

Charlton Fire District Meeting Minutes

May 3, 2022

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on May 3, 2022 at 7:00 p.m.

PRESENT: Pete O'Brien (Chairman), Jeff Voigt, Amanda Gannon, Kevin Riehl, Steve Slattery, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT: None

Chairman O'Brien welcomed the input of the public. It was asked that individuals from the floor hold comments until Privilege of the Floor.

1. Approval of Agenda

Motion to approve the agenda was made by Pete O'Brien and seconded by Jeff Voigt. Approved 5-0.

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Pete O'Brien and seconded by Kevin Riehl. Approved 5-0.

Motion to approve last month's special meeting minutes made by Pete O'Brien and seconded by Jeff Voigt. Approved 5-0.

3. Chairman's Report

Nothing to report.

4. Treasurer's Report

a. Treasurer's Report presented by Andy LaPatra.

b. Review and audit of bills.

c. Operating Account: \$374,756.78

Payroll Account: \$24,227.75

Apparatus Capital Reserve: \$415,940.48

Equipment Capital Reserve: \$104,712.01

Emergency Capital Reserve: \$25,097.85

Capital Improvement Reserve: \$90,112.84

Bond Account: \$51,172.93

Total ending on May 1, 2022: \$1,086,020.64

d. The annual internal audit has been completed. All went well. We should receive the written by May 15th.

e. The treasurer requested approval to order more checks from Deluxe for \$277.25.

f. The treasurer discussed the filing for the rating upgrade of the bond insurer. The mandatory filing fee came from Fiscal Advisors.

- g. There is longer term cash in the reserve accounts. The treasurer suggested that the board consider repositioning some of that money in order to earn more interest.
- h. Itemized bills for individually presented.

Motion to pay outstanding bills was made by Pete O'Brien and seconded by Amanda Gannon.
Approved 5-0.

Motion to approve Treasurer's report made by Jeff Voigt and seconded by Steve Slattery.
Approved 5-0.

5. Chief's Report

- a. Aaron Dyer presented the Chief's Report.
23 calls for the month:
10-EMS
2-electrical
3-fire alarms
3-structure fires
2-call canceled
2-cover assignments
1-MVA
- b. Car 18 mileage as of 5/1 is 65,062 and car 18-0 mileage as of 5/1 is 68,363.
- c. Personnel responded to three structure fires in April. No injuries to report. Great job by everyone that helped out.
- d. The chiefs will be attending a meeting at Burnt Hills Fire on May 19th with other area fire chiefs.
- e. The battery in car 18 was replaced.
- f. The preventative maintenance on 18-3 has been completed and the door track on 18-2 has been installed.
- g. Annual maintenance on the compressor has been completed.
- h. Annual servicing has been completed on all fire extinguishers in the building and on the apparatus. A few of the extinguishers have been taken out for hydro and 6-year maintenance. they should be back this week or next week.
- i. Chiefs have applied for the Saratoga County COVID Relief Grant. Grant awards range from \$500 to \$50,000. If awarded, money could be used on equipment or PPE.
- j. The chief attended a meeting on April 28th with the county OES and Baker PR firm. Meeting was on recruitment efforts at the county level to get volunteer firefighters for all departments. Each week for the remainder of the year, a different fire department will be spotlighted through social media. They will be visiting the week of August 22nd-26th. CFD will be working on getting pictures and video from Founders Day

weekend and the Open House to be part of our promotion. The webpage will be disseminated to everyone once the county recruitment website is up and running.

- k. Chiefs requested approval to spend no more than \$300 for EMS supplies.
- l. Chiefs requested approval to spend no more than \$300 for batteries for air packs and CO meter.
- m. Chiefs requested approval to spend no more than \$200 for decontamination wipes, fire gear wash/soap and inhalation valve replacement for SCBA mask.
- n. Chiefs requested approval to spend no more than \$40 for repair to fire police pants.
- o. Approval for purchase requests under New Business.

6. Committee Reports

- a. **Facilities Management (Pete O'Brien)**
Reviewed a sample buildings and grounds chart. CFD is looking to develop a care and custody sheet for maintenance/service.
- b. **Apparatus and Equipment (Kevin Riehl)**
Discussed in Chiefs report.
- c. **Firematic Training and Fire Prevention Committee (Jeff Voigt)**
A few trainings including electric vehicle training are on the horizon.
- d. **Radio Communication and Informational Technology Committee (Steve Slattery)**
Nothing to report at this time.
- e. **Staff Relations/Code of Ethics Committee (Amanda Gannon)**
Nothing to report at this time.

