

Charlton Fire District Meeting Minutes

June 7, 2022

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on June 7, 2022 at 7:02 p.m.

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

ABSENT: Jeff Voigt

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 Kevin Riehl. Approved 4-0.

2. Approval of Minutes

Motion to approve last month's meeting minutes made by Pete O'Brien and seconded by Amanda Gannon. Approved 4-0.

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: \$361,601.04

Payroll Account: \$21,674.20

Apparatus Capital Reserve: \$415,944.01

Equipment Capital Reserve: \$104,712.90

Emergency Capital Reserve: \$25,098.06

Capital Improvement Reserve: \$90,113.61

Bond Account: \$51,173.37

Total ending on May 1, 2022: \$1,070,317.19

d. Itemized bills were presented.

e. The monthly Spectrum charges have a new statement format. However, monthly bill remains the same.

f. Audit report should be completed and submitted to the district by June 20th.

Motion to pay outstanding bills was made by Pete O'Brien and seconded by Kevin Riehl. Approved 4-0.

Motion to approve Treasurer's report made by Pete O'Brien and seconded by Steve Slattery. Approved 4-0.

5. Chief's Report

- a. Christian DeCapria presented the Chief's Report.
 - 19 calls for the month:
 - 8-EMS
 - 2-electrical
 - 1-fire alarms
 - 2-structure fires
 - 2-call canceled
 - 3-cover assignments
 - 1-MVA
- b. Car 18 mileage as of 6/1 is 65,062 and car 18-0 mileage as of 6/1 is 68,449.
- c. Chiefs thanked everyone that participated in a successful Founder's Day weekend. A Proclamation Ceremony took place. The Town of Charlton gave CFD a Proclamation for 100 years of service. Jim Tedisco, Marybeth Walsh and Paul Tonko were in attendance. The CFD Open House that followed was well attended.
- d. The chief introduced Councilman Paul St. John. He is the liaison for the town board. The chiefs would like to work together with the town board to meet the needs of the residents, the fire department and the town board. They would like to utilize the town newsletter as a means of recruiting new firemen to all three fire departments. The Councilman invited residents and the department to reach out to him through his town board email to contact him with questions and needs.
- e. Physicals were postponed to June 25th due to Covid. Those who cannot attend can arrange their physical through WellNow directly. Physicals need to be completed by July 31st.
- f. The chiefs attended a meeting at Burnt Hills Fire last month with other department chiefs. Discussed mutual plan ideas, recruitment and retention. Input will be brought back to the company.
- g. All radios have been programmed free of charge. Charlton is the first in the county to update radios to include Schenectady County. Old truck radios aren't of any use and will be removed from trucks with board approval. The chairman indicated that the greater capital district area fire commissioners has a web page for listing unused equipment and that perhaps impoverished communities could utilize them.
- h. The chiefs are looking to be fully compliant with OSHA and PESH training. Other departments complete these required trainings through Target Solutions which is offered through Utica National. CFD members would have access to it and be required to get training through Target Solutions. The department may look into allowing Life members who may not be computer savvy to be exempt from OSHA training. Looking to get access to online training by the end of September and would have nine months to complete online training.
- i. Eye wash station in the bay needs cartridges.
- j. It was asked if the security cameras are up and running. The chairman indicated they are with the exception of the training room. The committee is in the process of being established. The chief suggested creating a document for reviewing the cameras.

- k. The chief discussed the district's Code of Ethics. Establishing a Board of ethics was suggested.
- l. Firefighters Tim Lyons and Mark Kowalski need to be removed from insurance rolls.
- m. The chief requested approval to use the trucks for Al Larue's Celebration of Life on July 3rd.
- n. The chief requested approval to do airpack flow testing.
- o. The chief requested approval to purchase turnout gear and helmets.
- p. Approval for purchase requests under New Business.

