

**Minutes of the Meeting of
Quonochontaug Central Beach Fire District Board of Governors
9:00am, March 26, 2022
Via ZOOM**

Members in attendance: Al Bartosic, Ellen Frost, Julia Mathews, Susan Wilson-Perez, Maud Bailey, Julie Low, Julia Mathews, Fred Newton, Bob Frazier and Carollyne Weidler

Members absent: Dede Consoli

Also in attendance were Chris Harris, Assistant Clerk, Peter Rettig, Manager of Beach and Dunes, 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

Two edits were made to the draft minutes of the BoG meeting dated 1/22/22 that were distributed prior to the meeting. A motion was made to approve the draft minutes as amended of the BoG Meeting dated January 22, 2022. 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).

3. Treasurer's Report

Treasurer, Carollyne Weidler

As cash balances were going to be discussed as part of the Finance Committee's report, Carollyne said she had nothing further to report.

4. Moderator's Report

Moderator, Sue Wilson-Perez

Sue started her report on the governance issue concerning procurement and state regulations governing our process of procurement. Sue stated that our attorney informed her that QCBFD is required to follow the State's Competitive Bidding process for any purchases over \$5,000 and construction projects over \$10,000, except when the item or project falls under one of the law's exceptions. Sue wanted to make clear that all Committee Chairs and Managers must follow this process when dealing with items over the statutory amounts. All new contracts have to go to Carollyne and Finance. The vendor chosen by the bidding process must also meet our insurance requirements. Sue led a discussion concerning financial processes on the Water Treatment project because of its size. She thanked Tom MacDonald for agreeing to serve as a project manager to assist Bob on the costs oversight and controls. The cash flow analysis exemplifies the need for this oversight. Each committee has a budget that has been approved. Any amount not in the approved operating budget that was approved can only be approved by the Board of Governors. Any variances in budgeted items need to be approved by the Board of Governors. Once the budget for the 4-log chlorination system has been approved the committee can spend that budget but any overages in costs must be brought to the BoG for approval before payment.

5. Committee Chair Reports:

A. Public Works

Bob Frazier

Bob led with a continuation of the discussion on the bidding process. After that he reported to the BoG that the Pilot Test for the water project was completed in December. The results have been reported and concluded the Green Sands technology was the most successful for our water situation. Bob then went on to report to the BoG the status of the RIDOH mandate on installing the Chlorination system. Bob and Sue met with the RIDOH and are in the process of securing an extension on the implementation of the system.

Bob then reported on the CRMC fine levied against the QCBFD for failure to attain appropriate permits on the work on our well fields. Bob reported on the history leading up to the fine and that QCBFD has filed an appeal for a hearing to get the fine reduced. Bob further reported that he has found an environmental engineer to help us in the appeal and remediation process and he will ask his committee to approve the consultant. and his fees.

Bob started discussing water system connection issues, including costs, to QCBFD lots 290 and 294. Public Works business was interrupted by the Finance Report because of Al's time constraints (please see below). The

discussion on the water connection issue then continued. After some discussion the action was tabled to the next BoG meeting so that Bob can get clarification from his committee on what action the committee is requesting from the BoG on this issue. Item v. "Update, discussion and possible action on roads, signage, speed bumps, drainage, ROW repairs/alterations, vegetation" was also tabled.

B. Finance

Al Bartosic

Al updated the BoG on the District's cash flow. Because of unexpected costs of the water project the Finance committee decided it was fiscally prudent to increase the amount that QCBFD could access from our line of credit that was previously requested and approved by the BoG (see 1/22/22 BoG Meeting).

A **motion** to allow the authorized officers of QCBFD to withdraw up to \$400,000 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. 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).

Al updated BoG on Infrastructure bank procedures and how Finance is working on water treatment financing options. Peter asked about the tax cap stated in our Charter, Al said that Finance is researching this.

C. Long Range Planning:

Ellen Frost

Ellen updated the BoG on the recent work on the Comprehensive Plan .She also reported on the Quonnie Neck Water Group and their idea for some education on water conservation this summer.

D. Community Property

Julia Mathews

Julia updated the BoG on property work and the new garbage cans arriving May 25.

7. Managers Reports:

a. Beach and Dunes

Peter Rettig

Peter reported on beach erosion and informed the BoG he will be asking for funds for erosion protection.

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

Julie Low

Julie asked that any information that people want to go in the spring packets be given to her by April 15th and that this year the packets will be available for pick up instead of mailed.

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