BONNET SHORES FIRE DISTRICT
Bonnet Shores Fire District Council Monthly Meeting
130 Bonnet Shores Road
September 16, 2026
6:30pm

Meeting Minutes
(A recording of the Monthly Council meeting is available on the Fire District website – www.bonnetshores.org under "2026 Council Meetings – All")

Attendees:
John Chereskin, James Hill, Matthew Mannix, Leslie McKnight
Absent: Tony Girardi, Melissa Jenkins, Kevin O'Brien

Call To Order:

Chair Chereskin called the meeting to order at 6:39pm. The Pledge of Allegiance was recited followed by a moment of silence.

Announcements:

Chair Chereskin announced the committees assigned to the Council as follow:

Beaches/Safety - Chair Chereskin, L. McKnight
Communications - M. Jenkins, M. Mannix
Finance - Chair Chereskin, J. Hill
Harbor - T. Girardi
Land Trust - K. O'Brien
Social - L. McKnight, M. Mannix
Trash - T. Girardi

Chair Chereskin announced that he will be holding office hours at the Community Center beginning 9/22/2026 on Tuesdays from 10:00am – 12:00pm and Thursdays from 1:00pm – 3:00pm to provide access to the community to discuss any topics they wish.

New and Ongoing Business:

1. **Approval of meeting minutes**
    a. **August 19, 2026**

The Council took up consideration of approval of the draft minutes of the August 19, 2026 Monthly Council meeting, that were distributed to the Council members before the meeting.

M.Mannix made a motion to approve the August 19, 2026 Monthly Council meeting minutes and seconded by J. Hill. Motion approved 4-0

2. Public Comment

There were no public comments.

3. Reports

Treasurer's Report – The Treasurer's report was submitted prior to the meeting. Tax revenues are coming in strong. As of September 1st total combined balance is $521,000.00. $24,000.00 in checking, $292,000.00 in money market, $164,000.00 in capital and $41,000.00 in Harbor. Land Trust has a balance of $19,000.00. Camp revenue financial results reflected that revenue was down about $4,000.00 from last year and $1,500.00 from budget. Spent a little more in expenses this year as opposed to the $2,100.00 surplus from last year. Overall the camp was run at a loss of $5,700.00. The Camp is great for the campers and counselors. Going forward the goal is to have a great Camp and second goal is to break even or hit the designated budget. Treasurer will meet with the new District Manager and Camp Directors in the new year to provide suggestions and to come up with a plan to address the short fall. Next month the same will be done with the Harbor to see how we did. Of note there is a small fuel credit that didn't process but should be by next month.

Tax Collector's Report – Tax Collector delivered his report. To date approximately 85% of tax revenue has been collected being $463,784.73 of the total budget of $548,797.00. A small amount of previous year tax revenue has also been collected. The majority of revenue is coming in via mail and rest online. It is probable that we will collect 90% of tax revenue in the next few weeks and the winter will be chasing down the final 10% which is typical in prior years.

Land Trust Report – Land Trust Chair J. Fandetti delivered her report. Meeting with Chair Chereskin on August 24, 2026 regarding Land Trust Chairing topics. Trustee Jack Fair assigned to BSFD Land Acquisitions, Trustee Lee Cannon assigned Little Beach Access, Trustee Terry Beatty is assigned Land Trust Secretary Duties, Chair Joan Fandetti and Trustee Paulette Brousseau assigned Kids Playground Project. The Bayberry Road easement with town of Narragansett letter of permission paperwork has been signed and there is no monetary burden to Bonnet Shores Fire District taxpayers. Meeting was had with new Land Trust Council Liaison K. O'Brien. Land Trust Trustees will help with BSFD Strategic Plan Asset Management. The Kids Donation Fund has reached $22,587.00 and contributions are still being received. Next Land Trust meeting scheduled for November 17, 2026.

District Manager Report – The District Manager submitted to Council prior to meeting a written report and updates on District operations. Raking at Little Beach has been completed as three were completed. Little Beach raking budget reviewed and at this time raking will now conclude and start in the spring. The Ocean State Annual Road Race will take place on Sunday, October 25, 2026 the course goes through BSFD, therefore Porter Johns will be temporarily stationed in BSFD then removed. Yard Waste collections are scheduled for: 10/3/2026, 10/17/2026 and 10/31/2026.

