

Final Version

MINUTES of the Quonochontaug Central Beach Fire District Board of Governors Meeting Saturday, August 18, 2012

Members in attendance: Stephen Long, Heather Cady, Joe DeMaio, Tom Battista, Michele Pallai Reppucci, Bill Heep, Brewster Blackall, Dick Stabnick, Marilyn Rettig, Sue Birk and Peter Rettig.

I. Call to Order: Stephen Long called the meeting to order at 9:07 a.m.

II. Approval of Minutes:

1. **A MOTION was made to approve the minutes of the Board of Governors Meeting held on July 21, 2012. The motion was seconded and passed unanimously.**

2. The next Board of Governors Meeting will be held on Sunday, October 7, 2012.

III. Committee Reports were delivered:

A. Joe DeMaio – Finance & Budget:

Joe DeMaio discussed the 2013 Budget Presentation ([see attached Exhibits](#)) and Finance Motions in detail. Joe DeMaio explained that the 2013 Budget is 2% higher than the 2012 Budget.

The following FINANCE MOTIONS were presented to the Board of Governors for approval. Such motions will be presented to the QCBFD community for voting and approval at the Annual Meeting on September 15, 2012. The three motions were seconded and passed unanimously.

1. That the 2013 Budget ([attached hereto as Exhibit B](#)), including an approximate \$4,600 increase in total tax revenues (2.0% above 2012), as approved by the Board of Governors, be approved. Specifically, you are approving the 2013 Budget, including a 2.0% tax increase, and a total tax that will not be less than \$239,000 nor higher than \$243,000.

2. That the 2012 Budget previously approved at the 2011 Annual Meeting be amended to authorize the following expenditure: Real estate/property – An additional \$3,000 for the completion of a survey of parcels owned by QCBFD which lie outside of the formal area

designated by our charter.

3. That the 2012 Budget previously approved at the 2011 Annual Meeting be amended to authorize the following expenditure: Asset Replacement Fund –An additional \$20,000 for the first phase of the work necessary to restore Fresh Pond.

B. Marilyn Rettig – Special Events:

1. Marilyn Rettig reported that Special Events is running within budget, with a slight surplus.

2. Marilyn Rettig explained that a productive meeting took place with Marilyn Rettig, Patti Rueff, Joe DeMaio and Stephen Long in attendance.

C. Michele Pallai Reppucci – Police Protection:

1. Michele Pallai Reppucci reported relative quiet in QCBFD over the past few weeks. There was one reported incident involving a mailbox.

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.

4. Michele Pallai Reppucci explained there have been numerous requests for replacement beach parking passes this summer. A discussion took place as to whether QCBFD should consider increasing the cost of obtaining a replacement pass in the future.

D. Shari Frost – Beach and Dunes (Report Presented in her Absence):

In Shari Frost's absence, the attached Beach and Dunes Committee Report was read aloud ([see attached Exhibit C](#)).

E. Brewster Blackall – Boating:

Brewster Blackall reported that he and John Rooney have issued approximately 97 boat stickers this 2012 season, which is on par with prior years.

F. Bill Heep – Civic Improvement:

1. Bill Heep updated the Board on the playground ground surface, which is in need of re-dressing at a cost of approximately \$1,000. This new top dressing will be done in the spring with engineered chips. Volunteers will rake out the new top dressing.

2. Bill Heep reported on the issue of trees and shrubs impeding the sight lines along QCBFD roadways.

A MOTION was made that all QCBFD property owners be held responsible for the trimming of trees, shrubs and vines on their property up to the edge of QCBFD and Charlestown roadways for access, visibility and safety. The Dunn's Corners Fire Department also requires that all QCBFD property owners provide overhead clearance on all roads adjacent to their property to a height of 13 feet, six inches for access by Fire Department trucks and equipment. The motion was seconded and passed unanimously.

3. Bill Heep reported that the memorial bench at the tennis courts in honor of Dave Graham has been refurbished and dedicated.

4. Bill Heep explained that Civic Improvement is involved in collecting canned goods and nonperishable food items for the Charlestown Food Pantry.

5. Bill Heep reported that Civic Improvement plans to hire a certified playground inspector.

G. Dick Stabnick – Long Term Planning:

Dick Stabnick updated the Board of Governors in detail on the application process with respect to the cleanup of Fresh Pond. Dick reported that the application process is moving along (the permit application was filed by QCBFD at the end of April and the application was subsequently accepted). A response of approval is expected, possibly this week, with two conditions.