7. Unfinished Business

- a. Lawn care maintenance bids were submitted and reviewed: Pro Cut- \$10,325, Birch Enterprises-\$9,500 and Richard Battenhousen-\$8,554 (If requested, there would be an additional cost of \$350 a month or as needed to mow the 2 acre field behind the fire department).
- b. The board is hoping to have the heating system restored by the beginning of the next heating season. The boiler manufacturer indicated that because there is a leak on the boiler block, the boiler will need to be replaced. The board will be contacting an independent certified engineer(s) to evaluate the current boiler system/install (if it was piped correctly, initial start up done, etc.) to determine the cause of the recurring issues.
- c. It was requested that information on Founders Day events and the Open House be placed on the website.

- d. Building security was discussed. Keys have been given out to various contractors during construction. There is a concern that all keys may not have been returned. Members of the board would like to tighten up the security of the building. The chairman discussed the process for changing out the core locks. A breakdown of costs for replacing door cores throughout the building was presented. Commissioner O'Brien presented a quote from Wolfe lock for \$1,125.50 for new keys/changing out cores of building doors. Upon completion, new keys will be issued to everyone. Key assignments will also change. Chiefs requested that access to the chiefs' office be limited to just the chiefs. Commissioner Voigt felt the current system is adequate. There was a question on how many keys/what leveled keys were originally assigned. Though there is a key list, some members of the board questioned the accuracy of the list. Additionally, the building warranty binder has come up missing- another reason for improving the security of the building and offices within the building. The chairman clarified that existing keys would be turned in and new keys would be issued. Assistant Chief Dyer suggested that members utilize the current fob system we have installed rather than the use of the keys. Commissioner O'Brien indicated that the fob system has been problematic in the past and was unreliable as an exclusive method of entry into the building. Bob LeGere indicated that he had initially overseen the distribution of the keys and that the keys were passed onto Commissioner Voigt. He also indicated that some of the contractor keys were returned. There is an extra fob port if the board chooses to have it installed.

Motion to approve the lawn care maintenance bid from Richard Battenhausen for \$8,554.00 made by Pete O'Brien and seconded by Jeff Voigt. Approved 5-0.

Motion to approve core change out by Wolfe Locks for \$1,125.50 made by Pete O'Brien and seconded by Steve Slattery. 4 Approved, 1 Opposed, 0 Abstain.

8. New Business

- a. There have been multiple heating system failures in the last two years. As a result, the commissioners are exploring options for a backup heating system for the truck bay area. Commissioner O'Brien outlined some potential ideas such as a Hot Dawg propane heater or an electric heater. A heating assessment by an independent contractor will be done to determine the most appropriate system needed to adequately heat the truck bay. There will be more information at the next meeting. Commissioner Voigt asked about the necessity for two heating systems. Commissioners O'Brien and Riehl indicated that there are a variety of commercial buildings that have them. It was stressed that they are not looking to have two complete boiler systems, but that they are looking for a backup system to minimally heat the bay to keep things running. Commissioner Riehl emphasized that the objective is to protect CFD's investment.
- b. The treasurer requested approval to purchase a replacement laptop battery from Amazon Business for \$38.98.

Motion to approve laptop battery from Amazon Business for \$38.98 made by Kevin Riehl and seconded by Amanda Gannon. Approved 5-0.

Motion to approve the purchase of EMS supplies not to exceed \$300 made by Pete O'Brien and seconded by Amanda Gannon. Approved 5-0.

Motion to approve the purchase of batteries for air packs/Tango CO meter not to exceed \$300 made by Pete O'Brien and seconded by Kevin Riehl. Approved 5-0.

Motion to approve the purchase decontamination wipes, fire gear wash/soap and inhalation valve replacement from Dival not to exceed \$200 made by Pete O'Brien and seconded by Steve Slattery. Approved 5-0.

Motion to approve repair to fire police pants not to exceed \$40 made by Pete O'Brien and seconded by Jeff Voigt. Approved 5-0.

Motion to approve the purchase of checks from Deluxe for \$277.25 made by Pete O'Brien and seconded by Amanda Gannon. Approved 5-0.

9. Privilege of the Floor

Janet Reville expressed her approval for replacing door cores to improve building security. Additionally, she suggested getting two independent evaluations on the boiler/install. With her background in engineering, she requested being involved when it comes time to inspecting/evaluating the system. She also suggested reaching out to Hueber Breuer to replace the missing warranty binder.