6. Committee Reports

- a. **Facilities Management (Pete O'Brien)**
See unfinished business.
- b. **Apparatus and Equipment (Kevin Riehl)**
Preventative Maintenance on trucks is up to date on PM. Car 18 parts are still on backorder. The lifespan of 18-0 is limited and will need to eventually be replaced. Options for replacement are being investigated.
- c. **Firematic Training and Fire Prevention Committee (Jeff Voigt)**
Nothing to report at this time.
- d. **Radio Communication and Informational Technology Committee (Steve Slattery)**
Commissioner Slattery reported that there are downloading issues with the boiler software. Is currently working to resolve them.
- d. **Staff Relations/Code of Ethics Committee (Amanda Gannon)**
Nothing to report at this time.

7. Unfinished Business

- a. The board has been in contact with ATH representatives about the boiler issues. They indicated that up until recently, they were unaware of the boiler problems that have occurred over the past two years. Because there is weeping in the heat exchanger block, ATH recommended the boiler be replaced. It will be replaced at a discounted cost which the board is hoping to recoup. The faulty boiler will be dismantled and sent back to be examined by the manufacturer. An onsite evaluation by an independent engineer will also be conducted to determine the causes for the boiler issues. Boiler reports from the software program will also be sent to the manufacturer for review. Representatives from ATH indicated that they are not stocking boilers in the warehouse. They are ordered on demand. Therefore, the company recommended that a replacement boiler be ordered now as the turnaround time is 10-12 weeks. A PO for purchasing the boiler will be issued. The chairman also indicated that the board is also looking into back up heating options to alleviate heating disruptions to the bay should they occur in the future.
- b. Wolfe Locks installed new key cores. Old keys will no longer work. New keys are being assigned.

Motion to approve PO for a new boiler made by Pete O'Brien and seconded by Kevin Riehl. Approved 4-0.

Motion to approve the onsite boiler inspection by Mark Cambria from Fuson Systems Engineering for \$1,600 made by Kevin Riehl and seconded by Steve Slattery. Approved 4-0.

8. New Business

- a. The secretary requested approval to order copier paper from Staples.
- b. Tree limbs from some of the trees on the west side of the firehouse property have been deemed unsafe. Forest Ranger Joe Hess looked at them. He recommended that all of them be taken down because removing just some of those trees alters the dynamics of the surrounding trees. This could pose a liability. Additionally, he recommended removing two trees on the east side. The trees are beyond maturity and the concern is that they will fall on the nearby power lines. The board reached out to local tree removal companies. Reed Tree Service declined. Northeast Landscaping presented a quote to remove all trees and grind stumps for \$5,000. Twin Swain quoted \$4,960 to remove trees on the west side. Declined removing the two trees on the east side due to the close proximity to the power lines. The quote from Northeast Landscaping was approved pending submission of insurance coverage.

Motion to approve the tree removal quote from Northeast Landscaping for \$5,000 made by Kevin Riehl and seconded by Steve Slattery. Approved 4-0.

Motion to approve the purchase of copier paper from Staples Advantage made by Pete O'Brien and seconded by Amanda Gannon. Approved 4-0.

Motion to approve the purchase of five helmets for \$2,500.00 made by Pete O'Brien and seconded by Amanda Gannon. Approved 4-0.

Motion to approve the purchase of three sets of turnout gear for \$8,500.00 made by Pete O'Brien and seconded by Kevin Riehl. Approved 4-0.

Motion to approve use of fire apparatus for the July 3rd Celebration of life made by Kevin Riehl and seconded by Pete O'Brien. Approved 4-0.

Motion to approve flow testing for air packs not to exceed \$800.00 made by Pete O'Brien and seconded by Kevin Riehl. Approved 4-0.

9. Privilege of the Floor

Bob LeGere inquired about the ownership of the trees on the east side of the firehouse. A review of the survey map was suggested.

