

Final Version

MINUTES of the Quonochontaug Central Beach Fire District Board of Governors Meeting Saturday, July 21, 2012

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

I. Stephen Long called the meeting to order at 9:11 a.m.

II. Approval of Minutes:

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

2. The next Board of Governors Meeting will be held on Saturday, August 11, 2012.[\[1\]](#)

III. Committee Reports were delivered:

A. Joe DeMaio – Finance & Budget:

Joe DeMaio discussed the 2013 Budget (see attached [Exhibit A](#)) in detail. Joe DeMaio explained that the 2013 Budget is 2% higher than the 2012 Budget.

B. Pat Wildman – Treasurer:

Pat Wildman reported that QCBFD tax invoices will be mailed on August 1 and are due on August 30.

C. George Prior – Public Works:

1. A discussion took place regarding the 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, but has not done so at this point.

2. George Prior reported that all is going well at the pump house. There is currently no evident iron problem. QCBFD's first well will be cleaned up this fall.

3. George Prior updated the Board on the work of the RUPTURED PIPES Committee.

D. Marilyn Rettig – Special Events:

1. Marilyn Rettig reported on a low turnout at the Opening Picnic due to a competing private event.

2. Marilyn Rettig reported on the ticket sales for the dance.

3. Marilyn Rettig reported that a new QCBFD

Directory has been printed.

E. Michele Pallai Reppucci – Police Protection:

1. Michele Pallai Reppucci reported relative quiet in QCBFD over the past 10 days. There were two reported acts of mischief.

2. Michele Pallai Reppucci reported several complaints of dogs off leashes and of residents not picking up after their dogs.

3. Michele Pallai Reppucci has received several complaints regarding the seaweed on the beach.

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 package has been approved and deemed in order. It is now under review. We have not yet received the permit. The cost for the application process is \$1,850. Natural Resources Services will monitor the process at a cost of approximately \$3,000 and the actual spraying is expected to cost between \$850 – \$1,000 per year.

2. Shari Frost reported that a Salt Pond Safari would take place on August 8.

G. Brewster Blackall – Boating:

Brewster Blackall reported that he and John Rooney have issued approximately 87 boat stickers this 2012 season, which is on par with prior years.

H. Bill Heep – Civic Improvement:

1. Bill Heep reported that the playground ground surface is in need of re-dressing at a cost of approximately \$1,000.

2. Bill Heep reported on the issue of trees and shrubs impeding the sight lines along QCBFD roadways. Bill Heep requested an e-mail blast be sent out to residents asking them to cut back their trees and shrubs.

3. Bill Heep reported that one of the two benches at the tennis courts would be refurbished and dedicated as a memorial to Dave Graham. The family will pay for the cost of refurbishing that bench. The other bench will also be refurbished and Civic Improvement will pay for those costs.

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 permit application was filed by QCBFD at the end of April. The application was subsequently accepted. A response of approval is expected in 4 weeks by early August. Once QCBFD has received approval, it will schedule an information session for all QCBFD residents in mid-August (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. Only one landowner has not responded to QCBFD's notice. Dick Stabnick explained that no landowner has voiced an objection to the application. Aquatic Control Technology will do the spraying. QCBFD will need a permit from DEM to spray and will apply for such permit now in order to expedite the process. The total cost of the Fresh Pond cleanup is expected to be \$25,000 – \$30,000 over the course of a three-year period. Year one is expected to cost \$17,000; year two \$5,000; year three \$4,000.

J. Peter Rettig – Merchandise Sales:

Peter Rettig reported that after three sales sessions, merchandise sales is close to breaking even.

K. Sue Birk – Nominating Committee:

1. Sue Birk reported that QCBFD has signed a contract with a website developer and that QCBFD should see a new website in early winter. Maria Bloom has been working on this project.

2. Sue Birk thanked Tom Wildman for his help in drafting new job descriptions for all Board Members and Commissioners. All Board members and Commissioners should finalize their committee member lists by August 1.

L. Heather Cady – Clerk:

1. Heather Cady explained that the QCBFD by-laws mandate that she mail the Annual Meeting packet to all residents by early September. Therefore, it is imperative that all motions to be made at the Annual Meeting be finalized by the August 11th Board meeting.

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

Saturday, August 11, at 9 a.m. [2]

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, August 11, 2012. [3]

2. Steve Long reported that either a Board member or Commissioner must approve QCBFD email blasts before being sent out and that they will be sent out on a weekly basis only going forward.

