

## Final Version

### **MINUTES of the Quonochontaug Central Beach Fire District Board of Governors Meeting Sunday, July 1, 2012**

Members in attendance: Stephen Long, Pat Wildman, Heather Cady, Joe DeMaio, Tom Battista, Sue Birk, George Prior, Shari Frost, Michele Pallai Reppucci, Bill Heep, Brewster Blackall, Dick Stabnick and Cecelia McCulloch.

I. Stephen Long called the meeting to order at 8:40 a.m.

II. Approval of Minutes:

**1. A MOTION was made to approve the minutes of the Board of Governors Meeting held on May 27, 2012. The motion was seconded and passed unanimously.**

2. The next Board of Governors Meeting will be held on Saturday, July 21, 2012.

III. Committee Reports were delivered:

A. Joe DeMaio – Finance & Budget:

Joe DeMaio discussed the 2012 Budget (see attached [Exhibit A](#)). Joe DeMaio requested all Board members and Commissioners to send him their anticipated 2013 budgets as soon as possible.

B. Pat Wildman – Treasurer:

Pat Wildman reported that QCBFD residents should be on the lookout for tax invoices, which are expected to be in the mail shortly.

C. George Prior – Public Works:

1. A discussion took place regarding the recent water main break on the Kent property. The water main was located several feet onto the homeowner's property. The homeowner is expected to pay for the cost of repairing the water main.

2. George Prior reported on the clean up of QCBFD's second well. On March 14, 2012, the existing casing and screen in the second well was pulled out and completely replaced down to 26 feet. The second well's three horsepower pump is now pumping out 60-65 gallons per minute. Prior to the clean up, the second well was pumping out only 25 gallons per minute. QCBFD's second well can now operate as a strong back up well. The final cost came in at \$9,650.

3. George Prior reported that the QCBFD speed bumps were repainted.

4. George Prior reported on a mutual easement request by

East Beach to cover the area around East Beach and Central Beach's respective wells. A general discussion ensued. George Prior reported that QCBFD is waiting to hear back from its attorney on this matter. No decisions were made at this point.

5. George Prior updated the Board on the Department of Health's required water tests when new homes are built. All new construction homes need a backflow preventer as the water enters the house. George reported that all new homes in QCBFD are currently in compliance with this requirement. This requirement also applies to any home with a water pressure booster pump. Public Works would like to ask all homeowners with water pressure booster pumps to remove them.

D. Cecelia McCulloch – Tennis and Golf:

Cecelia McCulloch reported that the 4-mile Fun Run would take place on July 4, 2012.

E. Michele Pallai Reppucci– Police Protection:

Michele Pallai Reppucci reported that one mailbox had been blown up and several more knocked down in QCBFD. The Charlestown police were notified and are investigating the incidents.

F. Shari Frost – Beach and Dunes:

1. Shari Frost discussed the ongoing work on the eradication of the beach weeds on Central Beach. Shari explained that the CMRC permit application had been filed two weeks ago.

2. Shari Frost reported that 300 plugs of new beach grass have been planted in the dunes area of Central Beach.

G. Brewster Blackall--Boating:

Brewster Blackall reported that there would be no fee for boat stickers this year for the first time. Brewster explained that the 2012 boat stickers are now available from either Brewster or John Rooney.

H. Bill Heep—Civic Improvement:

1. Bill Heep reported that the lawn mowing that is done by Peter Whitman throughout the QCBFD community over the summer months has begun. Bill Heep reported that the current budget for lawn mowing is \$6,000. Bill also reported that QCBFD will no longer list Peter Whitman as the QCBFD "Manager." Bill will speak to Peter Whitman about this issue.

2. Bill Heep reported that new signs stating that parking is prohibited at the tennis courts without a QCBFD sticker have been installed.

3. Bill Heep reported on the issue of trees and shrubs impeding the sight lines along QCBFD roadways. Bill explained that he has spoken to several homeowners about cutting back their trees and shrubs.

4. Bill Heep reported on a request for a memorial bench at the tennis courts in honor of Dave Graham. Bill explained that he will investigate the idea and report back to the Board.