First, the permit will be issued for a ten-year period, although the spraying is expected to take QCBFD only three years. Second, QCBFD will be required to re-seed the pond with an indigenous seed in the areas where the phragmites are removed. The indigenous seed costs \$50 per pound. Aquatic Control Technology has agreed to spread the seed for QCBFD.

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 for QCBFD. QCBFD will need a permit from DEM to spray. QCBFD will apply for such permit once the application is

approved by CRMC.

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.

Dick Stabnick reported that an informational session on Fresh Pond would be held on August 24, 2012. Two biologists will be in attendance. Such informational session will be open to all interested residents.

Dick Stabnick presented the following motion to the Board of Governors. Such motion will be presented to the entire QCBCFD community for voting and approval at the September 15, 2012 Annual Meeting.

A MOTION was made that the Board of Governors shall be authorized to proceed with the restoration of Fresh Pond, including the treatment of all invasive and non-indigenous vegetation. The motion was seconded and passed unanimously.

H. Peter Rettig – Merchandise Sales:

Peter Rettig reported that a budget meeting had been held and that Merchandise Sales will fund Special Events.

I. Tom Battista – Real Estate:

Tom Battista presented a general update on the Real Estate Committee's work in QCBCFD.

J. Sue Birk – Nominating Committee:

Sue Birk presented for approval the Nominating Committee's slate of officers and its related motion to be presented to the QCBCFD community for voting and approval at the QCBCFD Annual Meeting on September 15, 2012.

A MOTION was made that the attached slate of the Board of Governors and Commissioners for the 2012-2013 year (Exhibit D**) as recommended by the Nominating Committee be approved. The motion was seconded and passed unanimously.**

K. Heather Cady – Clerk:

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

2012 Board of Governors Meetings:

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

Sunday, October 7, at 10 a.m.

L. Stephen Long – Moderator:

1. The next Board of Governors meeting will be held on Sunday, October 7, 2012.

2. Steve Long reported that he had received complaints regarding a private party held in early August. The complaints centered on the noise level and late hour of the party. Steve Long explained that he would include a reminder involving respect for neighbors in the QCBFD spring mailing.

3. Steve Long discussed in detail the proposed amendments to the QCBFD Charter and By-Laws that will be presented to the QCBFD community for voting and approval at the QCBFD Annual Meeting on September 15, 2012. Steve Long explained that there are several inconsistencies between the Charter and the By-Laws.

The proposed amendments to the QCBFD Charter include the following: update the legal description of QCBFD to conform to the recent survey of QCBFD; change the definition of eligible voters in Charter to be consistent with By-Laws; change the fixed date of the Annual Meeting; change the terms of officers in Charter to be consistent with By-Laws; change the requirements to call a special meeting in Charter to be consistent with By-Laws; add provision for QCBFD to accept grants and gifts.