Dan Martin wondered if National Grid could take the trees down that are located on the west side of the building located near the road. He also inquired about recouping costs for replacing the boiler. Pending the boiler evaluation, Additionally, he inquired about the issues

Megan Miraglia offered her assistance in contacting the floor scrubber company,

Trent Mitchell inquired about the budgeting for turnout gear.

Christian DeCapria asked if the warranty binder had been located and suggested filing a police report on it.

Paul St.John suggested offering the radios that are no longer in service to individuals who might be interested in them perhaps through auctioning or Facebook.

Pam LeGere commented on the Party in the Park, Founders Day and the Open House. She thanked all those who helped out.

Lisa DeCapria inquired about the location of the lawn mower.

10. Adjournment

Motion to adjourn made by Pete O'Brien and seconded by Amanda Gannon 8:51 p.m.

Approved 4-0.

2:40 PM

06/03/22

Cash Basis

CHARLTON FIRE DISTRICT #1

Profit & Loss

May 2022

	May 22	Apr 22	\$ Change
Income			
H2401 INTEREST & EARNINGS	0.44	0.42	0.02
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS OTHER ACCTS	5.40	5.23	0.17
Total A2401 INTEREST & EARNINGS	5.40	5.23	0.17
Total Income	5.84	5.65	0.19
Gross Profit	5.84	5.65	0.19
Expense			
A90308 SOCIAL SECURITY			
MEDICARE EMPLOYER	33.35	66.70	-33.35
FICA EMPLOYER	142.60	285.20	-142.60
Total A90308 SOCIAL SECURITY	175.95	351.90	-175.95
A90408 WORKER'S COMPENSATION	245.00	0.00	245.00
H34102 NEW FIREHOUSE			
300 OWNERS EXPENSES & MISC			
301 FIRE DEPT FFE ALLOWANCE	0.00	463.67	-463.67
Total 300 OWNERS EXPENSES & MISC	0.00	463.67	-463.67
400 PROFESSIONAL SERVICES			
404 FINANCES & LEGAL FEES	515.00	0.00	515.00
Total 400 PROFESSIONAL SERVICES	515.00	0.00	515.00
Total H34102 NEW FIREHOUSE	515.00	463.67	51.33
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
PERSONAL PROTECTIVE EQUIP	0.00	450.85	-450.85
RADIOS	608.66	0.00	608.66
Total EQUIPMENT	608.66	450.85	157.81
Total A34102 FIRE, EQUIP & CAP OUTLAY	608.66	450.85	157.81
A34101 FIRE PER SVC			
PERSONAL SERVICES			
MEDICARE EMPLOYEE	33.35	66.70	-33.35
NYS INCOME TAX	116.40	0.00	116.40
FICA EMPLOYEE	142.60	285.20	-142.60
FEDERAL INCOME TAX	188.00	376.00	-188.00
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
Total PERSONAL SERVICES	2,377.60	2,625.15	-247.55
Total A34101 FIRE PER SVC	2,377.60	2,625.15	-247.55
A34104 FIRE PROTECTION			
PAGER REPAIR BATTERIES	0.00	399.08	-399.08
COMMISSIONER TRAINING	0.00	125.00	-125.00
ASSOCIATION DUES	0.00	175.00	-175.00
BANK FEES	0.00	20.00	-20.00
INSPECTION OF DEPARTMENT	0.00	4,938.15	-4,938.15
PUBLIC NOTICES	5.55	0.00	5.55
LEGAL/MEDICAL SERVICES	14.43	0.00	14.43
WASTE DISPOSAL	70.09	63.72	6.37
FOOD REIMBURSEMENTS	93.54	0.00	93.54
PHYSICAL FITNESS	125.00	0.00	125.00
FIREMATIC/REHAB SUPPLIES	142.70	0.00	142.70
FUEL - TRUCKS	275.04	301.43	-26.39
ELECTRIC	335.02	0.00	335.02
INTERIOR FIREFIGHTING FIT TRAIN	364.00	0.00	364.00
BUILDING/GROUNDS MAINTENANCE	530.00	530.00	0.00

