

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

Monthly Meeting  
August 17, 2016  
Meeting Minutes

**Call to Order:**

Chairperson Lenny Mercier called the Council meeting to order at 7:45 pm. Those in attendance included Council Members: Mike Vendetti, Natalie McDonald, and John Pariseault. District Manager Lisa DiBello, Treasurer Mary McGinn, Tax Collector Helen Patience, 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:** House plans for construction on Allagash Trail presented by Mr. Santilli of Green Hill Bldrs. were approved after discussion. M. Vendetti **moved** to accept the plans pending approval by P&Z in Narragansett; 2<sup>nd</sup> J. Pariseault **Motion** passed 4-0.

**Ratification** of July 20, 2016 Organization Meeting Minutes. N. McDonald **moved** to accept the minutes; 2<sup>nd</sup> M. Vendetti. **Motion** passed 3-0 w/ one abstention. M. Vendetti **moved** to accept the Regular Minutes of the same day; 2<sup>nd</sup> N. McDonald. **Motion** passed w/ one abstention. Both abstentions were J. Pariseault due to absence.

**Presentation**

State Rep. Carol McEntee presented a Legislative Citation to Nick Mangeau for quick action as a lifeguard on Kelly Beach when a small plane crashed into the bay during July. Chair Mercier also presented a Certificate of Commendation from the Council to him.

**Committee Reports:** There were no Committee reports

**Treasurer's Report:** See M. McGinn's report and she reported that the tax bills were out and money was coming in. Second session of Camp might not be self-sustaining.

**Tax Collector's Report:** see H. Patience report and she added that 80% of taxes have been collected.

**Land Trust Report:** No report

**District Manager's Report:** see L. DiBello's report. She added that she will be in touch with the new Narragansett Town Manager to offer an invitation to a future Council meeting.

**Old Business:**

- 1) **TIP Grant:** Rep. McEntee brought the Council up to date about the TIP meeting that convened with State DOT Chair Peter Alvetti, Mike DeLuca, Jim Manni, Len Mercier, and Terry Duffy. The original grant proposal was for \$15 million to completely reconstruct the causeway for safety concerns as it continually floods and is designated as an evacuation road. That proposal was "shot down" and Narragansett proposed an alternate plan with a price tag of approx. \$788,000 with funding coming from BSBC and Narragansett (\$100,000), BSFD (\$20,000), and the State (\$500,000). There were questions from the audience about the pond and dredging, etc. Rep. McEntee ended by saying that M.DeLuca and J.Manni would reassess monies earmarked for the proposed Narragansett bike path extension as recommended by P. Alvetti.  
M.Vendetti thanked Rep. McEntee for her efforts on behalf of Bonnet Shores.

**New Business**

- 1) Items were addressed in earlier reports or did not get addressed due to absence of key Council members

**Period of Public Comment**

Resident Nancy Cordy asked to have the topic of traffic calming placed on the next agenda.

**Adjournment:**

There being no further public comments or district business, M. Vendetti **moved** to close the meeting; 2<sup>nd</sup> N. McDonald. All were in favor. Meeting was adjourned at 8:40 pm.

*Once the minutes are ratified they are available for viewing on the BSFD website*

Respectfully submitted,

Carole Duffy, Clerk

Minutes ratified by the Council on:

*Carole Duffy*  
*Sept 21, 2016*

**BONNET SHORES DISTRICT MANAGER**

**MONTHLY REPORT – August 2016**

I am pleased to provide the following report for your review.

**1. Beaches** – I continue to work with Janice and Phil on a number of improvements at Kelly Beach. Now that the tractor is back up and running Phil was able to spread the sand on both sides of the boardwalk. Janice and I are working on a plan for (2) new benches at the beach end of the boardwalk and a new “L” shaped bench at the entranceway.

**2. Summer Camp** – This is the final week of summer camp. We have generated \$8,295 in total registrations to date. Our daily numbers this session are down significantly from the first session. We now average 15 campers per day. In response to the low numbers of registrants and in an attempt to stay within budget, we reduced camp staff by instituting a “voluntary” day off (per week). All staff have voluntarily taken a day of per week rather than my reducing staffing levels. I will be discussing the camp program with Paul in the future (hopefully after I have received completed program evaluation forms from parents).

