

BONNET SHORES FIRE DISTRICT
Special Council Meeting
Agenda¹
 Friday, May 29, 2026

Date/Time	Friday, May 29, 2026 – 8:00am
Place:	Bonnet Shores Fire District Community Center - 130 Bonnet Shores Road, Narragansett, RI
Zoom ² :	Virtual access is being provided only as a convenience and is not an official “location” where access to the meeting is guaranteed. If any technical, host, or operator issues arise with Zoom, the meeting will still proceed. Therefore, being physically present at the meeting is the only way to guarantee complete and uninterrupted access to the meeting. Zoom Link: https://us02web.zoom.us/j/88582337875
Designated area for recording/ photography	To preserve order and decorum, and to avoid interfering with the ability of spectators to see and hear, any members of the public video recording or photographing the meeting should do so from the designated area.

Call To Order

- Pledge of Allegiance
- Moment of Silence

Public Comment: There will be no public comment for this meeting

New and Ongoing business:

- Motion, discussion and vote to appoint a Clerk Pro Tempore from among the attending Council members for this meeting only, including any Executive Session entered into during the meeting.
- Announcement for the record: The Council has received the resignation of District Clerk Robert Patterson, effective May 25, 2026, thereby creating a vacancy pursuant to Article IV, Section 1, of the Bonnet Shores Fire District Bylaws. No Council vote is required
- Motion, discussion, and possible vote regarding appointment of an Interim District Clerk until the next election, including consideration of Janice McClanaghan.
- Motion, discussion, and possible vote to appoint Janice McClanaghan as Deputy Clerk for the 2026 Annual Meeting in the event the appointment of an Interim District Clerk is not approved.
- Motion, discussion, and possible vote to approve an indemnification agreement relating to Janice McClanahan’s execution of the Clerk’s responsibilities pursuant to Section 2 of the BSFD Charter and Article I, Section 5 of the BSFD Bylaws.
- Motion, discussion, and possible vote to approve an indemnification agreement relating to Robert Patterson is his role as District Clerk with regard to proxy voting in the 2026 Annual Meeting.
- Motion, review, discussion, possible revision, and vote to re-approve the 2026–2027 Fiscal Year budget due to a calculation error identified after approval of the budget at the May 21, 2026 Budget Meeting.

Executive Session - Motion to enter executive session pursuant to R.I. Gen. Law § 42-46-5(a)(4) for the following purpose:

- Discussion of confidential investigative matters and related corrective procedures concerning an employee complaint, including review of the effectiveness of administrative and risk mitigation measures implemented in connection with the matter.

Return to Open Session - Motion to conclude Executive Session and return to Open Session.

Sealing of Executive Session Minutes and Report of Votes:

- Motion and vote to seal the minutes of the executive session pursuant to R.I. Gen. Laws § 42-46-5(c), on the grounds that disclosure would compromise the purposes of the executive session due to a confidential employee matter.
- Statement for the record regarding any votes taken in executive session.

Motion to Adjourn

Attachment: Janice McClanaghan Indemnity Agreement

<p style="text-align: center;">INDEMNITY AGREEMENT JANICE McCLANAGHAN</p> <p>WHEREAS, the Bonnet Shores Fire District (BSFD) was established and incorporated by an Act of the Rhode Island General Assembly in 1932, (“the Act”) as amended, and</p> <p>WHEREAS, the Act establishes the Bonnet Shores Fire District Council (BSFDC) as the governing body of the BSFD and empowers it with the general supervision and management of the affairs of the district;</p> <p>WHEREAS, a dispute has developed between the District’s elected clerk, Robert Patterson, and the Bonnet Shores District Fire District Council (BSFDC), over the meaning of section 2 and the duties of the Clerk in relation to proxy voting, and</p> <p>WHEREAS, the Clerk, Robert Patterson, informed that BSFDC that he would not recognize or accept any form of proxy voting in the 2026 Annual Meeting, and</p> <p>WHEREAS, the BSFDC has determined, along with the Clerk, that a deputy clerk should be appointed to handle all powers and duties related to proxy voting for the BSFD 2026 Annual Meeting; and</p> <p>WHEREAS, Ms. JANICE McCLANAGHAN, of 178 Treasure Road, Narragansett, has agreed to be appointed by the BSFDC, to serve as the deputy clerk for the upcoming 2026 Annual Meeting of the District only; and</p> <p>WHEREAS, the BSFDC wishes to exercise it legal authority to indemnify Ms. McClanaghan, in her official capacity, pursuant to R.I.G.L. § 45-15-16, under the terms and conditions as set forth below:</p> <ol style="list-style-type: none">1. Ms. Janice McClanaghan, agrees to assume and exercise all powers and duties over proxy voting as set forth in Section 2 of the Act and any related by-laws, previously granted to the District Clerk, Robert Patterson, and to serve as a Deputy Clerk, for the upcoming Annual Meeting of the Bonnet Shores Fire District.2. In consideration of the assumption of such duties and her appointment as deputy clerk, the BSFDC, pursuant to the authority of R.I.G.L. § 45-15-16, agrees to defend and indemnify Ms. McClanaghan, Deputy District Clerk, in her official capacity, from all loss, cost, expense, and damage, including legal fees and court costs, as a result of any and all suits, claim, causes of action, lawsuits, compromise, settlements brought, pursued, or maintained by anyone related to any act, error, or omission by McClanaghan, whether caused by negligence, misfeasance, malfeasance, or nonfeasance, but excluding any misstatement, error, act, omission, or neglect resulting from willful, wanton, or malicious conduct, in connection with the discharge or failure to discharge her official duties as Deputy Clerk related to any and all proxy voting as authorized by Section 2 of the Act in connection with the BSFDC Annual Meeting of 2026. <p>177128304.1</p>	<p>Ms. Leslie McKnight Chairwoman, Bonnet Shores Fire District Council Date:</p> <p>Mr. Janice McClanaghan Clerk, Bonnet Shores Fire District Date:</p> <p>177128304.1</p>
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Attachment: Robert Patterson Indemnity Agreement