3. Steve Long reported that the organizers of the annual Quonnie golf outing have historically used QCBFD's tax i.d. number. Because the golf outing is a "Quonnie" event, rather than a Central Beach event, Steve Long would like to disallow the use of the QCBFD tax i.d. number going forward. Steve Long will speak to Greg Howie on the subject.

IV. A MOTION was made to adjourn the meeting at 10:53 a.m. The motion was seconded and passed unanimously.

Respectfully submitted,
Heather Dodge Cady, Clerk
Quonochontaug Central Beach
Fire District

[1] This meeting date was subsequently changed to August 18, 2012. No meeting occurred on August 11, 2012.

[2] See footnote 1.

[3] See footnote 1.

Exhibit A
July 21, 2012

	A	B	C	D	E	J	K	L	M	N
1							3.50%			2.00%
2						Actual	Budget	YTD	Forecast	Budget
3						12/31/2011	12/31/2012	6/30/2012	12/31/2012	12/31/2013
4	Sources of funds - operating									
5	Taxes					227,248.71	235,266.89	-	235,267.00	239,972.34
6	Lease to tennis club					1,384.25	1,350.00	-	1,350.00	1,350.00
7	Road impact fees					6,000.00	3,000.00	3,000.00	5,000.00	3,000.00
8	Boat sticker fees					2,760.00	-	-	-	-
9	Lost beach pass fees					50.00	-	-	-	-
10	Water connection fees/other income					10,664.13	-	970.00	970.00	-
11	Interest income					379.93	400.00	38.78	125.00	125.00
12	Cumulative surplus					40,797.90	-	11,428.43	11,428.43	-
13						289,284.92	240,016.89	15,437.21	254,140.43	244,447.34
14	Uses of funds - operating									
15	Manager					-	-	-	-	-
16	Professional fees					-	2,500.00	1,221.03	2,500.00	3,000.00
17	Charter, legal, negotiation fees					4,286.55	10,000.00	5,050.00	10,000.00	8,000.00
18	Record digitization/communication					2,000.00	2,500.00	-	2,500.00	3,500.00
19	Administration					3,077.43	3,300.00	742.88	3,300.00	3,500.00
20	Memberships (Salt Ponds/RISC/Hist Soc)					400.00	400.00	100.00	400.00	500.00
21	Ballfield/playground					363.99	500.00	-	500.00	500.00
22	Beach/dunes					1,725.42	1,850.00	1,149.88	1,850.00	2,850.00
23	Boating/docking					321.06	1,500.00	214.80	1,500.00	1,500.00
24	CI - Other					3,000.60	9,000.00	1,707.98	9,000.00	9,750.00
25	CI - Garbage					25,001.00	27,500.00	9,166.67	27,500.00	27,500.00
26	Police/security					5,884.73	9,250.00	1,086.97	9,250.00	9,250.00
27	PW - Water operator (includes NE)					9,345.00	7,850.00	1,961.25	7,850.00	7,850.00
28	PW - Water system					19,828.27	17,500.00	9,343.99	17,500.00	17,500.00
29	PW - Water purification system					-	-	-	-	-
30	PW - Roads					10,638.32	6,500.00	2,172.61	6,500.00	6,500.00
31	Real Estate/property					11,260.00	5,000.00	5,000.00	5,000.00	2,000.00
32	Mapping project					-	500.00	4,968.33	4,968.33	2,000.00
33	Tennis					1,095.75	1,800.00	147.86	1,150.00	2,000.00
34	Water project loan - principal/interest					14,400.00	14,400.00	7,200.00	14,400.00	14,400.00
35	Water project loan - prepayment					20,915.00	-	-	-	-
36	Other loan - principal/interest					10,850.49	-	-	-	-
37	Taxes (Charlestown)					4,907.32	5,750.00	2,197.47	5,750.00	5,750.00
38	Insurance					15,562.51	17,500.00	16,325.07	17,500.00	18,000.00
39	Transfer to water conservation fund					3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
40	Transfer to road fund					16,000.00	5,000.00	5,000.00	7,000.00	5,000.00
41	Transfer to boat launch fund					2,760.00	-	-	-	-
42	Transfer to tennis fund					1,445.00	800.00	800.00	1,445.00	800.00
43	Transfer to asset replacement fund					15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
44	Transfer to Dunn's Corner smoothing fund					69,500.00	70,850.00	34,650.00	70,850.00	74,300.00
45	Transfer to mapping fund					5,288.05	-	-	-	-
46	Transfer to miscellaneous income					11,428.43	-	-	-	-
47	Miscellaneous expense					-	266.88	-	250.00	497.34
48						289,284.92	240,016.88	128,206.79	246,463.33	244,447.34
49										
50	Net increase (decrease) - operating					-	0.00	(112,769.58)	7,677.10	-