I. Dick Stabnick—Long Term Planning:

Dick Stabnick updated the Board of Governors on the application process with respect to the cleanup of Fresh Pond. Dick reported that the application process is moving along and that the application was filed by QCBFD at the end of April. A response is expected in 4-6 weeks. Once QCBFD has received approval, it will schedule an information session for all QCBFD residents (such meeting will include a biologist and a chemist). Dick Stabnick reported that all abutting landowners have been notified of the cleanup and that none have opposed the pond cleanup to date, although two landowners have not responded to QCBFD's notice.

J. Tom Battista—Real Estate:

Tom Battista reported that a driveway drainage complaint was filed by a QCBFD homeowner. It was agreed that George Prior will investigate the situation and report back to the Board.

K. Sue Birk—Nominating Committee:

Sue Birk requested that all Board members and Commissioners finalize their committee member lists by August 1.

L. Heather Cady—Clerk:

Heather Cady confirmed the remaining meeting dates for the Board of Governors in 2012:

**2012 Board of Governors Meetings:**

**Saturday, July 21, at 9 a.m.**

**Saturday, August 11, at 9 a.m.**

**Saturday, September 15, at 10 a.m. (QCBFD Annual Meeting at the Grange)**

M. Stephen Long – Moderator:

1. The next Board of Governors meeting will be held on

Saturday, July 21, 2012.

2. Steve Long reported that QCBFD email blasts must be approved by either a Board member or Commissioner before being sent out.

3. Steve Long reported that several complaints have been made regarding dogs running loose in QCBFD.

IV. **A MOTION was made to adjourn the meeting at 9:50 a.m. The motion was seconded and passed unanimously.**

Respectfully submitted,

Heather Dodge Cady, Clerk

Quonochontaug Central Beach

Fire District

Exhibit A  
July 1, 2012

	A	B	C	D	E	I	J	K	L
2						Actual	Actual	Budget	YTD
3						12/31/2010	12/31/2011	12/31/2012	6/26/2012
4	Sources of funds - operating								
5	Taxes					227,311.00	227,248.71	235,266.89	-
6	Lease to tennis club					1,384.25	1,384.25	1,350.00	-
7	Road impact fees					4,600.00	6,000.00	3,000.00	3,000.00
8	Boat sticker fees					2,830.00	2,760.00	-	-
9	Lost beach pass fees					50.00	50.00	-	-
10	Water connection fees/other income					-	10,664.13	-	3,493.11
11	Interest income					525.22	379.93	400.00	38.64
12	Cumulative surplus					55,363.19	40,797.90	-	11,428.43
13						292,063.66	289,284.92	240,016.89	17,960.18
14	Uses of funds - operating								
15	Manager					-	-	-	-
16	Professional fees					2,962.75	-	2,500.00	1,221.03
17	Charter, legal, negotiation fees					15,378.00	4,286.55	10,000.00	5,050.00
18	Record digitization					-	2,000.00	2,500.00	-
19	Administration					3,303.34	3,077.43	3,300.00	742.88
20	Memberships (Salt Ponds/RISC/Hist Soc)					650.00	400.00	400.00	100.00
21	Ballfield/playground					314.99	363.99	500.00	-
22	Beach/dunes					1,339.91	1,725.42	1,850.00	1,149.88
23	Boating/docking					260.21	321.06	1,500.00	214.80
24	CI - Other					-	3,000.60	9,000.00	1,707.98
25	CI - Garbage					25,000.00	25,001.00	27,500.00	9,166.67
26	Police/security					6,557.85	5,884.73	9,250.00	846.97
27	PW - Water operator (includes NE)					7,845.00	9,345.00	7,850.00	1,961.25
28	PW - Water system					30,504.86	19,828.27	17,500.00	12,027.55
29	PW - Water purification system					16,000.00	-	-	-
30	PW - Roads					11,972.64	10,638.32	6,500.00	2,012.16
31	Real Estate/property					-	11,260.00	5,000.00	5,000.00
32	Mapping project					-	-	500.00	6,064.93
33	Tennis					1,213.85	1,095.75	1,800.00	147.86
34	Water project loan - principal/interest					6,314.17	14,400.00	14,400.00	7,200.00
35	Water project loan - prepayment					-	20,915.00	-	-
36	Other loan - principal/interest					13,263.75	10,850.49	-	-
37	Taxes (Charlestown)					4,944.92	4,907.32	5,750.00	2,197.47
38	Insurance					14,816.52	15,562.51	17,500.00	16,325.07
39	Transfer to water conservation fund					3,000.00	3,000.00	3,000.00	3,000.00
40	Transfer to road fund					6,600.00	16,000.00	5,000.00	5,000.00
41	Transfer to boat launch fund					2,830.00	2,760.00	-	-
42	Transfer to tennis fund					1,193.00	1,445.00	800.00	800.00
43	Transfer to asset replacement fund					15,000.00	15,000.00	15,000.00	15,000.00
44	Transfer to Dunn's Corner smoothing fund					60,000.00	69,500.00	70,850.00	34,650.00
45	Transfer to mapping fund					-	5,288.05	-	-
46	Transfer to miscellaneous income					40,797.90	11,428.43	-	-
47	Miscellaneous expense					-	-	266.88	-
48						292,063.66	289,284.92	240,016.88	131,586.50
49									
50	Net increase (decrease) - operating					-	-	0.00	(113,626.32)