**3. Facilities -**

a. **Trash Totes**- The new “tagging” program has been very “interesting”. I expect Janice will discuss this matter further including a proposed revision to the existing trash ordinance.

b. **Patriot Contract**– I have been talking to Bob Greenwood of Patriot re: the new trash contract. We have a meeting scheduled for Wednesday, August 24 with Paul and Bob to review the proposed contract. Paul or I will advise the council as appropriate.

**4. Town Housing Officer** – I wanted to advise the council that the Town’s Housing Officer, Dave Green and I met today to discuss ongoing issues in the district including a complaint with regard to overgrown trees at 24 Camden. Dave advised me that he has spoken to the owner of the property on Camden and is going to request that the town highway department cut/trim the trees on the property to a height of no higher than 4 ft. The town will then bill the homeowner. I am also going to meet with Dave again this Friday afternoon to further discuss the town’s involvement in the trash tote situation. Per Dave, if trash totes being left out are a problem for the district, he can speak to homeowners about the matter.

**5. New Town Manager** – The town has hired their new Town Manager. I was wondering if it would be a good idea to invite the new manager to your next meeting to introduce yourselves, give him a quick “overview” of “all things Bonnet” and to ask any questions you may have (i.e. Traffic calming, road projects, etc.). I will await word from the council as to whether you would like me to invite the new manager.

**6. Out of Office** – Please be advised that I will be out of the office from September 1-9. I will be out of state to attend my Goddaughter’s wedding and will be back in the office on Monday, September 12.

I continue to work on all other matters related to Bonnet Shores and will advise the council as necessary on matters of importance.

Respectfully submitted,  
Lisa DiBello  
Bonnet Shores District Manager

**BONNET SHORES FIRE DISTRICT**  
**Monthly Meeting**  
**August 17, 2016**

FY 2017:

Land Assessment:	\$ 296,755,000.00
Building Assessment:	\$ 230,516,800.00
Total Assessment:	\$ 527,271,800.00
Mil Rate:	0.5508
Collectable Taxes:	\$ 290,294.00
Taxes Collected:	\$ 234,029.30
Percentage of Taxes Collected:	80.62%

Accrual Basis

**Bonnet Shores Fire District**  
**Revenue & Expense Actual vs. Budget**  
**May 1 through August 17, 2016**

	<u>May 1 - Aug 17, 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total Recreation (Income) Expense	(11)	0	(11)
Total Expense	<u>80,482</u>	<u>299,100</u>	<u>(218,618)</u>
Net Ordinary Income	59,465	(3,500)	62,965
Other Income/Expense			
Other Expense			
Capital Expenditure			
Appropriation from Harbor	0	(3,500)	3,500
Grants - Capital	(500)	0	(500)
Appropriation from Capital Acct	0	(10,986)	10,986
Playground Expense	250	0	250
Capital Improvement	<u>1,586</u>	<u>10,986</u>	<u>(9,400)</u>
Total Capital Expenditure	<u>1,336</u>	<u>(3,500)</u>	<u>4,836</u>
Total Other Expense	<u>1,336</u>	<u>(3,500)</u>	<u>4,836</u>
Net Other Income	<u>(1,336)</u>	<u>3,500</u>	<u>(4,836)</u>
Net Income	<u><u>58,129</u></u>	<u><u>0</u></u>	<u><u>58,129</u></u>