IV. **A MOTION was made to adjourn the meeting at 11:37 a.m. The motion was seconded and passed unanimously.**

Respectfully submitted,

Heather Dodge Cady, Clerk
Quonochontaug Central Beach Fire District

August 18, 2012
Exhibit A

	A	B	C	D	E	I	J	K	L	M	N
1						2.59%		3.50%			2.00%
2						Actual	Actual	Budget	YTD	Forecast	Budget
3						12/31/2010	12/31/2011	12/31/2012	7/31/2012	12/31/2012	12/31/2013
4	Sources of funds - operating										
5	Taxes					227,311.00	227,248.71	235,266.89	-	235,000.00	239,700.00
6	Lease to tennis club					1,384.25	1,384.25	1,350.00	-	1,350.00	1,350.00
7	Road impact fees					4,600.00	6,000.00	3,000.00	3,000.00	5,000.00	3,000.00
8	Boat sticker fees					2,830.00	2,760.00	-	-	-	-
9	Lost beach pass fees					50.00	50.00	-	100.00	100.00	-
10	Water connection fees/other income					-	10,664.13	-	-	-	-
11	Interest income					525.22	379.93	400.00	40.41	125.00	125.00
12	Cumulative surplus					55,363.19	40,797.90	-	11,428.43	11,428.43	-
13						292,063.66	289,284.92	240,016.89	14,568.84	253,003.43	244,175.00
14	Uses of funds - operating										
15	Manager					-	-	-	-	-	-
16	Professional fees					2,962.75	-	2,500.00	1,221.03	2,500.00	3,000.00
17	Charter, legal, negotiation fees					15,378.00	4,286.55	10,000.00	4,800.00	10,000.00	7,500.00
18	Record digitization/communication					-	2,000.00	2,500.00	825.00	2,500.00	3,500.00
19	Administration					3,303.34	3,077.43	3,300.00	982.59	3,300.00	3,500.00
20	Memberships (Salt Ponds/RISC/Hist Soc)					650.00	400.00	400.00	200.00	400.00	500.00
21	Ballfield/playground					314.99	363.99	500.00	-	500.00	500.00
22	Beach/dunes					1,339.91	1,725.42	1,850.00	1,449.88	1,850.00	2,850.00
23	Boating/docking					260.21	321.06	1,500.00	214.80	1,500.00	1,500.00
24	CI - Other					-	3,000.60	9,000.00	3,516.64	9,000.00	10,500.00
25	CI - Garbage					25,000.00	25,001.00	27,500.00	9,166.67	27,500.00	27,500.00
26	Police/security					6,557.85	5,884.73	9,250.00	4,019.01	8,000.00	8,750.00
27	PW - Water operator (includes NE)					7,845.00	9,345.00	7,850.00	3,922.50	7,850.00	8,200.00
28	PW - Water system					30,504.86	19,828.27	17,500.00	11,849.45	17,500.00	17,300.00
29	PW - Water purification system					16,000.00	-	-	-	-	-
30	PW - Roads					11,972.64	10,638.32	6,500.00	1,740.43	6,500.00	6,350.00
31	Real Estate/property					-	11,260.00	5,000.00	5,000.00	5,000.00	2,000.00
32	Mapping project					-	-	500.00	4,987.59	4,987.59	2,000.00
33	Tennis					1,213.85	1,095.75	1,800.00	94.24	1,150.00	1,400.00
34	Water project loan - principal/interest					6,314.17	14,400.00	14,400.00	8,400.00	14,400.00	14,400.00
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	3,360.24	4,600.00	5,000.00
38	Insurance					14,816.52	15,562.51	17,500.00	16,325.07	17,000.00	17,750.00
39	Transfer to water conservation fund					3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	5,000.00
40	Transfer to road fund					6,600.00	16,000.00	5,000.00	5,000.00	7,000.00	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	1,465.00	1,465.00	800.00
43	Transfer to asset replacement fund					15,000.00	15,000.00	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	70,850.00	74,300.00
45	Transfer to mapping fund					-	5,288.05	-	-	-	-
46	Transfer to miscellaneous income					40,797.90	11,428.43	-	-	-	-
47	Miscellaneous expense					-	-	266.88	-	250.00	75.00
48						292,063.66	289,284.92	240,016.88	141,190.14	243,602.59	244,175.00
49											
50	Net increase (decrease) - operating					-	-	0.00	(126,621.30)	9,400.84	-

Exhibit A, continued.

QCBFD
Budget Presentation
2011 Actual
2012 Forecast
2013 Budget

	A	B	C	D	E	F	G	H	J	K	L	M	N	O
1						Water		Boat			Asset	Dunn's		Total
2					Contingency	Conservation	Road	Launch	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	-	-	1,465.00	15,000.00	70,850.00		97,315.00
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				-	-	-	-	-	-	(25,000.00)	-		(25,000.00)
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)	-	(25,000.00)	(71,018.64)		(121,306.69)
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	4,395.00	44,460.39	18,290.29		130,559.04
60														
61	Funding				-	5,000.00	5,000.00	-	-	800.00	15,000.00	74,300.00		100,100.00
62	Disbursements													
63	Well repair/rehab				-	(10,000.00)	-	-	-	-	-	-		(10,000.00)
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	Dune improvement				-	-	-	-	-	-	(3,000.00)	-		(3,000.00)
68	2nd half fiscal 2013				-	-	-	-	-	-	-	(36,300.00)		(36,300.00)
69	1st half fiscal 2013				-	-	-	-	-	-	-	(38,000.00)		(38,000.00)
70	Total disbursements				-	(19,000.00)	-	-	-	-	(8,000.00)	(74,300.00)		(101,300.00)
71	Transfer in (out)				-	10,000.00	-	-	-	-	(10,000.00)	-		-
72														
73	Fund balance at 12/31/2013				20,000.00	118.50	22,300.00	21,994.86	0.00	5,195.00	41,460.39	18,290.29		129,359.04