2:40 PM

06/03/22

Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss
May 2022

	May 22	Apr 22	\$ Change
TELEPHONE/CABLE	551.53	550.89	0.64
FUEL - BUILDING	1,241.15	2,179.32	-938.17
APPARATUS MAINT/REPAIR	1,269.03	8,524.97	-7,255.94
FIREFIGHTER TRAINING	1,770.00	0.00	1,770.00
ANNUAL AUDIT	5,000.00	0.00	5,000.00
Total A34104 FIRE PROTECTION	11,787.08	17,807.56	-6,020.48
Total Expense	15,709.29	21,699.13	-5,989.84
Net Income	-15,703.45	-21,693.48	5,990.03

Keybank National Association Account Totals May 2022

ACCOUNT NAME	NUMBER	BALANCE
OPERATING ACCOUNT	0712	\$361,601.04
PAYROLL ACCOUNT	0720	\$21,674.20
CHARLTON FIRE DISTRICT #1	2528	\$51,173.37
APPARATUS CAPITAL RESERVE	2286	\$415,944.01
EQUIPMENT CAPITAL RESERVES	2294	\$104,712.90
EMERGENCY REPAIR RESERVES	2302	\$25,098.06
CAPITAL IMPROVEMENTS RESERVES	2310	\$90,113.61
Total Balances:		\$1,070,317.19

CHARLTON FIRE DISTRICT #1
BANK ACCOUNT BALANCES - 2 YEAR COMPARISON

Cash Basis

May 2022

	May 22	May 21
A200 CASH		
0712 OPERATING	361,387.70	524,562.14
0720 PAYROLL	21,674.20	21,385.60
Total A200 CASH	383,061.90	545,947.74
A230 CASH, SPECIAL RESERVES		
2286 APPARATUS	415,944.01	207,128.35
2294 EQUIPMENT	104,712.90	64,704.52
2302 EMERGENCY	25,098.06	25,095.55
2310 CAPITAL IMPROVEMENTS	90,113.61	48,331.78
2528 NEW FIREHOUSE	51,173.37	56,594.48
Total A230 CASH, SPECIAL RESERVES	687,041.95	401,854.68
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	1,070,103.85	947,802.42



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

Public Sector Statement
May 31, 2022
page 1 of 2

0712

19 X 81 00019 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 10712
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 4-30-22	\$374,756.78
19 Subtractions	-13,155.74
Ending balance 5-31-22	\$361,601.04

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
8437	5-9	\$351.53	8444	5-10	530.00	8450	5-9	28.38
8438	5-12	335.02	8445	5-9	19.98	8451	5-5	132.36
8439	5-9	70.09	8446	5-16	125.00	8452	5-9	364.00
8440	5-6	1,241.15	8447	5-12	245.00	8453	5-9	93.54
8441	5-9	275.04	8448	5-6	5,000.00	8454	5-6	1,108.29
8442	5-12	515.00	8449	5-9	608.66	8455	5-11	1,912.70
8443	5-9	200.00						

Paper Checks Paid \$13,155.74

10712 - 03290

2:33 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0712 OPERATING, Period Ending 05/31/2022

	May 31, 22
Beginning Balance	374,756.78
Cleared Transactions	
Checks and Payments - 19 items	-13,155.74
Total Cleared Transactions	-13,155.74
Cleared Balance	361,601.04
Uncleared Transactions	
Checks and Payments - 1 item	-213.34
Total Uncleared Transactions	-213.34
Register Balance as of 05/31/2022	361,387.70
Ending Balance	361,387.70

