

FINAL VERSION

**MINUTES
of the
Quonochontaug Central Beach Fire District
Board of Governors Meeting
Saturday, July 26, 2014**

Members in Attendance: Nancy Matthews, George Prior, Julia Mathews, Michele Pallai Reppucci, Brewster Blackall, Marilyn Rettig, Tom Battista, Charlie Freedgood and Heather Cady. Residents in attendance at the meeting included Roy Jacobsen and Don MacDoogool. Attorney David Petrarca was also in attendance.

I. Call to Order: Nancy Matthews called the meeting to order at 9:02 a.m.

II. Approval of Minutes:

1. A MOTION was made to approve the minutes of the Board of Governors Meeting held on June 29, 2014. The motion was seconded and passed unanimously.

2. The next Board of Governors Meeting will be held on Saturday, August 9, 2014.

III. Committee Reports:

A. Nancy Matthews – Moderator: Nancy Matthews informed the Board of the following: 1. QCBFD has been advised by counsel that it can accept private donations of funds, including funds to assist in the Fresh Pond restoration project; 2. QCBFD is considering by-law changes, and the appointment of an ad hoc committee to examine such, that would modify the QCBFD governing structure to utilize agents in addition to commissioners and to reassign duties within committees; 3. QCBFD is currently facing two pending complaints against it with the Rhode Island Attorney General.

B. George Prior – Public Works: George Prior updated the Board on the business of the Public Works committee, including a request from a resident at 17 Oceanview for a new speed bump and its subsequent installation and an update on a meeting between East Beach, QCBFD, the RI DEM and the RI Department of Health.

C. Michele Pallai Reppucci – Police Protection: Michele Pallai Reppucci updated the Board on stolen and misplaced beach passes.

D. Brewster Blackall – Boating: Brewster Blackall updated the Board.

E. Julia Mathews – Treasurer: Julia Mathews updated the Board.

F. Marilyn Rettig – Special Events: Marilyn Rettig updated the Board.

G. Nancy Matthews for Dick Stabnick – Long-Range Planning: Nancy Matthews, in Dick Stabnick's absence, updated the Board on the Fresh Pond project and QCBFD's application related to such.

H. Nancy Matthews for Bill Heep—Civic Improvement: Nancy Matthews, in Bill Heep's absence, updated the Board on the work of the Civic Improvement committee, including the issue of upgrading the street lighting in QCBFD.

I. Charlie Freedgood – Finance & Budget: Charlie Freedgood presented his preliminary 2015 budget numbers (see **Exhibit A**). Charlie Freedgood also presented his updated "Reserve Funds/Accrued Balances" report (see **Exhibit B**).

The following motion was made: **A MOTION was made to add John Pinkos to the Finance and Budget committee. Discussion took place as to whether a Board vote was necessary. Although it was generally agreed that a Board vote was unnecessary, the motion was made. The motion was seconded and passed unanimously.**

J. Tom Battista—Real Estate: Tom Battista updated the Board.

K. Heather Cady – Clerk: The following dates have been set for the remaining 2014 Board of Governors meetings: Saturday, August 9, 2014; Sunday, October 12, 2014 (Columbus Day Weekend). Beginning on June 29th, meetings will begin at 9:00 a.m. The meeting in October will begin at 10:00 a.m. All Board of Governors meetings will take place at the Charlestown Police Station, Community Room, 4901 Old Post Road, Charlestown, Rhode Island 02813. Saturday, September 13, 2014, at 10:00 a.m. (QCBFD Annual Meeting at the Grange).

IV. Adjournment: **A MOTION was made to adjourn the meeting at 11:00 a.m. The motion was seconded and passed unanimously.**