Central Beach Fire District
Balance Sheet
As of July 31, 2012

	Total
ASSETS	
Current Assets	
Bank Accounts	
4000 Cash	0.00
4010 Checking	19,334.32
4020 Savings	3,533.08
4040 Municipal Money Market	8,712.57
4050 30 Day CD	0.00
4060 60 Day CD	0.00
Total 4000 Cash	31,579.97
Total Bank Accounts	\$31,579.97
Accounts Receivable	
4100 Accounts Receivable	2,522.72
Total Accounts Receivable	\$2,522.72
Other Current Assets	
1499 Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$34,102.69
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	\$939,747.10
TOTAL ASSETS	\$973,849.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
7010 Accounts Payable	2,000.00
Total Accounts Payable	\$2,000.00

	Total
Other Current Liabilities	
7050 Deferred Revenue	0.00
Total Other Current Liabilities	<u>\$0.00</u>
Total Current Liabilities	<u>\$2,000.00</u>
Long-Term Liabilities	
7110 Water System Loan	143,453.03
7120 Real Estate Loan	0.00
7130 Capital Loan	0.00
Total Long-Term Liabilities	<u>\$143,453.03</u>
Total Liabilities	<u>\$145,453.03</u>
Equity	
1000 Restricted Funds	
1005 Surplus Prior Year	0.00
1010 Contingency Fund	20,000.00
1020 Water Conservation Fund	-318.15
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	0.00
1081 Land Trust Fund	0.00
1082 Test Bore Fund	0.00
1083 Tennis Fund	4,395.00
1084 Asset Replacement Fund	75,680.39
1085 Dunn's Corners Fire Smoothing Fund	18,380.99
Total 1000 Restricted Funds	<u>155,433.09</u>
9500 Fund Balance	799,319.07
9600 Opening Balance	0.00
Net Income	<u>-126,355.40</u>
Total Equity	<u>\$828,396.76</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$973,849.79</u></u>

Sunday, Aug 05, 2012 07:00:19 PM GMT-4 - Accrual Basis

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

	Total	
	Actual	Budget
Income		
1500 Revenues		
1510 Lease of Tennis Courts	0.00	0.00
1520 Miscellaneous Fees		0.00
1521 Boat Sticker Revenue		0.00
1523 Lost Beach Pass Fees	100.00	0.00
1524 Road Impact Fees	3,000.00	0.00
1528 Fun Run Donations	665.00	0.00
1530 Tax Receipts		0.00
1540 Interest Income	40.41	231.00
1550 Miscellaneous Income	11,428.43	0.00
Total 1500 Revenues	15,233.84	231.00
Total Income	\$15,233.84	\$231.00
Gross Profit	\$15,233.84	\$231.00
Expenses		
2000 Expenses		
2020 Professional Fees (Legal)	1,221.03	750.00
2022 Charter, legal, negotiation fees	4,800.00	6,000.00
2025 Record digitization	825.00	1,500.00
2030 Administration	982.59	1,650.00
2040 Donations/Memberships	200.00	100.00
2050 Ballfield/Playground		400.00
2060 Beach/Dunes	1,449.88	500.00
2070 Boating/Docking	214.80	1,000.00
2071 Boating/Docking - Regular		0.00
Total 2070 Boating/Docking	214.80	1,000.00
2080 Civic Improvement	3,516.64	5,000.00
2081 Civic Improvement.- Garbage	9,166.67	18,334.00
2082 Civic Improvement - Fire	34,650.00	34,650.00
2100 Police/Security	4,019.01	5,750.00
Total 2000 Expenses	61,045.62	75,634.00
2200 Public Works		
2210 Water System Operator	3,922.50	3,924.00
2211 Water Supervisor		0.00
2212 Northeast Water Supervision		0.00
Total 2210 Water System Operator	3,922.50	3,924.00
2220 Water System		
2222 Generator	713.97	500.00
2224 Pump House Electricity	1,446.03	1,575.00
2227 System Repairs & Maintenance	6,186.38	2,500.00
2227A Water Tank Maintenance		775.00
2228 Water Testing	1,743.03	875.00

Exhibit A, continued.

