

# 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

### REGULAR MEETING OF THE CUMBERLAND FIRE DISTRICT

**May 23, 2017 7:00 pm**

**CUMBERLAND TOWN HALL, EVERETT "MOE" BONNER JR. TOWN COUNCIL CHAMBERS  
45 BROAD STREET, CUMBERLAND RI**

1. CALL TO ORDER AND ROLL CALL
2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
3. GENERAL ANNOUNCEMENTS
4. CONSENT AGENDA
  - a. Approval of minutes from 04/25/2017
5. COMMUNICATIONS
  - a. Letter from Attorney General finding no violation of Access to Public Records Act
6. OLD BUSINESS
  - a. Second Budget Public Hearing and First Vote on 2017-2018 Budget
7. NEW BUSINESS
  - a. Finance Reports
    - i. April 2017
  - b. Chief's Report
    - i. April 2017
  - c. FC-R-2017-11 Authorizing Finance Director to enter into a contract with Complete Payroll Services beginning July 1, 2017
  - d. FC-R-2017-12 Authorizing Finance Director to enter in an agreement with Vision Government Solutions for 2017 tax bills not to exceed \$13,500.00
  - e. FC-R-2017-13 Authorizing Finance Director to abate \$1,616.46 in taxes and fees per attachment
8. PUBLIC INPUT
9. ADJOURNMENT

This meeting location is accessible to the handicapped. Individuals requiring interpreter services for the hearing impaired or need additional information should notify 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) Posted a minimum of 48 hours prior to  
meeting

## 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.

*Fire Committee*

*Cynthia Ouellette  
Chair*

*Ronald Champagne  
Vice-Chair*

*Robert Archambault*

*Timothy Hogan*

*Dana Jones*

*Paul Santoro*

*James Scullin*

*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*

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**PROPOSED MINUTES  
OF MEETING OF THE  
CUMBERLAND FIRE DISTRICT**

**April 25, 2017  
7:00 PM**

**CUMBERLAND TOWN HALL  
EVERETT "MOE" BONNER COUNCIL CHAMBERS  
45 BROAD STREET  
CUMBERLAND, RI 02864**

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**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Chairperson Ouellette.

Present were Commissioners Jones, Santoro, Archambault, Hogan, Champagne, Scullin and Chairperson Ouellette.

Also present were Solicitor Morris, Chief Kenneth Finlay and Finance Director Diane Karolyshyn.

**2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

Firefighter William Pauley of New York City was mentioned.

**3. GENERAL ANNOUNCEMENTS**

Chief Finlay mentioned that the RI State Association of Firefighters started a peer Support Group. Cumberland Firefighters, *Gary Grenier*, *David Cinq-Mars* and *Matthew Printer* have offered their services for the Support Group.

Chairperson Ouellette mentioned that May is when the Board will be addressing the budget by reading the budget, listening to public input, and voting on the budget.

Commissioners Champagne and Santoro began a discussion regarding the cancellation of a finance sub-committee meeting to have taken place on Friday, April 21. Finance Director Diane Karolyshyn stated that she and the Chief needed more research, more work and more time for preparing the budget worksheet, and was not comfortable issuing a document that was not accurate. Commissioner Champagne then stated that he believes there were other reasons that the finance director wanted the meeting cancelled, and that there

44 was a conspiracy, and he would address this at a later date. The Finance  
45 Director then stated that she suggested cancelling the meeting for the reasons  
46 she previously stated, and that was her only reason for suggesting that the  
47 meeting be postponed.

48  
49 Finance Director Diane Karolyshyn then gave the tentative dates for the budget  
50 meetings; May 16<sup>th</sup> first public hearing and public input only, no vote; May 23<sup>rd</sup>,  
51 which is the regularly scheduled monthly meeting, the second public hearing  
52 and first vote; and May 25<sup>th</sup> for the second vote. May 8<sup>th</sup> is the prospective date  
53 for the budget to be completed. Commissioner Santoro stated that receiving the  
54 proposed budget on May 8<sup>th</sup> was not enough time for the finance subcommittee  
55 to review and make recommendations. Discussion ensued regarding the dates  
56 and timeline for the budget to be completed and then to be presented to the  
57 public.

58  
59 Commissioner Santoro praises Finance Director for her hard work and  
60 dedication in preparing the budget.

#### 61 62 **4. CONSENT AGENDA**

63 a. Approval of Minutes from March 30, 2017.

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65 Commissioner Santoro makes a motion to approve the minutes.  
66 Commissioner Hogan seconds the motion to approve. No discussion.  
67 Motion passes 7-0 approval.

#### 68 69 **5. COMMUNICATIONS**

70  
71 No communications.

#### 72 73 **6. NEW BUSINESS**

74 a. Presentation of the Audit Report was made by *JoAnne Newton* of  
75 Parmelee Poirier & Associates.  
76 Commissioner Jones asks a question regarding long term liabilities.  
77 Commissioner Santoro states that he could not find the Resolution  
78 to hire the Auditing Company. Solicitor Morris states that there is  
79 an approved Resolution for the Audit Company's 3 year contract.  
80 Ms. Newton responds that the Audit Company's proposal outlined  
81 the work the audit company was to perform, which was approved  
82 by the Auditor General of the State of Rhode Island.  
83 Commissioner Champagne responds to Commissioner Santoro's  
84 question and opinion and proposes to examine what the Fire  
85 District should put in the next audit engagement letter to cover the  
86 aspects that Commissioner Santoro would like to be added.  
87 Commissioner Champagne asks the Finance Director and the Chief

88 if they are satisfied with the Auditor's Report. The Finance Director  
89 responds that she is satisfied with the Audit Report.  
90 Commissioner Champagne asks a question regarding the clothing  
91 allowance and asks for an explanation. He then states that it  
92 appears to be an error and questions whether there are more  
93 errors. Solicitor Morris asks if there are errors in the report, then  
94 how would the Audit Company respond. Ms. Newton responds that  
95 the Audit Company would issue an amended Report. Solicitor  
96 Morris suggests that possibly 30 days would be appropriate for  
97 review and revision, if necessary, of the Audit Report.  
98 Commissioner Scullin then makes a motion to table the acceptance  
99 of the Audit Report until the meeting in June. Commissioner  
100 Santoro seconds the Motion. Motion passes 7-0 approved.  
101 Chairperson Ouellette asks if there are any more questions. Ms.  
102 Newton asks if all questions regarding the Audit will go through  
103 Diane and she will communicate with Diane, which was agreed  
104 upon. Ms. Newton then asked if she would be required to attend  
105 the June meeting. Commissioner Santoro states that he would like  
106 her to attend and would propose a Motion to that effect. Ms.  
107 Newton agrees to appear at the June meeting if required.

108 b. Finance Report of March 2017. Finance Director Diane  
109 Karolyshyn gives an overview. Commissioner Santoro asks a  
110 question regarding fire prevention. Finance Director Karolyshyn  
111 responds that money was moved into the operating account for Fire  
112 Prevention personnel. Motion to accept the March Finance Report  
113 is made by Commissioner Santoro. Commissioner Scullin seconds  
114 the Motion. Motion passes 7-0 approved.

115 c. Chief's Report of March 2017. Chief Finlay gives an overview.  
116 Commissioner Santoro asks a question regarding the costs of the  
117 EMS/ALS program and the new protocols. The Chief responds that  
118 he is working on different scenarios to cover those costs and if it is  
119 financially worthwhile. Chairperson Ouellette asks if there would  
120 be additional personnel requirements. The Chief responds that a  
121 Cardiac EMT would be able to administer the drugs, but there  
122 would be costs involved in prepping the trucks to safely and  
123 securely carry those drugs. Motion to accept the Chief's Report is  
124 made by Commissioner Santoro. Commissioner Hogan seconds.  
125 Motion to accept the Chief's Report passes 7-0 approved.

126 d. Resolution FC-R-2017-07 authorizing the Finance Director to pay  
127 Minuteman Trucks, Inc., an amount not to exceed \$3,473.37 for  
128 repairs to Engine 5. The Resolution is read by Chairperson  
129 Ouellette. Motion to accept the Resolution is made by  
130 Commissioner Santoro. Commissioner Champagne seconds.  
131 Commissioner Santoro asks why this Resolution authorizes the

132 Finance Director to pay and other Resolutions authorize the Fire  
133 Chief to pay. Solicitor Morris explains that if there are more than  
134 one payment, the resolution would state the Fire Chief, but if the  
135 resolution states only one payment, the resolution generally states  
136 the Finance Director. Commissioner Scullin states that it is most  
137 likely because the Finance Director cuts the check and the Fire  
138 Chief does not. No further discussion. Motion to accept the  
139 Resolution is made by Commissioner Archambault. Motion is  
140 seconded by Commissioner Champagne. Motion to accept the  
141 Resolution passes 7-0 approved.

- 142 e. Resolution FC-R-2017-08 authorizing the Finance Director to pay  
143 KAFIN Oil an amount not to exceed \$6,568.00 to replace HVAC  
144 system at Station 1. Resolution is read by Chairperson Ouellette.  
145 Motion to accept is made by Commissioner Champagne.  
146 Commissioner Hogan seconds. Commissioner Santoro again asks  
147 the same question. In his words regarding the wording. Solicitor  
148 Morris suggests changing the Resolution to read a Resolution  
149 authorizing Chief Kenneth Finlay to manage and expend funds as  
150 noted in the KAFIN Oil proposal in an amount not to exceed  
151 \$6,568.00, replacing line 5. Motion to approve the amendment is  
152 made by Commissioner Archambault, seconded by Commissioner  
153 Jones. Motion to approve the amendment passes 7-0 approved.  
154 Motion to accept the amended Resolution is made by  
155 Commissioner Champagne. Seconded by Commissioner Jones.  
156 Discussion was commenced by Commissioner Santoro.  
157 Commissioner Jones asks a question regarding bids and bonds.  
158 Commissioner Santoro asks for more detail regarding the bidding  
159 process. The Chief responds that he usually asks for 3 bids with a  
160 dollar amount of \$2,500.00 or more. Commissioner Jones asks for  
161 more detail regarding performance bonds. The Solicitor asks the  
162 Chief if he asks the contractors whether they are bonded and  
163 insured. The Chief responds that he will ask for additional  
164 insurance in amounts of \$25,000.00 or greater. Discussion ensues  
165 regarding performance bonds and their costs. Commissioner  
166 Santoro asks questions regarding performance bonds, the bidding  
167 process, etc. Solicitor Morris states that those questions should be  
168 addressed in the By-Laws under the finance procedure section.  
169 Motion to accept is made by Commissioner Archambault.  
170 Seconded by Commissioner Champagne. Motion to accept  
171 amended Resolution passes 7-0 approved.  
172