INDEMNITY AGREEMENT ROBERT PATTERSON

WHEREAS, the Bonnet Shores Fire District (BSFD) was established and incorporated by an Act of the Rhode Island General Assembly in 1932, ("the Act") as amended, and

WHEREAS, Section 6 of the Act, authorizes the District to elect a clerk, and

WHEREAS, Robert Patterson was elected Clerk of the District at the Annual Meeting of the BSFD on or about August 2025, and

WHEREAS, Section 2 of the Act sets forth in part the ability of "persons in common ownership to real estate" to vote by proxy in District elections; and

WHEREAS, a dispute has developed between the Clerk and the Bonnet Shores District Fire District Council (BSFDC), the governing body of the BSFD, over the meaning of section 2 and the duties of the Clerk in relation to proxy voting, and

WHEREAS, in an effort to avoid costly litigation, the delay of the 2026 BSFD Annual Meeting and forestall any potential challenges to the election related to the acceptance or refusal to accept proxy voting and litigation over the role of the Clerk, the parties wish to enter into the following Indemnity Agreement as set forth below:

1. The Clerk, Robert Patterson, agrees to delegate fully and completely all his powers, duties, responsibilities, and authority over proxy voting as set forth in Section 2 of the Act and any related by-laws, to a mutually agreed upon Deputy Clerk who will assume all such powers, duties, and responsibilities, and authority over proxy voting for the June 2026 Annual Meeting of the BSFD.
2. The BSFDC and Clerk Patterson have agreed that Ms. Janice McClanahan, a resident of the BSFD, shall serve as the deputy clerk for the upcoming 2026 Annual Meeting and assist in the 2026 Annual Meeting and assume all duties, responsibility, and authority over proxy voting as set forth in Section 2 of the Act.
3. In consideration of the delegation of his duties as Clerk for proxy voting and the appointment of Ms. McClanahan as deputy clerk, as noted in sections 1 and 2 above, the BSFD, by and through the BSFDC, and pursuant to the authority of R.I.G.L. § 45-15-16, agrees to defend and indemnify Mr. Robert Patterson, the District Clerk, in his official capacity, from all loss, cost, expense, and damage, including legal fees and court costs, as a result of any and all suits, claims, causes of action, lawsuits, compromise, settlements brought, pursued, or maintained by anyone related to any act, error, or omission by Patterson, whether caused by negligence, misfeasance, malfeasance, or nonfeasance, but excluding any misstatement, error, act, omission, or neglect resulting from willful, wanton, or malicious conduct, in connection with the discharge or failure to discharge his

177128102.1

official duties as Clerk related to any and all proxy voting as authorized by Section 2 of the Act in connection with the BSFD Annual Meeting of 2026.

4. The BSFDC and Clerk Patterson both mutually agree that they will not pursue any claim or legal action against each other, including but not limited to a Writ of Mandamus or injunction, related to the issue of proxy voting in connection with the 2026 Annual Meeting of the District.