Assistant Chief Dyer reached out to them during the board meeting. Hueber Breuer will look into if they have an electronic version of the warranty information.

Trent Mitchell inquired about the installation of an exhaust system for the kitchen stove. Chairman O'Brien indicated that the primary focus was on the faulty boiler system. The exhaust system would be discussed at a later date.

Bob LeGere welcomed new commissioner Steve Slattery.

10. Adjournment

Motion to adjourn made by Kevin Riehl and seconded by Amanda Gannon 8:46 p.m.
Approved 5-0.

CHARLTON FIRE DISTRICT #1

Profit & Loss

April 2022

	Apr 22	Mar 22	\$ Change
Income			
H2401 INTEREST & EARNINGS	0.42	0.44	-0.02
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	5.23	5.39	-0.16
Total A2401 INTEREST & EARNINGS	5.23	5.39	-0.16
Total Income	5.65	5.83	-0.18
Gross Profit	5.65	5.83	-0.18
Expense			
A97107 DEBT INTEREST, SERIAL BO			
INTEREST ON BONDS	0.00	48,278.13	-48,278.13
Total A97107 DEBT INTEREST, SERIAL BO	0.00	48,278.13	-48,278.13
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	66.70	0.00	66.70
FICA EMPLOYER	285.20	0.00	285.20
Total A90308 SOCIAL SECURITY	351.90	0.00	351.90
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	450.85	790.00	-339.15
Total EQUIPMENT	450.85	790.00	-339.15
Total A34102 FIRE, EQUIP & CAP OUTLAY	450.85	790.00	-339.15
H34102 NEW FIREHOUSE			
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	463.67	0.00	463.67
Total 300 OWNERS EXPENSES & MISC	463.67	0.00	463.67
Total H34102 NEW FIREHOUSE	463.67	0.00	463.67
A34101 FIRE PER SVC			
PERSONAL SERVICES			
MEDICARE EMPLOYEE	66.70	0.00	66.70
FICA EMPLOYEE	285.20	0.00	285.20
FEDERAL INCOME TAX	376.00	0.00	376.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,625.15	1,897.25	727.90
Total A34101 FIRE PER SVC	2,625.15	1,897.25	727.90
A34104 FIRE PROTECTION			
PHYSICAL FITNESS	0.00	59.00	-59.00
MISCELLANEOUS	0.00	106.99	-106.99
INSURANCE	0.00	22,439.39	-22,439.39
PUBLIC NOTICES	0.00	11.10	-11.10
WEBSITE ADMINISTRATION	0.00	60.00	-60.00
ELECTRIC	0.00	1,563.65	-1,563.65
EMS SUPPLIES/FEES	0.00	426.68	-426.68
FIRE PREVENTION	0.00	2,146.85	-2,146.85
POSTAGE	0.00	432.00	-432.00
BANK FEES	20.00	0.00	20.00
WASTE DISPOSAL	63.72	63.72	0.00
COMMISSIONER TRAINING	125.00	125.00	0.00
ASSOCIATION DUES	175.00	0.00	175.00
FUEL - TRUCKS	301.43	158.78	142.65
PAGER REPAIR BATTERIES	399.08	0.00	399.08
BUILDING/GROUNDS MAINTENANCE	530.00	1,695.51	-1,165.51
TELEPHONE/CABLE	550.89	422.59	128.30
FUEL - BUILDING	2,179.32	871.82	1,307.50

2:33 PM
05/02/22
Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss
April 2022

	Apr 22	Mar 22	\$ Change
INSPECTION OF DEPARTMENT	4,938.15	0.00	4,938.15
APPARATUS MAINT/REPAIR	8,524.97	835.00	7,689.97
Total A34104 FIRE PROTECTION	17,807.56	31,418.08	-13,610.52
Total Expense	21,699.13	82,383.46	-60,684.33
Net Income	-21,693.48	-82,377.63	60,684.15

Keybank National Association Account Totals April 2022

ACCOUNT NAME	NUMBER	BALANCE
OPERATING ACCOUNT	0712	\$374,756.78
PAYROLL ACCOUNT	0720	\$24,227.75
CHARLTON FIRE DISTRICT #1	2528	\$51,172.93
APPARATUS CAPITAL RESERVE	2286	\$415,940.48
EQUIPMENT CAPITAL RESERVES	2294	\$104,712.01
EMERGENCY REPAIR RESERVES	2302	\$25,097.85
CAPITAL IMPROVEMENTS RESERVES	2310	\$90,112.84