QCBFD
2013 Budget Draft

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1						Water		Boat				Asset	Dunn's		Total
2					Contingency	Conservation	Road	Launch	Land Trust	Mapping	Tennis	Replace	Corner		Restricted
3															
33	Fund balance at 12/31/2010				20,000.00	8,118.50	31,300.00	20,734.86	-	-	1,485.00	49,460.39	16,836.87		147,935.62
34															
35	Funding				-	3,000.00	16,000.00	2,760.00	-	5,288.05	1,445.00	15,000.00	69,500.00		112,993.05
36	Disbursements														
37	Third well				-	-	-	-	-	-	-	-	-		-
38	Road re-surfacing				-	-	(37,000.00)	-	-	-	-	-	-		(37,000.00)
39	Kayak rack				-	-	-	-	-	-	-	-	-		-
40	Pond enhancement				-	-	-	(1,500.00)	-	-	-	-	-		(1,500.00)
41	2nd half fiscal 2011				-	-	-	-	-	-	-	-	(33,150.00)		(33,150.00)
42	1st half fiscal 2012				-	-	-	-	-	-	-	-	(34,727.94)		(34,727.94)
43	Total disbursements				-	-	(37,000.00)	(1,500.00)	-	-	-	-	(67,877.94)		(106,377.94)
44	Transfer in (out)				-	-	-	-	-	-	-	-	-		-
45															
46	Fund balance at 12/31/2011				20,000.00	11,118.50	10,300.00	21,994.86	-	5,288.05	2,930.00	64,460.39	18,458.93		154,550.73
47															
48	Funding				-	3,000.00	7,000.00	-	-	-	1,445.00	15,000.00	70,850.00		97,295.00
49	Disbursements														
50	Well repair/rehab				-	(15,000.00)	-	-	-	-	-	-	-		(15,000.00)
51	Water line anal/improvs				-	(5,000.00)	-	-	-	-	-	-	-		(5,000.00)
52	Survey/monuments				-	-	-	-	-	(5,288.05)	-	-	-		(5,288.05)
53	Pond enhancement				-	-	-	-	-	-	-	(5,000.00)	-		(5,000.00)
54	2nd half fiscal 2012				-	-	-	-	-	-	-	-	(34,727.94)		(34,727.94)
55	1st half fiscal 2013				-	-	-	-	-	-	-	-	(36,290.70)		(36,290.70)
56	Total disbursements				-	(20,000.00)	-	-	-	(5,288.05)	-	(5,000.00)	(71,018.64)		(101,306.69)
57	Transfer in (out)				-	10,000.00	-	-	-	-	-	(10,000.00)	-		-
58															
59	Fund balance at 12/31/2012				20,000.00	4,118.50	17,300.00	21,994.86	-	0.00	4,375.00	64,460.39	18,290.29		150,539.04
60															
61	Funding				-	3,000.00	5,000.00	-	-	-	800.00	15,000.00	74,300.00		98,100.00
62	Disbursements														
63	Well repair/rehab				-	(7,500.00)	-	-	-	-	-	-	-		(7,500.00)
64	Water line anal/improvs				-	(5,000.00)	-	-	-	-	-	-	-		(5,000.00)
65	Pump house equip				-	(4,000.00)	-	-	-	-	-	-	-		(4,000.00)
66	Pond enhancement				-	-	-	-	-	-	-	(5,000.00)	-		(5,000.00)
67	2nd half fiscal 2013				-	-	-	-	-	-	-	-	(36,300.00)		(36,300.00)
68	1st half fiscal 2013				-	-	-	-	-	-	-	-	(38,000.00)		(38,000.00)
69	Total disbursements				-	(16,500.00)	-	-	-	-	-	(5,000.00)	(74,300.00)		(95,800.00)
70	Transfer in (out)				-	10,000.00	-	-	-	-	-	(10,000.00)	-		-
71															
72	Fund balance at 12/31/2013				20,000.00	618.50	22,300.00	21,994.86	-	0.00	5,175.00	64,460.39	18,290.29		152,839.04