

**Minutes of the Meeting of
Quonochontaug Central Beach Fire District Board of Governors
9:00am, July, 23, 2022
Quonochontaug Grange
(Downstairs)
5662 Post Road.
Charlestown, RI 02813**

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

Members absent: Al Bartosic, Maud Bailey arrived late (after the approval of the minutes)

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:

Chris Harris, Assistant Clerk

As no edits were made to the draft minutes of the BoG meeting dated 6/25/22 that were distributed prior to the meeting. A **motion** was made to approve the draft minutes as written of the BoG Meeting dated June 25, 2022. The **motion** was **seconded** and **passed** with Dede Consoli, Ellen Frost, Julia Mathews, Susan Wilson-Perez, Julie Low, Julia Mathews, Fred Newton, and Bob Frazier voting in favor. Carollynne Weidler abstained because she was not present at the 6/25/22 meeting. Maud Bailey was not present for this vote.

3. Treasurer's Report

Treasurer, Carollynne Weidler

Carollynne updated the BoG on Finance committees progress on the 2023 Budget. She reported on the second quarter financial statements package that was emailed separately (Maud Bailey arrived). There was a discussion concerning draw down on the line of credit previously approved by the BoG. She reported to the Board that the tax collection process was going smoothly and was on track.

Carollynne highlighted the account receivable issue concerning Steve Piccolo, our refuse collector, and the payment for the new garbage cans (This item was also on the agenda for discussion and possible action under Moderator's Report under Vendor Management and Community Property). The consensus of the Board was this action was a lapse in procedure by Community Property. The Board asked Carollynne to have a discussion with the garbage can vender on a payment schedule and have Julia Matthews engage in discussion with Mr. Piccolo about a payment schedule.

4. Moderator's Report

Moderator, Sue Wilson-Perez

Katherine Huntington, Chair of Nominations led the discussion and possible action concerning on QCBFD Communications and its various roles, including website and eblast coordinator. She began by reporting on the progress made filling the various open positions for next year. Ellen informed the BoG that the need for improved communications was a theme that has arisen from the comprehensive planning outreach. After the discussion on whether the District could lose its website, it was decided that the website is something the District should keep, but be redesigned to be more simple and have the ability to track how much it is used. Sue believes the website should be administrative and not social. The Board decided the website position is to remain a manager but that their responsibility will include maintaining the website's content so it is current. As for the eblast function, Katherine will look into if decentralizing that responsibility and giving the eblast capability to some or all of the chairs or Moderator. It might be more efficient.

Sue informed the BoG that the next two BoG Meetings are when motions for the Annual Meeting are presented and voted on so any motions must be completed by then.

Discussion and possible action concerning Vendor Management—Sue tabled this discussion for the next BoG meeting when Al Bartosic, Chair of Finance, can be part of the discussion. She did highlight that with the current complexities facing the District, a Vendor Manager could assist the Chairs with complicated contracts.

Sue asked that Tom McConnell be able to review the NWSI contract. Sue wants him to be aware of charges and fee schedule.

Sue then led the discussion concerning construction road impact bond. She began the discussion by laying out the current structure of the fee and asked the BoG if they felt the current fee (\$1,000 non-refundable plus \$5,000 escrow which is refundable if no damage has occurred) was high enough. After some discussion, the BoG directed Public Works to discuss, decide and vote on how large both the impact fee and the escrow should be and bring that decision back to the BoG for discussion and vote. Carollynne believes the language around the escrow payments needs to be review and suggested the Public Works review that language as part of their review of the escrow and impact fee.

As a correlated topic, there were recent situations where construction drainage work has been done on community property and the right of way and where the road has been damaged. Bob suggested that this is why Public Works is proposing making a **motion** on item C. v. of the Agenda, "Discussion and possible action concerning developing a process for Public Works site plan review of new construction impacts on community property and community right of ways" so that homeowner's plans concerning any improvements in the right of way has to be presented and approved by Public Works prior to building. The BoG agreed that Public Works should discuss and vote on a site plan review process and bring that process to the BoG for approval. The Public Works **motion** should include the process of submitting the site plans for review.