Accrual Basis

**Bonnet Shores Fire District**  
**Revenue & Expense Actual vs. Budget**  
**May 1 through August 17, 2016**

	May 1 - Aug 17, 16	Budget	\$ Over Budget
<b>Total Beach Expense</b>	17,627	40,600	(22,973)
<b>Day Camp (Income) Expense</b>			
Camp Store	116	0	116
Camp Proceeds	(8,506)	(11,500)	2,994
Camp Salaries	6,534	10,500	(3,966)
Camp Supplies	547	1,000	(453)
<b>Total Day Camp (Income) Expense</b>	(1,309)	0	(1,309)
<b>Harbor (Income) Expense</b>			
Mooring Fees	(9,450)	(10,050)	600
Mooring Wait List Fees	(20)	(100)	80
Ramp Fees	(650)	(800)	150
Harbor Supplies & Maintenance	1,197	2,550	(1,353)
Harbormaster Expense Reimb.	1,100	4,400	(3,300)
Harbor Fund Tfr Designated Acct	0	3,500	(3,500)
<b>Total Harbor (Income) Expense</b>	(7,823)	(500)	(7,323)
<b>Admin Compensation &amp; Taxes</b>			
Manager's Salary	10,564	39,950	(29,386)
Clerk	938	3,750	(2,813)
Tax Collector	1,250	5,000	(3,750)
Treasurer	1,063	4,250	(3,188)
Payroll taxes	2,222	5,500	(3,278)
<b>Total Admin Compensation &amp; Taxes</b>	16,036	58,450	(42,414)
<b>Property Expense</b>			
Beautification	104	500	(396)
Electricity	253	1,500	(1,247)
Maintenance	677	1,500	(823)
Natural Gas	404	2,500	(2,096)
Pond	50	600	(550)
Telephone & Internet	382	1,500	(1,118)
Water	304	700	(396)
<b>Total Property Expense</b>	2,173	8,800	(6,627)
<b>Public Works</b>			
Clear Breachway	2,063	7,500	(5,438)
Equip. & Tools Maintenance	517	3,000	(2,483)
Landscaping	3,900	8,000	(4,100)
Public Works Salaries	405	2,000	(1,595)
Sanitation	33,629	135,000	(101,371)
Snow Removal	0	1,000	(1,000)
<b>Total Public Works</b>	40,514	156,500	(115,986)
<b>Recreation (Income) Expense</b>			
Social Activities	(11)	0	(11)

Accrual Basis

**Bonnet Shores Fire District**  
**Revenue & Expense Actual vs. Budget**  
 May 1 through August 17, 2016

	May 1 - Aug 17, 16	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Tax Revenue	137,638	290,294	(152,656)
Prior Yr Surplus (Deficit)	0	1,756	(1,756)
Rental Registration Fees (Net)	40	750	(710)
Hall Rental Fees	1,000	2,400	(1,400)
Hall Rental Fees-Cleaning (Net)	250	(600)	850
Interest Earned - Bank Accts	12	100	(88)
Interest Earned - Tax Revenue	601	0	601
Newsletter Advertising	1,350	700	650
Permits/Plans Fees	0	200	(200)
Road Race/Bonnet Days Race Expenses	(945)	0	(945)
<b>Total Road Race/Bonnet Days</b>	(945)	0	(945)
<b>Total Income</b>	139,946	295,600	(155,654)
<b>Gross Profit</b>	139,946	295,600	(155,654)
<b>Expense</b>			
<b>Administrative Expense</b>			
Admin. IT Services	0	1,500	(1,500)
Administrative Expense	160	1,650	(1,490)
Advertising Expense	191	100	91
Annual Meeting Expense	666	2,000	(1,334)
Bank Charges	30	0	30
Council Discretionary Expense	50	300	(250)
Insurance	5,854	6,850	(996)
Land Trust Operating Alloc'n	92	2,500	(2,408)
Historical Committee Expenses	0	200	(200)
Newsletter Editor Comp	350	350	0
Newsletter Postage & Printing	2,854	3,300	(446)
Office Supplies	692	2,500	(1,808)
Payroll Services	555	600	(45)
Professional Services	0	5,500	(5,500)
Security	1,147	4,600	(3,453)
Tax Collection Costs	135	2,800	(2,665)
Web Site Expenses	498	500	(2)
<b>Total Administrative Expense</b>	13,275	35,250	(21,975)
<b>Beach Expense</b>			
Beach Bus	0	5,300	(5,300)
Beach Raking & Maintenance	9,826	9,500	326
Beach Salaries	6,005	22,400	(16,396)
Beach Guard	1,186	2,800	(1,614)
Beach Supplies	611	600	11

