

FINAL

**Minutes of the Meeting of
Quonochontaug Central Beach Fire District Board of Governors
9:00am, January 22, 2022
Via ZOOM**

Members in attendance: Al Bartosic, Dede Consoli, Julia Mathews, Susan Wilson-Perez, Maud Bailey, Julie Low, Julia Mathews, Fred Newton, Bob Frazier and Carollynne Weidler

Members absent: Ellen Frost

Also in attendance were Chris Harris, Assistant Clerk, Peter Rettig, Manager of Beach and Dunes, Elaine Heilemann, Manager of Special Events and members of the public

1. Call to order

Moderator, Susan Wilson- Perez

The Moderator, Susan Wilson Perez, called the meeting to order at approximately 9:00 am.

2. Approval of Minutes:

Clerk, Maud Bailey

The draft minutes of the BoG meeting dated 10/23/21 that were distributed prior to the meeting. As there were no edits to the draft minutes, a motion was made to approve the draft minutes of the BoG Meeting dated October 23, 2021 as written was made. The motion was seconded and passed with all members of the Board of Governors in attendance voting in favor (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

Chris Harris, Assistant Clerk led a brief discussion on Open Meeting Act regulations and reminded the BoG that Agenda and minutes need to be posted within the OMA timelines and that PDF is a preferred format.

Anne Doyle, who requested to speak and was therefore added to the BoG's Agenda as a courtesy, addressed the BoG. Anne stated her dissatisfaction with the voting procedure at the Annual Meeting. Both Sue and Maud responded that the voting procedures at the Annual Meeting were in accordance with the District's By-Laws and advise of counsel. Maud further said that if Anne wanted to she could follow the process laid out in the By-Laws and bring a resident's motion to change the By-Laws voting procedures at the next Annual Meeting.

3. Treasurers Report

Treasurer, Carollynne Weidler

Carollynne reported to the BoG on recent happenings. She walked us through the financial statements (Please see attached). She highlighted revenues (including taxes), cash flows, expenditures and fixed assets.

4. Moderator's Report

Moderator, Sue Wilson-Perez

Sue started the discussion on the water treatment project. She had asked the Finance Committee about developing a report to track ongoing expenditures of the project to assist the transition to the new Moderator next year. Part of the discussion included creating a position dedicated to track the expenses, a project oversight manager. There was a discussion on costs related to the Pilot test project and the variances to the Pilot test budget. Bob informed the BoG that he is still waiting on some invoices to be able to determine final variances on the Pilot Project budget.

5. Committee Chair Reports:

A. Public Works

Bob Frazier

Bob continued the Water Treatment project discussion started by Sue. The Public Works Committee ("PW") is still waiting on Dept. of Health for final timing decision on chlorination. He reported that he has just received a draft of the Pilot Test Results Report that he was going to circulate and discuss at the next PW Committee meeting. Bob went on to report on next steps for the water treatment process, including reviewing the results of the Pilot test, design of treatment plant. Carollynne requested a consolidated Issues list of PW issues, including a breakdown of the water treatment project.

B. Finance

Al Bartosic

Al updated the BoG on the Finance committee's work concerning the water treatment project. He reported on the various financing vehicles that the District could use to finance the project: including the State's Drinking Water Sinking Reserve Fund; traditional Bank financing or special landowner assessment. The final financing could be

one of the vehicles or a mix of them. We need the project finalized with approved bids, etc. to go forward with permanent financing. Until that happens, we have to finance the project through other means. A community vote would have to occur to include assessments as part of the water treatment financing.

Al then reported to the BoG on short term financing options. Al went briefly through the District's monthly expenses and the need for some short term financing because of the water treatment project costs to meet our expenses. After reviewing some other options, the decision was made to access our revolving line of credit with Washington Trust. Al made a motion to allow the authorized officers to the following motion:

A **motion** to allow the authorized officers of QCBFD to withdraw up to \$100,000 from QCBFD's revolving line of credit at the agreed upon interest rate to pay appropriate expenses of the QCBFD including water treatment project expenses. There was discussion concerning the motion. The **motion** was **seconded** as presented and **passed** with all members of the Board of Governors in attendance voting in favor (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

C. Community Property

Julia Mathews

Julia reported on Community Property work since the last BoG meeting including: Completed maintenance projects from 2021. She will be discussing possible projects for 2022 with her committee next week. Julia updated the BoG on the size/color/stamping of the garbage and recycling container and on the length of garbage contract. Julia also answered questions about the new containers and their ownership and the process of putting them into use and disposing of residents' old containers.

D. Long Range Planning:

Ellen Frost

Ellen was Absent and so Maud read her report informing the BoG on the progress of the LRP's Comprehensive Plan working sub group since the last meeting. Ellen reported that the working group will be sending questions to the BoG and requesting people make themselves available for fact gathering interviews.

7. Managers Reports:

a. Merchandise Sales

Dede Consoli

Dede report she has met recently with Finance and shared with them the results for the summer sale season and plans for the next year. She then reported on those results to the BoG and what she is working on for 2022 including some of the challenges (supply chain) that she is experiencing.

b. Special Events

Elaine Heilemann

Elaine reported that she is starting to think about the summer 2022. She would like every household to participate in the community cookbook project, the 30th Anniversary cookbook of the QCBFD original cookbook with a recipe.

c. Beach and Dunes

Peter Rettig

Peter reported the winter storms have eroded the beach and he is investigating possible responses to the recent beach erosion. He will report at the next BoG meeting.

d. The Police Liaison and Manager of the Beach Gate Monitors

Julie Low

Julie had nothing to new to report.

Sue asked if any of the public had wanted to speak before adjournment. None spoke up.

8. Adjournment. Motion was made to Adjourn was seconded and passed with all members of the Board of Governors in attendance voting in favor (other than the Moderator, who under the District's By-Laws only votes in the case of a tie).

Respectfully Submitted,

Maud Bailey, Clerk
Quonochontaug Central Beach Fire District