Report: Budget vs. Actuals: 2012 Budget - FY12 P&L

Page 2 of 2

	Total	
	Actual	Budget
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
Total 2220 Water System	14,849.45	12,250.00
2240 Roads/Parking Lots		
2241 Brush Removal		0.00
2243 Mowing		0.00
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	1,296.13	1,050.00
2249 Sump Pump Electricity	77.26	70.00
2249A Miscellaneous Roads		0.00
2250 Road Fund Accrual	2,000.00	2,000.00
Total 2240 Roads/Parking Lots	3,740.43	6,635.00
Total 2200 Public Works	22,512.38	22,809.00
2310 Real Estate/Property	5,000.00	5,000.00
2311 Mapping Project	4,987.59	500.00
2330 Tennis/Golf	759.24	-50.00
2340 Loans - Interest		
2341 Water Loan Interest	8,134.10	8,400.00
2342 Real Estate Loan Interest		0.00
Total 2340 Loans - Interest	8,134.10	8,400.00
2343 Loan Principal Payment		0.00
2410 Taxes (Charlestown)	3,360.24	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
2427 Transfer Boat Sticker Fee to Sticker Fund		0.00
2428 Transfer Net Income surplus to Following Year (Miscellaneous Income)		0.00
2429 Transfer Fun Run Donations to Tennis Fund	1,465.00	800.00
2430 Miscellaneous Expense		154.00
2434 Transfer to Mapping Fund		0.00
Total Expenses	\$141,589.24	\$148,347.00
Net Operating Income	\$ -126,355.40	\$ -148,116.00
Net Income	\$ -126,355.40	\$ -148,116.00

Sunday, Aug 05, 2012 06:59:38 PM GMT-4 - Accrual Basis

QCBFD
Budget Presentation
2012 Annual Meeting

Exhibit B
August 18, 2012

	A	B	C	D	E	F	G	H	I
1						0.00%	3.50%		2.00%
2						Actual	Budget	Forecast	Budget
3						12/31/2011	12/31/2012	12/31/2012	12/31/2013
4	Sources of funds - operating								
5	Tax revenue					227,248.71	235,266.89	235,167.46	239,900.00
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	5,000.00	3,000.00
8	Boat sticker fees					2,760.00	-	-	-
9	Lost beach pass fees					50.00	-	150.00	-
10	Other income					10,664.13	-	-	-
11	Interest income					379.93	400.00	75.00	125.00
12	Cumulative surplus					40,797.90	-	11,428.43	-
13						289,284.92	240,016.89	253,170.89	244,375.00
14	Uses of funds - operating								
15	Professional fees					-	2,500.00	2,500.00	3,000.00
16	Charter, legal, negotiation fees					4,286.55	10,000.00	10,000.00	7,500.00
17	Record digitization/communication					2,000.00	2,500.00	2,500.00	3,500.00
18	Administration					3,077.43	3,300.00	3,300.00	3,500.00
19	Memberships (Salt Ponds/RISC/Hist Soc)					400.00	400.00	400.00	500.00
20	Ball field/playground					363.99	500.00	500.00	500.00
21	Beach/dunes					1,725.42	1,850.00	1,850.00	2,850.00
22	Boating/docking					321.06	1,500.00	1,500.00	1,500.00
23	CI - Other					3,000.60	9,000.00	9,000.00	10,500.00
24	CI - Garbage					25,001.00	27,500.00	27,500.00	27,500.00
25	Police/security					5,884.73	9,250.00	8,000.00	8,750.00
26	PW - Water operator (includes NE)					9,345.00	7,850.00	7,850.00	8,200.00
27	PW - Water system					19,828.27	17,500.00	17,500.00	17,300.00
28	PW - Roads					10,638.32	6,500.00	6,500.00	6,350.00
29	Real estate/property					11,260.00	5,000.00	7,987.59	2,000.00
30	Mapping project					-	500.00	-	2,000.00
31	Tennis					1,095.75	1,800.00	1,150.00	1,400.00
32	Water project loan - principal/interest					14,400.00	14,400.00	14,400.00	14,400.00
33	Water project loan - prepayment					20,915.00	-	11,568.30	-
34	Other loan - principal/interest					10,850.49	-	-	-
35	Taxes (Charlestown)					4,907.32	5,750.00	4,600.00	5,000.00
36	Insurance					15,562.51	17,500.00	17,000.00	17,750.00
37	Transfer to water conservation fund					3,000.00	3,000.00	3,000.00	5,000.00
38	Transfer to road fund					16,000.00	5,000.00	7,000.00	5,000.00
39	Transfer to boat launch fund					2,760.00	-	-	-
40	Transfer to tennis fund					1,445.00	800.00	1,465.00	800.00
41	Transfer to asset replacement fund					15,000.00	15,000.00	15,000.00	15,000.00
42	Transfer to Dunn's Corner smoothing fund					69,500.00	70,850.00	70,850.00	74,300.00
43	Transfer to mapping fund					5,288.05	-	-	-
44	Transfer to miscellaneous income					11,428.43	-	-	-
45	Miscellaneous expense					-	266.88	250.00	275.00
46						289,284.92	240,016.88	253,170.89	244,375.00
47									
48	Net increase (decrease) - operating					-	0.00	-	-
49									

Exhibit B, continued.