9:45 AM  
 08/16/16  
 Accrual Basis

**Bonnet Shores Fire District**  
**Checking Account Disbursements**  
 As of August 17, 2016

Type	Date	Num	Name	Memo	Amount	Balance
<b>General Operating Funds</b>						17,142.03
<b>Checking Account-81081961</b>						17,142.03
Deposit	07/20/2016			Deposit	105.00	17,247.03
Deposit	07/20/2016			Deposit	685.00	17,932.03
Bill Pmt -Check	07/20/2016	6353	Tucker, Beth	Kelly Beach work	-325.50	17,606.53
Bill Pmt -Check	07/20/2016	6339	BJ's	Membership	-50.00	17,556.53
Bill Pmt -Check	07/20/2016	6338	BJ's	Camp Store Supplies	-142.55	17,413.98
Bill Pmt -Check	07/20/2016	6362	Smith, Philip	maintenance tasks	-150.00	17,263.98
Paycheck	07/21/2016	6340	Blair Skeffington		-203.45	17,060.53
Paycheck	07/21/2016	6341	Brendan L. Gaffney		-171.54	16,888.99
Paycheck	07/21/2016	6342	Cristina L. Panciera		-506.47	16,382.52
Paycheck	07/21/2016	6343	Daniel E Fiorenzano		-294.52	16,088.00
Paycheck	07/21/2016	6344	Isabella R. Bellini		-256.20	15,831.80
Paycheck	07/21/2016	6345	James S. Puppi		-248.60	15,583.20
Paycheck	07/21/2016	6346	James T Logan		-234.01	15,349.19
Paycheck	07/21/2016	6347	Julia F. Rei		-239.08	15,110.11
Paycheck	07/21/2016	6348	Kyle Keech		-393.88	14,716.23
Paycheck	07/21/2016	6350	Luke A. MacKenzie		-558.48	14,157.75
Paycheck	07/21/2016	6351	Matthew Rei		-254.08	13,903.67
Paycheck	07/21/2016	6352	Nicholas W. Mongeau		-235.98	13,667.69
Paycheck	07/21/2016	6349	Lisa A DiBello		-1,142.73	12,524.96
Deposit	07/21/2016			Deposit	534.00	13,058.96
Deposit	07/26/2016			Deposit	1,129.25	14,188.21
Bill Pmt -Check	07/26/2016	6383	DiBello, Lisa	expenses	-92.82	14,095.39
Deposit	07/27/2016			Deposit	270.00	14,365.39
Bill Pmt -Check	07/28/2016	6386	Bonnet Shore Beach Club Cond A...	Beach Raking & Maintenance	-6,500.00	7,865.39
Bill Pmt -Check	07/31/2016	6388	Ocean Edge Landscaping LLC	#1285	-1,140.00	6,725.39
Deposit	08/03/2016			Deposit	4,502.50	11,227.89
Deposit	08/03/2016			Deposit	5,329.27	16,557.16
Deposit	08/03/2016			Deposit	3,905.86	20,463.02
Deposit	08/03/2016			Deposit	5,305.07	25,768.09
Deposit	08/03/2016			Deposit	4,133.87	29,901.96
Bill Pmt -Check	08/03/2016	6363	Martinez Landscaping and Constru...	removing seaweed at Little ...	-3,000.00	26,901.96
Deposit	08/03/2016			Deposit	425.00	27,326.96
Bill Pmt -Check	08/03/2016	6384	NESCTC Security Agency LLC	Security BS073016	-1,168.50	26,158.46
Paycheck	08/04/2016	6364	Blair Skeffington		-157.32	26,001.14
Paycheck	08/04/2016	6365	Brendan L. Gaffney		-55.07	25,946.07
Paycheck	08/04/2016	6366	Cristina L. Panciera		-457.73	25,488.34
Paycheck	08/04/2016	6367	Daniel E Fiorenzano		-212.74	25,275.60
Paycheck	08/04/2016	6369	Isabella R. Bellini		-238.23	25,037.37
Paycheck	08/04/2016	6370	James S. Puppi		-203.24	24,834.13
Paycheck	08/04/2016	6371	James T Logan		-230.83	24,603.30
Paycheck	08/04/2016	6374	Kathryn A Farley		-33.56	24,569.74
Paycheck	08/04/2016	6376	Kyle Keech		-356.29	24,213.45
Paycheck	08/04/2016	6378	Luke A. MacKenzie		-471.96	23,741.49
Paycheck	08/04/2016	6379	Matthew Rei		-262.51	23,478.98
Paycheck	08/04/2016	6380	Nicholas W. Mongeau		-374.94	23,104.04
Paycheck	08/04/2016	6368	Ellyn R. Gaffney		-239.26	22,864.78
Paycheck	08/04/2016	6375	Kiley Skeffington		-75.51	22,789.27