**Central Beach Fire District**  
**Balance Sheet**  
As of June 27, 2012

	Total
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
4000 Cash	0.00
4010 Checking	42,094.32
4020 Savings	3,532.94
4040 Municipal Money Market	5,945.94
4050 30 Day CD	0.00
4060 60 Day CD	0.00
Total 4000 Cash	<u>51,573.20</u>
Total Bank Accounts	\$51,573.20
Accounts Receivable	
4100 Accounts Receivable	4,522.72
Total Accounts Receivable	<u>\$4,522.72</u>
Other Current Assets	
1499 Undeposited Funds	0.00
Total Other Current Assets	<u>\$0.00</u>
Total Current Assets	\$56,095.92
Fixed Assets	
5010 Boat Landing	74,200.00
5020 Beach Lot	6,600.00
5030 Parking lot end	2,400.00
5040 Beach Lots	154,200.00
5050 Beach Lot right of way	69,600.00
5060 Beach lot rightofway other side	69,600.00
5070 Ball Field	206,100.00
5080 Land near wells	26,800.00
5090 Land near wells 2	20,200.00
5091 Tennis Club Land	8,900.00
5092 Pump House Land	1,900.00
5093 Water System	255,183.72
5094 Water Purification System	24,407.00
5110 Tennis Courts 1	2,200.00
5120 Tennis Courts 2	2,200.00
5130 Mapping	15,256.38
Total Fixed Assets	<u>\$939,747.10</u>
<b>TOTAL ASSETS</b>	<u><u>\$995,843.02</u></u>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
7010 Accounts Payable	2,000.00
Total Accounts Payable	<u>\$2,000.00</u>

	Total
Other Current Liabilities	
7050 Deferred Revenue	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$2,000.00
Long-Term Liabilities	
7110 Water System Loan	144,183.76
7120 Real Estate Loan	0.00
7130 Capital Loan	0.00
Total Long-Term Liabilities	\$144,183.76
Total Liabilities	\$146,183.76
Equity	
1000 Restricted Funds	
1005 Surplus Prior Year	0.00
1010 Contingency Fund	20,000.00
1020 Water Conservation Fund	4,468.50
1030 Water Connection Fund (deleted)	0.00
1040 Road Fund	15,300.00
1050 Boat Sticker Fund	21,994.86
1060 Golf Open Fund	0.00
1070 Capital Fund	0.00
1080 Mapping Project Fund	1,096.60
1081 Land Trust Fund	0.00
1082 Test Bore Fund	0.00
1083 Tennis Fund	3,730.00
1084 Asset Replacement Fund	79,460.39
1085 Dunn's Corners Fire Smoothing Fund	18,380.99
Total 1000 Restricted Funds	164,431.34
9500 Fund Balance	789,662.79
9600 Opening Balance	9,191.45
Net Income	-113,626.32
Total Equity	\$849,659.26
TOTAL LIABILITIES AND EQUITY	\$995,843.02