QCBFD
Reserve Analysis
2012 Annual Meeting

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1						Water		Boat			Asset	Dunn's		Total
2					Contingency	Conservation	Road	Launch	Mapping	Tennis	Replace	Corner		Restricted
3														
4					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
5														
6		Funding			-	3,000.00	7,000.00	-	-	1,465.00	15,000.00	70,850.00		97,315.00
7		Disbursements												
8		Well repair/rehab			-	(15,000.00)	-	-	-	-	-	-		(15,000.00)
9		Water line anal/improvs			-	(5,000.00)	-	-	-	-	-	-		(5,000.00)
10		Survey/monuments			-	-	-	-	(5,288.05)	-	-	-		(5,288.05)
11		Pond restoration			-	-	-	-	-	-	(25,000.00)	-		(25,000.00)
12		2nd half fiscal 2012			-	-	-	-	-	-	-	(34,727.94)		(34,727.94)
13		1st half fiscal 2013			-	-	-	-	-	-	-	(36,290.70)		(36,290.70)
14		Total disbursements			-	(20,000.00)	-	-	(5,288.05)	-	(25,000.00)	(71,018.64)		(121,306.69)
15		Transfer in (out)			-	10,000.00	-	-	-	-	(10,000.00)	-		-
16														
17		Fund balance at 12/31/2012			20,000.00	4,118.50	17,300.00	21,994.86	-	4,395.00	44,460.39	18,290.29		130,559.04
18														
19		Funding			-	5,000.00	5,000.00	-	-	800.00	15,000.00	74,300.00		100,100.00
20		Disbursements												
21		Well repair/rehab			-	(10,000.00)	-	-	-	-	-	-		(10,000.00)
22		Water line anal/improvs			-	(5,000.00)	-	-	-	-	-	-		(5,000.00)
23		Pump house equip			-	(4,000.00)	-	-	-	-	-	-		(4,000.00)
24		Pond restoration			-	-	-	-	-	-	(5,000.00)	-		(5,000.00)
25		Dune improvement			-	-	-	-	-	-	(3,000.00)	-		(3,000.00)
26		2nd half fiscal 2013			-	-	-	-	-	-	-	(36,300.00)		(36,300.00)
27		1st half fiscal 2014			-	-	-	-	-	-	-	(38,000.00)		(38,000.00)
28		Total disbursements			-	(19,000.00)	-	-	-	-	(8,000.00)	(74,300.00)		(101,300.00)
29		Transfer in (out)			-	10,000.00	-	-	-	-	(10,000.00)	-		-
30														
31		Fund balance at 12/31/2013			20,000.00	118.50	22,300.00	21,994.86	-	5,195.00	41,460.39	18,290.29		129,359.04

Exhibit B, continued.

QCBFD
Budget Notes
December 31, 2013

Highlights of the proposed 2013 Budget:

1. Tax Revenue is budgeted to increase by approximately \$4,600 which is a 2.0% increase from 2012. We anticipate that the completion of several large construction projects by June 30, 2013, will result in an increase in the cumulative assessment of the FD. Such an increase in overall assessment will result in the typical tax invoice in 2013 being less than a 2.0% increase. For example, the 2012 Budget anticipated an increase in Tax Revenue of 3.5% yet the typical tax invoice increased by only +/-2.83% due to the increase in the FD's overall assessment of +/- \$1,600,000. The actual increase in assessment will be determined by the Town of Charlestown and used by the FD's Tax Assessors to calculate the FD taxes on individual lots and will not be known until after June 30, 2013.
2. Expenditures detailed in the 2013 Budget are generally at 2012 levels, with the following exceptions:
 - a. Communication – to fund, as discussed by the Communication task force, the redesign and enhancement of the website.
 - b. Beaches and Dunes – to fund, as discussed by Beaches and Dunes, the additional costs necessary for the eradication of the invasive Asian Sand Sedge and the new plants which may be necessary to maintain the quality of the dune. This cost will be funded partially through an increase in the Beaches and Dunes operating budget and, if necessary, through the use of a portion of the Asset Replacement Fund.
 - c. Water Conservation Fund – the use of a portion of the Water Conversation Fund, as discussed by Public Works, to complete the repair /rehabilitation of the primary well to extend its useful life, to continue to analyze, formulate, and implement a long term plan to maintain and improve the underground system which distributes water throughout the FD, including new water hookups as necessary, and to fund, as failures occur, the repair and/or replacement of the electronics and other equipment necessary for producing, monitoring, and distributing our water. To fund these projects, \$10,000 will be transferred from the Asset Replacement Fund and the transfer to the Water Conservation Fund will be increased from \$3,000 to \$5,000.
 - d. Asset Replacement Fund – the use of a portion of the Asset Replacement Fund, as discussed by Long Range Planning, for the costs to continue our efforts to restore Fresh Pond.
 - e. Dunn's Corner Smoothing Fund – to be used in 2012-13 for the purpose of covering any cost increase under the terms of the contract with Dunn's Corner which may exceed the +/-4.5% increase budgeted.