- 173 f. Resolution FC-R-2017-09 authorizing the Finance Director to pay  
174 Jalette Contracting, Inc., in an amount not to exceed \$21,500.00 is  
175 read by Chairperson Ouellette. Solicitor Morris anticipates that line  
176 5 should be amended to read; authorizing Chief Kenneth Finlay to

177 manage and expend funds as noted in the Jalette Contracting, Inc.  
178 proposal in an amount not to exceed \$21,500.00. Motion to  
179 amend the Resolution is made by Commissioner Scullin.  
180 Commissioner Santoro makes a Point of Order and refers to  
181 Roberts Rules. Chairperson Ouellette asks if there is a Motion for  
182 the Resolution. Motion is made by Commissioner Champagne.  
183 Seconded by Commissioner Santoro. Motion to amend Resolution  
184 is made by Commissioner Champagne. Seconded by  
185 Commissioner Santoro. Commissioner Champagne asks the Chief  
186 a question regarding the roofing on Station 5. Discussion ensues  
187 regarding the amount and whether it should be changed.  
188 Commissioner Jones states that the old school house roof on  
189 Station 5 needs work also. The Chief explains which roof this  
190 Resolution would cover. Commissioner Santoro asks if the Chief  
191 received more bids. The Chief does an over review of the other  
192 bids. Chairperson Ouellette asks if there is a motion for the  
193 amended Resolution with the changes to Chief Finlay and the  
194 amount to \$25,000.00. Motion to accept the amended Resolution  
195 was made by Commissioner Archambault. Seconded by  
196 Commissioner Scullin. Motion to accept amended Resolution  
197 passes 6-0 approved. Commissioner Champagne is absent from  
198 vote. Motion to approve Resolution 2017-9, as amended, is made  
199 by Commissioner Scullin. Seconded by Commissioner Hogan.  
200 Motion to accept amended Resolution passes 7-0 approved.

- 201 g. FC-R-2017-10 authorizing Finance Director to abate legal fees in  
202 the amount of \$300.00 is read by Chairperson Ouellette. Motion to  
203 amend Resolution to read abate uncollectable tax sale fees in the  
204 amount of \$300.00 is made by Commissioner Archambault,  
205 seconded by Commissioner Scullin. Motion to accept amended  
206 Resolution passes 7-0 approved. Motion to approve amended  
207 Resolution is made by Commissioner Scullin, seconded by  
208 Commissioner Archambault. Motion to approve amended  
209 Resolution passes 7-0 approved.

- 210 h. Discussion regarding used apparatus by Chief Finlay. Chief Finlay  
211 gives a brief overview. Commissioner Archambault asked that the  
212 discussion be tabled. Motion to table discussion was made by  
213 Commissioner Archambault. Seconded by Scullin. Motion to table  
214 discussion passes 7-0.

## 215 **8. PUBLIC INPUT**

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218 No public input.

## 219 **9. ADJOURNMENT**

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222 Motion was made to adjourn by Commission Scullin. Seconded by  
223 Commissioner Archambault. Voted 7-0 to approve adjournment.

224



State of Rhode Island and Providence Plantations

DEPARTMENT OF ATTORNEY GENERAL

150 South Main Street • Providence, RI 02903  
(401) 274-4400 - TDD (401) 453-0410

*Peter F. Kilmartin, Attorney General*

**VIA EMAIL ONLY**

May 11, 2017  
PR 17-27

Mr. Phillip Koutsogiane  
pklaw1@verizon.net

**Re: Koutsogiane v. Cumberland Fire District**

Dear Mr. Koutsogiane:

The investigation into your Access to Public Records Act ("APRA") complaint filed against the Cumberland Fire District ("Fire District") is complete. You are a member of the Fire District and relate that on August 8, 2016, you requested certain records from the Finance Director. The Finance Director responded the next day, directing you to file an APRA request. On the following day (August 10, 2016) you did so, and on August 19, 2016, the Fire District provided you certain records. Over a month later, on September 20, 2016, you filed the instant complaint, alleging that the Fire District violated the APRA when it failed to fully and completely respond to your APRA request dated August 10, 2016.

In response to your complaint, we received a substantive response from the Fire District's legal counsel, Kelley Nickson-Morris, Esquire. Attorney Nickson-Morris states, in pertinent part:

"On or about August 10, 2016, Mr. Koutsogiane did, in fact, make a request via electronic mail for public records, specifically, Mr. Koutsogiane made a request for 'charges/statements/notices for expense/costs for medical and dental ins for all covered personnel, to include, but not limited to the itemized charge/expense for each named person, for the months of June, July and August, 2016.'

On August 19, 2016, I responded to Mr. Koutsogiane with three months of invoices provided by office staff. Unfortunately, the invoices provided were for the months of May, June and July, rather than June, July and August. This was clearly an oversight.<sup>1</sup>

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<sup>1</sup> The Fire District, in its response, attached a copy of the August invoices and through its response, these invoices were provided to you.



Importantly, Mr. Koutsogiane never contacted [the Fire District's legal counsel] or any member of the staff to correct the error. Because of the failure of Mr. Koutsogiane to act in good faith when he did not receive the correct months of invoices, we challenge whether he is an 'aggrieved party' as required by the statute."

We acknowledge your rebuttal, which did not contest that you are now in possession of the August invoices nor did your rebuttal contest that you never contacted the Fire District regarding what it describes as an "oversight" prior to filing the instant complaint. Rather, your rebuttal explains that you should have been provided the requested information "without invoking this [APRA] procedure," the Fire District "forc[ing] me to make this request via the [APRA] was inexcusable," the "Fire District is at fault and not this writer," and "[t]o suggest that I did not act in good faith is ridiculous[, i]t is the [Fire District] that did not act in good faith."

In examining whether an APRA violation has occurred, we are mindful that our mandate is not to substitute this Department's independent judgment concerning whether an infraction has occurred, but instead, to interpret and enforce the APRA as the General Assembly has written this law and as the Rhode Island Supreme Court has interpreted its provisions. Furthermore, our statutory mandate is limited to determining whether the Fire District violated the APRA. See R.I. Gen. Laws § 38-2-8. In other words, we do not write on a blank slate.

The APRA states that, unless exempt, all records maintained by any public body shall be public records and every person shall have the right to inspect and/or to copy such records. See R.I. Gen. Laws § 38-2-3(a). To effectuate this mandate, the APRA provides procedural requirements governing the time and means by which a request for records is to be processed. Upon receipt of a records request, a public body is obligated to respond in some capacity within ten (10) business days, either by producing responsive documents, denying the request with a reason(s), or extending the time period necessary to comply. See R.I. Gen. Laws § 38-2-7. If a public body needs additional time to respond to an APRA request, the APRA provides that a public body, "for good cause," may extend the response time an additional twenty (20) business days to a total of thirty (30) business days. R.I. Gen. Laws § 38-2-7(b).

Here, it appears you made an APRA request to the Fire District on August 10, 2016 wherein you sought "copies of charges/statements/notices for expenses/costs for medical and dental ins[urance] for all covered personnel, to include, but not limited to the itemized charge/expense for each named person, for the months of June, July and August 2016." Based upon the evidence presented, the Fire District, through its legal counsel, Kelley Nickson-Morris, Esquire, responded on August 19, 2016, indicating that she was "attaching Blue Cross and Delta Dental invoices for the months of June, July and August, 2016. \* \* \* [N]ote that the cover page of each of the bills was redacted where the Received/Accounting stamps are located. I had the office send me unredacted versions and attach those as well. Please let me know if you require additional information." It appears the Fire District sent you records, but for the months of May, June and July, instead of June, July and August. As described above, the Fire District has since provided you with copies of the August records.

In the typical APRA situation, a person files a complaint with this Department seeking access to a particular document that is being withheld. If this Department determines that a particular complaint is meritorious and that a document has been improperly withheld, among the available remedies is that this Department may file a complaint in Superior Court on behalf of the complainant, requesting “injunctive or declaratory relief.” See R.I. Gen. Laws § 38-2-8(b). This Department has previously determined it is unnecessary for us to consider whether a public body violated the APRA – and therefore seek injunctive relief – where a complainant receives the subject documents after filing an APRA complaint. See Farinelli v. City of Pawtucket, PR 16-27. Rather, in such cases, we have limited our inquiry to whether the public body willfully and knowing, or recklessly, violated the APRA. Id.

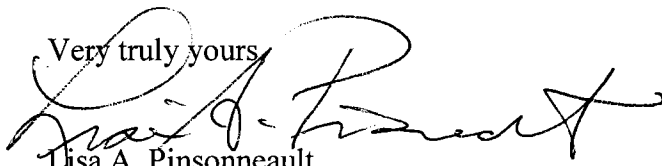
In this case, for the reasons explained, we need not examine whether the Fire District violated the APRA – and thus seek “injunctive or declaratory relief” requiring its disclosure – because the evidence makes clear that you already have access to these documents. Moreover, we find no evidence of a willful and knowing, or reckless, violation. Specifically, the Fire District provided you timely access to the May, June, and July invoices, but due to what the Fire District describes as an “oversight” failed to provide you access to the August invoices. We have been presented with no evidence to contradict this assertion.

We also cannot help to wonder – and express – whether this Department’s intervention was necessary to resolve this issue. Both parties blame the other, suggesting that the other is responsible for the expenditure of this Department’s resources. Sufficient blame lies with both parties and the result was the expenditure of this Department’s resources on a matter that could have well been resolved at the agency level. This is not the first occasion the instant parties have reached an impasse. See Koutsogiane v. Cumberland Fire District, PR 16-40 (rejecting complaint that documents were not received because the Fire District invoked its extension). While this Department stands ready to fulfill its statutory mandate with respect to any matter, the invocation of our jurisdiction for matters such as this is a disappointing result that we would not expect to be repeated.

Although the Attorney General will not file suit in this matter nothing within the APRA prohibits an individual or entity from obtaining legal counsel for the purpose of instituting injunctive or declaratory relief in Superior Court. See R.I. Gen. Laws § 38-2-8(b). Please be advised that we are closing this file as of the date of this letter.

We thank you for your interest in keeping government open and accountable to the public.

Very truly yours,



Lisa A. Pinsonneault  
Special Assistant Attorney General

Cc: Kelley Nickson Morris, Esq.  
kmorris@kmlawri.com

# Cumberland Fire District

## Tax Collector

3502 Mendon Road  
Cumberland, RI 02864  
401.658.1921

**APRIL 30, 2017**

Since we have implemented the MLC request for tax information we have been receiving daily requests numbering from 4 or more. Monday seems to be the busiest for MLC requests. We have had as many as nineteen requests on a Monday.

