

# Cumberland Fire District

Established  
November 10, 2014

Headquarters @ Station Four  
3502 Mendon Road Cumberland, RI 02864 401.658.0544  
[www.cumberlandfire.org](http://www.cumberlandfire.org)

## AGENDA OF THE CUMBERLAND FIRE DISTRICT

### SPECIAL MEETING ON THE BUDGET

THURSDAY MAY 19, 2015 6:45 PM

CUMBERLAND TOWN HALL, EVERETT "MOE" BONNER, JR. TOWN CHAMBERS

45 BROAD STREET, CUMBERLAND

### SPECIAL MEETING

1. CALL TO ORDER
2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
3. NEW BUSINESS
  - a. Chief's Report
  - b. Chairman's Report
  - c. First Budget Hearing: Presentation of the proposed 2016-2017 budget
4. PUBLIC INPUT
5. ADJOURNMENT

This meeting location is accessible to the handicapped. Individuals requiring interpreter services for the hearing impaired or need additional information should notify C.F.D. Head Quarters at (401) 658-0544 no less than 48 hours before the meeting

Posted: SOS Web Site  
Cumberland Town Hall (45 Broad Street)  
Cumberland Fire Department HQ (3502 Mendon Road)

### Mission Statement

The mission of the Cumberland Fire District is to provide exceptional public safety services in a safe, compassionate, cost effective and professional manner.

Bruce A. Lemois  
*Chairman*

Phillip Koutsogiane  
*Vice-Chair*

Christopher Parent  
*Commissioner*

Cynthia Ouellette  
*Commissioner*

Ronald Champagne  
*Commissioner*

Jim Scullin  
*Commissioner*

Frank Matta  
*Commissioner*

Kenneth Finlay  
*Chief of the Department*

Station One  
555 High Street  
401.722.5992

Station Two  
1530 Mendon Road  
401.333.1421

Station Five  
50 Arnold Mills Road  
401.333.2244

Kelley Morris  
*General Counsel*

Diane Karolyshyn  
*Finance Director*

Debra Auclair  
*District Clerk*



# CUMBERLAND FIRE DEPARTMENT

3502 MENDON ROAD  
CUMBERLAND, RI 02864

Kenneth A. Finlay  
Chief of Department

Phone:(401) 658-0544  
Fax:(401) 658-2198  
Cell:(401) 474-0314  
kfinlay@CumberlandFire.org

## Chiefs Report of Activities

07/01/2015 to 05/01/2016

To: Fire Commission Members

From: Chief Kenneth A. Finlay

May 11, 2016

The following report is prepared for a summation of the first ten months of activities conducted, responded to and researched for the Cumberland Fire Department. I am very proud of the work that all members, sworn and civilian have accomplished in the infancy of our Department. In no particular order I have assembled a culmination of data, to express the activities that have become commonplace to our work environment, I will begin with the Administrative staff :

The Fire Prevention Division has matured into an efficiently functioning operation headed by Deputy Nicholas Anderson, and managed by Ms. Keri Smith. Keri has learned the chapters of the R I Fire Code to assist in answering questions to callers correctly and effectively. The knowledge that Ms. Smith has gained, has produced results economically for the department. By having the knowledge of the code. Ms. Smith is able to instruct owners or realtors where devices are needed, age that makes them acceptable, and which ones are needed. The payoff comes in the fact an inspector can respond to an address and have the home correct for inspection a majority of the time. This transfers to just one visit rather than going out finding the discrepancy and returning once corrected. The number of home resale inspection for the first ten months is currently at 605 inspections. Additionally, the Fire Prevention Division reviewed and did site visits for the 146 plans that were submitted for approval before construction. Some of these reviews were for new homes, some were for multi million dollar projects that have located in the town. A working relationship between the building official, Town Planner and Fire Department has proved to be a benefit for the consumer.