Total Balances:		\$1,086,020.64
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CHARLTON FIRE DISTRICT #1
BANK ACCOUNT BALANCES - 2 YEAR COMPARISON

Cash Basis

April 2022

	Apr 22	Apr 21
A200 CASH		
0712 OPERATING	374,543.44	530,829.38
0720 PAYROLL	24,227.75	23,939.15
Total A200 CASH	398,771.19	554,768.53
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	415,940.48	207,126.59
2294 EQUIPMENT	104,712.01	64,703.97
2302 EMERGENCY	25,097.85	25,095.34
2310 CAPITAL IMPROVEMENTS	90,112.84	48,331.37
2528 NEW FIREHOUSE	51,172.93	59,565.01
Total A230 CASH, SPECIAL RESERVES	687,036.11	404,822.28
A450 INVESTMENT IN SECURITIES		
9047 OPERATING	-30,000.00	0.00
9054 PAYROLL	30,000.00	0.00
Total A450 INVESTMENT IN SECURI...	0.00	0.00
TOTAL	1,085,807.30	959,590.81



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
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0712

15 X 81 00015 R EM T1
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Transaction Basic 0712
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 3-31-22	\$393,109.63
1 Addition	+429.23
15 Subtractions	-18,762.08
Net fees and charges	-20.00
Ending balance 4-30-22	\$374,756.78

Additions

Transfers	Date	Serial #	Source				
	4-6		Trf Fr DDA	12528	3290		\$429.23
Total additions							\$429.23

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8385	4-22	\$60.00	8426	4-11	420.00	*8432	4-11	63.72
*8422	4-12	350.89	8427	4-12	175.00	8433	4-11	200.00
8423	4-6	4,938.15	8428	4-12	984.16	8434	4-13	530.00
8424	4-8	34.44	8429	4-11	442.71	8435	4-11	301.43
8425	4-11	45.34	8430	4-13	8,036.92	8436	4-8	2,179.32
Paper Checks Paid								\$18,762.08

Fees and charges

Date		Quantity	Unit Charge	
4-8-22	Mar Keynav Wire Package Fee	1	0.00	\$0.00
4-8-22	Mar Kbbo Ineligible	1	0.00	0.00
4-8-22	Mar Keynav Pre Day Detail Items	29	0.00	0.00
4-8-22	Mar Keynav Online Access	1	0.00	0.00

0712 - 03290

0712

**Fees and
charges**
(con't)

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
4-8-22	Mar Keynav Previous Day Report	7	0.00	0.00
4-8-22	Mar Keynav Wire Maintenance	1	0.00	0.00
4-8-22	Mar Keynav Domestic	1	20.00	-20.00
4-8-22	Mar Keynav Corp Banking Statement	7	0.00	0.00
Fees and charges assessed this period				-\$20.00

0712 - 03290

CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

KeyBank
Customer Disputes
NY-31-55-0228
555 Patroon Creek Blvd
Albany, NY 12206

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
- Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

XFER TO SAV	- Transfer to Savings Account
XFER FROM SAV	- Transfer from Savings Account
XFER TO CKG	- Transfer to Checking Account
XFER FROM CKG	- Transfer from Checking Account
PMT TO CR CARD	- Payment to Credit Card
ADV CR CARD	- Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O Box 93885, Cleveland, OH 44101-4825.

In your letter, give us the following information:

- **Account Information :** Your name and account number.
- **Dollar Amount :** The dollar amount of the suspected error.
- **Description of the Problem :** If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

- 1** Verify and check off in your check register each deposit, check or other transaction shown on this statement.

Enter into your check register and SUBTRACT:

- Checks or other deductions shown on our statement that you have *not* already entered.
- The “Service charges”, if any, shown on your statement.

Enter into your check register and ADD:

- Deposits or other credits shown on your statement that you have *not* already entered.
- The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.	
	Check # or Date	Amount
TOTAL →		\$

5	List any deposits from your check register that are <i>not</i> shown on your statement.	
	Date	Amount
TOTAL →		\$

6	Enter ending balance shown on your statement.	
	\$	

7	Add 5 and 6 and enter total here.	
	\$	

8	Enter total from 4.	
	\$	

9	Subtract 8 from 7 and enter difference here.	
	\$	

This amount should agree with your check register balance.		
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2:25 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 04/30/2022