We continued to receive phone calls with taxpayers looking for what they paid in 2016 for their income tax returns even as we encroached on the April 18<sup>th</sup> deadline.

The next tax sale is scheduled on July 11, 2017. In the month of April, we removed ninety-four properties and one property that filed bankruptcy. The forty-day notices are scheduled to be mailed the last week in May.

We continue to process payments daily, answer all phone calls and voice messages from closing Attorneys, Banks and Mortgage Companies as well as tax payers.

We continue to return checks made payable to former districts as well as the Town of Cumberland. We are still finding that people are taking advantage of the drop box located outside the building.

Respectfully Submitted,

Pamela J. Fontaine  
Tax Collector

**TAX COLLECTOR REPORT**  
**April 2017**

Tax Year	Amt Collected	Returned Check(s) Amt	Total	
2010 & Prior			\$ -	
2011			\$ -	
2012			\$ -	
2013			\$ -	
2014			\$ -	
2015	\$ 645.76		\$ 645.76	\$ 645.76
2016	\$ 501,502.35		\$ 501,502.35	\$ 501,502.35
<b>TOTAL TAX COLLECTIONS</b>				<b>\$ 502,148.11</b>
Refunds			(\$724.09)	(\$724.09)
NSF Checks				
Interest Collected	\$ 5,408.38		\$ 5,408.38	\$ 5,408.38
<b>Fees Collected</b>				
Tax Sale (Prior Years)			\$ -	
2016 Tax Sale			\$ -	
Returned Check	\$ 65.00		\$ 65.00	
Radio Box Fees			\$ -	
MLC	\$ 2,200.00		\$ 2,200.00	
Misc. Income			\$ -	
2017-1 TaX Sale	\$ 29,688.02		\$ 29,688.02	\$ 31,953.02
<b>TOTAL</b>				<b>\$ 538,785.40</b>

# Cumberland Fire District

## Income & Expenses Budget vs Actual

July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000.01 · Tax Revenue 2016	6,856,337.59	7,139,873.96	(283,536.37)	96.0%
4001 · Tax Revenue 2015 & Prior	84,003.63	114,662.00	(30,658.37)	73.3%
4003 · Tax Revenue Refund	(12,142.37)	0.00	(12,142.37)	100.0%
4007 · NSF Fee Reimbursement Income	235.00	100.00	135.00	235.0%
4010 · Interest Income- Past Due Taxes	35,161.25	30,000.00	5,161.25	117.2%
4015 · Fire Prevention/Plan Review	66,004.00	42,000.00	24,004.00	157.2%
4050 · Interest Income General Fund	6,115.37	8,000.00	(1,884.63)	76.4%
4055 · Interest Income HRA Fund	159.75	200.00	(40.25)	79.9%
4060 · Interest Income Truck Fund	568.42	650.00	(81.58)	87.4%
4065 · Interest Income Fire Prevention	198.89	250.00	(51.11)	79.6%
4070 · Interest Income-Retiremt Health	610.93	700.00	(89.07)	87.3%
4075 · Interest Income Comm/Training	0.00	25.00	(25.00)	0.0%
4103 · Grant Income	78,942.30	0.00	78,942.30	100.0%
4105 · Reimbursed Ins.-Former Employee	23,264.00	21,040.80	2,223.20	110.6%
4110 · Miscellaneous Other Income	3,734.55	5,000.00	(1,265.45)	74.7%
4110.1 · Revenue Rescue Income	8,467.05	8,000.00	467.05	105.8%
4110.2 · Insurance Refund	1,233.00	0.00	1,233.00	100.0%
4110.3 · Detail Reimbursement	41,555.55	25,231.00	16,324.55	164.7%
4110.4 · IOD Ins. Reimbursement	75,599.99	0.00	75,599.99	100.0%
4110.5 · Fire Prevention Reimbursement	69.98	61,500.00	(61,430.02)	0.1%
4110.6 · MLC Fees	5,225.00	0.00	5,225.00	100.0%
4113 · Income Radio Box 2016	22,750.00	23,000.00	(250.00)	98.9%
4114 · Income Radio Box 2015 & Prior	250.00	0.00	250.00	100.0%
4115 · Tax Sale Fee Income	104,337.45	35,000.00	69,337.45	298.1%
4200 · Sale of Assets	0.00	0.00	0.00	0.0%
4300 · Transfer from Surplus (Cap Exp)	0.00	65,000.00	(65,000.00)	0.0%
<b>Total Income</b>	<b>7,402,681.33</b>	<b>7,580,232.76</b>	<b>(177,551.43)</b>	<b>97.7%</b>
<b>Gross Profit</b>	<b>7,402,681.33</b>	<b>7,580,232.76</b>	<b>(177,551.43)</b>	<b>97.7%</b>
<b>Expense</b>				
6100 · Vehicle Gas & Oil	26,770.38	35,000.00	(8,229.62)	76.5%
6101 · Vehicle Repair & Maintenance	79,786.37	92,000.00	(12,213.63)	86.7%
6110 · Equipment Purchase & Upgrading	23,515.77	30,000.00	(6,484.23)	78.4%
6112 · Equipment Supplies & Repairs	5,465.85	7,000.00	(1,534.15)	78.1%
6113 · Equip Testing & Certification	9,503.25	10,000.00	(496.75)	95.0%
6120 · Radio Equip Upgrades & Maint	2,096.76	3,000.00	(903.24)	69.9%
6125 · First Aid Equip & Supplies	5,588.86	8,000.00	(2,411.14)	69.9%
6130 · Air Cascade Maintenance	2,341.18	2,000.00	341.18	117.1%
6140 · Communications Upgrades	365.00	2,000.00	(1,635.00)	18.3%
6145 · Shared Communications	5,738.09	6,000.00	(261.91)	95.6%
6150 · Fire Alarm Testing	897.00	1,500.00	(603.00)	59.8%
6200 · Electricity	32,599.40	36,000.00	(3,400.60)	90.6%
6201 · Gas & Hot Water	14,464.14	15,000.00	(535.86)	96.4%
6202.01 · Telephone	11,128.50	12,000.00	(871.50)	92.7%
6202.02 · Air Cards	3,881.33	4,000.00	(118.67)	97.0%
6210 · Sewer Assessment & Usage	3,299.43	3,500.00	(200.57)	94.3%
6211 · Water Usage Fees	1,896.67	3,000.00	(1,103.33)	63.2%
6215.01 · Hydrant Fees - Cumberland	224,070.00	224,070.00	0.00	100.0%
6215.02 · Hydrant Fees - Pawtucket	112,218.10	137,088.00	(24,869.90)	81.9%
6301 · Building Supplies & Maint.	27,489.99	28,298.00	(808.01)	97.1%
6305 · Furnishings	0.00	0.00	0.00	0.0%
6310 · Capital Improvements	2,869.00	91,617.00	(88,748.00)	3.1%
6400.01 · Firefighters Salaries	2,181,568.45	2,820,919.42	(639,350.97)	77.3%
6400.02 · EMT Incentive	63,571.52	81,800.00	(18,228.48)	77.7%
6400.03 · OT Wages	148,719.26	0.00	148,719.26	100.0%
6400.04 · OT Vacation	287,396.47	374,400.00	(87,003.53)	76.8%
6400.05 · OT Sick	232,699.67	164,500.77	68,198.90	141.5%
6400.06 · OT Personal	33,787.51	49,848.72	(16,061.21)	67.8%
6400.07 · OT Injured on Duty Fill In	131,412.62	0.00	131,412.62	100.0%
6400.08 · Holiday Stipend	146,020.63	162,745.35	(16,724.72)	89.7%
6400.09 · Longevity Pay	101,871.21	121,436.23	(19,565.02)	83.9%
6400.10 · Acting Officer Pay	1,022.57	2,000.00	(977.43)	51.1%
6400.11 · Detail Pay	36,949.50	23,597.00	13,352.50	156.6%
6400.12 · Other Salaries	427.37	1,000.00	(572.63)	42.7%
6400.13 · Injured on Duty Salaries	94,795.21	0.00	94,795.21	100.0%
6400.14 · Clothing Allowance	44,100.00	45,900.00	(1,800.00)	96.1%

