushed into a decision that requires much fore thought and planning on BSFD's part.

We are not responsible for the BSBC's lack of fore thought and we must place the safety of BSFD residential community first in our decision. There is much for all to gain and we cannot approve this easement request without first seeking a solution to our public safety concerns.

9/2/2015
Terry Duffy Land Trust Chair