9:45 AM

08/16/16

Accrual Basis

**Bonnet Shores Fire District**  
**Checking Account Disbursements**  
**As of August 17, 2016**

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	08/04/2016	6373	Julia F. Rei		-261.27	22,528.00
Paycheck	08/04/2016	6377	Lisa A DiBello		-1,142.73	21,385.27
Deposit	08/05/2016			Deposit	741.00	22,126.27
Bill Pmt -Check	08/05/2016	6382	U S Postage Service	postage	-47.00	22,079.27
Deposit	08/05/2016			Deposit	175.00	22,254.27
Deposit	08/05/2016			Deposit	66.00	22,320.27
Liability Check	08/05/2016	1	RI Division of Taxation	05-0305747	-412.89	21,907.38
Liability Check	08/05/2016	2	Washington Trust	05-0305747	-2,325.58	19,581.80
Deposit	08/11/2016			Deposit	150.50	19,732.30
Deposit	08/11/2016			Deposit	275.00	20,007.30
Deposit	08/16/2016			Deposit	199.00	20,206.30
Total Checking Account-81081961					<u>3,064.27</u>	<u>20,206.30</u>
Total General Operating Funds					<u>3,064.27</u>	<u>20,206.30</u>
<b>TOTAL</b>					<u><b>3,064.27</b></u>	<u><b>20,206.30</b></u>

**Bonnet Shores Fire District  
Balance Sheet  
As of August 17, 2016**

Accrual Basis

	Aug 17, 16
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>General Operating Funds</b>	
Checking Account-81081961	20,206
Money Market Account-16600942	102,728
<b>Total General Operating Funds</b>	122,934
<b>Designated Fund Acct-90555600</b>	
Community Ctr Renovation Fund	3
Social Activities	2,023
Bonnet Days (Camp Activities)	713
Hall Rental Replacement Fee	3,030
Playground	2,877
<b>Total Designated Fund Acct-90555600</b>	8,646
<b>Capital Funds Account-90713550</b>	15,163
<b>Historical Comm. MM-89973019</b>	3,182
<b>Land Trust MM Account-90313320</b>	7,389
<b>Harbor Improvement Fund (CD)</b>	31,371
<b>Total Checking/Savings</b>	188,686
<b>Other Current Assets</b>	
Taxes Receivable	2,290
Sanitation Cart Inventory	610
Recycle Bin Inventory	78
<b>Total Other Current Assets</b>	2,978
<b>Total Current Assets</b>	191,664
<b>TOTAL ASSETS</b>	<b>191,664</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	(1)
<b>Total Accounts Payable</b>	(1)
<b>Other Current Liabilities</b>	
Payroll Liabilities	2,005
<b>Total Other Current Liabilities</b>	2,005
<b>Total Current Liabilities</b>	2,004
<b>Total Liabilities</b>	2,004

**Bonnet Shores Fire District**  
**Balance Sheet**  
As of August 17, 2016

Accrual Basis

	<u>Aug 17, 16</u>
Equity	
Fund Transfers	(16,667)
Retained Earnings	148,198
Net Income	<u>58,129</u>
Total Equity	<u>189,660</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>191,664</u></b>