# Cumberland Fire District

## Income & Expenses Budget vs Actual

July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
6400.15 · Education Incentive	7,000.00	7,000.00	0.00	100.0%
6401 · Payroll Tax Expense	254,233.56	289,334.53	(35,100.97)	87.9%
6402 · Pension Expense	572,232.66	711,141.69	(138,909.03)	80.5%
6410.01 · Healthcare Insurance	751,647.97	816,414.20	(64,766.23)	92.1%
6410.02 · Healthcare Co-Pays	(72,094.83)	(94,918.98)	22,824.15	76.0%
6410.03 · Healthcare Reimb. (HRA) -FF	34,720.72	48,000.00	(13,279.28)	72.3%
6410.04 · Healthcare -Dental	53,148.65	64,964.91	(11,816.26)	81.8%
6410.05 · Healthcare -Vision	5,000.00	5,200.00	(200.00)	96.2%
6420 · Life Insurance	9,850.00	9,850.00	0.00	100.0%
6430 · Education Tuition Cost	6,184.00	8,000.00	(1,816.00)	77.3%
6510.01 · Healthcare Insurance -Retirees	105,171.06	121,315.65	(16,144.59)	86.7%
6510.03 · Healthcare Reimb. (HRA)-Retiree	5,362.11	6,000.00	(637.89)	89.4%
6510.04 · Healthcare -Dental -Retirees	3,792.50	4,213.92	(421.42)	90.0%
6520 · COLA - Retirees	10,311.68	10,311.68	0.00	100.0%
6600 · Administrative Salaries	232,222.23	284,637.70	(52,415.47)	81.6%
6601 · District Clerk	1,433.35	1,433.00	0.35	100.0%
6605 · District Commissioner Stipends	5,675.00	11,350.00	(5,675.00)	50.0%
6610.01 · Healthcare Insurance -Admin	56,276.44	64,718.00	(8,441.56)	87.0%
6610.02 · Healthcare Co-Pays -Admin	(5,454.54)	(7,772.82)	2,318.28	70.2%
6610.03 · Healthcare Reimb. (HRA)-Admin	8,031.92	9,500.00	(1,468.08)	84.5%
6610.04 · Healthcare -Dental -Admin	4,284.20	6,444.00	(2,159.80)	66.5%
6615 · Payroll Tax Expense -Admin	17,407.86	21,774.79	(4,366.93)	79.9%
6701 · Insurances	311,123.00	320,000.00	(8,877.00)	97.2%
6703.01 · Legal	11,584.22	15,000.00	(3,415.78)	77.2%
6703.02 · Legal - CBA	0.00	0.00	0.00	0.0%
6703.03 · Legal - PWSB	0.00	0.00	0.00	0.0%
6705 · Office Supplies & Expenses	9,691.96	10,000.00	(308.04)	96.9%
6706 · Printing & Postage	4,062.56	5,000.00	(937.44)	81.3%
6707 · Newspaper Advertisements	902.93	2,250.00	(1,347.07)	40.1%
6708 · Computer Development Program	466.78	500.00	(33.22)	93.4%
6709 · Computerized Tax Bills	11,505.05	12,000.00	(494.95)	95.9%
6710 · External Accounting Fees	15,000.00	15,000.00	0.00	100.0%
6711 · Fire Chief Expenses	253.99	1,500.00	(1,246.01)	16.9%
6712 · Fire Prevention Offset	27.95	1,000.00	(972.05)	2.8%
6713 · Grants - Matching Funds	3,552.00	5,000.00	(1,448.00)	71.0%
6714 · Payroll Processing Fees	9,918.49	12,000.00	(2,081.51)	82.7%
6715 · Professional Fees	1,782.59	2,000.00	(217.41)	89.1%
6716 · Videographer	1,500.00	2,000.00	(500.00)	75.0%
6720 · Abatements	27,586.77	27,000.00	586.77	102.2%
6725 · Tax Sale Fee	109,945.28	96,600.00	13,345.28	113.8%
6730 · Bank Service Fee	101.00	100.00	1.00	101.0%
6800 · Affiliated Fire Associations	592.90	1,000.00	(407.10)	59.3%
6801 · Call Firefighters Stipends	840.00	1,000.00	(160.00)	84.0%
6905.01 · Drills & Training	2,681.86	3,000.00	(318.14)	89.4%
6905.02 · FP & EMS Training	64.20	500.00	(435.80)	12.8%
6906 · Medical Examinations	5,286.25	5,500.00	(213.75)	96.1%
6907 · Employee Support Health&Welfare	0.00	0.00	0.00	0.0%
6908 · Professional Development	99.94	150.00	(50.06)	66.6%
6920 · Part Time Firefighter Salaries	0.00	0.00	0.00	0.0%
6921 · Part Time - Uniforms/Clothing	0.00	0.00	0.00	0.0%
7010 · Contingency	0.00	10,000.00	(10,000.00)	0.0%
7020 · Sick Time Payout	0.00	5,000.00	(5,000.00)	0.0%
7030 · Spec. Fund Radio Box Alarm	10,278.01	10,000.00	278.01	102.8%
7040 · Spec. Fund Fire Prevention Exp	18,929.64	18,000.00	929.64	105.2%
7050 · Tax - Legal & Collection Fees	714.11	1,000.00	(285.89)	71.4%
7100 · Depreciation Expense	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>6,725,255.08</b>	<b>7,580,232.76</b>	<b>(854,977.68)</b>	<b>88.7%</b>
<b>Net Ordinary Income</b>	<b>677,426.25</b>	<b>0.00</b>	<b>677,426.25</b>	<b>100.0%</b>
<b>Net Income</b>	<b>677,426.25</b>	<b>0.00</b>	<b>677,426.25</b>	<b>100.0%</b>

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Type	Num	Date	Name	Account	Paid Amount
Check	EFT	04/03/2017	London Health CDH	<b>1002 · FNB HRA Checking</b>	
				6410.03 · Healthcare Reimb. (HRA) -FF	-261.24
				6410.03 · Healthcare Reimb. (HRA) -FF	-968.49
				6510.03 · Healthcare Reimb. (HRA)-R...	-209.76
				6510.03 · Healthcare Reimb. (HRA)-R...	-147.90
TOTAL					-1,587.39
Check	EFT	04/10/2017	London Health CDH	<b>1002 · FNB HRA Checking</b>	
				6410.03 · Healthcare Reimb. (HRA) -FF	-1,003.97
				6510.03 · Healthcare Reimb. (HRA)-R...	-141.43
				6410.03 · Healthcare Reimb. (HRA) -FF	-10.80
				6410.03 · Healthcare Reimb. (HRA) -FF	-664.65
				6410.03 · Healthcare Reimb. (HRA) -FF	-345.93
				6410.03 · Healthcare Reimb. (HRA) -FF	-79.47
TOTAL					-2,246.25
Check	EFT	04/11/2017		<b>1001 · Navigant GF Operating</b>	
				4000.01 · Tax Revenue 2016	-50.31
				6730 · Bank Service Fee	-15.00
TOTAL					-65.31
Check	EFT	04/17/2017	London Health CDH	<b>1002 · FNB HRA Checking</b>	
				6410.03 · Healthcare Reimb. (HRA) -FF	-79.47
				6410.03 · Healthcare Reimb. (HRA) -FF	-70.70
				6610.03 · Healthcare Reimb. (HRA)-A...	-92.26
TOTAL					-242.43
Check	EFT	04/21/2017		<b>1001 · Navigant GF Operating</b>	
				6730 · Bank Service Fee	-15.00
TOTAL					-15.00
Check	POS	04/01/2017	The Home Depot	<b>1001 · Navigant GF Operating</b>	
				6301 · Building Supplies & Maint.	-300.27
TOTAL					-300.27
Check	POS	04/06/2017	Miradore Ltd	<b>1004 · FNB Fire Prevention</b>	
				7040 · Spec. Fund Fire Prevention Exp	-16.14
TOTAL					-16.14
Check	POS	04/11/2017	Amazon.com	<b>1001 · Navigant GF Operating</b>	
				6120 · Radio Equip Upgrades & Maint	-21.13
TOTAL					-21.13
Check	POS	04/12/2017	Harbor Freight Tools	<b>1001 · Navigant GF Operating</b>	
				6101 · Vehicle Repair & Maintenance	-16.98
TOTAL					-16.98
Check	POS	04/13/2017	Postmaster	<b>1001 · Navigant GF Operating</b>	
				6706 · Printing & Postage	-245.00
TOTAL					-245.00
Check	POS	04/13/2017	Cumberland Farms	<b>1001 · Navigant GF Operating</b>	
				6301 · Building Supplies & Maint.	-8.67
TOTAL					-8.67
Check	POS	04/13/2017	Postmaster	<b>1001 · Navigant GF Operating</b>	
				6706 · Printing & Postage	-26.60
TOTAL					-26.60
Check	POS	04/18/2017	South Attleboro Marine	<b>1001 · Navigant GF Operating</b>	
				6101 · Vehicle Repair & Maintenance	-11.29
TOTAL					-11.29

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Type	Num	Date	Name	Account	Paid Amount
Check	POS	04/18/2017	Amazon.com	1001 · Navigant GF Operating	
				6112 · Equipment Supplies & Repairs	-21.39
TOTAL					-21.39
Check	POS	04/19/2017	Boats.net	1001 · Navigant GF Operating	
				6112 · Equipment Supplies & Repairs	-43.43
TOTAL					-43.43
Check	POS	04/24/2017	CODE 42 SOFTWARE	1001 · Navigant GF Operating	
				6708 · Computer Development Program	-9.99
TOTAL					-9.99
Check	POS	04/24/2017	The Home Depot	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-103.02
TOTAL					-103.02
Check	POS	04/24/2017	Imperial Chrysler	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-88.23
TOTAL					-88.23
Check	POS	04/24/2017	Adobe Systems Inc.	1001 · Navigant GF Operating	
				6705 · Office Supplies & Expenses	-64.16
TOTAL					-64.16
Check	POS	04/25/2017	Amazon.com	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-31.40
TOTAL					-31.40
Check	POS	04/26/2017	The Fire Store	1001 · Navigant GF Operating	
				6110 · Equipment Purchase & Upgrad...	-128.17
TOTAL					-128.17
Check	POS	04/27/2017	Amazon.com	1001 · Navigant GF Operating	
				6705 · Office Supplies & Expenses	-59.92
TOTAL					-59.92
Check	1047	04/12/2017	FCOARI	1004 · FNB Fire Prevention	
				7040 · Spec. Fund Fire Prevention Exp	-25.00
TOTAL					-25.00
Check	1048	04/12/2017	NFPA	1004 · FNB Fire Prevention	
				7040 · Spec. Fund Fire Prevention Exp	-175.00
TOTAL					-175.00
Check	1050	04/12/2017	IAFC Membership	1004 · FNB Fire Prevention	
				7040 · Spec. Fund Fire Prevention Exp	-214.00
TOTAL					-214.00
Check	1051	04/17/2017	RI Chapter IAAI	1004 · FNB Fire Prevention	
				7040 · Spec. Fund Fire Prevention Exp	-350.00
TOTAL					-350.00
Check	1052	04/27/2017	Public Agency Training Council	1004 · FNB Fire Prevention	
				7040 · Spec. Fund Fire Prevention Exp	-325.00
TOTAL					-325.00
Check	3166	04/03/2017	Kafin Oil Co., Inc.	1001 · Navigant GF Operating	



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Type	Num	Date	Name	Account	Paid Amount
				1500 · Buildings & Improvements	-2,600.00
TOTAL					-2,600.00
Check	3167	04/06/2017	Rossi Law Offices LTD	1001 · Navigant GF Operating	
				7050 · Tax - Legal & Collection Fees	-131.91
TOTAL					-131.91
Check	3169	04/06/2017	Kelli A Fitzgerald	1001 · Navigant GF Operating	
				4003 · Tax Revenue Refund	-85.33
TOTAL					-85.33
Check	3170	04/06/2017	Michelle D. Baker, Esq.	1001 · Navigant GF Operating	
				6725 · Tax Sale Fee	-1,870.00
TOTAL					-1,870.00
Check	3171	04/06/2017	B & M Printing	1001 · Navigant GF Operating	
				6705 · Office Supplies & Expenses	-318.00
TOTAL					-318.00
Check	3172	04/06/2017	Kevin Clarke	1001 · Navigant GF Operating	
				6510.01 · Healthcare Insurance -Retir...	-51.14
TOTAL					-51.14
Check	3173	04/06/2017	Depault Ace Hardware	1001 · Navigant GF Operating	
				6112 · Equipment Supplies & Repairs	-25.92
				6112 · Equipment Supplies & Repairs	4.49
				6301 · Building Supplies & Maint.	-29.00
				6301 · Building Supplies & Maint.	5.05
TOTAL					-45.38
Check	3174	04/06/2017	EXXONMOBIL	1001 · Navigant GF Operating	
				6100 · Vehicle Gas & Oil	-319.33
TOTAL					-319.33
Check	3175	04/06/2017	Emergency Reporting	1001 · Navigant GF Operating	
				6145 · Shared Communications	-405.67
TOTAL					-405.67
Check	3176	04/06/2017	Fire Engineering	1001 · Navigant GF Operating	
				6800 · Affiliated Fire Associations	-39.00
TOTAL					-39.00
Check	3177	04/06/2017	Prescott H. Peirce Co. Inc.	1001 · Navigant GF Operating	
				6112 · Equipment Supplies & Repairs	-125.50
TOTAL					-125.50
Check	3178	04/06/2017	Purchase Power	1001 · Navigant GF Operating	
				6706 · Printing & Postage	-200.00
TOTAL					-200.00
Check	3179	04/06/2017	Ralco Equipment Co., Inc	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-3,444.35
TOTAL					-3,444.35
Check	3180	04/06/2017	S&D Road Service	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-245.91
TOTAL					-245.91
Check	3181	04/06/2017	TH Malloy & Sons, Inc	1001 · Navigant GF Operating	
				6100 · Vehicle Gas & Oil	-2,399.06