2:33 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0712 OPERATING, Period Ending 05/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						374,756.78
Cleared Transactions						
Checks and Payments - 19 items						
Check	05/03/2022	8448	BRYANS & GRAMU...	X	-5,000.00	-5,000.00
Check	05/03/2022	8455	FASNY FCU CARD...	X	-1,912.70	-6,912.70
Check	05/03/2022	8440	G.A. BOVE FUELS	X	-1,241.15	-8,153.85
Check	05/03/2022	8454	VANDER MOLEN FI...	X	-1,108.29	-9,262.14
Check	05/03/2022	8449	MOTOROLA SOLU...	X	-608.66	-9,870.80
Check	05/03/2022	8444	TRI CITY JANITORI...	X	-530.00	-10,400.80
Check	05/03/2022	8442	FISCAL ADVISORS...	X	-515.00	-10,915.80
Check	05/03/2022	8452	Gibby's Professional...	X	-364.00	-11,279.80
Check	05/03/2022	8437	SPECTRUM ENTE...	X	-351.53	-11,631.33
Check	05/03/2022	8438	NATIONAL GRID	X	-335.02	-11,966.35
Check	05/03/2022	8441	TOWN OF CHARLT...	X	-275.04	-12,241.39
Check	05/03/2022	8447	AMSURE	X	-245.00	-12,486.39
Check	05/03/2022	8443	CHRISTIAN DE CA...	X	-200.00	-12,686.39
Check	05/03/2022	8451	O'REILLY FIRST C...	X	-132.36	-12,818.75
Check	05/03/2022	8446	BOB LEGERE	X	-125.00	-12,943.75
Check	05/03/2022	8453	CHRISTIAN DE CA...	X	-93.54	-13,037.29
Check	05/03/2022	8439	COUNTY WASTE	X	-70.09	-13,107.38
Check	05/03/2022	8450	EMERICH SALES &...	X	-28.38	-13,135.76
Check	05/03/2022	8445	THE DAILY GAZET...	X	-19.98	-13,155.74
Total Checks and Payments					-13,155.74	-13,155.74
Total Cleared Transactions					-13,155.74	-13,155.74
Cleared Balance					-13,155.74	361,601.04
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 05/31/2022					-13,369.08	361,387.70
Ending Balance					-13,369.08	361,387.70



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

Public Sector Statement
May 31, 2022
page 1 of 2

0720

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 4-30-22	\$24,227.75
4 Subtractions	-2,553.55
Ending balance 5-31-22	\$21,674.20

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount
1054	5-4	\$588.65	1055	5-10	1,308.60

Paper Checks Paid \$1,897.25

Withdrawals Date	Serial #	Location	
5-2		Direct Withdrawal, Nys Dtf Wt	Tax Paymnt \$116.40
5-16		Direct Withdrawal, Irs	Usataxpymt 539.90
Total subtractions			\$2,553.55

0720 - 03290

2:35 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
0720 PAYROLL, Period Ending 05/31/2022

	May 31, 22
Beginning Balance	24,227.75
Cleared Transactions	
Checks and Payments - 4 items	-2,553.55
Total Cleared Transactions	-2,553.55
Cleared Balance	21,674.20
Register Balance as of 05/31/2022	21,674.20
Ending Balance	21,674.20

2:35 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
0720 PAYROLL, Period Ending 05/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						24,227.75
Cleared Transactions						
Checks and Payments - 4 items						
Check	05/02/2022		NYS EMPLOYMEN...	X	-116.40	-116.40
Check	05/03/2022	1055	Andrew G La Patra	X	-1,308.60	-1,425.00
Check	05/03/2022	1054	Sharon B Cronin	X	-588.65	-2,013.65
Check	05/16/2022		DIRECT WITHDRA...	X	-539.90	-2,553.55
Total Checks and Payments					-2,553.55	-2,553.55
Total Cleared Transactions					-2,553.55	-2,553.55
Cleared Balance					-2,553.55	21,674.20
Register Balance as of 05/31/2022					-2,553.55	21,674.20
Ending Balance					-2,553.55	21,674.20



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

Public Sector Statement
May 31, 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 Savings 12286
CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE

Beginning balance 4-30-22	\$415,940.48
Interest paid	+3.53
Ending balance 5-31-22	\$415,944.01

