

**CROMWELL FIRE DISTRICT
MEETING OF THE BOARD OF COMMISSIONERS
Tuesday, April 19, 2022, 6:00 PM
Coles Road Firehouse, 105 Coles Road
Cromwell, CT 06416**

—AGENDA—

- I. Call to Order and Attendance – Pledge of Allegiance
- II. Approval of Agenda
- III. Public Comment*
- IV. Swearing In of Firefighter Michael DePaolo
- V. Presentation/Update from Chuck Adelsburger, Apex (Environmental Partners)—Emergency Interconnection Project and Diversion Permits
- VI. Approval of the Board of Commissioners’ Meeting Minutes of March 15, 2022
- VII. Reading of Communications & Written Appeals to the Board
- VIII. Reports of the Staff
 - A. Executive Director
 - B. Financial Report
 - C. Fire Department Chief
 - D. Water Operations
 - E. Communication Center Report
- IX. Reports of the Standing Committees
 - A. District Operations
 - B. Executive
 - C. Fire Operations – Meeting March 14, 2022
 - 1. Communications Committee
 - 2. Apparatus Committee
 - D. Pension
 - E. Personnel – Meeting April 12, 2022
 - F. Water Operations
- X. Board Appointments
- XI. Consideration of Old Business
 - A. Report of the Town Council Liaison
 - B. Reports of the Special Committees
 - 1. Public Safety Tower Committee – Meeting March 4, 2022 (tabled last month)
 - 2. Health & Safety/Building Committee – Meeting April 7, 2022
 - 3. By-Laws Committee
 - 4. Publicity Committee
- XII. New Business
 - A. Commissioners’ Comments
 - B. Budgetary Adjustments
 - C. Approval of Contracts/Contractors
 - D. Update on Court Street/Coles Road Firehouses
 - E. Discussion and Possible Decision on Request from Whitetail Express Trust for Utilization of District Land for Deer Hunting for the Purpose of Supporting DEEP’s CWD Study
- XIII. Public Comment*

ALL AGENDA ITEMS FOR THIS MEETING ARE SUBMITTED AND PUBLISHED IN DRAFT FORM UNTIL VOTED AND APPROVED BY THE BOARD OF COMMISSIONERS AT THIS MEETING.

XIV. Executive Session

XV. Adjournment

*Rules for Public Comment: 1) Each Speaker will have a total of 3 minutes to speak; 2) the President of the Commission or Board Committee Chairs shall recognize only one speaker at a time; 3) Citizen's comment period is to provide the public the opportunity to make comments regarding matters of public concerns. All questions and comments shall be directed to the President or Committee Chairs and will be taken under advisement. There will be no open debate with the Commissioners and 4) the President or Board Committee Chairs shall have the right to discontinue recognition of any speaker whom they believe is not using proper decorum for a public meeting, is verbally abusive towards anyone, becomes belligerent or uses profanity.



**CROMWELL FIRE DISTRICT
FINANCIAL STATEMENTS
MARCH 31, 2022**

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OUTSOURCING
AUDIT, TAX, AND
CONSULTING

Cromwell Fire District

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The accompanying financial statements of The Cromwell Fire District as of and for the period ended March 31, 2022, were not subject to an audit, review, or compilation by CLA and we do not express an opinion, a conclusion, nor provide any assurance on them.

**Cromwell Fire District
Executive Overview
March 31, 2022**

• **General Fund**

- Revenues exceed expenditures by \$1,192,262 for the period ended March 31, 2022 as follows:

■ Revenues	\$ 5,290,380
■ Expenditures	\$ 4,098,118
	<u>\$ 1,192,262</u>

- Tax collections for the current levy and total tax collections are summarized below:

As of March 31, 2022			
	Budget \$	Actual \$	% Collected
Current Levy	4,496,072	4,526,659	100.68%
PY Taxes	11,000	30,186	274.42%
Interest	6,000	15,542	259.04%
Total	4,513,072	4,572,387	101.31%

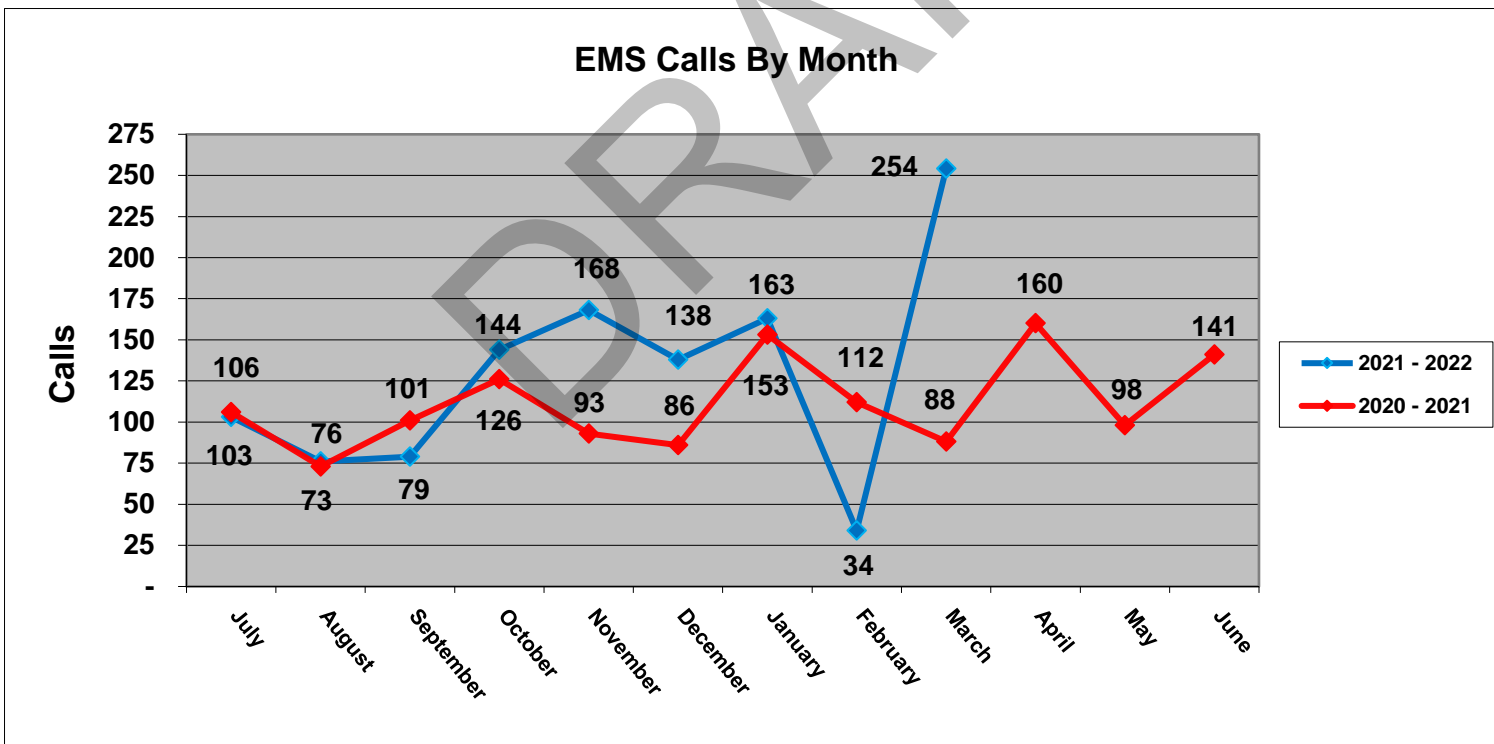
Cromwell Fire District

Executive Overview

March 31, 2022

- **EMS Billing**

- EMS volume during the month of March 2022 was 254 calls and gross charges of \$270,401. This compares to 88 calls and gross charges of \$98,517 during March 2021.
- Billings net of Medicare/Medicaid adjustments for the month of March 2022 were \$175,175 compared to \$38,313 for March 2021.
- Year-to-Date funds collected and deposited as of March 31, 2022 were \$570,204 compared to \$446,723 as of March 2021.
- EMS calls by month (Fiscal 2022 versus 2021) are illustrated below:



Cromwell Fire District

Executive Overview

March 31, 2022

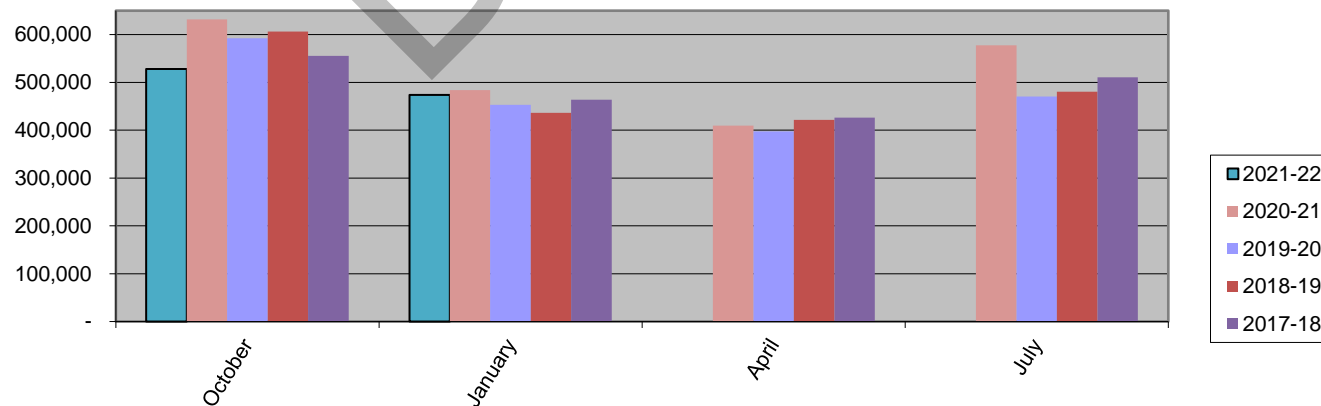
- Water Division Enterprise Fund**

- Revenues exceed expenditures by \$93,175 for the period ended March 31, 2022 as follows:

■ Revenues	\$ 1,294,060
■ Expenditures	\$ 1,200,885
	<u>\$ 93,175</u>

- A comparison of utility billing revenue to the previous four years is shown below:

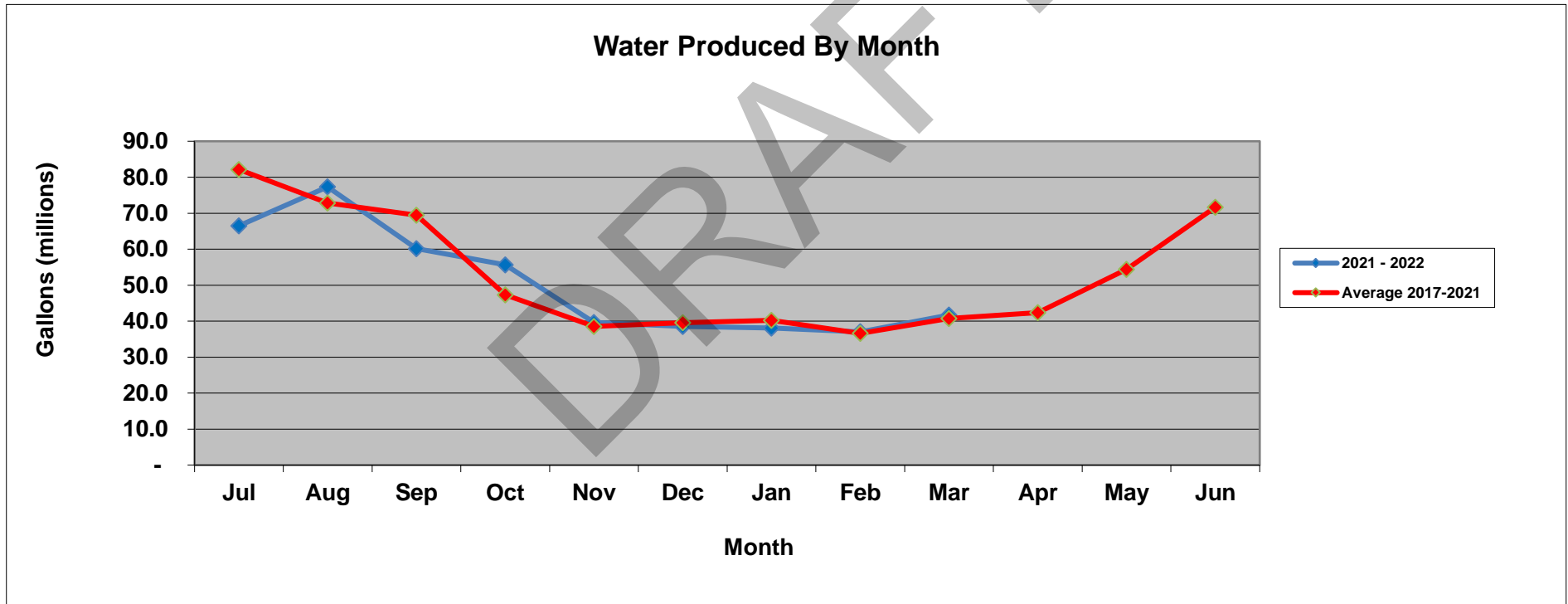
	Quarterly Billings				
	2021-22	2020-21	2019-20	2018-19	2017-18
October	528,174	631,689	592,140	606,177	555,298
January	473,627	483,906	452,802	436,457	463,528
April		409,862	397,413	421,388	426,624
July		577,452	470,451	480,589	510,825
Total	1,001,802	2,102,910	1,912,806	1,944,612	1,956,275



**Cromwell Fire District
Executive Overview
March 31, 2022**

• **Water Production**

- 41,723,000 gallons were produced during the month of March 2022 versus 42,505,000 gallons produced in March 2021 (a decrease of 782,000 gallons).
- An analysis of water pumped by month comparing the current year to the average for the previous five years is shown below:



Cromwell Fire District
General Fund - Budget Report - SUMMARY
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
REVENUE									
	TOTAL REVENUE	4,661,565	5,551,315	-	5,551,315	5,290,380	-	260,934	5%
EXPENSES									
	TAX COLLECTOR	59,531	60,000	-	60,000	59,983	-	17	0%
	COMMISSION EXPENSES	6,742	10,000	-	10,000	7,348	-	2,652	27%
	COMPUTER OPERATIONS	90,927	100,060	-	100,060	89,770	1,991	8,299	8%
	ADMINISTRATIVE ACCOUNT	340,706	482,900	-	482,900	328,026	-	154,874	32%
	OFFICE OF THE CHIEF	205,243	294,114	-	294,114	213,823	-	80,291	27%
	EMS/FIRE OPERATIONS	1,368,508	1,535,334	-	1,535,334	1,170,771	-	364,562	24%
	SIGNALS & ALARMS	25,318	45,180	-	45,180	35,017	-	10,163	22%
	FIRE MARSHAL	117,239	174,878	-	174,878	106,065	-	68,814	39%
	COMMUNICATIONS CENTER	420,342	496,000	-	496,000	374,600	2,488	118,912	24%
	BUILDINGS & GROUNDS	192,664	198,899	-	198,899	173,103	-	25,796	13%
	TRAINING	11,274	27,500	-	27,500	19,684	-	7,816	28%
	INSURANCE AND BENEFITS	861,538	1,392,520	-	1,392,520	772,358	-	620,163	45%
	DEBT SERVICE	576,254	575,973	-	575,973	575,973	-	(0)	0%
	APPARATUS & EQUIPMENT	171,159	157,956	-	157,956	171,596	8,205	(21,846)	-14%
	OPERATING TRANSFERS OUT	281,615	-	-	-	-	-	-	0%
	TOTAL EXPENSES	4,729,062	5,551,315	-	5,551,315	4,098,118	12,684	1,440,512	26%
BALANCE		(67,497)	(0)	-	(0)	1,192,262	(12,684)	(1,179,578)	60413729684%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
01	General Fund								
01 4100	Property Taxes-Current Year	3,673,405	4,496,072		4,496,072	4,526,659		(30,587)	-1%
01 4110	Property Tax-Prior Year	19,490	11,000		11,000	30,186		(19,186)	-174%
01 4120	Interest on Property Taxes	16,678	6,000		6,000	15,542		(9,542)	-159%
01 4130	Liens on Property Taxes	-	-		-	-		-	0%
01 4350	EMS Billing	598,914	625,000		625,000	571,756		53,244	9%
01 4200	State Grants	-	1,500		1,500	-		1,500	100%
01 4250	Other Grants	191,690	155,799		155,799	57,461		98,338	63%
01 4251	State Training Reimbursements	-	-		-	-		-	0%
01 4252	FD Training Classes	-	-		-	-		-	0%
01 4300	Interest Income	3,114	3,500		3,500	1,473		2,027	58%
01 4450	Revenue Fire Marshal's Office	10	10,000		10,000	-		10,000	100%
01 4900	Miscellaneous Revenue	17,336	10,000		10,000	51,796		(41,796)	-418%
01 4930	Employee Insurance Contribution	40,928	67,000		67,000	35,507		31,493	47%
01 4995	Operating Transfers In	100,000	100,000		100,000	-		100,000	100%
01 4990	Transfer from Fund Balance	-	65,443		65,443	-		65,443	100%
	TOTAL GENERAL FUND	4,661,565	5,551,315	-	5,551,315	5,290,380	-	260,934	5%
01100	Tax Collector								
01100 5805	Operating Expenses	59,531	60,000		60,000	59,983	-	17	0%
	TOTAL TAX COLLECTOR	59,531	60,000	-	60,000	59,983	-	17	0%
01101	Commission Expense								
01101 5805	Operating Expenses	6,742	10,000		10,000	7,348	-	2,652	27%
	TOTAL COMMISSION EXPENSES	6,742	10,000	-	10,000	7,348	-	2,652	27%
01103	Computer Operations								
01103 5105	Payroll (Less Water Division Share)	42,958	44,903		44,903	34,781	-	10,122	23%
01103 5680	Non-Capital Equipment	2,402	5,000		5,000	3,597	1,991	(588)	-12%
01103 5805	Operating Expenses	45,567	50,158		50,158	51,393	-	(1,235)	-2%
	TOTAL COMPUTER OPERATIONS	90,927	100,060	-	100,060	89,770	1,991	8,299	8%
01104	Administrative Account								
01104 5105	Admin PR (Less Water Div Share)	165,053	176,000		176,000	133,729	-	42,271	24%
01104 5320	Professional Fees	88,772	212,900		212,900	120,788	-	92,112	43%
01104 5370	EMS Billing Services	56,721	60,000		60,000	49,811	-	10,189	17%
01104 5620	West Street Utilities	10,685	12,000		12,000	8,438	-	3,562	30%
01104 5805	Operating Expenses	6,229	7,000		7,000	5,414	-	1,586	23%
01104 5811	Payroll Services	13,247	15,000		15,000	9,846	-	5,154	34%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
	TOTAL ADMINISTRATIVE ACCOUNT	340,706	482,900	-	482,900	328,026	-	154,874	32%
01110	Office of the Fire Chief								
01110 5105	Payroll	190,552	277,114		277,114	200,564	-	76,550	28%
01110 5319	Professional Fees	-	1,000		1,000	-	-	1,000	100%
01110 5355	Recruitment & Morale	-	1,000		1,000	1,300	-	(300)	-30%
01110 5805	Operating Expenses	14,691	15,000		15,000	11,958	-	3,042	20%
	TOTAL OFFICE OF THE CHIEF	205,243	294,114	-	294,114	213,823	-	80,291	27%
01116	EMS/Fire Operations								
01116 5105	Payroll	789,837	865,494		865,494	625,915	-	239,579	28%
01116 5113	Payroll - PT Fire & EMS	459,254	470,400		470,400	446,840	-	23,560	5%
01116 5371	Paramedic Fees	31,780	38,000		38,000	33,564	-	4,436	12%
01116 5373	Contribution-Volunteer Pension Fund	17,485	33,000		33,000	-	-	33,000	100%
01116 5380	Medicals & Physicals	4,673	41,000		41,000	11,745	-	29,255	71%
01116 5381	Volunteer Medical/Physicals	-	-		-	-	-	-	0%
01116 5611	Consumable Supplies-EMS	29,431	33,000		33,000	24,171	-	8,829	27%
01116 5612	Consumable Supplies-Fire	9,839	9,000		9,000	6,312	-	2,688	30%
01116 5614	Oxygen	4,796	7,000		7,000	5,046	-	1,954	28%
01116 5670	Uniforms	17,678	30,000		30,000	11,058	-	18,942	63%
01116 5680	Non Capital Equipment	(31)	3,000		3,000	1,106	-	1,894	63%
01116 5805	Operating Expenses	3,766	5,440		5,440	5,014	-	426	8%
	TOTAL EMS/Fire OPERATIONS	1,368,508	1,535,334	-	1,535,334	1,170,771	-	364,562	24%
01120	Signals & Alarms								
01120 5680	Non-Capital Equipment	-	-		-	-	-	-	0%
01120 5805	Operating Expenses	25,318	45,180		45,180	35,017	-	10,163	22%
	TOTAL SIGNALS & ALARMS	25,318	45,180	-	45,180	35,017	-	10,163	22%
01121	Fire Marshal								
01121 5105	Payroll	95,132	149,878		149,878	92,255	-	57,624	38%
01121 5460	Public Education & Fire Prevention	413	2,000		2,000	865	-	1,135	57%
01121 5680	Non Capital Equipment	-	3,000		3,000	-	-	3,000	100%
01121 5805	Operating Expenses	21,695	20,000		20,000	12,945	-	7,055	35%
	TOTAL FIRE MARSHAL	117,239	174,878	-	174,878	106,065	-	68,814	39%
01122	Communications Center								
01122 5105	Payroll	376,804	418,700		418,700	326,566	-	92,134	22%
01122 5350	Training	1,781	13,000		13,000	4,509	-	8,491	65%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
01122 5670	Uniforms	2,021	3,100		3,100	1,758	-	1,342	43%
01122 5680	Non-Capital Equipment	3,475	6,000		6,000	5,807	-	193	3%
01122 5805	Operating Expenses	36,261	55,200		55,200	35,959	2,488	16,753	30%
	TOTAL COMMUNICATIONS CENTER	420,342	496,000	-	496,000	374,600	2,488	118,912	24%
01140	Buildings & Grounds								
01140 5105	Payroll	48,723	49,499		49,499	39,409	-	10,090	20%
01140 5451	Repairs & Maintenance - Court Street	37,469	30,000		30,000	22,338	-	7,662	26%
01140 5452	Repairs & Maintenance - West Street	15,436	20,000		20,000	22,194	-	(2,194)	-11%
01140 5453	Repairs & Maintenance - Coles Road	19,990	22,500		22,500	19,278	-	3,222	14%
01140 5621	Utilities-Court St	36,416	39,000		39,000	35,949	-	3,051	8%
01140 5622	Utilities-West St	8,517	10,000		10,000	9,838	-	162	2%
01140 5623	Utilities-Coles Rd	24,104	26,000		26,000	23,140	-	2,860	11%
01140 5670	Uniforms	1,106	900		900	894	-	6	1%
01140 5805	Operating Expenses	903	1,000		1,000	63	-	937	94%
	TOTAL BUILDINGS & GROUNDS	192,664	198,899	-	198,899	173,103	-	25,796	13%
01160	Training								
01160 5350	Training	6,492	22,500		22,500	13,422	-	9,078	40%
01160 5351	Career Training	4,782	5,000		5,000	6,263	-	(1,263)	-25%
	TOTAL TRAINING	11,274	27,500	-	27,500	19,684	-	7,816	28%
01220	Insurance and Benefits								
01220 5200	Payroll Tax Expense	165,520	190,963		190,963	144,536	-	46,427	24%
01220 5210	Unemployment Compensation	1,374	12,000		12,000	-	-	12,000	100%
01220 5230	Worker's Compensation Insurance	82,106	119,400		119,400	94,891	-	24,509	21%
01220 5240	Dental Insurance	21,714	36,000		36,000	17,756	-	18,244	51%
01220 5260	Medical Insurance	334,253	601,000		601,000	269,285	-	331,715	55%
01220 5270	Life Insurance	7,862	15,000		15,000	6,226	-	8,774	58%
01220 5290	Pension-Employer	49,017	52,109		52,109	-	-	52,109	100%
01220 5291	Pension-MERS	149,789	296,823		296,823	179,590	-	117,233	39%
01220 5520	Property/Liability Insurance	49,903	69,225		69,225	60,073	-	9,152	13%
	TOTAL INSURANCE AND BENEFITS	861,538	1,392,520	-	1,392,520	772,358	-	620,163	45%
01260	Debt Service								
01260 5910	Debt Service-Interest	88,397	73,116		73,116	73,116	-	(0)	0%
01260 5920	Debt Service-Principal	487,857	502,857		502,857	502,857	-	-	0%
	TOTAL DEBT SERVICE	576,254	575,973	-	575,973	575,973	-	(0)	0%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
01300	Apparatus & Equipment								
01300 5105	Payroll	41,470	42,456		42,456	32,313	-	10,142	24%
01300 5420	Repairs & Maintenance-Equipment	30,119	29,000		29,000	24,313	6,776	(2,089)	-7%
01300 5425	Repairs & Maintenance-Radios	-	-		-	-	-	-	0%
01300 5430	Repairs & Maintenance-Vehicles	59,547	45,000		45,000	79,625	1,429	(36,054)	-80%
01300 5611	Consumable Supplies	10,485	6,500		6,500	13,848	-	(7,348)	-113%
01300 5613	Fuel/Oil	19,356	25,000		25,000	17,063	-	7,937	32%
01300 5670	Uniforms	1,742	1,000		1,000	679	-	321	32%
01300 5680	Non-Capital Equipment	7,772	7,500		7,500	3,691	-	3,809	51%
01300 5805	Operating Expenses	667	1,500		1,500	63	-	1,437	96%
	TOTAL APPARATUS & EQUIPMENT	171,159	157,956	-	157,956	171,596	8,205	(21,846)	-14%
	Capital								
01402 5990	Operating Transfers Out	281,615	-		-	-		-	0%
	TOTAL REVENUES	4,661,565	5,551,315	-	5,551,315	5,290,380	-	260,934	5%
	TOTAL EXPENSES	4,729,062	5,551,315	-	5,551,315	4,098,118	12,684	1,440,512	26%
	Balance	(67,497)	(0)	-	-	1,192,262	(12,684)	(1,179,578)	0%

**Cromwell Fire District
EMS Billing Report
As of March 31, 2022**

2021-2022													
Month	Calls	Beginning Balance	Charges	Deposits	Medicare/Medicaid Non-Allowable	Insurance Non-Allowable	Adjustments	Bad Debt Sent to Collection	Write Offs	Returned Check	Refund Overpay	Unbillable Comm.Service	Ending Balance
July	103	171,389.02	116,637.90	(49,261.38)	(54,983.22)	(2.52)	-	-	385.15	-	-	-	184,164.95
August	76	184,164.95	78,268.90	(49,904.53)	(50,412.79)	-	-	-	-	-	-	-	162,116.53
September	79	162,116.53	72,464.40	(20,292.79)	(22,367.25)	-	-	-	-	-	-	-	191,920.89
October	144	191,920.89	148,849.21	(80,547.33)	(85,307.10)	(158.30)	(2,061.30)	(15,846.57)	387.01	-	-	-	157,236.51
November	168	157,236.51	167,939.00	(87,565.01)	(83,096.14)	-	(95.20)	-	175.47	-	-	-	154,594.63
December	138	154,594.63	157,111.80	(57,986.76)	(54,371.84)	-	-	-	1,421.14	-	-	-	200,768.97
January	163	200,768.97	170,186.11	(71,972.52)	(89,152.14)	(2.00)	(1,977.38)	(25,329.25)	-	-	-	-	182,521.79
February	34	182,521.79	52,268.80	(61,441.06)	(78,410.00)	-	(618.45)	-	-	-	-	-	94,321.08
March	254	94,321.08	270,400.75	(91,232.61)	(95,225.75)	-	(332.35)	(11,010.84)	780.53	-	-	-	167,700.81
April		167,700.81								-	-	-	167,700.81
May		167,700.81								-	-	-	167,700.81
June		167,700.81								-	-	-	167,700.81
Total	1,159	171,389.02	1,234,126.87	(570,203.99)	(613,326.23)	(162.82)	(5,084.68)	(52,186.66)	3,149.30	-	-	-	167,700.81
		46%	50%	0%	0%	4%	0%	0%	0%	0%	0%	0%	
Deposits				(570,203.99)									
Deposits Per Ledger				571,755.86									
Difference				1,551.87									
Charges Net of Medicare/Medicaid Adjustments					620,800.64								