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Type	Num	Date	Name	Account	Paid Amount
				6100 · Vehicle Gas & Oil	0.51
TOTAL					-2,398.55
Check	3182	04/06/2017	Tire Doctor LLC	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-120.00
TOTAL					-120.00
Check	3183	04/06/2017	Video Artistry	1001 · Navigant GF Operating	
				6716 · Videographer	-180.00
TOTAL					-180.00
Check	3184	04/06/2017	Daniel Medeiros	1001 · Navigant GF Operating	
				4003 · Tax Revenue Refund	-350.44
TOTAL					-350.44
Check	3185	04/10/2017	Cumberland Fire District	1001 · Navigant GF Operating	
				1002 · FNB HRA Checking	-5,000.00
TOTAL					-5,000.00
Check	3186	04/12/2017	Blue Cross Blue Shield -MCA	1001 · Navigant GF Operating	
				6510.01 · Healthcare Insurance -Retir...	-894.00
TOTAL					-894.00
Check	3187	04/12/2017	Agera Energy	1001 · Navigant GF Operating	
				6200 · Electricity	-716.74
TOTAL					-716.74
Check	3188	04/12/2017	C & S Specialty, Inc.	1001 · Navigant GF Operating	
				6905.01 · Drills & Training	-95.00
TOTAL					-95.00
Check	3189	04/12/2017	Cumberland Pest Control, LLC	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-25.00
				6301 · Building Supplies & Maint.	-30.00
				6301 · Building Supplies & Maint.	-25.00
TOTAL					-80.00
Check	3190	04/12/2017	Janitech	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-37.80
TOTAL					-37.80
Check	3191	04/12/2017	London Health Administrator	1001 · Navigant GF Operating	
				6410.03 · Healthcare Reimb. (HRA) -FF	-718.25
				6610.03 · Healthcare Reimb. (HRA)-A...	-51.00
				6510.03 · Healthcare Reimb. (HRA)-R...	-25.50
TOTAL					-794.75
Check	3192	04/12/2017	National Grid Gas Sta1	1001 · Navigant GF Operating	
				6201 · Gas & Hot Water	-789.16
TOTAL					-789.16
Check	3193	04/12/2017	National Grid Gas Sta2	1001 · Navigant GF Operating	
				6201 · Gas & Hot Water	-628.98
TOTAL					-628.98
Check	3194	04/12/2017	National Grid Gas Sta4	1001 · Navigant GF Operating	
				6201 · Gas & Hot Water	-656.62
TOTAL					-656.62
Check	3195	04/12/2017	National Grid Gas Sta5	1001 · Navigant GF Operating	

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Type	Num	Date	Name	Account	Paid Amount
				6201 · Gas & Hot Water	-483.05
TOTAL					-483.05
Check	3196	04/12/2017	National Grid Gas Sta5A	1001 · Navigant GF Operating	
				6201 · Gas & Hot Water	-111.00
TOTAL					-111.00
Check	3197	04/12/2017	National Grid Elec Sta2	1001 · Navigant GF Operating	
				6200 · Electricity	-358.07
TOTAL					-358.07
Check	3198	04/12/2017	National Grid Elec Sta1	1001 · Navigant GF Operating	
				6200 · Electricity	-829.18
TOTAL					-829.18
Check	3199	04/12/2017	National Grid Elec Sta4	1001 · Navigant GF Operating	
				6200 · Electricity	-632.63
TOTAL					-632.63
Check	3200	04/12/2017	National Grid Elec Sta5A	1001 · Navigant GF Operating	
				6200 · Electricity	-21.47
TOTAL					-21.47
Check	3201	04/12/2017	Ralco Equipment Co., Inc	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-363.68
TOTAL					-363.68
Check	3202	04/12/2017	Roger's Ace Hardware Inc	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-132.68
TOTAL					-132.68
Check	3203	04/12/2017	The UPS Store # 4893	1001 · Navigant GF Operating	
				6706 · Printing & Postage	-9.60
TOTAL					-9.60
Check	3204	04/12/2017	Zoll Medical Corp	1001 · Navigant GF Operating	
				6125 · First Aid Equip & Supplies	-56.96
TOTAL					-56.96
Check	3205	04/12/2017	Michelle D. Baker, Esq.	1001 · Navigant GF Operating	
				6725 · Tax Sale Fee	-31,425.00
TOTAL					-31,425.00
Check	3206	04/18/2017	VFIS -Emgy Vehicle Driver Training	1001 · Navigant GF Operating	
				6905.01 · Drills & Training	-60.00
TOTAL					-60.00
Check	3207	04/19/2017	Blue Cross & Blue Shield	1001 · Navigant GF Operating	
				6410.01 · Healthcare Insurance	-70,159.18
				6510.01 · Healthcare Insurance -Retir...	-8,709.56
				6610.01 · Healthcare Insurance -Admin	-5,116.04
TOTAL					-83,984.78
Check	3208	04/19/2017	Cyber Comm Inc.	1001 · Navigant GF Operating	
				6120 · Radio Equip Upgrades & Maint	-160.00
TOTAL					-160.00
Check	3209	04/19/2017	Flash Fire Industries	1001 · Navigant GF Operating	
				6905.01 · Drills & Training	-750.00

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Type	Num	Date	Name	Account	Paid Amount
TOTAL					-750.00
Check	3210	04/19/2017	GA-REL Manufacturing Co.	1001 · Navigant GF Operating	
				6110 · Equipment Purchase & Upgrad...	-141.84
TOTAL					-141.84
Check	3211	04/19/2017	Janitech	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-205.22
TOTAL					-205.22
Check	3212	04/19/2017	Minuteman Trucks, Inc	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-1,584.50
TOTAL					-1,584.50
Check	3213	04/19/2017	Moore Medical LLC	1001 · Navigant GF Operating	
				6125 · First Aid Equip & Supplies	-138.37
TOTAL					-138.37
Check	3214	04/19/2017	Narragansett Bay Comm Sta1	1001 · Navigant GF Operating	
				6210 · Sewer Assessment & Usage	-116.36
TOTAL					-116.36
Check	3215	04/19/2017	Narragansett Bay Comm Sta2	1001 · Navigant GF Operating	
				6210 · Sewer Assessment & Usage	-71.59
TOTAL					-71.59
Check	3216	04/19/2017	Narragansett Bay Comm Sta4	1001 · Navigant GF Operating	
				6210 · Sewer Assessment & Usage	-44.76
TOTAL					-44.76
Check	3217	04/19/2017	National Grid Elec Sta5	1001 · Navigant GF Operating	
				6200 · Electricity	-457.12
TOTAL					-457.12
Check	3218	04/19/2017	NAPA Auto Parts	1001 · Navigant GF Operating	
				6112 · Equipment Supplies & Repairs	-50.08
				6101 · Vehicle Repair & Maintenance	-1.65
TOTAL					-51.73
Check	3219	04/19/2017	Pawtucket Water Supply -Hydrants	1001 · Navigant GF Operating	
				6215.02 · Hydrant Fees - Pawtucket	-11,474.60
TOTAL					-11,474.60
Check	3220	04/19/2017	Pawtucket Water Supply Board	1001 · Navigant GF Operating	
				6211 · Water Usage Fees	-66.87
TOTAL					-66.87
Check	3221	04/19/2017	Verizon Wireless	1001 · Navigant GF Operating	
				6202.02 · Air Cards	-209.85
				6202.02 · Air Cards	-320.08
TOTAL					-529.93
Check	3222	04/26/2017	Christine Rancourt & Joseph Bruzzi	1001 · Navigant GF Operating	
				4003 · Tax Revenue Refund	-200.86
TOTAL					-200.86
Check	3223	04/26/2017	Patrick Zimmerman	1001 · Navigant GF Operating	
				4003 · Tax Revenue Refund	-87.46
TOTAL					-87.46

10:31 AM  
05/12/17

**Cumberland Fire District**  
**Commissioner's Report**  
April 2017

Type	Num	Date	Name	Account	Paid Amount
Check	3224	04/27/2017	Craig Emerson	1001 · Navigant GF Operating	
				6430 · Education Tuition Cost	-2,022.00
TOTAL					-2,022.00
Check	3225	04/27/2017	Belmont Springs	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-57.11
				6301 · Building Supplies & Maint.	-40.67
				6301 · Building Supplies & Maint.	-27.17
				6301 · Building Supplies & Maint.	-44.53
TOTAL					-169.48
Check	3226	04/27/2017	Cox Communications	1001 · Navigant GF Operating	
				6202.01 · Telephone	-937.56
TOTAL					-937.56
Check	3227	04/27/2017	Delta Dental	1001 · Navigant GF Operating	
				6410.04 · Healthcare -Dental	-5,399.90
				6510.04 · Healthcare -Dental -Retirees	-379.25
				6610.04 · Healthcare -Dental -Admin	-428.42
TOTAL					-6,207.57
Check	3228	04/27/2017	Hinckley Allen	1001 · Navigant GF Operating	
				6703.01 · Legal	-36.68
				6703.01 · Legal	-36.68
				6703.01 · Legal	-36.68
				6703.01 · Legal	-36.68
TOTAL					-146.72
Check	3229	04/27/2017	J & J Small Engine Clinic	1001 · Navigant GF Operating	
				6112 · Equipment Supplies & Repairs	-35.98
TOTAL					-35.98
Check	3230	04/27/2017	Janitech	1001 · Navigant GF Operating	
				6301 · Building Supplies & Maint.	-188.21
TOTAL					-188.21
Check	3231	04/27/2017	Massud & Son's Floor Covering	1001 · Navigant GF Operating	
				6310 · Capital Improvements	-2,869.00
TOTAL					-2,869.00
Check	3232	04/27/2017	Minuteman Trucks, Inc	1001 · Navigant GF Operating	
				6101 · Vehicle Repair & Maintenance	-3,473.37
TOTAL					-3,473.37
Check	3233	04/27/2017	Staples Credit	1001 · Navigant GF Operating	
				6705 · Office Supplies & Expenses	-115.90
TOTAL					-115.90
Check	3234	04/27/2017	Verizon	1001 · Navigant GF Operating	
				6202.01 · Telephone	-244.82
TOTAL					-244.82
Check	3235	04/27/2017	Video Artistry	1001 · Navigant GF Operating	
				6716 · Videographer	-180.00
TOTAL					-180.00
Check	3236	04/27/2017	Shell Fleet Plus	1001 · Navigant GF Operating	
				6100 · Vehicle Gas & Oil	-373.20
TOTAL					-373.20
Check	3237	04/27/2017	VFIS	1001 · Navigant GF Operating	