Training and EMS Division under the direction of Deputy Michael Feather has developed a web based training system utilizing Centrelearn.com The lesson plans are prepared by Centrelearn instructors, the quizzes and test are formulated by Centrelearn representatives, and filing of the completed classes are retained in the web based cloud. Additionally, local classes and techniques are developed and instructed to the shifts, to give the hands on feel of the training. The total hours logged by members in training for FY 16, totals 4902. Members have trained both locally and interlocally with neighboring

departments to develop a more unified response regionally. Deputy Feather has also submitted a grant for matching ALS equipment to outfit all apparatus exactly alike. The EMS training facet has been administered in conjunction with the Town Rescue service.

The response force has been solidly engaged with the formation of the department and the thoughts to make a better response model. The attached reports show the breakdown of the runs out of each station, and the total responses have tallied 3,433. We have had 59 building fires which accounted for some significant losses, but aggressive fire fighting saved many from total destruction. Although, a response of 2,214 runs for EMS might seem high, it equates to about six percent of the residents needing service, the number of visitors as employees makes that number inflate on a daily basis by almost one third the residents. Obviously, the members have been in the districts reviewing the buildings that are existing, as well as the ones under construction. Much can be learned for the future by witnessing what is behind the wall board for fire travel knowledge. The buildings under rehab are especially interesting, as members can see the reuse of a building and the insight given from a different thought of occupancy for a structure. The Captains have kept the stations in a functioning order, and have been diligent in their request for appropriations, but the attached report on capital expenditures will show most stations needed attention immediately.

The Administrative operation of the Fire Department has been filled as provided for in the table of organization. The Fire Prevention division is under the direction of Deputy Nick Anderson, the Training and EMS Division is under the direction of Deputy Michael Feather, and the Operational Division is under the direction of Deputy Jeff McCabe. Each Deputy has proven to be a leader for the department in the multi faceted operations we are required to perform. The cohesiveness of the leadership team will move this department in the direction that is responsible for protecting the people of this Town. With the advent of a new system, procedures, Sog's and rules which are ever changing , are constantly being reviewed for effectiveness and upgraded where necessary. The adaptability has been the biggest success of this merge,, being able to combine four businesses into a single entity, and make positive effects as documented by the ISO, and accomplish a reduction of liabilities, while maintaining a high standard of performance makes the department a leader. We still have many issues to deal with and I look forward to the challenge of prioritizing and completing in the best possible manner.