2020-2021													
Month	Calls	Beginning Balance	Charges	Deposits	Medicare/Medicaid Non-Allowable	Insurance Non-Allowable	Adjustments	Bad Debt Sent to Collection	Write Offs	Returned Check	Refund Overpay	Unbillable Comm.Service	Ending Balance
July	106	138,893.01	104,379.28	(48,348.37)	(46,792.12)	(869.49)	(198.77)	(22,141.84)	1,780.30	-	-	-	126,702.00
August	73	126,702.00	76,808.74	(53,058.90)	(55,483.34)	(501.82)	-	-	283.14	-	-	-	94,749.82
September	101	94,749.82	106,205.74	(35,930.27)	(39,829.08)	(1.98)	(90.23)	(4,556.14)	-	-	-	-	120,547.86
October	126	120,547.86	120,142.19	(47,800.47)	(65,535.06)	-	(988.15)	-	667.67	-	292.21	-	127,326.25
November	93	127,326.25	91,645.85	(47,417.93)	(53,083.56)	-	(836.51)	(12,028.60)	240.00	-	-	-	105,845.50
December	86	105,845.50	91,203.94	(53,604.80)	(50,798.46)	-	-	-	230.00	-	-	-	92,876.18
January	153	92,876.18	146,507.14	(51,599.38)	(54,204.92)	(166.67)	(94.66)	(9,222.67)	639.50	-	-	-	124,734.52
February	112	124,734.52	115,946.40	(50,863.85)	(45,221.63)	-	(189.96)	(6,347.79)	-	-	-	-	138,057.69
March	88	138,057.69	98,516.50	(58,099.08)	(60,203.42)	-	(181.10)	-	862.91	-	-	-	118,953.50
April	160	118,953.50	151,370.03	(58,535.49)	(71,163.80)	(1,021.74)	(387.56)	(5,595.28)	1,332.02	-	-	-	134,951.68
May	98	134,951.68	105,587.60	(44,820.04)	(57,145.56)	-	(88.94)	(9,817.84)	500.00	-	-	-	129,166.90
June	141	129,166.90	132,059.20	(49,681.61)	(41,061.10)	-	-	-	905.63	-	-	-	171,389.02
Total	1,337	138,893.01	1,340,372.61	(599,760.19)	(640,522.05)	(2,561.70)	(3,055.88)	(69,710.16)	7,441.17	-	292.21	-	171,389.02
		45%	48%	0%	0%	5%	-1%	0%	0%	0%	0%	0%	
Deposits				(599,760.19)									
Deposits Per Ledger				598,914.47									
Difference				(845.72)									
Charges Net of Medicare/Medicaid Adjustments					699,850.56								

Cromwell Fire District
General Fund - Projected Fund Balance
As of March 31, 2022

Unreserved Fund Balance, July 1, 2021				\$	1,156,376
Designated for 2021-2022 Budget					65,443
Additional Appropriations During the Year					-
					<u>1,221,819</u>
Projected Results of Current Year Operations					
		<u>Budget</u>	<u>Projected Actual</u>	<u>Adjustment</u>	
Revenues	\$	5,551,315	\$	5,485,872	\$ (65,443)
Expenditures		<u>5,551,315</u>		<u>5,551,315</u>	<u>-</u>
Results of Budgetary Operations	\$	<u>(0)</u>	\$	<u>(65,443)</u>	<u>(65,443)</u>
Unreserved Fund Balance June 30, 2022					1,156,376
Undesignated Fund Balance June 30, 2022					1,156,376
Updated Balance 6/30/2022 (projected)				\$	1,156,376
Fund Balance as a Percentage of Expenditures					20.83%

Cromwell Fire District
Water Division Enterprise Fund - Budget Report - SUMMARY
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
REVENUE									
	TOTAL REVENUE	2,511,689	2,495,267	-	2,495,267	1,294,060	-	1,201,207	48%
EXPENSES									
	PAYROLL	537,994	614,000	-	614,000	438,928	-	175,072	29%
	POWER AND PUMPING	241,252	266,000	-	266,000	205,883	5,789	54,327	20%
	TREATMENT	67,356	87,000	-	87,000	55,164	22,027	9,810	11%
	TRANSMISSION & DISTRIBUTION	60,855	112,200	-	112,200	57,551	15,136	39,513	35%
	OTHER OPERATING EXPENSES	51,143	58,271	-	58,271	43,005	1,000	14,265	24%
	GENERAL ADMINISTRATION	468,635	604,263	-	604,263	370,081	1,991	232,191	38%
	DEBT SERVICE - INTEREST	48,898	30,850	-	30,850	30,273	-	577	2%
	TRANSFER EQUIPMENT RESERVE FUND	-	-	-	-	-	-	-	0%
	TRANSFER WATER CAPITAL FUND	310,970	143,804	-	143,804	-	-	143,804	100%
	TOTAL EXPENSES	1,787,104	1,916,387	-	1,916,387	1,200,885	45,943	669,559	35%
BALANCE		724,585	578,880	-	578,880	93,175	(45,943)	531,648	92%

Cromwell Fire District
Water Division Enterprise Fund - Budget Report - DETAIL
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
05	Water Fund								
05 4140	Interest Income On Assessment	9,137	500		500	17,427		(16,927)	-3385%
05 4150	Interest on Receivables	47,803	25,000		25,000	22,578		2,422	10%
05 4200	State Grants	-	-		-	-		-	0%
05 4300	Interest Income	3,114	3,500		3,500	1,473		2,027	58%
05 4400	Metered Sales To General Public	2,114,413	2,069,375		2,069,375	993,077		1,076,298	52%
05 4402	Sales to Other Districts	73,790	45,000		45,000	66,244		(21,244)	-47%
05 4405	Seasonal & Hydrant Sales	142,568	140,000		140,000	126,320		13,680	10%
05 4410	Miscellaneous Service Revenues	29,050	25,000		25,000	15,434		9,566	38%
05 4411	Connection Charges/Inspections	45,100	15,000		15,000	29,397		(14,397)	-96%
05 4900	Miscellaneous Non-operating Revenue	31,668	3,000		3,000	13,641		(10,641)	-355%
05 4930	Employee Insurance Contribution	9,047	18,000		18,000	8,469		9,531	53%
05 4990	Administrative Costs-Other Funds	6,000	6,000		6,000	-		6,000	100%
05 4995	Operating Transfers In	-	-		-	-		-	0%
05 4990	Transfer from Fund Balance	-	144,892		144,892	-		144,892	100%
	TOTAL REVENUE	2,511,689	2,495,267	-	2,495,267	1,294,060	-	1,201,207	48%
05901	Payroll								
05901 5105	TOTAL PAYROLL	537,994	614,000		614,000	438,928	-	175,072	29%
05902	Power and Pumping								
05902 5434	Maint. of Structures & Improvements	11,686	10,000		10,000	7,044	-	2,956	30%
05902 5435	Maint. of Pumping Equipment	20,806	25,000		25,000	12,291	5,789	6,920	28%
05902 5620	Power	200,254	220,000		220,000	186,548	-	33,452	15%
05902 5800	Other Expenditures	8,506	11,000		11,000	-	-	11,000	100%
	TOTAL POWER AND PUMPING	241,252	266,000	-	266,000	205,883	5,789	54,327	20%
05903	Treatment								
05903 5630	Chlorine	12,672	14,500		14,500	12,154	2,346	(0)	0%
05903 5631	Aqua-Mag	21,073	18,000		18,000	12,160	5,840	(0)	0%
05903 5632	Fluoride	13,716	17,000		17,000	8,541	8,459	-	0%
05903 5805	Operating Expenses	19,896	37,500		37,500	22,308	5,382	9,810	26%
	TOTAL TREATMENT	67,356	87,000	-	87,000	55,164	22,027	9,810	11%
05904	Transmission & Distribution								
05904 5319	Outside Services	24,508	21,200		21,200	16,104	-	5,096	24%
05904 5436	Maint. of Reservoir	4,780	15,000		15,000	3,422	-	11,578	77%
05904 5437	Maint. of Trans & Distr Main	12,572	50,000		50,000	30,382	9,390	10,228	20%
05904 5438	Maint. of Services	14,398	-		-	-	-	-	0%
05904 5439	Maint. of Meters	617	6,000		6,000	2,869	1,201	1,930	32%
05904 5440	Maint. of Hydrants	3,980	20,000		20,000	4,775	4,545	10,681	53%
	TOTAL TRANSMISSION & DISTRIBUTION	60,855	112,200	-	112,200	57,551	15,136	39,513	35%