10:31 AM  
05/12/17

Cumberland Fire District  
**Commissioner's Report**  
April 2017

Type	Num	Date	Name	Account	Paid Amount
				6701 - Insurances	-5,321.00
TOTAL					-5,321.00

## Cumberland Fire District

## Balance Sheet

As of April 30, 2017

	Apr 30, 17
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1001 · Navigant GF Operating	284,717.38
1002 · FNB HRA Checking	8,293.48
1004 · FNB Fire Prevention	33,859.97
1005 · Navigant Savings MM	193,345.75
1007 · FNB Retiree HealthCare Fund	307,996.15
1008 · FNB Truck Fund	282,645.01
1009 · FNB FP Savings	100,264.67
1010 · Navigant Comm/Training	77,094.11
Total Checking/Savings	1,288,216.52
Other Current Assets	
1205 · Tax Receivable 2015 & Prior	26,004.61
1210 · Tax Receivable 2016	279,681.34
1300 · Collection/Returned CK Fees	15.00
1305 · Tax Sale Fees	58,551.30
1310 · Radio Box Fees	2,175.00
1315 · Misc. Accounts Receivable	50.00
1316 · MLC Receivable	75.00
Total Other Current Assets	366,552.25
Total Current Assets	1,654,768.77
Fixed Assets	
1400 · Land	779,800.00
1500 · Buildings & Improvements	335,223.09
1505 · Vehicles & Equipment	2,761,433.28
1506 · Radio Equipment	76,354.12
1510 · Fire Prevention Equipment	542,147.84
1515 · Office Equipment	9,315.47
1520 · Furniture and Fixtures	17,022.90
1600 · Accumulated Depreciation	-4,347,921.00
Total Fixed Assets	173,375.70
Other Assets	
1050 · Petty Cash-Tax Collector	750.00
1055 · Petty Cash Fire Chief	500.00
1110 · Principal Payments	152,228.00
Total Other Assets	153,478.00
<b>TOTAL ASSETS</b>	<b>1,981,622.47</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2013 · Payroll Tax SDI WH	3,670.85
2026 · AFLAC	113.16
2028 · P & F Insurance Assoc.	200.26
2250 · Deferred Tax Revenue 2015/2016	20,008.21
2251 · Deferred Tax Revenue 2016-2017	312,196.21
2280 · Misc Other Deferred Revenue	59,561.30
2285 · Deferred Radio Box Income	2,175.00
Total Other Current Liabilities	397,924.99
Total Current Liabilities	397,924.99
Total Liabilities	397,924.99

10:35 AM

05/12/17

Accrual Basis

**Cumberland Fire District**

**Balance Sheet**

As of April 30, 2017

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	<u>Apr 30, 17</u>
Equity	
3200 · Unrestricted Net Assets	211,909.76
3300 · Fund Balance transfer from Old	694,361.47
Net Income	<u>677,426.25</u>
Total Equity	<u>1,583,697.48</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,981,622.47</u></u>



10:25 AM

05/12/17

Accrual Basis

## Cumberland Fire District

## Trial Balance

As of April 30, 2017

	Apr 30, 17	
	Debit	Credit
1001 · Navigant GF Operating	284,717.38	
1002 · FNB HRA Checking	8,293.48	
1003 · FNB HRA Savings	0.00	
1004 · FNB Fire Prevention	33,859.97	
1005 · Navigant Savings MM	193,345.75	
1007 · FNB Retiree HealthCare Fund	307,996.15	
1008 · FNB Truck Fund	282,645.01	
1009 · FNB FP Savings	100,264.67	
1010 · Navigant Comm/Training	77,094.11	
1020 · CMEFCU - Comm/Training Acct	0.00	
1025 · CFD Checking/Savings	0.00	
1026 · CHFD Checking/Savings	0.00	
1027 · NCFD Checking/Savings	0.00	
1028 · VFFD Checking/Savings	0.00	
1140 · Tax Receivable 2004 & prior	0.00	
1170 · Tax Receivable 2008 & prior	0.00	
1175 · Tax Receivable 2009	0.00	
1180 · Tax Receivable 2010	0.00	
1185 · Tax Receivable 2011	0.00	
1190 · Tax Receivable 2012	0.00	
1195 · Tax Receivable 2013	0.00	
1200 · Tax Receivable 2014	0.00	
1205 · Tax Receivable 2015 & Prior	26,004.61	
1210 · Tax Receivable 2016	279,681.34	
1300 · Collection/Returned CK Fees	15.00	
1305 · Tax Sale Fees	58,551.30	
1310 · Radio Box Fees	2,175.00	
1315 · Misc. Accounts Receivable	50.00	
1316 · MLC Receivable	75.00	
1320 · Prepaid Expenses	0.00	
1400 · Land	779,800.00	
1500 · Buildings & Improvements	335,223.09	
1505 · Vehicles & Equipment	2,761,433.28	
1506 · Radio Equipment	76,354.12	
1510 · Fire Prevention Equipment	542,147.84	
1515 · Office Equipment	9,315.47	
1520 · Furniture and Fixtures	17,022.90	
1600 · Accumulated Depreciation		4,347,921.00
1050 · Petty Cash-Tax Collector	750.00	
1055 · Petty Cash Fire Chief	500.00	
1110 · Principal Payments	152,228.00	
2000 · Accounts Payable	0.00	
2000.01 · Accounts Payable 2016	0.00	
2005 · Accrued Payroll at FYE	0.00	
2010 · Payroll Taxes SS/MED	0.00	
2011 · Payroll Tax FED W/H	0.00	
2012 · Payroll Tax ST W/H	0.00	
2013 · Payroll Tax SDI WH		3,670.85
2015 · Union Dues WH	0.00	
2020.1 · State Pension WH EE 414H (VF1)	0.00	
2020.2 · State Pension WH EE 414H (CF2)	0.00	
2020.3 · State Pension WH EE 414H (CH4)	0.00	
2020.4 · State Pension WH EE 414H (NC5)	0.00	
2025.1 · 457(b) W/H AMI	0.00	
2025.2 · 457(b) W/H Nationwide	0.00	
2026 · AFLAC		113.16
2027.2 · Garnishment WH (CF2)	0.00	
2027.3 · Garnishment WH (CH4)	0.00	
2027.4 · Garnishment WH (NC5)	0.00	
2028 · P & F Insurance Assoc.		200.26
2035 · CMEFCU - SAVINGS	0.00	
2250 · Deferred Tax Revenue 2015/2016		20,008.21
2251 · Deferred Tax Revenue 2016-2017		312,196.21
2280 · Misc Other Deferred Revenue		59,561.30
2285 · Deferred Radio Box Income		2,175.00
2505 · Notes Payable - NCFD Truck Loan	0.00	
2520.1 · ACC. Retirement (ER)(VF1)	0.00	
2520.2 · ACC. Retirement (ER)(CF2)	0.00	

## Cumberland Fire District

## Trial Balance

As of April 30, 2017

	Apr 30, 17	
	Debit	Credit
2520.3 · ACC. Retirement (ER)(CH4)	0.00	
2520.4 · ACC. Retirement (ER)(NC5)	0.00	
2600 · Accrued Expenses	0.00	
2700 · Accrued 2016 Tax Revenue	0.00	
2705 · Accrued 2016 Radio Box Income	0.00	
3200 · Unrestricted Net Assets		211,909.76
3300 · Fund Balance transfer from Old		694,361.47
4000.01 · Tax Revenue 2016		6,856,337.59
4001 · Tax Revenue 2015 & Prior		84,003.63
4003 · Tax Revenue Refund	12,142.37	
4007 · NSF Fee Reimbursement Income		235.00
4010 · Interest Income- Past Due Taxes		35,161.25
4015 · Fire Prevention/Plan Review		66,004.00
4050 · Interest Income General Fund		6,115.37
4055 · Interest Income HRA Fund		159.75
4060 · Interest Income Truck Fund		568.42
4065 · Interest Income Fire Prevention		198.89
4070 · Interest Income-Retiremt Health		610.93
4103 · Grant Income		78,942.30
4105 · Reimbursed Ins.-Former Employee		23,264.00
4110 · Miscellaneous Other Income		3,734.55
4110.1 · Revenue Rescue Income		8,467.05
4110.2 · Insurance Refund		1,233.00
4110.3 · Detail Reimbursement		41,555.55
4110.4 · IOD Ins. Reimbursement		75,599.99
4110.5 · Fire Prevention Reimbursement		69.98
4110.6 · MLC Fees		5,225.00
4113 · Income Radio Box 2016		22,750.00
4114 · Income Radio Box 2015 & Prior		250.00
4115 · Tax Sale Fee Income		104,337.45
6100 · Vehicle Gas & Oil	26,770.38	
6101 · Vehicle Repair & Maintenance	79,786.37	
6110 · Equipment Purchase & Upgrading	23,515.77	
6112 · Equipment Supplies & Repairs	5,465.85	
6113 · Equip Testing & Certification	9,503.25	
6120 · Radio Equip Upgrades & Maint	2,096.76	
6125 · First Aid Equip & Supplies	5,588.86	
6130 · Air Cascade Maintenance	2,341.18	
6140 · Communications Upgrades	365.00	
6145 · Shared Communications	5,738.09	
6150 · Fire Alarm Testing	897.00	
6200 · Electricity	32,599.40	
6201 · Gas & Hot Water	14,464.14	
6202.01 · Telephone	11,128.50	
6202.02 · Air Cards	3,881.33	
6210 · Sewer Assessment & Usage	3,299.43	
6211 · Water Usage Fees	1,896.67	
6215.01 · Hydrant Fees - Cumberland	224,070.00	
6215.02 · Hydrant Fees - Pawtucket	112,218.10	
6301 · Building Supplies & Maint.	27,489.99	
6310 · Capital Improvements	2,869.00	
6400.01 · Firefighters Salaries	2,181,568.45	
6400.02 · EMT Incentive	63,571.52	
6400.03 · OT Wages	148,719.26	
6400.04 · OT Vacation	287,396.47	
6400.05 · OT Sick	232,699.67	
6400.06 · OT Personal	33,787.51	
6400.07 · OT Injured on Duty Fill In	131,412.62	
6400.08 · Holiday Stipend	146,020.63	
6400.09 · Longevity Pay	101,871.21	
6400.10 · Acting Officer Pay	1,022.57	
6400.11 · Detail Pay	36,949.50	
6400.12 · Other Salaries	427.37	
6400.13 · Injured on Duty Salaries	94,795.21	
6400.14 · Clothing Allowance	44,100.00	
6400.15 · Education Incentive	7,000.00	
6401 · Payroll Tax Expense	254,233.56	
6402 · Pension Expense	572,232.66	