Respectfully submitted,

  
Kenneth A. Finlay

Fire Chief

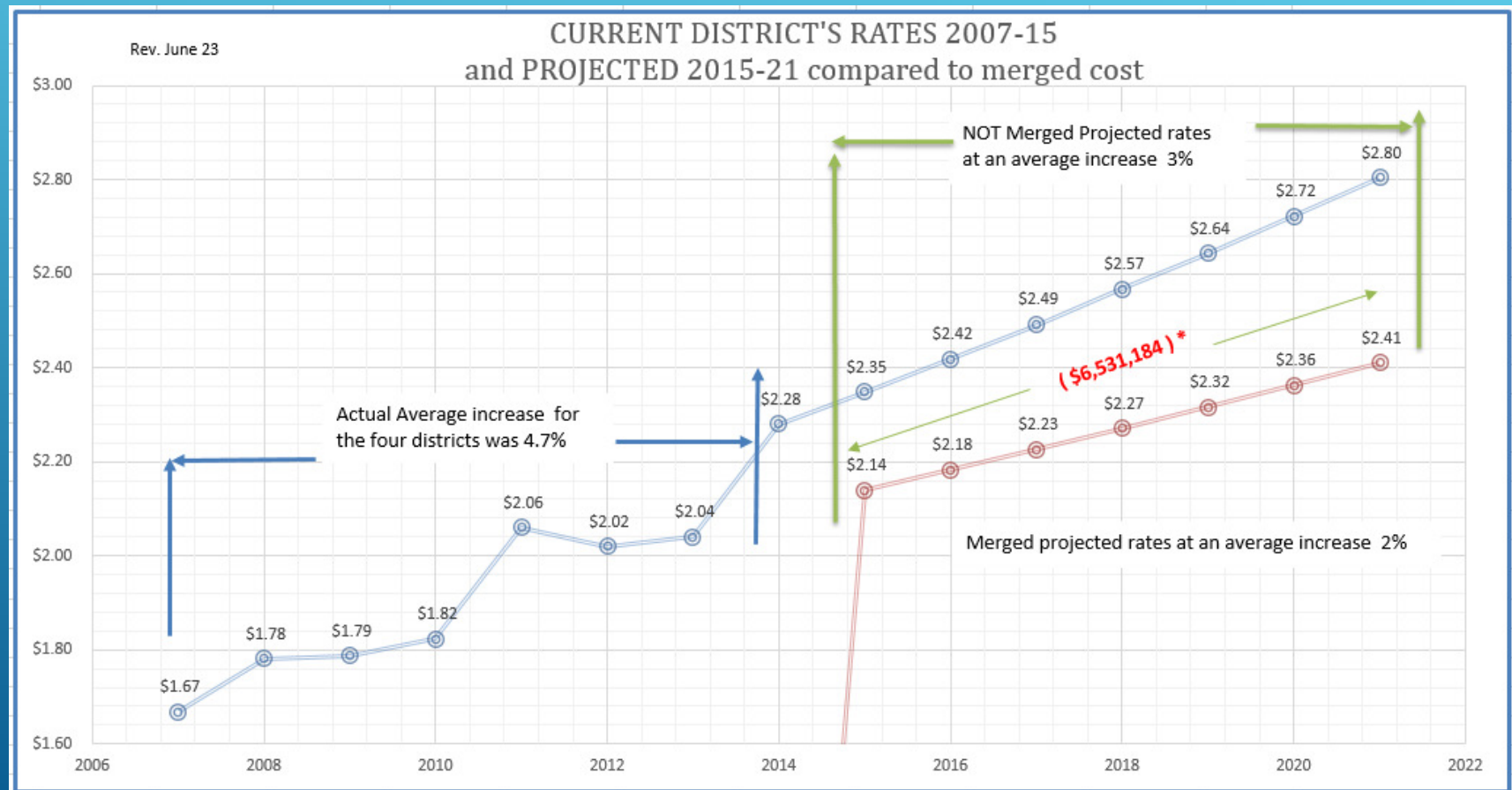
# THE CUMBERLAND FIRE DEPARTMENT'S

A BRAND NEW 101 YEAR OLD FIRE DEPARTMENT



## *2016-17 Budget Presentation*

# LAST YEAR (2014-15) A PROJECTED 6 MILLION IN SAVINGS WHEN COMPARING TO THE PROJECTED RATES

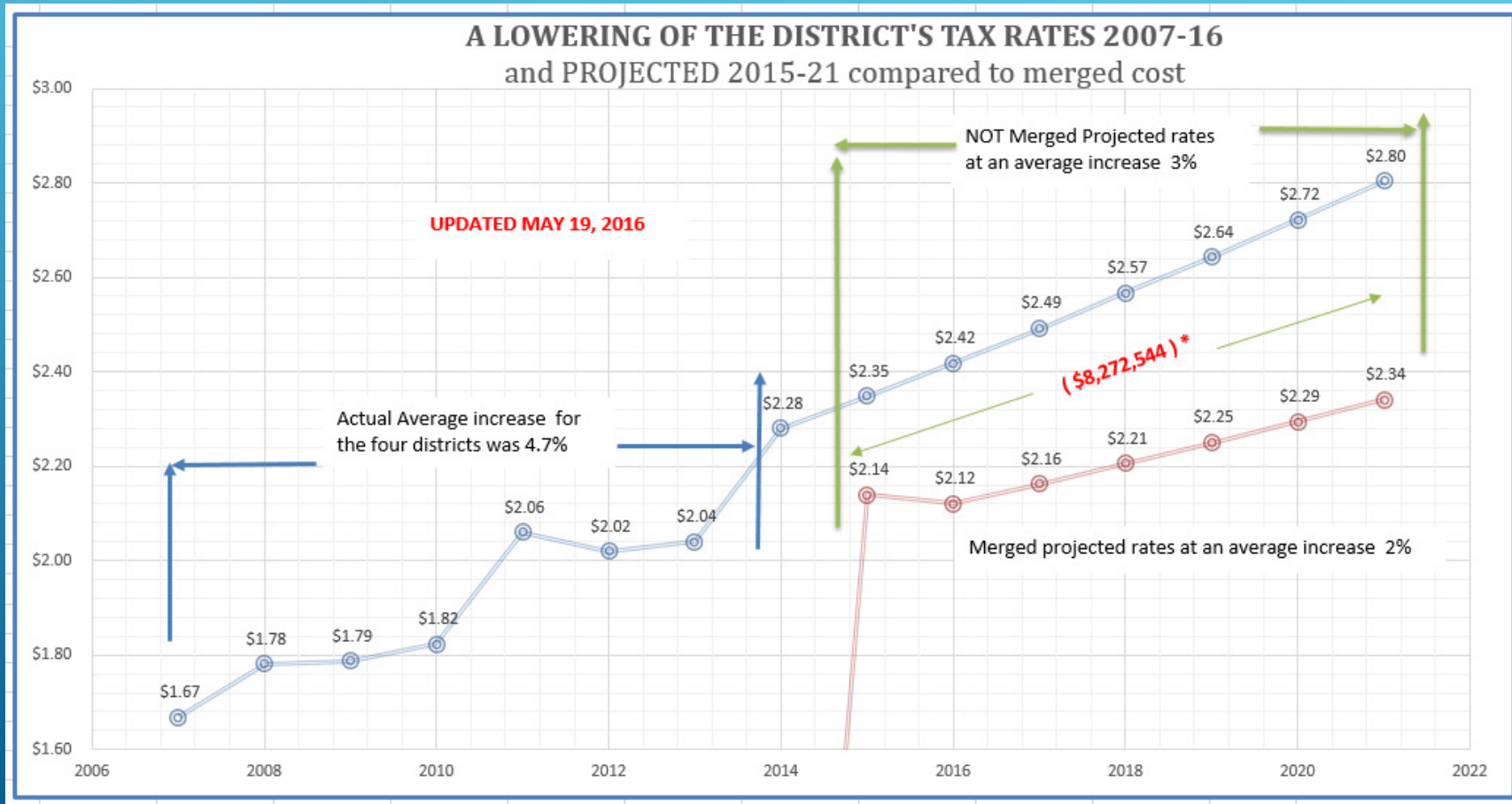


# 2016-2017 BUDGET, TAX RATE AND LEVY

	2015-2016	2016-2017	Variance
Levy - Amount Taxed	7,092,292	7,035,554	-1%
Non-Tax Revenue	268,699	409,491	52%
Operational Tax Rate	2.10	2.08	
Senior & Veteran Exemption	0.04	0.04	
<b>TOTAL TAX RATE</b>	<b>2.14</b>	<b>2.12</b>	<b>-1%</b>
Operational Budget	\$ 7,360,991	\$ 7,398,780	0.5%
Capital Expense		\$ 65,000	
Pawt Water Increase		\$ 67,200	
Change in Pension Calculations		\$ 35,065	
		<b>\$ 167,265</b>	
<b>TOTAL BUDGET</b>	<b>\$ 7,360,991</b>	<b>\$ 7,566,045</b>	<b>2.8%</b>



# RESULTS OF THE 2016-17 TAX RATE WHEN COMPARING TO THE PROJECTED RATES



# BETTER BUDGET MANAGEMENT

Costs increase while tax rate decreases.

Through better management of the:

- Operations by the Chief and Staff

- Finances by the Finance Department

- Better oversight by the Fire Committee



# SAVINGS FROM MERGER

- ▶ **Less manpower**      **With the first legal vote establishing the merged CFD in spring of 2013 the department has reduced our firefighting staff by six men.**
- ▶ **In the Town commissioned Fire Study Report by Jacobs it is documented that the CFD had a full time staff of 58 men in October of 2013. Through attrition the four districts were able to bring the staff to its current level of 52. This is an actual reduction of 6 full time employees, realizing a savings of more than \$600,000.**



# SAVINGS FROM MERGER

## ► Lower Levy:

Though collected, a majority of the “non-tax revenue” was budgeted in the past. The taxes collected, the levy, was the main source of revenue. In fact collection of past taxes was generally not budgeted. With the 2015-2016 fiscal budget a total of \$261,714 of non-tax revenue was budgeted. This lowered what the CFD taxed the taxpayers to run the fire department.