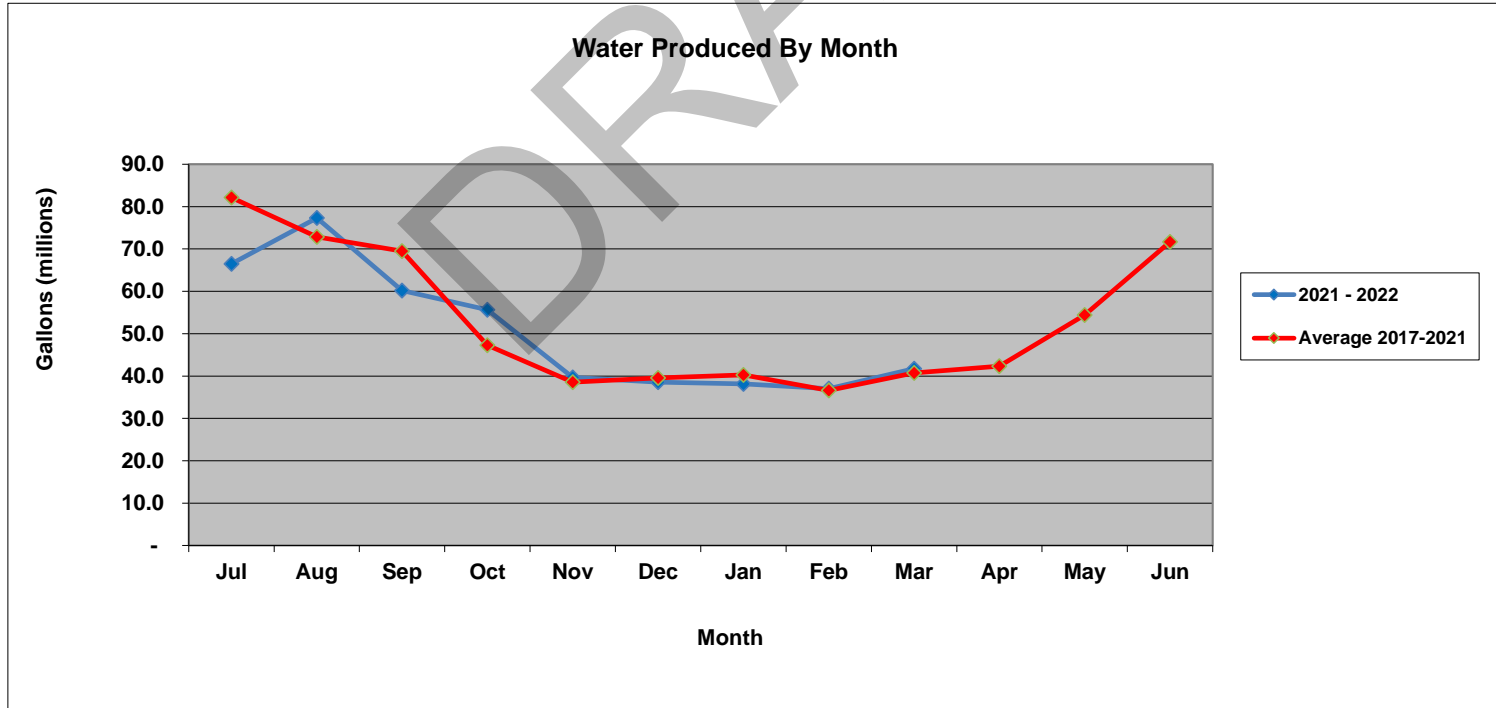
Cromwell Fire District
Water Division Enterprise Fund - Budget Report - DETAIL
2021 - 2022
As of March 31, 2022

Completed Budget Months = 9 (75%)
Available Budget Months = 3 (25%)

Account Number	Description	Preliminary 2020 - 2021	2021 - 2022 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
05908	Other Operating Expenses								
05908 5621	Utilities	9,022	11,000		11,000	9,226	-	1,774	16%
05908 5800	Other Expenditures	-	1,500		1,500	385	-	1,115	74%
05908 5802	Uniforms	3,678	6,000		6,000	3,187	-	2,813	47%
05908 5870	Dues & Training	2,882	8,000		8,000	2,877	-	5,123	64%
05908 5880	Truck & Garage Expense	35,561	31,771		31,771	27,330	1,000	3,441	11%
	TOTAL OTHER OPERATING EXPENSES	51,143	58,271	-	58,271	43,005	1,000	14,265	24%
05907	General Administration								
05907 5200	Payroll Tax Expense	39,625	46,971		46,971	32,486	-	14,485	31%
05907 5210	Unemployment Compensation	-	1,000		1,000	-	-	1,000	100%
05907 5230	Worker's Compensation Insurance	20,526	29,500		29,500	23,723	-	5,777	20%
05907 5240	Dental Insurance	9,265	13,000		13,000	6,858	-	6,142	47%
05907 5260	Medical Insurance	157,359	209,000		209,000	103,771	-	105,229	50%
05907 5270	Life Insurance	2,529	5,000		5,000	1,875	-	3,125	63%
05907 5290	Pension-Employer	38,051	36,039		36,039	-	-	36,039	100%
05907 5319	Outside Services	3,940	8,250		8,250	4,010	-	4,240	51%
05907 5320	Professional Fees	59,045	92,000		92,000	63,475	-	28,525	31%
05907 5520	Property/Liability Insurance	33,946	42,273		42,273	39,219	-	3,054	7%
05907 5610	Office Operations Expense	10,339	10,000		10,000	9,167	-	833	8%
05907 5615	Tele-communications	8,387	10,100		10,100	6,560	-	3,540	35%
05907 5621	West Street Utilities	11,123	12,000		12,000	7,161	-	4,839	40%
05907 5805	Computer Operations	59,131	68,530		68,530	54,041	1,991	12,497	18%
05907 5811	Payroll Services	576	600		600	362	-	238	40%
05907 7141	Postage	5,316	5,000		5,000	3,047	-	1,953	39%
05907 7142	Utility Billing Services	9,478	15,000		15,000	14,325	-	675	4%
	TOTAL GENERAL ADMINISTRATION	468,635	604,263	-	604,263	370,081	1,991	232,191	38%
05907 5910	DEBT SERVICE - INTEREST	48,898	30,850		30,850	30,273	-	577	2%
05908	Capital								
05908 5990	Transfer Equipment Reserve Fund	-	-		-	-	-	-	0%
05908 5990	Transfer Water Capital Fund	310,970	143,804		143,804	-	-	143,804	100%
	TOTAL CAPITAL	310,970	143,804	-	143,804	-	-	143,804	100%
	TOTAL REVENUES	2,511,689	2,495,267	-	2,495,267	1,294,060	-	1,201,207	48%
	TOTAL EXPENSES	1,787,104	1,916,387	-	1,916,387	1,200,885	45,943	669,559	35%
	Balance	724,585	578,880	-	578,880	93,175	(45,943)	531,648	92%

Cromwell Fire District
Analysis of Water Pumped by Month
As of March 31, 2022

Month	Fiscal Year						2017-2021 Average	2022/Avg Monthly	%
	2017	2018	2019	2020	2021	2022			
Jul	89.8	70.7	80.3	83.0	86.9	66.5	82.1	(15.7)	-19.1%
Aug	75.4	66.6	66.5	75.8	80.1	77.3	72.9	4.4	6.1%
Sep	70.6	64.8	57.6	78.7	75.7	60.2	69.5	(9.3)	-13.4%
Oct	47.3	51.4	42.0	43.3	52.5	55.6	47.3	8.3	17.6%
Nov	39.8	36.3	35.7	37.1	43.9	39.7	38.6	1.1	2.8%
Dec	40.2	36.5	37.4	39.2	44.5	38.5	39.6	(1.0)	-2.6%
Jan	40.8	38.7	38.6	39.9	43.4	38.1	40.3	(2.1)	-5.3%
Feb	36.4	35.8	35.0	36.7	39.1	37.0	36.6	0.4	1.1%
Mar	40.4	39.4	40.8	40.5	42.5	41.7	40.7	1.0	2.4%
Apr	41.4	39.8	41.3	41.3	47.9		42.3	-	0.0%
May	49.9	53.9	46.5	53.4	68.3		54.4	-	0.0%
Jun	61.3	77.7	61.5	78.9	79.1		71.7	-	0.0%
Total	633.3	611.4	583.3	647.9	703.8	454.7	635.9	(12.9)	