10:25 AM

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Accrual Basis

## Cumberland Fire District

## Trial Balance

As of April 30, 2017

	Apr 30, 17	
	Debit	Credit
6410.01 · Healthcare Insurance	751,647.97	
6410.02 · Healthcare Co-Pays		72,094.83
6410.03 · Healthcare Reimb. (HRA) -FF	34,720.72	
6410.04 · Healthcare -Dental	53,148.65	
6410.05 · Healthcare -Vision	5,000.00	
6420 · Life Insurance	9,850.00	
6430 · Education Tuition Cost	6,184.00	
6510.01 · Healthcare Insurance -Retirees	105,171.06	
6510.03 · Healthcare Reimb. (HRA)-Retiree	5,362.11	
6510.04 · Healthcare -Dental -Retirees	3,792.50	
6520 · COLA - Retirees	10,311.68	
6600 · Administrative Salaries	232,222.23	
6601 · District Clerk	1,433.35	
6605 · District Commissioner Stipends	5,675.00	
6610.01 · Healthcare Insurance -Admin	56,276.44	
6610.02 · Healthcare Co-Pays -Admin		5,454.54
6610.03 · Healthcare Reimb. (HRA)-Admin	8,031.92	
6610.04 · Healthcare -Dental -Admin	4,284.20	
6615 · Payroll Tax Expense -Admin	17,407.86	
6701 · Insurances	311,123.00	
6703.01 · Legal	11,584.22	
6703.03 · Legal - PWSB	0.00	
6705 · Office Supplies & Expenses	9,691.96	
6706 · Printing & Postage	4,062.56	
6707 · Newspaper Advertisements	902.93	
6708 · Computer Development Program	466.78	
6709 · Computerized Tax Bills	11,505.05	
6710 · External Accounting Fees	15,000.00	
6711 · Fire Chief Expenses	253.99	
6712 · Fire Prevention Offset	27.95	
6713 · Grants - Matching Funds	3,552.00	
6714 · Payroll Processing Fees	9,918.49	
6715 · Professional Fees	1,782.59	
6716 · Videographer	1,500.00	
6720 · Abatements	27,586.77	
6725 · Tax Sale Fee	109,945.28	
6730 · Bank Service Fee	101.00	
6800 · Affiliated Fire Associations	592.90	
6801 · Call Firefighters Stipends	840.00	
6905.01 · Drills & Training	2,681.86	
6905.02 · FP & EMS Training	64.20	
6906 · Medical Examinations	5,286.25	
6908 · Professional Development	99.94	
7030 · Spec. Fund Radio Box Alarm	10,278.01	
7040 · Spec. Fund Fire Prevention Exp	18,929.64	
7050 · Tax - Legal & Collection Fees	714.11	
<b>TOTAL</b>	<b>13,144,490.29</b>	<b>13,144,490.29</b>



Kenneth A. Finlay  
Chief of Department  
kfinlay@cumberlandfire.org

# CUMBERLAND FIRE DISTRICT

Headquarters Station Four  
3502 Mendon Road • Cumberland, RI 02864  
Phone: 401-658-0544 Fax: 401-658-2198  
www.cumberlandfire.org

## FIRE CHIEF REPORT FOR APRIL 2017

Board of Fire Commissioners

3502 Mendon Road

Cumberland RI 02864

May 23, 2017

Honorable Commissioners:

The attached report will show 362 responses during the month of April 2017, and how they are broken down.

The Fire Department will be participating in a Flammable Liquid Task Force drill with East Providence on May 10, to test the trailer use and operations with the other task force teams. This is a supplemented drill from RIEMA.

During the month of April, we handled a few building fires that resulted in minor damage to structures, but all are repairable.

All of the Department's Assistant Deputy State Fire Marshals have taken part in various investigation and report writing seminars directed through the RI Fire Marshals Office.

I have been asked to assist the City of Pawtucket Fire on an evacuation plan for one of their larger employers. The referral was through the work completed with the CVS facilities.

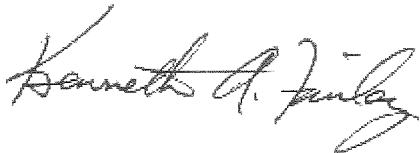
The AFG proposals for a Ladder Truck and EMS equipment have been submitted and are pending. The grants have started to be awarded, and we are keeping a hopeful thought that we will be successful.

The budget has been submitted and I believe we have produced an equitable proposal for the 2017-2018 fiscal year. The additional lines were created to satisfy the Department of Administration for the State of Rhode Island and to initiate the construction process of Station 2

Through the actions of Fire Fighter Gary Grenier, two students from the North Cumberland Middle School have won awards in the regional Fire Prevention poster contest. The awards will be presented at a luncheon on May 31 in Providence, which we will attend. The Chairwoman has an integral part in this contest through her employment at the Massachusetts Fire Academy.

Should you have any inquiries please feel free to contact me.

Sincerely,

A handwritten signature in cursive script, reading "Kenneth A. Finlay". The signature is written in dark ink and is positioned above the printed name and title.

Chief Kenneth A. Finlay  
Cumberland Fire Department

# Cumberland Fire Dept.

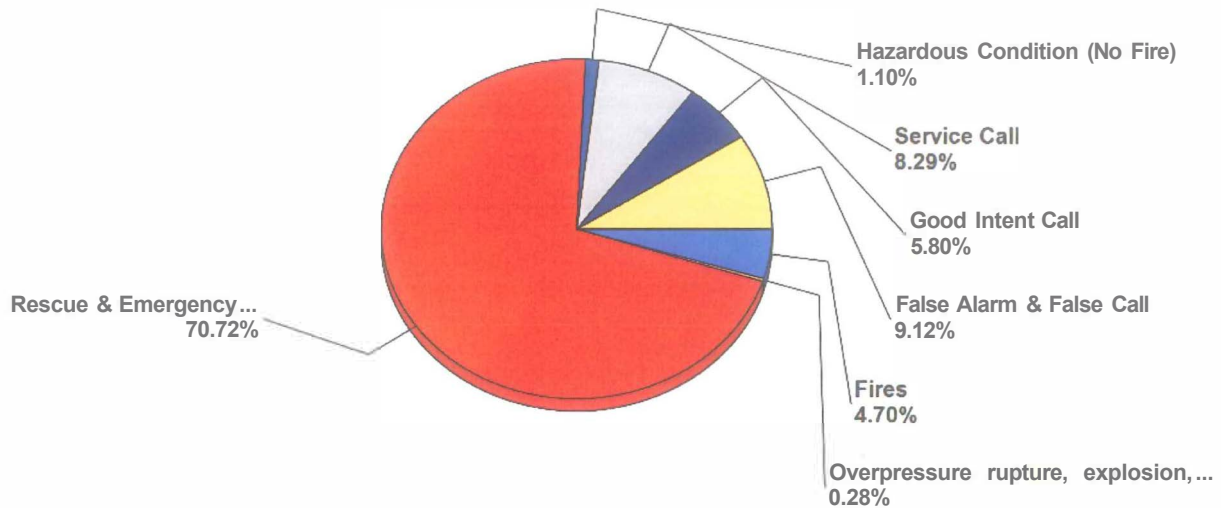
Cumberland, RI

This report was generated on 5/15/2017 7:57:14 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2017 | End Date: 04/30/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	17	4.70%
Overpressure rupture, explosion, overheating - no fire	1	0.28%
Rescue & Emergency Medical Service	256	70.72%
Hazardous Condition (No Fire)	4	1.10%
Service Call	30	8.29%
Good Intent Call	21	5.80%
False Alarm & False Call	33	9.12%
<b>TOTAL</b>	<b>362</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.55%
113 - Cooking fire, confined to container	7	1.93%
118 - Trash or rubbish fire, contained	2	0.55%
142 - Brush or brush-and-grass mixture fire	2	0.55%
143 - Grass fire	1	0.28%
154 - Dumpster or other outside trash receptacle fire	1	0.28%
160 - Special outside fire, other	1	0.28%
161 - Outside storage fire	1	0.28%
200 - Overpressure rupture, explosion, overheat other	1	0.28%
300 - Rescue, EMS incident, other	1	0.28%
311 - Medical assist, assist EMS crew	3	0.83%
321 - EMS call, excluding vehicle accident with injury	240	66.30%
322 - Motor vehicle accident with injuries	9	2.49%
324 - Motor vehicle accident with no injuries.	3	0.83%
412 - Gas leak (natural gas or LPG)	2	0.55%
424 - Carbon monoxide incident	1	0.28%
445 - Arcing, shorted electrical equipment	1	0.28%
511 - Lock-out	1	0.28%
521 - Water evacuation	3	0.83%
522 - Water or steam leak	1	0.28%
541 - Animal problem	1	0.28%
550 - Public service assistance, other	4	1.10%
551 - Assist police or other governmental agency	1	0.28%
552 - Police matter	1	0.28%
553 - Public service	3	0.83%
554 - Assist invalid	13	3.59%
571 - Cover assignment, standby, moveup	2	0.55%
600 - Good intent call, other	8	2.21%
611 - Dispatched & cancelled en route	7	1.93%
622 - No incident found on arrival at dispatch address	1	0.28%
651 - Smoke scare, odor of smoke	4	1.10%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.28%
700 - False alarm or false call, other	5	1.38%
730 - System malfunction, other	2	0.55%
731 - Sprinkler activation due to malfunction	3	0.83%
733 - Smoke detector activation due to malfunction	3	0.83%
734 - Heat detector activation due to malfunction	1	0.28%
735 - Alarm system sounded due to malfunction	1	0.28%
740 - Unintentional transmission of alarm, other	7	1.93%
741 - Sprinkler activation, no fire - unintentional	1	0.28%
743 - Smoke detector activation, no fire - unintentional	5	1.38%
745 - Alarm system activation, no fire - unintentional	4	1.10%
746 - Carbon monoxide detector activation, no CO	1	0.28%
<b>TOTAL INCIDENTS:</b>	<b>362</b>	<b>100.00%</b>