The 2016-2017 budget has \$400,000 of non-tax revenue budgeted.

This is a total of \$661,714 less taxes being paid by the taxpayers.



# SAVINGS FROM MERGER

## ► Tax Rate

The slide on page 4 shows a turnaround from a 4.7% average increase of the tax rate during the seven years prior to the merger to a decrease this year. Though a slight decrease it gives us a 5.7% turn around. With these results CFD could see substantial savings over the next several years.

## ► TOTAL SAVINGS

From the reduction of men from Spring of 2013 to present:	\$600,000
From use of non-tax revenue, lowering the amount taxed:	\$661,714

A total savings from Spring of 2013 to present is at least: \$1,261,714

*The merger worked, and will continue to work.*





*We Are Cumberland Fire...*

*...Proud to Serve*



Engine 1 Lieutenant, Eric DiRosario,  
Engine 5 Firefighter, Bryan Clarke,

Enjoyed the opportunity to engage  
with students today at Cumberland  
High School Career Day



# Cumberland Fire District ~ 2016 to 2017 Fiscal Budget SUMMARY COVER SHEET

	2015-16 Budget	Project 2016- 2017 Budget
<b>TAX REVENUE</b>	7,092,292.00	7,035,553.96
<b>NON-TAX REVENUE</b>	268,699.00	544,678.80
	<u>7,360,991.00</u>	<u>7,580,232.76</u>
<b>EQUIPMENT</b>	203,800.00	207,000.00
<b>UTILITIES</b>	405,684.00	378,903.00
<b>CONTRACTED SALARIES</b>	5,828,715.00	5,756,671.84
<b>RETIREEES</b>	144,000.00	135,841.25
<b>ADMINISTRATION</b>	236,100.00	405,501.67
<b>ADMINISTRATIVE EXPENSES</b>	371,000.00	445,250.00
<b>EMPLOYEE EXPENSES</b>	94,292.00	42,300.00
<b>OTHER</b>	<u>77,400.00</u>	<u>41,500.00</u>
SUBTOTAL	<u>7,360,991.00</u>	<u>7,412,967.76</u>
		65,000.00
		67,200.00
		<u>35,065.00</u>
		<b>167,265.00</b>
	TOTAL BUDGET	<b>7,580,232.76</b>