	Apr 30, 22
Beginning Balance	393,109.63
Cleared Transactions	
Checks and Payments - 16 items	-18,782.08
Deposits and Credits - 9 items	429.23
Total Cleared Transactions	-18,352.85
Cleared Balance	374,756.78
Uncleared Transactions	
Checks and Payments - 1 item	-213.34
Total Uncleared Transactions	-213.34
Register Balance as of 04/30/2022	374,543.44
Ending Balance	374,543.44

2:25 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 04/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						393,109.63
Cleared Transactions						
Checks and Payments - 16 items						
Check	01/04/2022	8385	Atypica Inc.	X	-60.00	-60.00
Check	04/05/2022	8430	VANDER MOLEN FI...	X	-8,036.92	-8,096.92
Check	04/05/2022	8423	CHARLTON VOL FI...	X	-4,938.15	-13,035.07
Check	04/05/2022	8436	G.A.BOVE FUELS	X	-2,179.32	-15,214.39
Check	04/05/2022	8428	FASNY FCU CARD...	X	-984.16	-16,198.55
Check	04/05/2022	8434	TRI CITY JANITORI...	X	-530.00	-16,728.55
Check	04/05/2022	8429	MORRIS FORD-ME...	X	-442.71	-17,171.26
Check	04/05/2022	8426	MES	X	-420.00	-17,591.26
Check	04/05/2022	8422	SPECTRUM ENTE...	X	-350.89	-17,942.15
Check	04/05/2022	8435	TOWN OF CHARLT...	X	-301.43	-18,243.58
Check	04/05/2022	8433	AARON DYER	X	-200.00	-18,443.58
Check	04/05/2022	8427	NYS ASSOC OF FI...	X	-175.00	-18,618.58
Check	04/05/2022	8432	COUNTY WASTE	X	-63.72	-18,682.30
Check	04/05/2022	8425	CHRISTIAN DE CA...	X	-45.34	-18,727.64
Check	04/05/2022	8424	STAPLES ADVANT...	X	-34.44	-18,762.08
Check	04/08/2022		KEYBANK	X	-20.00	-18,782.08
Total Checks and Payments					-18,782.08	-18,782.08
Deposits and Credits - 9 items						
Check	04/05/2022	8431	G.A.BOVE FUELS	X	0.00	0.00
Deposit	04/06/2022		TRANSFER TO OP...	X	429.23	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Check	04/08/2022		KEYBANK	X	0.00	429.23
Total Deposits and Credits					429.23	429.23
Total Cleared Transactions					-18,352.85	-18,352.85
Cleared Balance					-18,352.85	374,756.78
Uncleared Transactions						
Checks and Payments - 1 item						
Check	03/01/2022	8409	AIRGAS USA LLC		-213.34	-213.34
Total Checks and Payments					-213.34	-213.34
Total Uncleared Transactions					-213.34	-213.34
Register Balance as of 04/30/2022					-18,566.19	374,543.44
Ending Balance					-18,566.19	374,543.44



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
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10720

2 X 81 00002 R EM T1
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Transaction Basic 0720
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT

Beginning balance 3-31-22	\$27,204.80
4 Subtractions	-2,977.05
Ending balance 4-30-22	\$24,227.75

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount
1052	4-7	\$588.65	1053	4-7	1,308.60

Paper Checks Paid \$1,897.25

Withdrawals	Date	Serial #	Location	
	4-7		Direct Withdrawal, Irs	Usataxpymt \$539.90
	4-26		Direct Withdrawal, Irs	Usataxpymt 539.90
Total subtractions				\$2,977.05

0720 - 03290

1079

CUSTOMER ACCOUNT DISCLOSURES

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IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

KeyBank
Customer Disputes
NY-31-55-0228
555 Patroon Creek Blvd
Albany, NY 12206

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
- Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

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COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

XFER TO SAV	- Transfer to Savings Account
XFER FROM SAV	- Transfer from Savings Account
XFER TO CKG	- Transfer to Checking Account
XFER FROM CKG	- Transfer from Checking Account
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IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O. Box 93885, Cleveland, OH 44101-4825.

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CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

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Enter into your check register and ADD:

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- The "Interest earned" shown on your statement, if any.