The forecasted results for the calendar year 2012 anticipate a surplus of approximately \$11,000. The BOG has the authority to annually allocate any surplus to (1) reduce the then current balance on any outstanding debt obligation of the FD or to (2) roll such surplus into the following year's budget as miscellaneous income or to (3) allocate a portion of such surplus to either (1) or (2), as it deems appropriate. The allocation will be made by the BOG after the final results of 2012 have been calculated by the Treasurer. The final results for 2011 allowed for the prepayment of the Water System Loan by \$20,915.00 and transferred a cumulative surplus of \$11,428.43 into this year.

Expenditures detailed in the 2013 Budget are generally at 2012 levels, with the following exceptions:

- a. Communication – to fund, as discussed by the Communication task force, the redesign and enhancement of the website.
- b. Beaches and Dunes – to fund, as discussed by Beaches and Dunes, the additional costs necessary for the eradication of the invasive Asian Sand Sedge and the new plants which may be necessary to maintain the quality of the dune. This cost will be funded partially through an increase in the Beaches and Dunes operating budget and, if necessary, through the use of a portion of the Asset Replacement Fund.
- c. Water Conservation Fund – the use of a portion of the Water Conservation Fund, as discussed by Public Works, to complete the repair /rehabilitation of the primary well to extend its useful life, to continue to analyze, formulate, and implement a long term plan to maintain and improve the underground system which distributes water throughout the FD, including new water hookups as necessary, and to fund, as failures occur, the repair and/or replacement of the electronics and other equipment necessary for producing, monitoring, and distributing our water. To fund these projects, \$10,000 will be transferred from the Asset Replacement Fund and the transfer to the Water Conservation Fund will be increased from \$3,000 to \$5,000.
- d. Asset Replacement Fund – the use of a portion of the Asset Replacement Fund, as discussed by Long Range Planning, for the costs to continue our efforts to restore Fresh Pond.
- e. Dunn's Corner Smoothing Fund – to be used in 2012-13 for the purpose of covering any cost increase under the terms of the contract with Dunn's Corner which may exceed the +/-4.5% increase budgeted.

Exhibit C

August 18, 2012

From: "Sharon Frost" <slfrost9@cox.net>
Subject: Beach and Dunes Report for August 18
Date: August 17, 2012 8:26:30 AM EDT
To: "Susan Birk" <susanabirk@gmail.com>
Cc: "Sharon Frost" <slfrost9@cox.net>
Reply-To: "Sharon Frost" <slfrost9@cox.net>

Sent: Friday, August 17, 2012 8:05 AM
Subject: Beach and Dunes Report for August

- The sand sedge eradication application is under review by CRMC. We expect to hear soon.
- The salt pond safari presented by the salt Ponds Coalition on August 8 was successful, with approximately 30 children and adults attending.
- There will be a beach and water safety demonstration at 1 PM Sunday August 19th at the beach.
- A beach cleanup is scheduled for August 25- time to be decided.
- Non-slip strips were applied to the boardwalk at the beach end.