Harbor Master Report – Harbor Master delivered his report. Harbor has mooring field of 67. Since Harbor Master's start date there are 7 new mooring assignments for 2027 and 2 are open/unassigned and 19 individuals are on the waiting list. Two mooring payments are outstanding and being addressed. The realized revenue of 58 registered moorings is $11,600.00. The full anticipated revenue of all 67 registered moorings would be $13,400.00. A boat removal notice from Little Beach will be sent out

on 10/1/2026 with a removal date of December 1, 2026. Any boat left on the beach after 12/18/2026 will be removed and stored at the BSFD Community Center.

4. **Little Beach Ramp Update**

Land Trust Chair Fandetti gave update of the Little Beach Ramp update. The original diagram of 1997 for the original step down that was at the beach and taken away by storm was submitted to CRMC. The recommendation was that we utilize this assent number as a maintenance assent as opposed to a new assent. This maintenance assent would be Phase One of the ramp/access project at Little Beach.

5. **Land Trust Grant Application Update**

The available Land Trust grant from DEM that is available for 2026 and due by 10/16/2026 was reviewed by the Land Trust. Chair Fandetti and Trustee P. Brousseau attended an online RFP webinar regarding the grant. Based on the information received from the webinar it was decided due to the current Narragansett Bay and Watershed Restoration Fund grant in process not to pursue this grant and pursue opportunities that may arise from statewide bond issues.

6. **Update of DEM Grant**

The RFP that was submitted to DEM on November 25, 2025 regarding The Narragansett Bay and Watershed Restoration Fund grant has been approved and ready to be posted. Recommendation is to post on RFP website for 30 days and solicit all the qualified vendors on the Master Purchase Agreement for Rhode Island. Upon receiving responses from vendors a request will be made to Council at next monthly meeting to appoint a Committee to include Council members and community members to review and score the responses based on the DEM scoring grid. From this obtain the best vendor by scoring. Upon scoring, price will be requested to determine if proposal meets our budget and if not the next vendor on scoring list will be requested the same. Land Trust P. Brousseau requested clarification of this grant addressing the phragmites. L. McKnight stated that this RFP is a plan and design to address Wesquage Pond to mitigate flooding, including measures for phragmite control and protect pond water.

7. **Replacement of District Manager**
    a. **Review of committee activities**
    b. **Finalize District Manager job description**
    c. **Next steps**

The District Manager Committee has had three meetings to date with two more meetings scheduled for next week. The job posting was closed on 9/15/2026 and based on the posting on BSFD website and Indeed the Committee has received 17 applicants. The proposed job description has been finalized for review and approval by the Council. The Committee pre-screened applicants for the next round, being interviews. The Committee will identify finalists to recommend to the Council. Anthony Lupino (25 Lake Rd) inquired about will the final recommendations to Council, is there a scoring grid and what was conducted on background checks. L. McKnight responded that the Committee will submit a report to Council with their recommended list and information of candidates as finalists as the Committee is only recommending not selecting the candidate. There is no scoring grid as this interview is a series of questions for candidates to respond to. Background checks can only done by law once an offer to the successful candidate is made.

The proposed District Manager job description was provided to Council after last month's meeting for review and feedback. Chair Chereskin sent the final changes of the job description to all Council last week. Motion made by M. Mannix to approve the finalized District Manager job description and seconded by J. Hill. Motion approved 4-0

Next steps of replacement of District Manager is addressed in the review of the District Manager's Committee activities as stated above.

8. Employee Handbook Discussion

With process of the replacement of the District Manager it was discovered that the BSFD has an Employee Handbook. Due to hiring positions it is best practice to have a review of this handbook. Chair Chereskin and J. Hill will review the current Employee Handbook and see if any changes need to be made or updated with the current handbook and propose recommendations to the Council for review.

Adjournment:

Motion to adjourn made by M. Mannix and seconded by J. Hill. Motion approved unanimously 4-0 and meeting adjourned.

There being no further business to come before the Council, the meeting was adjourned at 7:23pm.

Respectfully submitted:

Nilza Sylvestre, Clerk