[illegible]

2:26 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 04/30/2022

	Apr 30, 22
Beginning Balance	27,204.80
Cleared Transactions	
Checks and Payments - 4 items	<u>-2,977.05</u>
Total Cleared Transactions	<u>-2,977.05</u>
Cleared Balance	<u>24,227.75</u>
Register Balance as of 04/30/2022	24,227.75
Ending Balance	24,227.75

2:26 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 04/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						27,204.80
Cleared Transactions						
Checks and Payments - 4 items						
Check	04/05/2022	1053	ANDREW G. LA PA...	X	-1,308.60	-1,308.60
Check	04/05/2022	1052	Sharon B Cronin	X	-588.65	-1,897.25
Check	04/07/2022		DIRECT WITHDRA...	X	-539.90	-2,437.15
Check	04/26/2022		DIRECT WITHDRA...	X	-539.90	-2,977.05
Total Checks and Payments					-2,977.05	-2,977.05
Total Cleared Transactions					-2,977.05	-2,977.05
Cleared Balance					-2,977.05	24,227.75
Register Balance as of 04/30/2022					-2,977.05	24,227.75
Ending Balance					-2,977.05	24,227.75



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
page 1 of 2

12286

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Saving 12286
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

Beginning balance 3-31-22	\$415,937.06
Interest paid	+3.42
Ending balance 4-30-22	\$415,940.48

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-29-22	\$3.42
Interest earned this statement period	\$3.41
Interest paid year-to-date	\$13.67

12286 - 03290

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KeyBank
Customer Disputes
NY-31-55-0228
555 Patroon Creek Blvd
Albany, NY 12206

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P.O. Box 94518
Cleveland, Ohio 44101-4518

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Enter into your check register and ADD:

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- The "Interest earned" shown on your statement, if any.

[illegible]

2:27 PM
05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 03/31/2022

	Mar 31, 22
Beginning Balance	415,937.06
Cleared Transactions	
Deposits and Credits - 1 item	3.42
Total Cleared Transactions	3.42
Cleared Balance	415,940.48
Register Balance as of 03/31/2022	415,940.48
Ending Balance	415,940.48



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
page 1 of 2

2294

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Saving: 02294
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

Beginning balance 3-31-22	\$104,711.15
Interest paid	+0.86
Ending balance 4-30-22	\$104,712.01

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-29-22	\$0.86
Interest earned this statement period	\$0.86
Interest paid year-to-date	\$3.45

02294 - 03290

1190

2:28 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 05/01/2022

	<u>May 1, 22</u>
Beginning Balance	104,711.15
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.86</u>
Total Cleared Transactions	<u>0.86</u>
Cleared Balance	<u><u>104,712.01</u></u>
Register Balance as of 05/01/2022	104,712.01
Ending Balance	104,712.01



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
page 1 of 2

12302

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Savings 12302
CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES

Beginning balance 3-31-22	\$25,097.64
Interest paid	+0.21
Ending balance 4-30-22	\$25,097.85

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-29-22	\$0.21
Interest earned this statement period	\$0.20
Interest paid year-to-date	\$0.83

12302 - 03290

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

**KeyBank
Customer Disputes
NY-31-55-0228
555 Patroon Creek Blvd
Albany, NY 12206**

- If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

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Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

BALANCING YOUR ACCOUNT

INSTRUCTIONS

- Enter into your check register and SUBTRACT:

- Enter into your check register and ADD:

- [illegible]

2:29 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 03/31/2022

	<u>Mar 31, 22</u>
Beginning Balance	25,097.43
Cleared Transactions	
Deposits and Credits - 2 Items	<u>0.42</u>
Total Cleared Transactions	<u>0.42</u>
Cleared Balance	<u><u>25,097.85</u></u>
Register Balance as of 03/31/2022	25,097.85
Ending Balance	25,097.85



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
page 1 of 2

12310

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Savings 2310
CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES

Beginning balance 3-31-22	\$90,112.10
Interest paid	+0.74
Ending balance 4-30-22	\$90,112.84

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-29-22	\$0.74
Interest earned this statement period	\$0.74
Interest paid year-to-date	\$2.96

12310 - 03290

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 04/30/2022

	Apr 30, 22
Beginning Balance	90,112.10
Cleared Transactions	
Deposits and Credits - 1 item	0.74
Total Cleared Transactions	0.74
Cleared Balance	90,112.84
Register Balance as of 04/30/2022	90,112.84
Ending Balance	90,112.84



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
April 30, 2022
page 1 of 2

12528

T 81 00000 R EM T1

CHARLTON FIRE DISTRICT #1
PO BOX 1369
BALLSTON LAKE NY 12019-0369

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Transaction Basic Interest
CHARLTON FIRE DISTRICT #1

12528

Beginning balance 3-31-22	\$51,601.74
1 Subtraction	-429.23
Interest paid	+0.42
Ending balance 4-30-22	\$51,172.93