Wednesday, Jun 27, 2012 11:03:23 AM GMT-4 - Accrual Basis

**Central Beach Fire District**  
**Budget vs. Actuals: 2012 Budget - FY12 P&L**  
 January - June, 2012

	Total	
	Actual	Budget
<b>Income</b>		
1500 Revenues		
1520 Miscellaneous Fees	3,493.11	0.00
1524 Road Impact Fees	3,000.00	0.00
1540 Interest Income	38.64	198.00
1550 Miscellaneous Income	11,428.43	0.00
<b>Total 1500 Revenues</b>	<b>17,960.18</b>	<b>198.00</b>
<b>Total Income</b>	<b>\$17,960.18</b>	<b>\$198.00</b>
<b>Gross Profit</b>	<b>\$17,960.18</b>	<b>\$198.00</b>
<b>Expenses</b>		
2000 Expenses		
2020 Professional Fees (Legal)	1,221.03	750.00
2022 Charter, legal, negotiation fees	5,050.00	4,000.00
2025 Record digitization		1,500.00
2030 Administration	742.88	1,500.00
2040 Donations/Memberships	100.00	100.00
2050 Ballfield/Playground		150.00
2060 Beach/Dunes	1,149.88	250.00
2070 Boating/Docking	214.80	500.00
2080 Civic Improvement	1,707.98	3,000.00
2081 Civic Improvement.- Garbage	9,166.67	9,167.00
2082 Civic Improvement - Fire	34,650.00	34,650.00
2100 Police/Security	846.97	3,250.00
<b>Total 2000 Expenses</b>	<b>54,850.21</b>	<b>58,817.00</b>
2200 Public Works		
2210 Water System Operator	1,961.25	3,924.00
2220 Water System		
2222 Generator	713.97	500.00
2224 Pump House Electricity	216.12	1,350.00
2227 System Repairs & Maintenance	7,848.52	2,500.00
2227A Water Tank Maintenance		775.00
2228 Water Testing	1,488.90	750.00
2228A Dues and Licenses	460.00	625.00
2229 Well Maintenance	1,300.04	1,500.00
2229B Cox Telephone-Monitoring		900.00
2230 Water Conservation Fund Accrual	3,000.00	3,000.00
<b>Total 2220 Water System</b>	<b>15,027.55</b>	<b>11,900.00</b>
2240 Roads/Parking Lots		
2244 Parking Lot Maintenance		365.00
2245 Road Patching	92.04	1,500.00
2246 Snow Removal	275.00	1,650.00
2248 Streetlight Electricity	957.94	900.00
2249 Sump Pump Electricity	687.18	60.00

	Total	
	Actual	Budget
2250 Road Fund Accrual	2,000.00	2,000.00
Total 2240 Roads/Parking Lots	4,012.16	6,475.00
Total 2200 Public Works	21,000.96	22,299.00
2310 Real Estate/Property	5,000.00	5,000.00
2311 Mapping Project	6,064.93	500.00
2330 Tennis/Golf	147.86	0.00
2340 Loans - Interest		
2341 Water Loan Interest	7,200.00	7,200.00
Total 2340 Loans - Interest	7,200.00	7,200.00
2410 Taxes (Charlestown)	2,197.47	2,600.00
2420 Insurance	16,325.07	17,500.00
2425 Transfer Asset Replacement Funds to Fund	15,000.00	15,000.00
2426 Transfer Impact Fee to Road Fund	3,000.00	0.00
2429 Transfer Fun Run Donations to Tennis Fund	800.00	800.00
2430 Miscellaneous Expense		132.00
Total Expenses	\$131,586.50	\$129,848.00
Net Operating Income	\$ -113,626.32	\$ -129,650.00
Net Income	\$ -113,626.32	\$ -129,650.00

Wednesday, Jun 27, 2012 10:53:19 AM GMT-4 - Accrual Basis