# Cumberland Fire District ~ 2016 to 2017 Fiscal Budget

5/18/2016

	2015-16 Budget	Project 2016-2017 Budget
<b>REVENUE</b>		
4000 - Tax Revenues-Current year	7,092,292.00	7,035,553.96
4001 - Abatement Adjustments (projected past due)		-
4005 - Revenue - Past Due Taxes	226,031.00	218,688.00
4007 - NSF Fee Reimbursement Income		100.00
4010 - Interest Income- Past Due Taxes		40,000.00
4015 - Fire Prevention/Plan Review	42,668.00	42,000.00
4050 - Interest Income General Fund		10,000.00
4055 - Interest Income HRA Fund		200.00
4060 - Interest Income Truck Fund		25.00
4065 - Interest Income Fire Prevention		-
4070 - Interest Income-Retirem Health		100.00
4075 - Interest Income Comm/Training		25.00
4105 - Reimbursed Ins.-Former Employee		21,040.80
4110 - Miscellaneous Other Income		5,000.00
4110.1 - Revenue Rescue Income		8,000.00
4110.2 - Insurance Reimbursement		-
4110.3 - Detail Reimbursement		15,000.00
4110.4 - IOD Ins. Reimbursement		-
4110.4 - Fire Prevention Reimbursement		61,500.00
4114 - Income Radio Box Alarm Maint		23,000.00
4115 - Tax Sale Fee Income		35,000.00
4200 - Sale of Assets		-
4300 - Transfer from Surplus (For Capital Exp)		65,000.00
Total Income	7,360,991.00	7,580,232.76
<b>EXPENSES</b>		
<b>EQUIPMENT</b>		
5111 - Vehicle Gas & Oil	65,000.00	65,000.00
5112 - Vehicle Repair & Maintenance	77,000.00	77,000.00
5121 - Upgrading & Equipment Purchases	30,000.00	30,000.00
5122 - Radio Equipment Upgrades & Main	5,000.00	5,000.00
5123 - Equipment Supplies & Repairs	7,500.00	5,000.00
5124 - First Aid Equipment & Suppl	10,000.00	10,000.00
5125 - Equipment Testing & Certificati	2,800.00	5,000.00
5126 - Fire Alarm	1,500.00	1,500.00
5127 - Furnishings	2,000.00	2,000.00
5128 - Communications Upgrades	1,000.00	2,000.00
5129 - Shared Communications	2,000.00	4,500.00
SUB TOTAL	203,800.00	207,000.00
<b>UTILITIES</b>		
5230 - Utilities - Cox	600.00	-
5231 - Telephone	20,000.00	12,000.00
5232 - Electricity	35,000.00	36,000.00
5233 - Gas & Hot Water	22,000.00	15,000.00
5236 - Sewer Assessment & Usage	2,800.00	3,500.00
5237 - Water Usage Fees	20,000.00	8,000.00
5238 - Hydrant Fees - Cumberland:Pawt	127,231.00	184,600.00
5238.01 Hydrant Fees - Pawtucket	92,403.00	69,888.00
5234 - Building Supplies, Repair & Imp	42,000.00	21,298.00
5235 - Air Cascade Maintenance	950.00	2,000.00
5540 - Restricted - Cap Improvs Statio	42,700.00	26,617.00
SUB TOTAL	405,684.00	378,903.00
<b>CONTRACTED SALARIES</b>		
5340.01 - Salaries - Firefighters	2,871,927.00	2,820,919.42
5340.02 - Salaries - Overtime Wages	-	-
5340.03 - Salaries - Holiday Stipend	164,775.00	162,745.35
5340.04 - Salaries - Vacation OT	373,848.00	374,400.00
5340.05 - Salaries - Sick Pay OT	79,083.00	164,500.77
5340.06 - Salaries - Personal OT	65,184.00	49,848.72
5340.07 - Salaries - Other	-	20,000.00
5340.08 - Salaries - Longevity Pay	108,536.00	121,436.23
5340.09 - Salaries - Acting Officer Pay	-	2,000.00
5340.10 - Salaries - Detail Pay	-	15,000.00
5340.11 - Salaries - Clothing Allowances	54,900.00	45,900.00
5340.12 - Salaries - Injured on Duty	-	-
5340.13 - Salaries - Education Incentive	7,500.00	6,500.00
5340.14 - Salaries - EMT Incentive	80,400.00	81,800.00
5340.15 - Salaries - IOD Fill In OT	-	-
5341 - Payroll Tax Expenses	308,375.00	289,334.51
5342 - Pension Plan Expenses	736,226.00	676,076.69
5343.01 - Healthcare Insurances	783,662.00	867,414.20
5343.03 - Healthcare Deductions From Pay	(66,300.00)	(94,918.98)
5343.04 - Healthcare Reimbursements	160,000.00	68,000.00
5344 - Dental Insurance	67,099.00	64,964.91
5345 - Vision Care	5,150.00	5,100.00
5346 - Life Insurance Benefits	10,350.00	7,650.00
5352 - Education Tuition Costs	18,000.00	8,000.00
SUB TOTAL	5,828,715.00	5,756,671.84