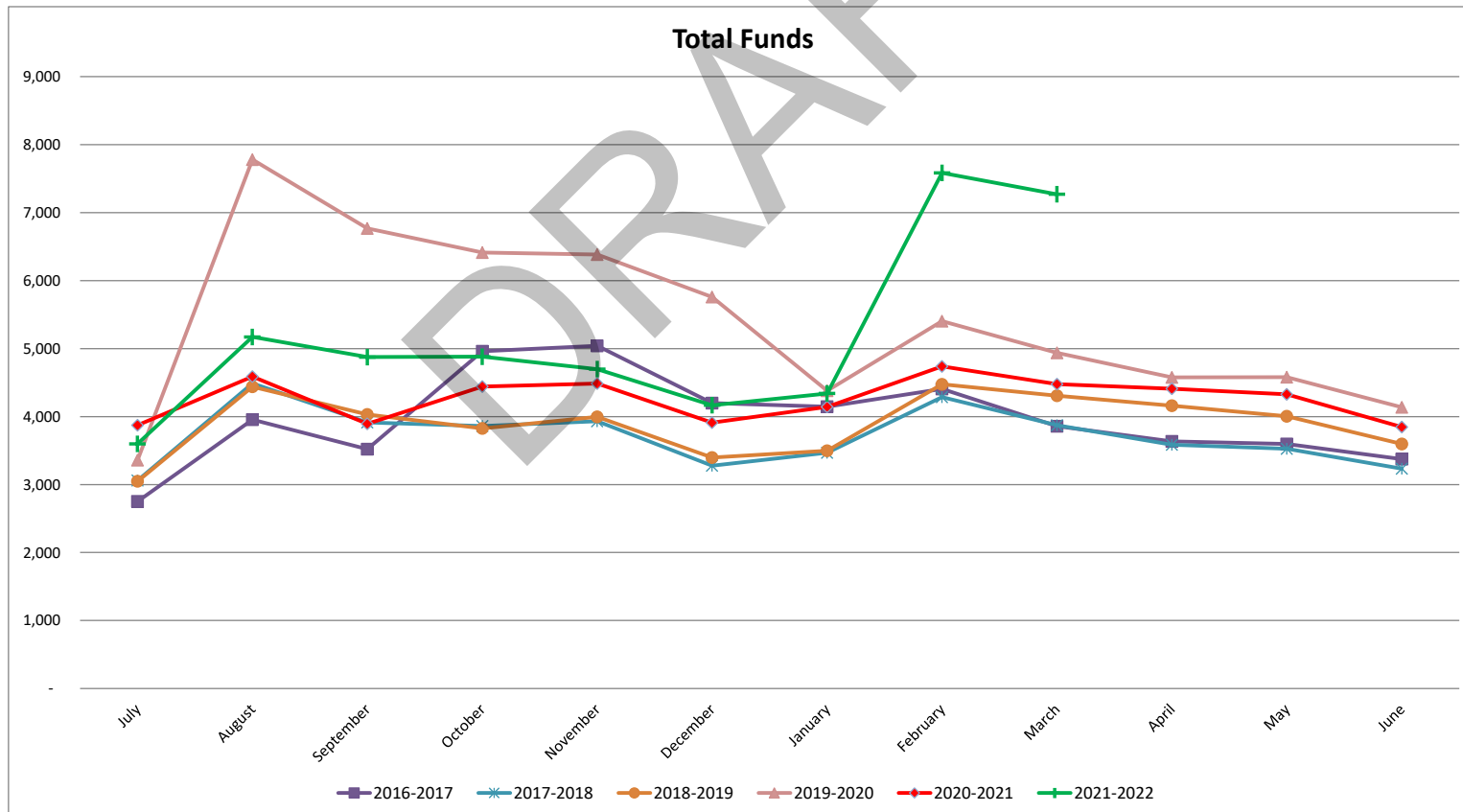


**Cromwell Fire District
Treasurer's Report
As of March 31, 2022**

Account	Beginning Balance	Deposits	Withdrawals	Ending Balance	YTD Interest
STIF					
Bonds Proceeds	9,706.60	0.74	-	9,707.34	6.94
Citizens Bank					
Checking	66,866.20	871,581.25	898,258.16	40,189.29	-
Reserve Account	2,000,000.00	250,000.00	50.26	2,249,949.74	-
Money Market	2,455,175.82	194.82	400,000.00	2,055,370.64	1,401.43
Fire Department Trust	77,731.29	3.24	1,511.90	76,222.63	26.23
Hardship Benefit Fund	64,860.05	2.75	-	64,862.80	24.31
Harris Scholarship & Memorial Fund	26,347.50	301.13	-	26,648.63	9.82
People's United Bank					
Checking	612,671.19	69,970.86	205,900.96	476,741.09	-
Savings	2,270,865.74	96.43	-	2,270,962.17	1,536.72
Total Ending Balance	7,584,224.39	1,192,151.22	1,505,721.28	7,270,654.33	3,005.45

**Cromwell Fire District
Analysis of Cash Balances
As of March 31, 2022**

Month	Fiscal Year					
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
July	2,751	3,059	3,047	3,358	3,874	3,599
August	3,955	4,488	4,438	7,780	4,589	5,171
September	3,522	3,915	4,032	6,766	3,892	4,875
October	4,960	3,860	3,826	6,413	4,442	4,881
November	5,041	3,932	3,995	6,384	4,486	4,698
December	4,197	3,276	3,397	5,758	3,910	4,166
January	4,145	3,468	3,497	4,381	4,142	4,339
February	4,407	4,285	4,475	5,404	4,738	7,584
March	3,858	3,873	4,307	4,936	4,478	7,270
April	3,636	3,584	4,159	4,577	4,410	
May	3,596	3,527	4,006	4,579	4,326	
June	3,374	3,233	3,597	4,136	3,846	



**Cromwell Fire District
Fire Department Funds
March 31, 2022**

[illegible]

**Cromwell Fire District
Equipment Reserve Fund
Budget Report
March 31, 2022**

Description	Account Number	Budget Prior Years	Budget 2021-22	Updated Budget	Expended Prior Yrs	Expended 2021-2022	Expended Total	Encumbered	Total Committed	Balance
Closed Projects & Uncommitted Fund Balance		4,059,560	-	4,059,560	4,059,560	-	4,059,560	-	4,059,560	(0)
Scott Air Packs / SCBA Replacement	31750-5740	300,506	25,000	325,506	259,942	65,564	325,506		325,506	-
Vehicles & Apparatus - Major Repairs	31751-5710	209,735		209,735	204,125		204,125		204,125	5,609
R-1 Replacement	31715-5740	250,000		250,000	-		-		-	250,000
Ambulance Re-chassis	31791-5710	-		-	-		-		-	-
Equipment & Vehicle Replacements	31800-5710	-	75,000	75,000	-	73,573	73,573		73,573	1,427
Stretcher for Ambulance re-chassis	31804-5740	17,000		17,000	15,794		15,794		15,794	1,206
IPAD Replacement (13)	31702-5740	6,500		6,500	6,214		6,214		6,214	286
Ambulance EMS Chart Computers/IPADS (4)	31702-5740	5,500		5,500	-		-		-	5,500
Network Security Audit	31757-5320	12,000		12,000	4,000		4,000		4,000	8,000
Switch / UPS Redundancy (50%)	31702-5740	-	6,000	6,000	-	1,000	1,000		1,000	5,000
Turn Out Gear Replacement	31784-5740	406,344	25,000	431,344	388,382	22,481	410,863	11,975	422,838	8,506
FMO Investigation vehicle & cap	31800-5710	29,632		29,632	28,716		28,716		28,716	916
Hurst Tool Replacement	31819-5700	6,000		6,000	-		-		-	6,000
Facilities Maintenance Program	31830-5700	133,644	15,948	149,592	93,492		93,492		93,492	56,101
Bunk room door/wall/window modification	31604-7310	4,000	10,000	14,000	-		-		-	14,000
Bunk room Men's/Women's plumbing facilities	31604-7310	10,000		10,000	-		-		-	10,000
Murphy beds (6)	31939-5800	16,000		16,000	-		-		-	16,000
AED-Replacement x 4 at \$2200	31760-5740	8,800	6,500	15,300	8,240	7,020	15,260		15,260	40
AED - EMT/CPR Trainer Devices	31760-5740	2,100		2,100	-		-		-	2,100
Fire hose replacement	31716-5740	13,000		13,000	10,039		10,039		10,039	2,961
(8) MSA 4-Gas Meter Replacement: (6) Fire + (2) FV	31763-5740	-	9,156	9,156	-	8,261	8,261		8,261	895
FMO Permit Software	31785-5740	-	3,000	3,000	-		-	2,775	2,775	225
Knoxbox System Repair/Upgrade	31921-5740	-	13,000	13,000	-	13,533	13,533		13,533	(533)
West Street Front Apron repairs	31830-5740	-	10,000	10,000	-		-		-	10,000
Door Access Security System (GF portion)	31921-5740	-		-	-		-		-	-
Air compressor - Court St apparatus bay	31952-5740	5,000		5,000	1,108		1,108		1,108	3,892
Airbags & Airbag System (new apparatus) (bonds)	31713-5740	-	30,075	30,075	-		-	30,075	30,075	-
Hose (new apparatus) (bonds)	31716-5740	-	18,282	18,282	-		-	18,282	18,282	-
Rope & Rope Equipment (new apparatus) (bonds)	31817-5700	-	12,345	12,345	-	1,350	1,350	10,995	12,345	(0)
Extrication Tools (new apparatus) (bonds)	31819-5700	-	75,699	75,699	-		-	75,699	75,699	-
Apparatus, Ambulance & Equipment (bonds)	multiple t/b/d	-	1,863,599	1,863,599	-		-		-	1,863,599
Radio/Tower/Antenna Upgrades Project (bonds)	31807-5740	3,000,000		3,000,000	2,888,019	111,981	3,000,000		3,000,000	-
Radios for Fire Police & Fire Inspectors	31807-5740	-	15,000	15,000	-	3,735	3,735		3,735	11,265
Login Recorder, Pagers & Cases	31807-5740	169,075		169,075	158,233		158,233		158,233	10,842
Construction of 6 Radio Voting Sites	31807-5740	140,000		140,000	41,814	57,579	99,392		99,392	40,608
Active Projects		4,744,835	2,213,604	6,958,439	4,108,117	366,078	4,474,195	149,801	4,623,996	2,334,443
Total		8,804,396	2,213,604	11,018,000	8,167,678	366,078	8,533,755	149,801	8,683,556	2,334,443