Respectfully submitted,

Heather Dodge Cady, Clerk
Quonochontaug Central Beach Fire District

**Quonochontaug
Central Beach Fire District
Cash Flow
2015 Budget Proposal
Unaudited**

DRAFT
Exhibit A
July 26, 2014

	Actual Fiscal 12/31/2013	Budget Fiscal 12/31/2014	Projected Fiscal 12/31/2014	Budget Fiscal 12/31/2015
Sources of funds - operating				
Tax revenue	240,986.99	249,496.00	249,496.00	261,450.15
Lease to tennis club	1,281.88	1,400.00	1,250.00	1,250.00
Road impact fees	4,000.00	3,000.00	1,000.00	2,000.00
Lost beach pass fees/miscellaneous	-	-	1,494.00	
FEMA reimbursement/donation/other	34,568.73	-		
Interest income and other	90.35	75.00	60.00	60.00
Total Operating Sources	280,927.95	253,971.00	253,300.00	264,760.15
Uses of funds - operating				
Charter, legal, negotiation fees	9,856.57	3,000.00	6,000.00	3,000.00
Contingency Expense			1,000.00	
Storm restoration	13,122.80	-	-	-
Record digitization/communication	829.09	1,800.00	1,500.00	2,000.00
Administration	2,900.84	3,800.00	3,800.00	4,000.00
Memberships (Salt Ponds/RISC/Hist Soc)	300.00	500.00	500.00	500.00
Ball field/playground	-	500.00	500.00	500.00
Beaches/dunes	2,338.75	3,000.00	3,000.00	3,000.00
Boating/docking	1,414.86	1,850.00	1,000.00	1,850.00
CI - Other	8,305.00	12,000.00	12,000.00	12,000.00
CI - Garbage	27,500.00	27,500.00	27,500.00	27,500.00
Police/security	6,878.07	9,250.00	9,250.00	9,300.00
PW - Water operator (NWSI)	8,238.00	8,250.00	8,238.00	8,238.00
PW - Water system	22,217.46	24,760.00	24,000.00	25,000.00
PW - Roads	5,073.31	6,300.00	6,000.00	6,500.00
Real estate/property	484.75	4,000.00	750.00	1,000.00
Mapping project	3,390.80	2,000.00	8,500.00	1,000.00
Tennis	892.73	1,250.00	1,000.00	1,000.00
Water project loan - principal/interest	14,400.00	14,400.00	14,400.00	14,400.00
Water project loan - prepayment	-	-	-	-
Taxes (Charlestown)	4,738.35	5,250.00	5,250.00	5,512.50
Insurance	11,903.00	16,500.00	13,000.00	14,000.00
Fire Protection (Dunn's Corner's)	74,500.91	77,500.00	78,971.42	83,709.65
Miscellaneous expense	-	161.00		
Total Operating Uses	219,285.29	223,571.00	226,159.42	224,010.15
Cash Flow from Operations	61,642.66	30,400.00	27,140.58	40,750.00
Financing Activities				
Water Loan Prepayment	-	-	-	-
Capital Expenditures^(a)				
Contingency	-	-	10,000.00	10,000.00
Water System	16,298.00	10,000.00	4,500.00	9,500.00
Asset Replacement	-	8,000.00	14,000.00	12,250.00
Mapping Project	-	-	-	-
Tennis Courts	3,200.00	3,500.00	-	-
Boat Launch	-	3,000.00	2,000.00	-
Compliance	-	14,000.00	6,000.00	7,000.00
Total Capital Expenditures^(a)	19,498.00	38,500.00	36,500.00	38,750.00
Other Capital Expenditures-Boat Launch		-		2,000.00
Cash from Operations less Financing & Cap Exp	42,144.66	(8,100.00)	(9,359.42)	0.00
Working Capital				
Change in Accounts Receivable (inc)/dec	(1,056.15)	-	-	-
Change in Accounts Payable inc/(dec)	(8,900.00)	-	-	-
Net Change in Cash Flow	32,188.51	(8,100.00)	(9,359.42)	0.00
Cash Balance--Beginning (actual)	136,582.87	168,771.38	168,771.38	159,411.96
Cash Balance--Ending (actual)	168,771.38	n/a	n/a	n/a
Cash Balance from Cash Flow	168,771.38	160,671.38	159,411.96	159,411.96
Check	0.00			