Subtractions

Transfers	Date	Serial #	Destination			
	4-6		Trf To DDA 0	10712	3290	\$429.23
Total subtractions						\$429.23

Interest earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	30
Interest paid 4-29-22	\$0.42
Interest earned this statement period	\$0.42
Interest paid year-to-date	\$1.69

12528 - 03290

1080

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

KeyBank
Customer Disputes
NY-31-55-0228
555 Patroon Creek Blvd
Albany, NY 12206

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Cleveland, Ohio 44101-4518

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Enter into your check register and ADD:

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- The “Interest earned” shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.		
	Check # or Date	Amount	
	TOTAL →		\$

5	List any deposits from your check register that are <i>not</i> shown on your statement.		
	Date	Amount	
TOTAL →		\$	

6	Enter ending balance shown on your statement.		
	\$		

7	Add 5 and 6 and enter total here.		
	\$		

8	Enter total from 4.		
	\$		

9	Subtract 8 from 7 and enter difference here.		
	\$		

This amount should agree with your check register balance.			
------------------------------------------------------------	--	--	--

2:31 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 04/30/2022

	Apr 30, 22
Beginning Balance	51,601.74
Cleared Transactions	
Checks and Payments - 1 item	-429.23
Deposits and Credits - 1 item	0.42
	<hr/>
Total Cleared Transactions	-428.81
	<hr/>
Cleared Balance	51,172.93
	<hr/>
Register Balance as of 04/30/2022	51,172.93
Ending Balance	51,172.93

2:31 PM

05/02/22

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
2528 NEW FIREHOUSE, Period Ending 04/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						51,601.74
Cleared Transactions						
Checks and Payments - 1 item						
Deposit	04/06/2022		TRANSFER TO OP...	X	-429.23	-429.23
Total Checks and Payments					-429.23	-429.23
Deposits and Credits - 1 item						
Deposit	04/29/2022		INTEREST PAID	X	0.42	0.42
Total Deposits and Credits					0.42	0.42
Total Cleared Transactions					-428.81	-428.81
Cleared Balance					-428.81	51,172.93
Register Balance as of 04/30/2022					-428.81	51,172.93
Ending Balance					-428.81	51,172.93

CHARLTON FIRE DISTRICT #1
YTD P & L BUDGET vs. ACTUAL
January through April 2022

Cash Basis

	Jan - Apr 22	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	492,480.16	492,480.00	0.16	100.0%
Total A1001 REAL PROPERTY TAXES	492,480.16	492,480.00	0.16	100.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS OTHER ACCTS	20.91	100.00	-79.09	20.9%
Total A2401 INTEREST & EARNINGS	20.91	100.00	-79.09	20.9%
H2401 INTEREST & EARNINGS	1.69			
Total Income	492,502.76	492,580.00	-77.24	100.0%
Gross Profit	492,502.76	492,580.00	-77.24	100.0%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	752.00			
FICA EMPLOYEE	570.40			
MEDICARE EMPLOYEE	133.40			
NYS INCOME TAX	116.40			
SECRETARY WAGES	2,354.60	8,400.00	-6,045.40	28.0%
TREASURER WAGES	5,234.40	19,200.00	-13,965.60	27.3%
Total PERSONAL SERVICES	9,161.20	27,600.00	-18,438.80	33.2%
Total A34101 FIRE PER SVC	9,161.20	27,600.00	-18,438.80	33.2%
A34102 FIRE, EQUIP & CAP OUTLAY				
BUILDING IMPROVEMENTS	140.00			
EQUIPMENT				
APPARATUS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
BUILDING EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
EMS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
FIREFIGHTER EQUIPMENT	0.00	3,000.00	-3,000.00	0.0%
HOSE REPLACEMENT	0.00	800.00	-800.00	0.0%
PERSONAL PROTECTIVE EQUIP	9,435.29	6,000.00	3,435.29	157.3%
Total EQUIPMENT	9,435.29	12,800.00	-3,364.71	73.7%
Total A34102 FIRE, EQUIP & CAP OUTLAY	9,575.29	12,800.00	-3,224.71	74.8%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	8,000.00	-8,000.00	0.0%
APPARATUS MAINT/REPAIR	9,862.21	15,000.00	-5,137.79	65.7%
ASSOCIATION DUES	175.00	700.00	-525.00	25.0%
BANK FEES	-155.00	2,300.00	-2,455.00	-6.7%
BUILDING/GROUNDS MAINTENANCE	10,181.98	32,000.00	-21,818.02	31.8%
BUILDING/GROUNDS REPAIRS	2,402.99	1,500.00	902.99	160.2%
COMMISSIONER TRAINING	250.00	200.00	50.00	125.0%
DATA ENTRY/INCIDENT REPORTING	0.00	3,500.00	-3,500.00	0.0%
ELECTRIC	2,802.25	16,000.00	-13,197.75	17.5%
EMS SUPPLIES/FEES	652.32	2,000.00	-1,347.68	32.6%
EMS TRAINING	0.00	500.00	-500.00	0.0%
EQUIPMENT MAINT/REPAIR	0.00	1,000.00	-1,000.00	0.0%
FIRE PREVENTION	2,146.85	3,000.00	-853.15	71.6%
FIREFIGHTER PHYSICAL EXAMS	0.00	7,000.00	-7,000.00	0.0%
FIREFIGHTER TRAINING	0.00	1,000.00	-1,000.00	0.0%
FIREMATIC/REHAB SUPPLIES	0.00	600.00	-600.00	0.0%
FOAM	0.00	50.00	-50.00	0.0%
FOOD REIMBURSEMENTS	0.00	300.00	-300.00	0.0%
FUEL - BUILDING	5,516.44	11,000.00	-5,483.56	50.1%
FUEL - TRUCKS	929.35	3,200.00	-2,270.65	29.0%
HOSE/LADDER TESTING	0.00	1,000.00	-1,000.00	0.0%
INSPECTION OF DEPARTMENT	4,938.15	7,000.00	-2,061.85	70.5%
INSURANCE	26,763.39	26,000.00	763.39	102.9%