**Cromwell Fire District
Water Capital Fund
Budget Report
March 31, 2022**

Description	Account Number	Budget Prior Years	Budget 2021-2022	Total Budget	Expended Prior Years	Expended 2021-2022	Total Expenditures	Encumbered	Balance
Closed Projects & Uncommitted Fund Balance		5,290,740	-	5,290,740	5,290,740	-	5,290,740	-	(0)
Chem Feed Transfer Switch	35835-5700	63,344		63,344	63,344		63,344		-
Meters	35904-5720	332,396	75,000	407,396	328,660	69,156	397,815	5,844	3,736
Hydrants	35929-5722	80,132	15,000	95,132	69,442	4,822	74,264		20,869
Water System Remote Data Collection System	35912-5730	10,000	(10,000)	-	-		-		-
Replacement of Well Pump Motor	35740-5435	63,000		63,000	58,300		58,300		4,700
Engineering Services - Water Tank Inspection	35752-7290	-		-	-		-		-
Leak Detection equipment	35776-5740	16,679		16,679	16,679		16,679		-
Confined space equipment	35954-5740	7,485		7,485	7,485		7,485		-
Light Tower	35954-5740	9,396		9,396	9,396		9,396		-
Roller/compactor	35954-5740	15,801		15,801	15,801		15,801		-
Hydraulic breaker (backhoe attachment)	35954-5740	12,822		12,822	12,822		12,822		-
VM-810 Pipe Locator	35776-5740	-	3,085	3,085	-	3,085	3,085		-
SCADA System	35958-5740	-	45,000	45,000	-	21,213	21,213	14,000	9,787
5 Ipads and truck mounts	35827-5700	-	4,000	4,000	-	2,063	2,063		1,937
N360 meter reading upgrade and equipment	35778-5740	-	21,812	21,812	-		-		21,812
Switch / UPS Redundancy (50%)	35827-5700	-	6,000	6,000	-	1,000	1,000		5,000
Pre- Engineering study for Interconnection Project	35737-7310	-	60,000	60,000	-	48,180	48,180		11,820
Excavator (bonds)	35789-5710	-	50,168	50,168	-		-	50,168	-
Pickup Truck (bonds)	35789-5710	-	52,802	52,802	-		-	52,802	-
Job Truck (bonds)	35789-5710	-	103,023	103,023	-		-	103,023	-
Trailer (bonds)	35754-5710	-	7,545	7,545	-		-	7,545	-
Excavator Attachments (bonds)	35756-5740	-	19,951	19,951	-		-	19,951	-
Vehicles & Equipment (bonds)	multiple t/b/d	-	16,511	16,511	-		-		16,511
Door Access Security System (Water portion)	35959-5775	-		-	-		-		-
Risk & Resiliency Study	35721-7290	25,000		25,000	24,850		24,850		150
Diversion Permit Renewal	35721-7290	80,000		80,000	-	76,596	76,596		3,404
Water Supply Plan	35721-7290	10,200		10,200	7,960	3,990	11,950		(1,750)
Distribution Study	35721-7290	79,900		79,900	76,150	-	76,150		3,750
Active Projects		806,155	469,897	1,276,052	690,888	230,104	920,993	253,333	101,726
Total Water Capital Projects		6,096,895	469,897	6,566,792	5,981,628	230,104	6,211,733	253,333	101,726

Cromwell Fire District

1 West Street
Cromwell, CT 06416
Telephone 860-635-4420

FIRE DISTRICT OFFICE
WATER DIVISION

FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE

BOARD OF COMMISSIONERS

Fire and Water Divisions

Tuesday, March 15, 2022

6:00 PM

Coles Road Firehouse

105 Coles Road

Cromwell, CT

The Commissioners of the Cromwell Fire District held their monthly Board of Commissioners' Meeting on Tuesday, March 15, 2022, at 6:00 PM, at the Coles Road Firehouse, 105 Coles Road, Cromwell, CT to discuss and act upon Fire and Water Division business.

Commissioners Lee Brow (President), Jason Hinners, Charles Epstein, Robert Donohue, Mertie Terry, Chip Darius and Robert McIntyre attended. Commissioners Roger Rukowicz and David Colligan were absent. Also attending were Fire Chief Jason Balletto, Communication Manager Justin Lonergan, Water Operations Manager Joseph Palmieri and Account Manager Michael Alibrio.

CALL TO ORDER

The meeting was called to order at 6:00 PM by President Brow. The Pledge of Allegiance was led by President Brow.

APPROVAL OF AGENDA

A motion was made by Commissioner Epstein, seconded by Commissioner Hinners and unanimously approved to accept the agenda as submitted.

PUBLIC COMMENT

There were no public comments to report.

APPROVAL OF THE BOARD OF COMMISSIONERS' MEETING MINUTES OF FEBRUARY 15, 2022

A motion was made by Commissioner Hinners, seconded by Commissioner Donohue and unanimously approved to accept the Board of Commissioners' Meeting minutes of February 15, 2022, as submitted.

APPROVAL OF THE SPECIAL BOARD OF COMMISSIONERS' MEETING MINUTES OF FEBRUARY 17, 2022

A motion was made by Commissioner Donohue, seconded by Commissioner Hinners and unanimously approved 6 to 0 to accept the Special Board of Commissioners Meeting minutes of February 17, 2022, as submitted. Commissioner Epstein abstained.

APPROVAL OF THE SPECIAL BOARD OF COMMISSIONERS' MEETING MINUTES OF
MARCH 3, 2022

A motion was made by Commissioner Hinners, seconded by Commissioner Epstein and unanimously approved to accept the Special Board of Commissioners' Meeting minutes of March 3, 2022, as submitted.

READING OF COMMUNICATIONS & WRITTEN APPEALS TO THE BOARD

There were no communications or appeals to report.

REPORTS OF THE STAFF

- A. Executive Director. The Executive Director's Report for February had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District office. Mr. Neto was available to answer any questions.

A motion was made by Commissioner Hinners, seconded by Commissioner Donohue and unanimously approved to accept the Executive Director's Report for February as submitted.

- B. Financial Report. The Financial Report for February had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District office. Mr. Alibrio added that the District closed on their Bond in February. The audit has been completed. The budget process for next fiscal year has also begun. Mr. Alibrio was available to answer any questions.

Commissioner Epstein asked how the new medical billing company was working out. Chief Balletto reported that things have been working out very well. Shared Response began their contract with the District on March 1. There was a small gap with the changeovers. It took approximately one week to straighten it out. As of Friday there was 132 billings that were sent out.

A motion was made by Commissioner Hinners, seconded by Commissioner Epstein and approved 6 to 0 to accept the Financial Report for February as submitted. Commissioner McIntyre abstained.

- C. Fire Department Chief. The Chief's Report for February had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. There have been no changes. The Chief was available to answer any questions.

The Chief gave an update on the Fire Marshal's Report. There is a meeting scheduled for Thursday with the Board of Education. Colin Whalen is creating a Youth Fire Center Program with the Town of Cromwell. They have been in constant contact with the State of Connecticut, Department of Children & Families. They are planning to present their program to the Board of Education on Thursday at 11 AM. They are looking for the Board's approval as well as determining what next steps need to be taken. They are trying to get all Divisions

involved in youth services in Town. They are looking for support from the Police Department, Fire Chief's Office, FMO, Board of Education and Social Services to get the program up and running.

Commissioner Donohue asked the Chief to pass along to the Marshal's office that a lot of his property management associates were notified of the charges being imposed on them for inspections and other FMO services. Those associates were asked if they wanted to get an inspection in before the fees are imposed. He felt this was a great gesture. Commissioner Donohue helped get the word out, and it was well received.

A motion was made by Commissioner Epstein, seconded by Commissioner Hinners and unanimously approved to accept the Chief's Report for February as submitted.

- D. Water Operations. The Operations Report for February had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Palmieri was available to answer any questions. President Brow asked about any updates on the interconnection project. Mr. Palmieri reported the project is ongoing. They are in the early stages of it. There was a meeting to discuss the financial component. The meeting included Mr. Neto, Mr. Palmieri, Mr. Alibrio and the consultant from the State. The options are low interest rate loans, grants. The grant component is not emphasized as much as loans. The original estimate from \$1.5 million to \$2 million has now jumped to \$3.5 million. Prices are totally out of control. The architectural engineering will be an expensive component. That cost can become part of the loan or grant, or the payment made up front to be reimbursed.

There will be more to come on this. Mr. Neto is planning to schedule Environmental Partners to come in to discuss all the components of the project so the Board can feel more comfortable in making decisions about next steps. Mr. Neto noted the Town has received \$2.4 million from the Recovery Act. Mr. Neto identified \$1.2 million to the Town for two major projects in the District. One was the Interconnection Project with a price of \$1.5 million. He also identified some replacement of water mains around the West Street Heights/West Street Terrace area where some sewer work will be required over the next year. The District is on the list, and they do have a chance to get something. The entities eligible for funds are: Water Infrastructure and Sewer Infrastructure.

A motion was made by Commissioner Hinners, seconded by Commissioner Darius and unanimously approved to accept the Water Operations Report for February as submitted.

- E. Communication Center Report. The Communication Center report for February had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Lonergan reported there are a couple of ongoing things. They are still finishing up the radio project. Mr. Lonergan was available to answer any questions. He has been working with the Town and Everbridge at the EOC level. They are trying to establish a citizen's alert system in Cromwell. Emergency management and the Police Department along with the Communication Center will work as a team to bring the Everbridge program back online to launch it on all division and department levels. It will be a massive launch on the Everbridge platform. It will be on sign boards, newsletters and newspapers as a conjoined effort between the Town of Cromwell, Emergency Management, Police Department and Fire District. It will benefit the citizens of Cromwell with good information.

REPORTS OF THE STANDING COMMITTEES

- A. District Operations. There was no meeting.
- B. Executive. There was no meeting.
- C. Fire Operations. There was a Special Meeting on January 24, 2022, and February 22, 2022. Minutes from the January 24, 2022, meeting had been distributed at last month's Board meeting. They were tabled because the Fire Operations Committee had not approved them at that time.

A motion was made by Commissioner Donohue, seconded by Commissioner Hinnners and unanimously approved to accept the Special Fire Operations Committee meeting minutes of January 24, 2022, and February 22, 2022.