(a) 2015 Capital Expenditures and Reserve Fundings are equal

**Quonochontaug
Central Beach Fire District
Reserve Funds
Accrued Balances**

Exhibit B
July 26, 2014

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	Unaudited								Total
	Contingency	Water Conservation	Road	Boat Launch	Tennis	Asset Replace	Dunn's Corner	Compliance	Reserves
Fund balance at 12/31/2012	-	8,071.85	16,300.00	21,994.86	4,395.00	62,845.81	18,414.99	-	132,022.51
Funding	20,000.00	15,000.00	6,000.00	-	1,295.00	15,000.00	74,300.00	7,000.00	138,595.00
Disbursements	-	-	-	-	-	-	-	-	-
Well repair/rehab	-	(10,955.00)	-	-	-	-	-	-	(10,955.00)
Water line analysis/improvs	-	(1,425.00)	-	-	-	-	-	-	(1,425.00)
Pump house equip	-	(3,918.00)	-	-	-	-	-	-	(3,918.00)
Pond restoration	-	-	-	-	-	-	-	-	-
Dune improvement	-	-	-	-	-	-	-	-	-
2nd half fiscal 2013	-	-	-	-	-	-	(36,165.35)	-	(36,165.35)
1st half fiscal 2014	-	-	-	-	(3,200.00)	-	(38,335.56)	-	(41,535.56)
Total disbursements	-	(16,298.00)	-	-	(3,200.00)	-	(74,500.91)	-	(93,998.91)
Transfer in (out)	-	-	-	-	-	(10,000.00)	-	-	(10,000.00)
Fund balance at 12/31/2013	20,000.00	6,773.85	22,300.00	21,994.86	2,490.00	67,845.81	18,214.08	7,000.00	166,618.60
Funding	-	7,500.00	5,000.00	-	800.00	15,000.00	72,600.00	7,000.00	107,900.00
Disbursements	-	-	-	-	-	-	-	-	-
Well repair/rehab	-	(4,500.00)	-	-	-	-	-	-	(4,500.00)
Water line analysis/improvs	-	-	-	-	-	-	-	-	-
Pump house equip	-	-	-	-	-	-	-	-	-
Pond restoration	-	-	-	-	-	(14,000.00)	-	-	(14,000.00)
East Beach Nitrate Issue	(10,000.00)	-	-	-	-	-	-	-	(10,000.00)
Dune improvement	-	-	-	-	-	-	-	-	-
Kayak Racks	-	-	-	(2,000.00)	-	-	-	-	(2,000.00)
2nd half fiscal 2013	-	-	-	-	-	-	(38,335.67)	-	(38,335.67)
1st half fiscal 2014	-	-	-	-	-	-	(40,635.81)	-	(40,635.81)
Legal	-	-	-	-	-	-	-	-	-
OMA/APRA support	-	-	-	-	-	-	-	(6,000.00)	(6,000.00)
Accounting/professional	-	-	-	-	-	-	-	-	-
Total disbursements	(10,000.00)	(4,500.00)	-	(2,000.00)	-	(14,000.00)	(78,971.48)	(6,000.00)	(115,471.48)
Transfer in (out)	-	10,000.00	-	-	-	(10,000.00)	-	-	-
Fund balance at 12/31/2014 (proj)	10,000.00	9,773.85	27,300.00	19,994.86	3,290.00	68,845.81	11,842.60	8,000.00	159,047.12
Funding	10,000.00	9,500.00	-	-	-	9,500.00	-	9,750.00	38,750.00
Disbursements	-	-	-	-	-	-	-	-	-
Well repair/rehab	-	(1,000.00)	-	-	-	-	-	-	(1,000.00)
Water line analysis/improvs	-	(8,500.00)	-	-	-	-	-	-	(8,500.00)
Pump house equip	-	-	-	-	-	-	-	-	-
Pond restoration	-	-	-	-	-	(6,500.00)	-	-	(6,500.00)
Nitrate Issue	(10,000.00)	-	-	-	-	-	-	-	(10,000.00)
Dune improvement	-	-	-	-	-	(3,000.00)	-	-	(3,000.00)
Boat Launch/Kayak Racks	-	-	-	(2,000.00)	-	-	-	-	(2,000.00)
2nd half fiscal 2013	-	-	-	-	-	-	-	-	-
1st half fiscal 2014	-	-	-	-	-	-	-	-	-
Legal	-	-	-	-	-	-	-	(5,000.00)	(5,000.00)
OMA/APRA support	-	-	-	-	-	-	-	(4,750.00)	(4,750.00)
Total disbursements	(10,000.00)	(9,500.00)	-	(2,000.00)	-	(9,500.00)	-	(9,750.00)	(40,750.00)
Transfer in (out)	-	-	-	-	-	-	-	-	-
Fund balance at 12/31/2015 (budget)	10,000.00	9,773.85	27,300.00	17,994.86	3,290.00	68,845.81	11,842.60	8,000.00	157,047.12
Potential Adjustments	\$ (8,000.00)	\$ (3,000.00)	\$(10,000.00)	\$(12,994.86)	\$ (363.85)	\$ (68,845.81)	\$ (11,842.60)	\$(2,000.00)	(117,047.12)
Fund balance at 12/31/2014 (proj)	2,000.00	6,773.85	17,300.00	5,000.00	2,926.15	-	-	6,000.00	40,000.00

Exhibit C
July 26, 2014

Civic Improvement Committee Proposal

- To approve upgrading of Fire District street lighting to "full-cutoff" lamp fixtures. The conversion would be handled by National Grid and would utilize retrofitting of the majority of the existing fixtures in the F.D. The proposal was unanimously approved at the C.I. meeting 7/12/14.

Background:

- The "Dark Sky Movement" is a national campaign to reduce light pollution, the effects of unnatural lighting on the environment and to reduce energy usage
- Rhode Island is one of the darkest areas on the East Coast and it is threatened by light pollution, loss of visibility of the night sky and effects on bird migration caused by increased use of lighting fixtures that cast light sideways and upwards beyond the area intended for lighting
- Civic Improvement has launched an initiative, together with National Grid, to evaluate the feasibility of upgrading the F.D. street lighting

Current Situation:

- The F.D. has 18 fixtures in place which include (2) old corrugated tin lamps with bare bulbs (which cannot be replaced if they fail); (1) mercury vapor lamp (which National Grid wants to replace as it is not cost-effective); (13) lamps that can be retrofitted with cutoff lenses and **(2) full cutoff lamps (@Central & Neptune and W. Niantic & Boulder**. Compliant, cutoff lamps can be viewed to see the difference made by use of the upgraded lighting we recommend
- The recommended change would provide shielded lamps aiming downward, direct illumination of the target area and would eliminate the need for higher wattage bulbs although higher wattage bulbs would be used at intersections
- Charlestown is currently considering a proposed ordinance that would require dark sky-compliant lighting and the F.D. has an opportunity for leadership within the community
- National Grid Management has given us guidance that they would retrofit or replace our existing lamps **at no cost to the F.D.!**

Recommendation:

- The B.O.G. considers the recommendation of the Civic Improvement Committee, deferring action on the motion until the meeting on 8/9/14.