CHARLTON FIRE DISTRICT #1

YTD P & L BUDGET vs. ACTUAL

Cash Basis

January through April 2022

	Jan - Apr 22	Budget	\$ Over Budget	% of Budget
INTERIOR FIREFIGHTING FIT TRAIN	0.00	800.00	-800.00	0.0%
LEGAL/MEDICAL SERVICES	0.00	3,000.00	-3,000.00	0.0%
MISCELLANEOUS	340.99	500.00	-159.01	68.2%
PAGER REPAIR BATTERIES	399.08	800.00	-400.92	49.9%
PHYSICAL FITNESS	309.00	600.00	-291.00	51.5%
POSTAGE	548.00	400.00	148.00	137.0%
PRINTING & SUPPLIES	0.00	800.00	-800.00	0.0%
PUBLIC NOTICES	22.76	200.00	-177.24	11.4%
TELEPHONE/CABLE	2,140.66	5,000.00	-2,859.34	42.8%
WASTE DISPOSAL	254.88	800.00	-545.12	31.9%
WEBSITE ADMINISTRATION	120.00	200.00	-80.00	60.0%
Total A34104 FIRE PROTECTION	70,601.30	155,950.00	-85,348.70	45.3%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	570.40	1,800.00	-1,229.60	31.7%
MEDICARE EMPLOYER	133.40	400.00	-266.60	33.4%
Total A90308 SOCIAL SECURITY	703.80	2,200.00	-1,496.20	32.0%
A90408 WORKER'S COMPENSATION	0.00	300.00	-300.00	0.0%
A97106 DEBT PRINCIPAL, SERIAL B				
PRINCIPAL ON BONDS	0.00	80,000.00	-80,000.00	0.0%
Total A97106 DEBT PRINCIPAL, SERIAL B	0.00	80,000.00	-80,000.00	0.0%
A97107 DEBT INTEREST, SERIAL BO				
INTEREST ON BONDS	48,278.13	96,556.00	-48,277.87	50.0%
Total A97107 DEBT INTEREST, SERIAL BO	48,278.13	96,556.00	-48,277.87	50.0%
A99019 INTERFUND TRANSFERS				
TO APPARATUS CAPITAL RESERVES	0.00	99,000.00	-99,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	10,000.00	-10,000.00	0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	8,174.00	-8,174.00	0.0%
Total A99019 INTERFUND TRANSFERS	0.00	117,174.00	-117,174.00	0.0%
H34102 NEW FIREHOUSE				
300 OWNERS EXPENSES & MISC				
301 FIRE DEPT FFE ALLOWANCE	1,072.89			
Total 300 OWNERS EXPENSES & MISC	1,072.89			
Total H34102 NEW FIREHOUSE	1,072.89			
Total Expense	139,392.61	492,580.00	-353,187.39	28.3%
Net Income	353,110.15	0.00	353,110.15	100.0%