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

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# FC-R-2017-11

## CUMBERLAND FIRE DISTRICT

### Resolution

**RESOLUTION:** Authorizing Finance Director to enter into an agreement with Vision Government Solutions, Inc. in an amount not to exceed \$13,500 for the 2017 fire tax billing

**WHEREAS:** The Cumberland Fire District and districts prior to the merger have used VGSI for their respective tax collection software and related support services

**WHEREAS:** It would not be cost effective to engage another firm due to the extraordinary costs associated with the initial implementation of new software

**NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND FIRE DISTRICT AS FOLLOWS:**

**Section 1:** Finance Director is hereby authorized to enter into an agreement with Vision Government Solutions, Inc. in an amount not to exceed \$13,500 for the 2017 fire tax billing

**Section 2:** This resolution shall become effective upon passage.

Voted on this 23rd day of May, 2017

\_\_\_\_\_  
Cynthia Ouellette, Chairperson

PASSED:

YAY: NAY:



Vision Government Solutions, Inc.  
44 Bearfoot Road  
Northboro, MA 01532 US  
(401) 435-0033  
enewcomer@vgsi.com



## ESTIMATE

### ADDRESS

Diane Karolyshyn  
Cumberland Fire District  
3502 Mendon Road  
Cumberland, RI 02864

ESTIMATE # 1083

DATE 03/28/2017

EXPIRATION DATE 04/28/2017

ACTIVITY	QTY	RATE	AMOUNT
8.5 x 14 Black & White Printing and Mailing Service Envelopes, BOB, Perforated Paper, Fold, Insert, Seal, Labor to produce and mail bills.	13,500	0.41	5,535.00

Tax Bill Printing

TOTAL

**\$5,535.00**

Download Date on Tuesday 5/30/2017 after  
4:00 pm and share proofs on Wednesday  
5/31.

Accepted By

A handwritten signature in blue ink, appearing to read 'Diane Karolyshyn'.

Accepted Date

5-10-2017

Estimate only, DO NOT PAY.

If a re-download of your data is required an additional charge of \$250.00 may be applied.

Vision Government Solutions, Inc.  
44 Bearfoot Road  
Northboro, MA 01532 US  
(401) 435-0033  
enewcomer@vgsi.com



# INVOICE

INVOICE # 1019  
DATE 03/30/2017  
DUE DATE 05/30/2017

**BILL TO**  
Diane Karolyshyn  
Cumberland Fire District  
3502 Mendon Road  
Cumberland, RI 02864

Please detach top portion and return with your payment.

ACTIVITY	QTY	RATE	AMOUNT
<b>Estimated Postage*</b> Vision requires that the postage be paid ten days prior to the mailing date. Any delay in receiving the postage will delay the mailing. Please make checks payable to VGSI and mail to the Northboro address listed above.	13,500	0.415	5,602.50

Pre-Paid Postage for the 2017 Tax Bill Mailing  
Vision must receive the postage by May 30, 2017

BALANCE DUE

**\$5,602.50**

THANK YOU FOR YOUR BUSINESS!

Vision Government Solutions, Inc.  
44 Bearfoot Road  
Northboro, MA 01532 US  
(401) 435-0033  
enewcomer@vgsi.com



## ESTIMATE

### ADDRESS

Diane Karolyshyn  
Cumberland Fire District  
3502 Mendon Road  
Cumberland, RI 02864

ESTIMATE # 1098  
DATE 04/26/2017  
EXPIRATION DATE 05/26/2017

ACTIVITY	QTY	RATE	AMOUNT
Customized Programming Lvl II per hour Setup discount routine; redesign tax bill to include a 5th stub (discount coupon)	8	150.00	1,200.00

For use in the 2017 Tax Billing

TOTAL

**\$1,200.00**

Accepted By

*Diane Karolyshyn*

Accepted Date

*05-02-2017*

Thank you for your business

Vision Government Solutions, Inc.  
44 Bearfoot Road  
Northboro, MA 01532 US  
(401) 435-0033  
enewcomer@vgsi.com



## ESTIMATE

### ADDRESS

Diane Karolyshyn  
Cumberland Fire District  
3502 Mendon Road  
Cumberland, RI 02864

ESTIMATE # 1084

DATE 03/28/2017

EXPIRATION DATE 04/28/2017

ACTIVITY	QTY	RATE	AMOUNT
8.5 x 11 Laser Printed/Duplex Tax Roll per record	1	300.00	300.00

Tax Roll Printing - shipping and handling  
included

TOTAL

**\$300.00**

Accepted By

*Diane Karolyshyn*

Accepted Date

*5-10-2017*

Estimate only, DO NOT PAY.

If a re-download of your data is required an additional charge of \$250.00 may be applied.

1 **FC-R-2017-12**

2 **CUMBERLAND FIRE DISTRICT**

3 **Resolution**

4

5 **RESOLUTION:** Authorizing Finance Director Diane Karolyshyn to enter into an

6 agreement with Complete Payroll Solutions to manage the payroll

7 services for the Cumberland Fire District beginning July 1, 2017

8

9 **WHEREAS:** The previous payroll company, Yazbak & Company has decided not to

10 continue processing payroll for the district

11

12 **WHEREAS:** Complete Payroll Services can provide the Cumberland Fire District with

13 custom programming and extensive payroll services at the most

14 competitive pricing

15

	Complete Payroll	Paychex	American Payroll
Initial Set up	0	\$250.00	See Notes Below
Weekly Fee	\$133.00	\$157.00	
Annual W-2's	\$240.00	\$477.50	

Received a call from American Payroll cancelling appointment; they requested  
a phone meeting and after speaking with representative, we decided not to pursue this  
company based on our conversation regarding payroll reporting; Representative asked to speak  
with our payroll specialist and she did not receive a call from this company; it was our  
opinion that since this company did not follow up, they were not interested in securing our  
business

16 **NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND FIRE DISTRICT AS FOLLOWS:**

17

18 **Section 1:** Finance Director Diane Karolyshyn is hereby authorized to enter into an

19 agreement with Complete Payroll Solutions beginning on July 1, 2017 at

20 an estimated annual cost of \$12,000.00

21

22 Voted on this 23rd day of May, 2017

23

24

25 \_\_\_\_\_  
Cynthia Ouellette, Chairperson

26 PASSED:

27 YAY: NAY:



## Complete Payroll Proposal

### Proposal for:

Company Name: Cumberland Fire District      Date: 3/9/2017  
Contact Name: Chief Kenneth A. Finlay  
Contact Phone: 401.474.0314      # Employees: 60  
Sales Executives: Craig Force

### Payroll Processing:

Number of Pays/Checks: 60      Pays per week

Payroll Bundle:	Complete Tax: Federal and State	Garnishments	OBC (Official Bank Checks)
	Direct Deposit	Benefit Accrual	GL Interface
	Custom Reporting	Quarterly Processing	Employee Self Service
	Retirement Upload	New Hire Reporting	HR Online Portal
	ACA monitoring		

\*Onsite training with your dedicated specialist

### Weekly Bundle Processing Fees:

Payroll Processing	\$27.00 Base + \$1.60 per pay	\$ 127.00
Courier		\$ 6.00

**Estimated Cost Per Week:** \$ 133.00

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### Additional Fees:

W2's and/or 1099's	Base: \$30.00	\$3.50 per item
Yearly ACA reporting		\$500.00

Client Signature:

*Nanci Karolyshyn*

Date:

*3-27-2017*

**FC-R-2017-13**  
**CUMBERLAND FIRE DISTRICT**  
**Resolution**

**RESOLUTION:** Authorizing the Finance Director to abate taxes and fees in the amount of \$1,616.49

**WHEREAS:** Rossi Law, our collection agency, has determined that Alliance Plumbing & Heating is a defunct company and taxes of \$164.91 are uncollectible

**WHEREAS:** There was a duplicate billing of property at 15 Lilac Street in the amount of \$511.34

**WHEREAS:** Fees and interest in the amount of \$940.21 be abated for the reasons noted below

ABATEMENTS					
04/01/2017 to 04/30/2017					
Account	Receivable	Address1	Address2	Amount	Comments
F00-8990-63	2012 RP/Tng Tax VFFD	ALLIANCE PLUMBING & HEATING	2130 MENDON ROAD STE 3	\$ 19.23	DEFUNCT COMPANY PER ROSSI LAW
F00-8990-63	2013 RP/Tng Tax VFFD	ALLIANCE PLUMBING & HEATING	2130 MENDON ROAD STE 3	\$ 24.04	DEFUNCT COMPANY PER ROSSI LAW
F00-8990-63	2014 RP/Tng Tax VFFD	ALLIANCE PLUMBING & HEATING	2130 MENDON ROAD STE 3	\$ 34.30	DEFUNCT COMPANY PER ROSSI LAW
F00-8990-63	2015 Tng Tax Roll	ALLIANCE PLUMBING & HEATING	2130 MENDON ROAD STE 3	\$ 39.20	DEFUNCT COMPANY PER ROSSI LAW
F00-8990-63	2016 Tng Tax Roll	ALLIANCE PLUMBING & HEATING	2130 MENDON ROAD STE 3	\$ 48.14	DEFUNCT COMPANY PER ROSSI LAW
F00-9145-57	2016 RP Tax Roll	ZOLLO ANNE ETUX KELLEN	15 LILAC STREET	\$ 511.34	DUPLICATE BILLING-SEE 00-9183-85
F00-9145-57	2017 TAX SALE-1	ZOLLO ANNE ETUX KELLEN	15 LILAC STREET	\$ 300.00	Paid in full. There was a duplicate billing for the 2016 taxes; acct was sent to tax sale, but had been paid
F00-9087-82	2017 TAX SALE-1	OBEID ELIAS	294 ROLAND STREET	\$ 300.00	Property sold in December 2016; new owner was not billed; should not have gone to tax sale See Account #00-9183-27
F00-9145-65	2016 RP Tax Roll	ARCHER JASON ETUX AMY J	32 JENNA WAY	\$ 300.00	Taxpayers new to town; we were not notified by town that mailing address was updated; therefore, taxpayers did not receive their first fire tax bill
F00-9145-65	2016 RP Tax Roll	ARCHER JASON ETUX AMY J	32 JENNA WAY	\$ 40.21	Interest
			TOTAL ABATEMENTS	\$ 1,616.46	

**NOW, THEREFORE, BE IT RESOLVED BY THE CUMBERLAND FIRE DISTRICT AS FOLLOWS:**

**Section 1:** The Finance Director is hereby authorized to abate taxes and fees in the amount of \$1,616.49.

Date adopted: May 23<sup>rd</sup>, 2017

**PASSED:**

\_\_\_\_\_  
Cynthia Ouellette, Chairperson

**YAY:                      NAY:**