Ms. Leslie McKnight
Chairwoman, Bonnet Shores Fire District Council
Date:

Mr. Robert Patterson
Clerk, Bonnet Shores Fire District
Date:

177128102.1

Attachment: Revised 2026-2027 FY DRAFT BUDGET

BSFD - 2027 Budget (DRAFT - Post recal)					
	2026		2027		
					CPI 3.0%
					Salary 0.0%
	Budget	Actual-Now	Budget	% Inc	Comments
Income					
4100 Tax Revenue					
4110 Tax Revenue - Current FY	534,000	521,720	548,797	2.8%	
4111 Tax Revenue - Current FY Interest	1,000	1,810	1,000	0.1%	
4112 Tax Revenue - Prepay next FY	1,000	1,288	1,000	0.1%	
4113 Tax Revenue - Previous FY	5,000	15,187	5,000	0.0%	
Total 4100 Tax Revenue	541,000	540,005	555,797	2.7%	
4200 Day Camp Fees					
4201 Fees - Day Camp	20,000	22,407	20,000	0.0%	
Total 4200 Day Camp Fees	20,000	22,407	20,000	0.0%	
4300 Harbor Fees					
4310 Mooring Fees	13,200	11,800	13,400	1.5%	All moorings rented
4320 Mooring Wait List Fees	0	80	80		
4330 Ramp Fees	300	240	240	-19.7%	
4340 Water Craft Registrations	300	300	300	0.3%	
Total 4300 Harbor Fees	13,800	12,420	14,020	1.6%	
4400 Grants	0	0	0		
4500 Interest Earned - Bank Accts	250	6,904	7,000	2700.4%	Improved return
4900 Other Income					
4910 Beach Tag Replacements	0	1,350	0		
4930 Hall Rental Fees	4,000	3,300	3,500	-12.5%	
4990 Other Misc. Income	0	100	0		Bins
Total 4900 Other Income	4,000	4,750	3,500	-12.5%	
Total Income	579,050	586,485	600,317	3.7%	
Expenses					
6000 Admin Wages and Taxes					
6010 Manager Wages	60,000	57,355	74,500	24.2%	Council to decide how the position is filled
6020 Clerk Wages	6,000	5,448	6,000	0.0%	
6030 Tax Collector Wages	6,000	6,250	6,000	0.0%	
6040 Treasurer Wages	6,000	6,590	6,000	0.0%	
6060 Admin Employer Payroll Taxes	6,800	6,419	6,800	0.0%	
Total 6000 Admin Wages and Taxes	84,800	82,062	99,300	17.1%	
6100 Administrative Expense					
6105 Accounting/Bookkeeping	8,100	7,380	7,200	-11.1%	
6106 CPA	4,000	1,711	3,500	-12.5%	
6110 Advertising Expense	0	0	0		
6115 Annual Meeting Expense	14,000	25,465	17,510	25.1%	8K savings?
6120 Bank Charges	0	14	0		
6130 Council Discretionary Expense	300	0	0	-99.7%	
6135 Insurance	10,000	10,252	10,500	5.0%	
6140 IT and Web Services	25,000	26,365	15,000	-40.0%	By contract+2K for projects+Comms
6145 Land Trust Operating Alloc'n	1,200	1,396	2,500	108.4%	More trimming of trail and LT properties
6155 Legal Fees, Ordinary	15,000	15,863	60,000	300.0%	Includes ~20K of unpaid legal bills thru May 1
6160 Legal Fees, Tax Sale	150	4,337	0	-99.3%	
6165 Meeting Expense	1,500	2,619	2,500	66.7%	
6175 Office Supplies & Equipment	2,500	2,804	2,800	12.0%	Mailchimp/Dropbox
6180 Payroll and Financial Services	1,200	2,703	2,500	108.4%	Includes QuickBooks
6190 Tax Collection Costs	8,000	7,377	8,000	0.0%	
Total 6100 Administrative Expense	90,950	108,286	132,010	45.1%	
6300 Beach Expense					
6310 Beach Wages	21,000	17,864	23,000	9.5%	