**Interest
earned**

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-31-22	\$3.53
Interest earned this statement period	\$3.53
Interest paid year-to-date	\$17.20

12286 - 03290

1343

2:37 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2286 APPARATUS, Period Ending 04/30/2022

	<u>Apr 30, 22</u>
Beginning Balance	415,940.48
Cleared Transactions	
Deposits and Credits - 1 item	<u>3.53</u>
Total Cleared Transactions	<u>3.53</u>
Cleared Balance	<u>415,944.01</u>
Register Balance as of 04/30/2022	415,944.01
Ending Balance	415,944.01



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

Public Sector Statement
May 31, 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 Savings 2294
CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES

Beginning balance 4-30-22	\$104,712.01
Interest paid	+0.89
Ending balance 5-31-22	\$104,712.90

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-31-22	\$0.89
Interest earned this statement period	\$0.88
Interest paid year-to-date	\$4.34

2294 - 03290

1344

2:37 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2294 EQUIPMENT, Period Ending 06/01/2022

	Jun 1, 22
Beginning Balance	104,712.01
Cleared Transactions	
Deposits and Credits - 1 item	0.89
Total Cleared Transactions	0.89
Cleared Balance	104,712.90
Register Balance as of 06/01/2022	104,712.90
Ending Balance	104,712.90



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

Public Sector Statement
May 31, 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 4-30-22	\$25,097.85
Interest paid	+0.21
Ending balance 5-31-22	\$25,098.06

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-31-22	\$0.21
Interest earned this statement period	\$0.21
Interest paid year-to-date	\$1.04

12302 - 03290

201

12:38 PM

06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2302 EMERGENCY, Period Ending 04/30/2022

	<u>Apr 30, 22</u>
Beginning Balance	25,097.85
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.21</u>
Total Cleared Transactions	<u>0.21</u>
Cleared Balance	<u><u>25,098.06</u></u>
Register Balance as of 04/30/2022	25,098.06
Ending Balance	25,098.06



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

Public Sector Statement
May 31, 2022
page 1 of 2

2310

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 4-30-22	\$90,112.84
Interest paid	+0.77
Ending balance 5-31-22	\$90,113.61

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-31-22	\$0.77
Interest earned this statement period	\$0.76
Interest paid year-to-date	\$3.73

2310 - 03290

1:39 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2310 CAPITAL IMPROVEMENTS, Period Ending 05/31/2022

	May 31, 22
Beginning Balance	90,112.84
Cleared Transactions	
Deposits and Credits - 1 item	0.77
Total Cleared Transactions	0.77
Cleared Balance	90,113.61
Register Balance as of 05/31/2022	90,113.61
Ending Balance	90,113.61



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

Public Sector Statement
May 31, 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 4-30-22	\$51,172.93
Interest paid	+0.44
Ending balance 5-31-22	\$51,173.37

Interest
earned

Annual percentage yield (APY) earned	0.01%
Number of days this statement period	31
Interest paid 5-31-22	\$0.44
Interest earned this statement period	\$0.43
Interest paid year-to-date	\$2.13

12528 - 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.

[illegible]

2:36 PM
06/03/22

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
2528 NEW FIREHOUSE, Period Ending 05/31/2022

	May 31, 22
Beginning Balance	51,172.93
Cleared Transactions	
Deposits and Credits - 1 item	0.44
Total Cleared Transactions	0.44
Cleared Balance	51,173.37
Register Balance as of 05/31/2022	51,173.37
Ending Balance	51,173.37