Next the discussion concerning summer construction ensued. Resident Cathy Miller began the discussion concerning current construction projects going on against the community rules prohibiting summer construction. Sue and Bob reviewed the history of the community decision to make the summer construction recommendations voluntary. Currently the BoG has no authority to regulate summer construction. There are many questions about how to define construction and how to implement a fine structure if the community decided to make the rule enforceable. Sue suggested that if residents would like to revisit the voluntary nature of the summer construction rules, they can submit a resident motion during the new business section of the annual meeting or by follow the By-Laws and submitting a resident's motion to the BoG before at the Annual Meeting.

5. Committee Chair Reports:

A. Community Property

Julia Mathews

Since the garbage can issue was covered earlier in the meeting Julia reported on the state of our community property and that it is going well.

B. Long Range Planning:

Ellen Frost

She also reported on recent Comprehensive Plan community outreach events. The first event held on Saturday July 16th was an outreach focus group meeting of residents in their 30s and 40s was well attended and had produced a great discussion on the strengths and needs of Quonnie. On Sunday, July 17th, Long Range Planning and the Comprehensive Plan working group hosted a public meeting invited comments and feedback on themes developed from last summer visioning sessions and the past year's interviews. Another meeting inviting public feedback is planned for August 7th. The Comprehensive Plan process is moving along smoothly.

Next Ellen reported on the Quonnie Neck Water Group and their meeting schedule for Aug 6th at the Grange where Bob Ferrari of NWSI will speak about water issues facing the Neck. Attendance is limited.

C. Public Works

Bob Frazier

Since there was no new information on the first 3 items on his part of the agenda; "i. Chlorination Project update and possible action; ii. Water Treatment Project update and possible action.; iii. Water Services to lots 290 & 294 West Beach Road update and possible action." Bob just gave the BoG an update on those items.

Sue would like a community update created for the Annual Meeting on the chlorination project and the new water system design.

B. Finance

Al Bartosic

Carolynne Weidler reporting for Al Bartosic told the BoG that everything was discussed in the Treasurer's report.

7. Managers Reports:

a. Merchandise Sales

Dede Consoli

Updated the BoG on merchandise sales this summer.

Dede further reported it is almost grant season and that the group that works on grants will meet at the end of August. Applications will be available at Dede's House.

b. The Police Liaison & Manager of Beach Gate Monitors:

Julie Low

Julie reported on some golfcart issues, but mostly everything is going well. Guards at the block doing a great job.

c. Special Events

Kathy Alperin for Elaine Heilemann

Kathy updated the BoG on summer events the Anniversary Party was a huge success and the summer is going well. She told the Bog that the Open Mic Night will be push back to late August. Next event is the social on August 6th. Back for first time in three years!

d. Beach and Dunes

Peter Rettig

No news to report. Still investigating genetic testing of the grass to see if it is invasive.

7. Executive Session:

A **motion** was made and seconded to enter into Executive Session pursuant to the relevant requirements of the R.I. General Laws 42-46-5(a)(2) potential and/or pending litigation regarding the following matter CRMC Notice of Violation; 66 Seabreeze Drive, Charlestown; Violation File No: 22-0010. The seconded **motion** 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).

The minutes of the Executive Session were reviewed and a **motion** was made and **seconded** to accept minutes as amended and **passed** with Dede Consoli, Ellen Frost, Julia Mathews, Susan Wilson-Perez, Julie Low, Julia Mathews, Fred Newton, and Bob Frazier voting in favor. Maud Bailey and Carollynne Weidler abstained because they were not present at the 6/25/22 meeting. (

Then the matter was reviewed and discussed with no votes taken. A **motion** to vote to reconvene open session was made and **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).

After reconvening into open session, a **motion** was made to vote to seal the minutes of the Executive Session. 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).

As stated above no votes other than acceptance of the minutes and to reconvene into open session were taken during the Executive Session.

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