Shari Frost
8/18/2012

**Exhibit D, August
18,
2012**

**SLATE OF QUONOCHONTAUG CENTRAL BEACH FIRE DISTRICT
OFFICERS, GOVERNORS, COMMISSIONERS 2012-2013**

BOARD OF GOVERNORS SERVING AS ADMINISTRATIVE OFFICERS:

STEPHEN LONG..... MODERATOR (2009)
HEATHER CADY..... CLERK (2009)
PAT WILDMAN..... TREASURER (2008)

ADDITIONAL MEMBERS OF THE BOARD OF GOVERNORS AND RECOMMENDED APPOINTMENTS:

JOE DEMAIO.....FINANCE & BUDGET (2008)
GEORGE PRIOR.....PUBLIC WORKS (2009)
TOM BATTISTA.....REAL ESTATE & PROPERTY (2010)
SHARI FROST.....BEACH & DUNES (2010)
BILL HEEP.....CIVIC IMPROVEMENT/FIRE PROTECTION (2011)
DICK STABNICK.....LONG-RANGE PLANNING (2009)
MICHELE PALLAI REPPUCCI.....POLICE PROTECTION (2011)

The Nominating Committee recommends to the Board of Governors the following
Commissioner appointments:

COMMISSIONERS NOT MEMBERS OF BOARD OF GOVERNORS

MICHAEL FLYNN.....BALLFIELD & PLAYGROUND (2011)
BREWSTER BLACKALL..... BOATING (2011)
MARILYN RETTIG.....SPECIAL EVENTS (2011)
PETER RETTIG.....COMMUNITY SALES (2011)
CEIL DEMAIO..... TENNIS & GOLF
JACK FROST.....TAX ASSESSOR
TOM FARRELL, JR.....TAX ASSESSOR

The Nominating Committee recommends that our present Moderator Stephen Long continue to serve for one more year and he has agreed. After careful consideration of potential successors and discussions with veteran members of the BOG, the committee believes this course, consistent with our by-laws, to be most prudent at this time.

The year following the individual's name is the Annual Meeting year the individual was elected. Commissioners and Administrative officers, other than the Moderator, serve one-year terms not to exceed five consecutive terms. Most serve for five years

Exhibit D, continued.

COMMITTEES

Central Beach is very fortunate to have these individuals volunteer to serve on the following committees for 2012-2013

BALLFIELD & PLAYGROUND – Michael Flynn

Committee – Mark Alperin, John Crosson, , Paul Cusson, Mark McEnroe, Vincent Reppuci, Sean Reynolds, Rich Thomsen

BEACH & DUNES – Shari Frost

Committee –Sue Birk, Paul Cusson, Pat Frost, Roy Jacobsen, Cari Blackall Lifgren, Regina Rizzuto

BOATING – Brewster Blackall

Committee – Bill Carpenter, Peter Gaffey, Julie Low, Marianne McNee, Barry O'Brien, John Rooney, Lonny Rowe (Dockmaster), Andy Sears,

CIVIC IMPROVEMENT/FIRE PROTECTION – Bill Heep

Committee - Ellen Frost, George Gray, Katherine Huntington, Len Kovacs, Suzanne O'Brien, Neal Simon, Tom Wildman

COMMUNITY SALES-Peter Rettig

Committee-Pam Furey, , Patti Rueff

FINANCE & BUDGET – Joe DeMaio

Committee – Mike Daly, Jim Finn, Jeff Matthews, Sean Reynolds, Brian Van Elslander,

LONG-RANGE PLANNING – Dick Stabnick

Committee – Tom Batista, Brewster Blackall, Chris Gettman, Linda Griffith, Rob Huntington, Steve Peet

POLICE PROTECTION – Michele Pallai Reppucci

Committee –Tom Frost, Staci Heep, Kim Marlor, Diane McEnroe, Peter Rettig, Sarah Reynolds, Jim Sears

PUBLIC WORKS – George Prior

Committee – Dick Campbell, Tom Doyle, Wally Kelly, Bill Meyer, Jim Montstream, John Rooney

REAL ESTATE & PROPERTY-Tom Battista

Committee-Joe DiMaio, Michael Divney, Peter Gaffey, Chris Heep, Ted Kaplan, Ed Mellick, Richard Stabnick

SPECIAL EVENTS – Marilyn Rettig

Committee- Elaine Battista, Tom Battista, Courtney Berckemeyer, Heather Cady, Mary Campbell, Will Carpenter, Dede Consoli, Kelly Cusson, Darrah Deo, Christine Frazier, Ellen Frost, Sharon Frost, Pam Furey, , Missy House, Katherine Huntington, Cari Lifgren, Julie Low, Marianne McNee, Sue Newton, Peggy Ogden, Michele Pallai Reppucci, Sarah Reynolds, Patti Rueff, Barbara Ruel, Cheri Stabnick, Tiffany VanElslander, Pat Wildman,

TENNIS & GOLF – Ceil DeMaio

Committee –Maria Bloom, Lynn Goldberg, Greg Howey, Bill McNee, Susan Wales