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

Cash Basis

	Jan - May 22	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES	492,480.16	492,480.00	0.16	100.0%
REAL PROPERTY TAXES				
Total A1001 REAL PROPERTY TAXES	492,480.16	492,480.00	0.16	100.0%
A2401 INTEREST & EARNINGS	26.31	100.00	-73.69	26.3%
INTEREST & EARNINGS OTHER ACCTS				
Total A2401 INTEREST & EARNINGS	26.31	100.00	-73.69	26.3%
H2401 INTEREST & EARNINGS	2.13			
Total Income	492,508.60	492,580.00	-71.40	100.0%
Gross Profit	492,508.60	492,580.00	-71.40	100.0%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	940.00			
FICA EMPLOYEE	713.00			
MEDICARE EMPLOYEE	166.75			
NYS INCOME TAX	232.80			
SECRETARY WAGES	2,943.25	8,400.00	-5,456.75	35.0%
TREASURER WAGES	6,543.00	19,200.00	-12,657.00	34.1%
Total PERSONAL SERVICES	11,538.80	27,600.00	-16,061.20	41.8%
Total A34101 FIRE PER SVC	11,538.80	27,600.00	-16,061.20	41.8%
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%
RADIOS	608.66			
Total EQUIPMENT	10,043.95	12,800.00	-2,756.05	78.5%
Total A34102 FIRE, EQUIP & CAP OUTLAY	10,183.95	12,800.00	-2,616.05	79.6%
A34104 FIRE PROTECTION				
ANNUAL AUDIT	5,000.00	8,000.00	-3,000.00	62.5%
APPARATUS MAINT/REPAIR	11,131.24	15,000.00	-3,868.76	74.2%
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	10,711.98	32,000.00	-21,288.02	33.5%
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	3,137.27	16,000.00	-12,862.73	19.6%
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	1,770.00	1,000.00	770.00	177.0%
FIREMATIC/REHAB SUPPLIES	142.70	600.00	-457.30	23.8%
FOAM	0.00	50.00	-50.00	0.0%
FOOD REIMBURSEMENTS	93.54	300.00	-206.46	31.2%
FUEL - BUILDING	6,757.59	11,000.00	-4,242.41	61.4%
FUEL - TRUCKS	1,204.39	3,200.00	-1,995.61	37.6%
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%

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

Cash Basis

	Jan - May 22	Budget	\$ Over Budget	% of Budget
INSURANCE	26,763.39	26,000.00	763.39	102.9%
INTERIOR FIREFIGHTING FIT TRAIN	364.00	800.00	-436.00	45.5%
LEGAL/MEDICAL SERVICES	14.43	3,000.00	-2,985.57	0.5%
MISCELLANEOUS	340.99	500.00	-159.01	68.2%
PAGER REPAIR BATTERIES	399.08	800.00	-400.92	49.9%
PHYSICAL FITNESS	434.00	600.00	-166.00	72.3%
POSTAGE	548.00	400.00	148.00	137.0%
PRINTING & SUPPLIES	0.00	800.00	-800.00	0.0%
PUBLIC NOTICES	28.31	200.00	-171.69	14.2%
TELEPHONE/CABLE	2,692.19	5,000.00	-2,307.81	53.8%
WASTE DISPOSAL	324.97	800.00	-475.03	40.6%
WEBSITE ADMINISTRATION	120.00	200.00	-80.00	60.0%
Total A34104 FIRE PROTECTION	82,388.38	155,950.00	-73,561.62	52.8%
A90308 SOCIAL SECURITY				
FICA EMPLOYER	713.00	1,800.00	-1,087.00	39.6%
MEDICARE EMPLOYER	166.75	400.00	-233.25	41.7%
Total A90308 SOCIAL SECURITY	879.75	2,200.00	-1,320.25	40.0%
A90408 WORKER'S COMPENSATION	245.00	300.00	-55.00	81.7%
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			
400 PROFESSIONAL SERVICES				
404 FINANCES & LEGAL FEES	515.00			
Total 400 PROFESSIONAL SERVICES	515.00			
Total H34102 NEW FIREHOUSE	1,587.89			
Total Expense	155,101.90	492,580.00	-337,478.10	31.5%
Net Income	337,406.70	0.00	337,406.70	100.0%