- 1. Communications Committee. No meeting. The Executive Director gave a brief update. The reprogramming is still in the hands of the State. They will probably be looking for more clarification, so this could cause a delay of a week. Whatever the concerns are, they will be addressed. He thinks there may be some concerns with MOU's, but there will be more to come on this.
- 2. Apparatus Committee. Regarding the apparatus and the Chief's vehicle, there has not been any bad news about the order. They assume that the delivery schedule may be closer to the beginning of April rather than the end of March.
- D. Pension. There was no meeting. The Executive Director is meeting with a company out of Boston to start the process of understanding what it will take to get the District to the next level. He is still waiting for Future Plan to provide some information. In the meantime the District is in the process of information gathering. The new company has done a lot of work in CT and was referred by Mr. Jim Rude. Mr. Rude had some experience with pension pay outs.
- E. Personnel. There was a Special Meeting on March 1, 2022. Minutes had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office.

A motion was made by Commissioner Epstein, seconded by Commissioner Hinnners and unanimously approved to accept the Special Personnel Committee meeting minutes of March 1, 2022, as submitted.

- F. Water Operations. There was no meeting.

BOARD APPOINTMENTS

There were no appointments to report.

CONSIDERATION OF OLD BUSINESS

- A. Report of the Town Council Liaison. There was no report.
- B. Reports of the Special Committees

1. Public Safety Tower Committee. A meeting was held on March 4, 2022. Minutes were not available for review. A motion was made by Commissioner Hinners, seconded by Commissioner Donohue and unanimously approved to table the Public Safety Tower Committee meeting minutes of March 4, 2022, until the next meeting.
2. Health & Safety Building Committee. There was no meeting. The next quarterly meeting is in April.
3. Bylaws Committee. There was no meeting.
4. Publicity Committee. There was no meeting.

NEW BUSINESS

- A. Commissioners' Comments. President Brow discussed contract negotiations coming up between the District and the Dispatchers' Union, AFSCME Local. Those involved with negotiations will be President Brow, Vice President Hinners, Executive Director Neto, the Chairman of the Personnel Committee--Commissioner Donohue and the Communications Manager—Justin Lonergan. They will be meeting amongst themselves before scheduling the negotiation sessions.

Commissioner Donohue recognized the Recording Secretary for the work she has been doing. Meetings have a lot of people engaging in discussions, and it is hard work keeping information organized and up to date. The other Commissioners agreed and thanked the Recording Secretary for all she does.

Commissioner Terry asked Commissioner Donohue to relay the information he had regarding Easter. The Cromwell Police Benevolence Association is sponsoring a Easter Bunny Meet and Greet. It is scheduled for April 9, 2022, 11:00 AM – 2:00 PM. Rain or shine at Pierson Park Pavilion. There will be a bag of treats given out to each child by the Easter Bunny. Everyone must be pre-registered. It will be \$5 per bag of treats. The treats will be packaged by the Cromwell Police Department. Registration is at: cromwellpdeaster2022@gmail.com.

The other item from Commissioner Donohue was March 21 – April 15, 2022, donations will be accepted for non-perishable food items to help benefit those in need. All donations will go to the Cromwell Food Pantry. The drop off location is at the Cromwell Police Department in the front lobby.

It was also noted that April 9, 2022, has been designated as the official District “Swearing In” ceremony for all new hires in the Fire Department, and will also be a chance for photo ops. However, after Commissioner Donohue’s announcement it sounds like the Easter Bunny activity conflicts with the Swearing In ceremony.

Commissioner Terry suggested making a donation to the Easter Bunny activity from the Board of Commissioners. The Executive Director needed direction for making the donation, but would do so on behalf of the Board. The Executive Director was directed to donate \$50 from the Commissioners’ account to the Easter Meet and Greet event. The Police Union will also be subsidizing the event.

A motion was made by Commissioner Darius, seconded by Commissioner Terry and unanimously approved to donate \$50 to the Easter Bunny Meet and Greet event as described.

Commissioner Darius also added that he sent information to the Personnel Chair and the Executive Director regarding an IAFC Volunteer Work Force Solutions 2-Day Seminar on building a collaborative team to be held at the CT Fire Academy April 2 and 3. He encouraged everyone to try to get someone there to gather information and bring it back to share. The Executive Director noted that the District will be sending the Fire Chief and Melissa Roming.

- B. Budgetary Adjustments. There were no budgetary adjustments to report.
- C. Approval of Contracts/Contractors. There were no contracts or contractors to approve.
- D. Presentation of the Audit. Hard copies of the audit were given to all the Commissioners as well as electronic copies via an email attachment. Jason from Hoyt, Filleppetti & Malaghan, LLC, was on the phone as a conference call to the Board to review the audit. He began by reviewing the "report card" of the audit which was a Clean Opinion. He explained that is the best opinion to receive. They were happy with the internal controls, their record keeping and the way transactions are handled. There were no audit findings. The financials that are seen during the year are consistent with what happens at the end of the year. There is a great financial reporting system in place. They hardly make any adjustments to the numbers they are given to audit.

In terms of the financial condition of the District, he referred everyone to page 19. That page has the governmental balance sheet. That is where the General fund is located. The District ended the year with a fund balance of \$1.1 million. Of that \$1.1 million, over \$1 million is unassigned. That means there are no encumbrances or any kind of attachments to that fund balance. At the end of June, out of the \$1.56 million there is almost 3 months of expenditures. There is a 25% fund balance. There are also healthy balances in the Capital Projects funds. It is a committed fund balance which means it is spoken for on various projects. It can either be recommitted or decommitted if the need arises.

He reported there is nothing new in the way of accounting this year. There is a little change in names. What used to be an agency fund is now a custodial fund. A majority of the notes are pension related. There is nothing else Jason needed to draw their attention to. They were very pleased with the fund balance.

Commissioner Donohue commented that his son is an Accountant and he has had nothing but positive feedback about the audits done on the District. Commissioner Donohue asked if the auditors had come across anything that needs improvement. The auditors were very happy with the way things are with the audits. There is nothing they don't like. Cromwell is one of the few Fire Districts that they know of that has the accounting expertise in house. They feel that is important. You don't need to wait for an audit to figure out what is going on.

Commissioner Terry was pleased with what the auditors had to say. Commissioner Darius had a question on Page 4, the financial highlights. The 6th bullet down. Ambulance billing amounted to \$5973.23. He wanted to know if that was gross billings, collected billings, or something more specific. Jason responded that it represents gross revenue. What has been invoiced, but not necessarily what is collected. Commissioner Darius wanted to know billings vs. collections. The \$5973.23 is what was collected and not billed. There is an adjustment to work into the outstanding receivable balance which is done at the end of the year. Revenue is covering half of the expense.

Commissioner Darius clarified that it is costing the District \$1.4 million to run the ambulances, and recouping a little less than half of that in the current billing model. On the Fire side, nothing is being re-cooped as of yet.

President Brow thanked Jason and the team at Hoyt, Filippetti & Malaghan, LLC, for all their hard work on the audit. He hoped that next year, the audit will be placed at the beginning of the Board meeting agenda so that the auditors would not have to sit through the whole meeting waiting for their turn. The Executive Director also thanked Jason and his team, and challenged the auditors to have a target date to complete the audit by the end of December 2022.

A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to accept the Audit for 2019, completed by Hoyt, Filippetti & Malaghan, LLC, as presented.

- E. Update on Court Street/Coles Road Firehouses. The Executive Director reported that they are still in the process of gathering more information. They have received a couple of quotes. One of the issues he and the Fire Chief shared with the Fire Operations Committee is that they are still at the nuts and bolts of how to do this move effectively. One of the big obstacles they discovered is the generator at Coles Road. That generator was not designed to support the whole Court Street facility. They brought in some people to do an assessment. Mr. Neto has a meeting this Friday with another vendor for an assessment. He requested leaving this item on the agenda for next month for updates.

PUBLIC COMMENT

Mr. James Rude, Highridge Road, began by stating there are minutes in the meeting packet tonight for a Special Commissioner meeting dated March 3, 2022. This meeting was never published on the website of the Cromwell Fire District. He stated it is hard to attend when information is not available.

The second item is the Pension. The voluntary pension was frozen back on June 30, 2019. It was formally terminated on January 18, 2022. He understood that in the recent past, the plan was more than fully funded. The Dow has fallen 9% or 10% since the market high premiered in January. From what he understands more than half of the assets of that pension plan are still exposed to market exposure on the equity side. He strongly encouraged the Commission to think about the risk. Once the pension plan is frozen, the liabilities are fixed. Once your pension plan is more than fully funded, it would be great to lock in that fully funded position. If the market changes, it could go back to being underfunded if the market were to take a significant correction. He would not want to see the Commission lose the opportunity to have the assets that are available be underfunded.

Regarding the Audit Report, Mr. Rude fully supported the challenge the Executive Director gave with speeding up the completion of the audit. It is embarrassing to be sitting in the audience almost 9 months after the end of the fiscal year with the public not being able to see the results of the audit for the year ending June 30, 2021. December is better, but still pretty slow.

Regarding financial matters, he understood budget preparation is beginning. He still supports strongly the creation of a multi-year financial plan so the Commission and the District can look further than just a few months from one year ahead to see what kind of organization they look like. He continues to encourage the organization to work with the Town to figure how to spend

the tax dollars being collected from the taxpayers of the Town of Cromwell in the most efficient manner. He was glad to hear that the District is working on some minor things with the Town, but there are some major things they can also be working with the Town on. He would like to see that moved forward.

He would also like to see some balance sheet information in the monthly financial report. There is still no information on accounts receivable, aging and some other things that would be very helpful not only for the Commissioners, but also for the public.

EXECUTIVE SESSION

There were no items up for discussion under Executive Session.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Hinnars, seconded by Commissioner Donohue and unanimously approved to adjourn the meeting at 7:00 PM.

ATTEST:

Nancy Deegan
Recording Secretary

Charles R. Epstein, Secretary

DRAFT