# Cumberland Fire District ~ 2016 to 2017 Fiscal Budget

5/18/2016

	2015-16 Budget	Project 2016-2017 Budget
<b>RETIREES</b>		
5343.02 - Healthcare Insurance - Retirees	144,000.00	121,315.65
5343.03 - COLA - Retirees	-	10,311.68
5344.01 - Dental Insurance - Retirees	-	4,213.92
<b>SUB TOTAL</b>	<b>144,000.00</b>	<b>135,841.25</b>
<b>ADMINISTRATION</b>		
5343.05 - Healthcare Insurance - Admin	-	67,718.00
5343.06 - Healthcare Reimbursements - Admin	-	6,500.00
5343.07 - Healthcare Deductions From Pay - Admin	-	(7,772.82)
5344.02 - Dental Insurance - Admin	-	6,444.00
5415 - Finance Management Fee	78,000.00	-
5422 - District Commissioner Stipends	-	23,000.00
5424 - Salaries - Administration Staff	128,900.00	284,637.70
5425 - Salaries - Clerk	3,200.00	3,200.00
5430 - Payroll Taxes - Administrative	16,000.00	21,774.78
5431 - Part Time Clerks - Tax Season	10,000.00	-
<b>SUB TOTAL</b>	<b>236,100.00</b>	<b>405,501.67</b>
<b>ADMINISTRATIVE EXPENSES</b>		
5411 - Insurances	310,000.00	320,000.00
5412 - Supplies & Exps - Business Expenses	3,000.00	9,500.00
5413 - Treasurer Expenses (TO 5412)	3,000.00	-
5416 - Fire Chief Supplies & Exp	2,000.00	4,500.00
5418 - Newspaper Advertisements	750.00	750.00
5419 - Computerized Tax Bills	6,000.00	12,000.00
5420 - Computerized Payroll Proc. Fees	8,000.00	12,000.00
5427 - Legal	12,000.00	15,000.00
5427.01 - Legal - CBA	-	-
5427.02 - Legal - PWSB	-	-
5433 - Bank Service Fees	1,250.00	-
5434 - Computer Development Program	3,500.00	2,500.00
5435 - Grants - Matching Funds	5,000.00	5,000.00
5436 - Office Equipment (TO 5412)	3,000.00	-
5437 - Tax Collector Expenses (TO 5412)	3,000.00	-
5438 - Printing & Postage	7,000.00	5,000.00
5439 - Professional Fees	3,500.00	-
5441 - External Accounting Fees	-	15,000.00
5442 - Fire Prevention Offset	-	1,000.00
5444 - Stenographer / Videographer	-	3,000.00
5500 - Refunds & Abatements	-	20,000.00
6075 - Tax Sale Fees	-	20,000.00
<b>SUB TOTAL</b>	<b>371,000.00</b>	<b>445,250.00</b>
<b>EMPLOYEE EXPENSES</b>		
5348 - Call Firefighters Stipends	47,000.00	20,000.00
5350.01 - Salaries - Part Time FF's	20,592.00	-
5350.02 - Part Time - Uniforms/Clothing	500.00	-
5349 - Manpower Training	-	-
5349.01 - Drills & Training	17,750.00	10,000.00
5349.02 - FP & EMS Training	3,000.00	3,000.00
5349.03 - Medical Examinations	3,000.00	3,000.00
5351 - Employee Support Health&Welfare	2,000.00	3,800.00
5432 - Affiliated Fire Associations	450.00	2,000.00
5443 - Professional Development	-	500.00
<b>SUB TOTAL</b>	<b>94,292.00</b>	<b>42,300.00</b>
<b>OTHER</b>		
5520.01 - Restricted - Truck Loan Princ	54,000.00	-
5520.02 - Restricted - Truck Loan Interes	8,400.00	-
5530 - Restricted - Contingency	10,000.00	10,000.00
5550 - Restricted - Legal Claims	-	-
5560 - Restricted - Sick Time Payout	5,000.00	5,000.00
5600 - Tax - Legal & Collection Fees	-	1,000.00
6025 - Spec. Fund Merger L A & C	-	-
6030 - Spec. Fund Fire Prevention Exp	-	18,000.00
6050 - Spec. Fund Fire Alarm Box	-	7,500.00
<b>SUB TOTAL</b>	<b>77,400.00</b>	<b>41,500.00</b>
<b>Total Expense</b>	<b>\$ 7,360,991.00</b>	<b>\$ 7,412,967.76</b>
	Capital Exp	\$ 65,000.00
	Pawt Water	\$ 67,200.00
Change in Pension Calculation		\$ 35,065.00
		<b>\$ 167,265.00</b>
<b>2016-2017 Budget</b>		<b>\$ 7,580,232.76</b>