6320 Beach Employer Payroll Taxes	1,600	1,670	1,800	12.6%	
6330 Beach Bus	12,000	10,744	13,200	10.0%	
6340 Beach Raking & Maintenance	40,000	11,939	17,500	-56.2%	5 Rakings @ 1.5K + BSBC
6350 Beach Security	9,000	8,209	9,863	9.6%	New Contract
6360 Beach Supplies	3,500	3,851	4,301	22.9%	CPI, Porta John, Early expenses
Total 6300 Beach Expense	87,100	54,278	69,664	-20.0%	
6400 Day Camp Expense					
6410 Camp Wages	15,500	14,464	17,000	9.7%	
6420 Camp Employer Payroll Tax	1,500	1,352	1,500	0.1%	
6430 Camp Supplies/Expenses	5,500	4,793	5,000	-9.1%	
Total 6400 Day Camp Expense	22,500	20,609	23,500	4.4%	
6500 Harbor Expense					
6510 Harbormaster Wages	6,000	6,145	6,500	8.4%	Increase + 1 month overlap
6520 Harbormaster Employer Taxes	485	480	550	13.6%	
6540 Harbor Maintenance	1,000	695	1,000	0.1%	
6550 Harbor Supplies	1,000	984	1,000	0.1%	
6590 Harbor Fund Tfr Designated Acct	0	0			
Total 6500 Harbor Expense	8,485	8,304	9,050	6.7%	
6600 Property Expense					
6610 Beautification & Social	1,000	367	1,000	0.1%	From Deb
6620 Community Center Cleaning	4,150	4,020	4,100	-1.2%	
6625 Electricity	1,800	2,045	2,147	19.3%	5% increase
6630 Fire Inspection	500	439	500	0.2%	
6635 Maintenance	2,500	6,333	2,575	3.0%	Key Fobs
6640 Natural Gas	3,600	4,070	4,273	18.7%	5% increase
6645 Office Cell Phone	1,200	1,218	1,236	3.1%	
6650 Pond	0	1,475	1,475		
6655 Telephone & Internet	3,000	2,762	3,000	0.0%	
6670 Water	600	769	893	48.9%	5% increase
6680 Repairs paid by Insurance	0	0			
Total 6600 Property Expense	18,350	23,498	21,199	15.5%	
6700 Public Works					
6710 Breachway and Culverts Maintenance	6,000	4,885	12,000	100.0%	New Vendor
6720 Clear Breachway		0			Combine with 6710
6730 General Maintenance	175	688	500	186.3%	
6740 Landscaping	13,000	13,203	15,000	15.4%	New Contract
6760 Sanitation	192,000	188,297	199,594	4.0%	New Contract
6770 Snow Removal	3,000	1,300	3,000	0.0%	Missing 2 storms, shovel Kelly Beach?
Total 6700 Public Works	214,175	208,373	230,094	7.4%	
Total Expenses	526,360	505,410	584,817	11.1%	
Net Operating Income	52,690	81,075	15,500	-70.6%	
Other Income					
7000 Capital Income					
7100 Capital Allocation Income	0	0	20,000	#DIV/0!	To cover Legal
7150 Capital Grants Income	0	0	0	#DIV/0!	
Total 7000 Capital Income	0	0	20,000	#DIV/0!	
Other Expenses					
8000 Capital Expenses					
8100 Capital Improvements	34,757	7,178	35,500	2.1%	
8150 Capital Grants Expenses	17,933	18,833	0	-100.0%	
8160 Capital Allocation Expenses	0	0	0	#DIV/0!	
Total 8000 Capital Expenses	52,690	26,012	35,500	-32.6%	
Net Income	0	55,064	0		Includes 4,116 that will move to Harbor and 20K for Legal

¹ **R.I. Gen. Laws § 42-46-6(b):** Nothing contained herein shall prevent a public body, other than a school committee, from adding items to the agenda for discussion purposes only, if the added item was not known or could not have been reasonably known 48 hours in advance of the meeting; provided, however, that the public body may not vote on the added item.

¹ **ADA Accommodations:** The BSFD is committed to providing reasonable accommodations for individuals with disabilities. Anyone requiring an accommodation is encouraged to contact the District Manager at least 48 hours before the meeting to allow adequate preparation. Requests received after that time will be addressed to the extent reasonably practicable.

¹ **Disclaimer:** Written materials that may be referenced or distributed by individual Council members in connection with agenda items are the submissions of those individual members and are not official communications or findings of the Bonnet Shores Fire District Council unless formally adopted by vote of the Council. The publicly posted agenda is intended to satisfy the notice requirements of **Rhode Island General Laws § 42-46-6.**

² Zoom Details:

BSFD is inviting you to a scheduled Zoom meeting. Topic: Special Council Meeting Time: May 29, 2026 08:00 AM Eastern Time (US and Canada)

Join Zoom Meeting: <https://us02web.zoom.us/j/88582337875> | Meeting ID: 885 8233 7875

One tap mobile: +16469313860,,88582337875# US

Join by SIP: 88582337875@zoomcrc.com

Join instructions: <https://us02web.zoom.us/join/88582337875/invitations?signature=BufjqW-4LDRG6aSEMvkrzEycV8rJPy1C61Mcp8hqpU>