

CROMWELL FIRE DISTRICT
MEETING OF THE BOARD OF COMMISSIONERS
Tuesday, May 17, 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. Approval of the Board of Commissioners' Meeting Minutes of April 19, 2022
Approval of the Special Board of Commissioners' Meeting Minutes of May 5, 2022
- V. Reading of Communications & Written Appeals to the Board
- VI. Reports of the Staff
 - A. Executive Director
 - B. Financial Report
 - C. Fire Department Chief
 - 1. Fire Marshal's Office
 - D. Water Operations
 - E. Communication Center Report
- VII. Reports of the Standing Committees
 - A. District Operations
 - B. Executive – Meetings April 25 & April 27, 2022
 - C. Fire Operations – Meeting April 18, 2022
 - 1. Communications Committee
 - 2. Apparatus Committee – Meeting May 3, 2022
 - D. Pension
 - E. Personnel – Meeting May 10, 2022 -- canceled
 - F. Water Operations – Meeting May 4, 2022 (minutes not available)
- VIII. Board Appointments
- IX. Consideration of Old Business
 - A. Report of the Town Council Liaison
 - B. Reports of the Special Committees
 - 1. Public Safety Tower Committee
 - 2. Health & Safety/Building Committee
 - 3. By-Laws Committee
 - 4. Publicity Committee
- X. New Business
 - A. Commissioners' Comments
 - B. Budgetary Adjustments
 - C. Approval of Contracts/Contractors
 - D. Update on Navigator Conference – J. Balletto, J. Lonergan
 - E. Discussion of Budget Presentation to Public Including Public Outreach/Advertising
- XI. Public Comment*
- XII. Executive Session
- XIII. Adjournment

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.

*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
APRIL 30, 2022**

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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 April 30, 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
April 30, 2022**

• **General Fund**

- Revenues exceed expenditures by \$1,063,321 for the period ended April 30, 2022 as follows:

■ Revenues	\$ 5,482,422
■ Expenditures	\$ 4,419,101
	<u>\$ 1,063,321</u>

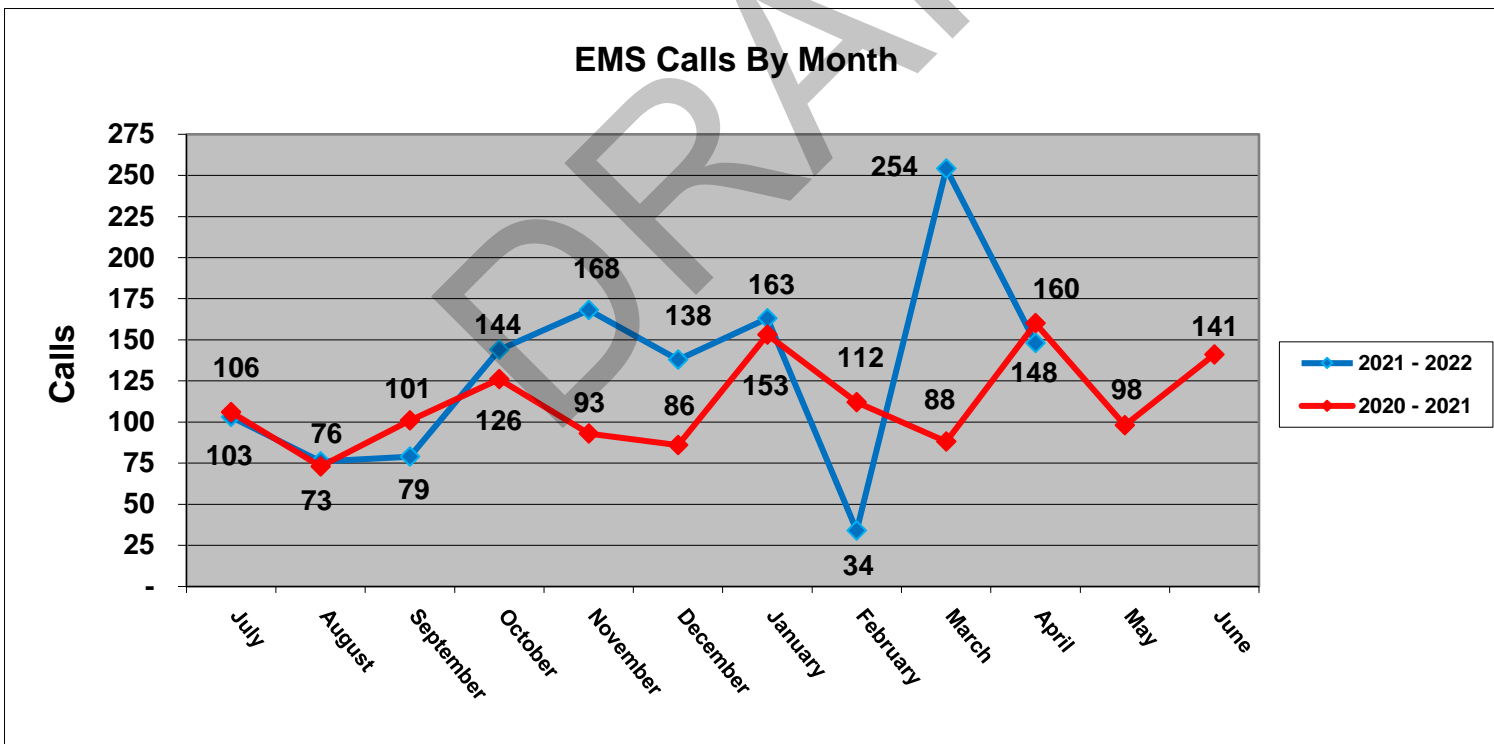
- Tax collections for the current levy and total tax collections are summarized below:

As of April 30, 2022			
	Budget \$	Actual \$	% Collected
Current Levy	4,496,072	4,556,205	101.34%
PY Taxes	11,000	30,573	277.93%
Interest	6,000	17,482	291.36%
Total	4,513,072	4,604,260	102.02%

Cromwell Fire District
Executive Overview
April 30, 2022

- **EMS Billing**

- EMS volume during the month of April 2022 was 148 calls and gross charges of \$143,058. This compares to 160 calls and gross charges of \$151,370 during April 2021.
- Billings net of Medicare/Medicaid adjustments for the month of April 2022 were \$45,042 compared to \$80,206 for April 2021.
- Year-to-Date funds collected and deposited as of April 30, 2022 were \$655,597 compared to \$505,259 as of April 2021.
- EMS calls by month (Fiscal 2022 versus 2021) are illustrated below:



Cromwell Fire District

Executive Overview

April 30, 2022

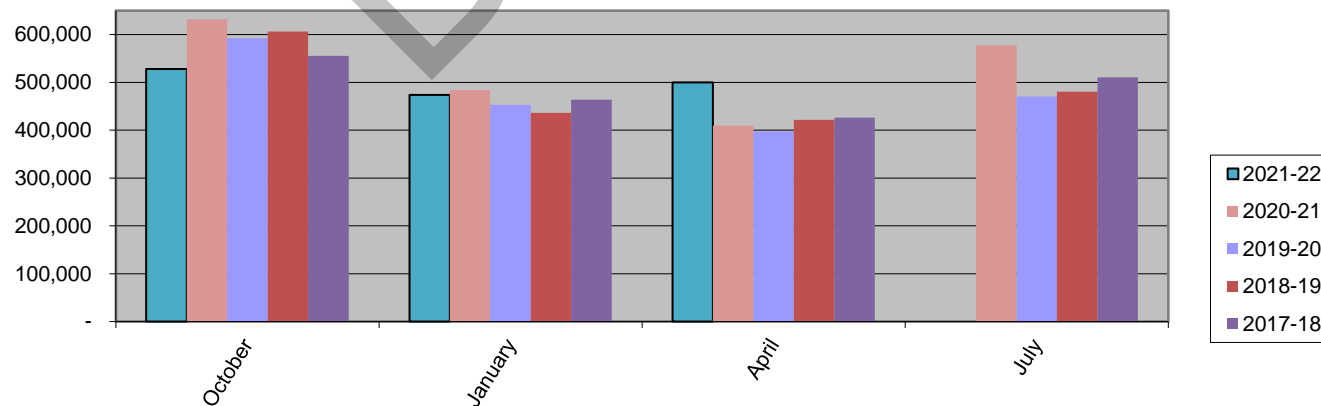
- Water Division Enterprise Fund**

- Revenues exceed expenditures by \$495,116 for the period ended April 30, 2022 as follows:

■ Revenues	\$ 1,807,455
■ Expenditures	\$ 1,312,339
	<u>\$ 495,116</u>

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

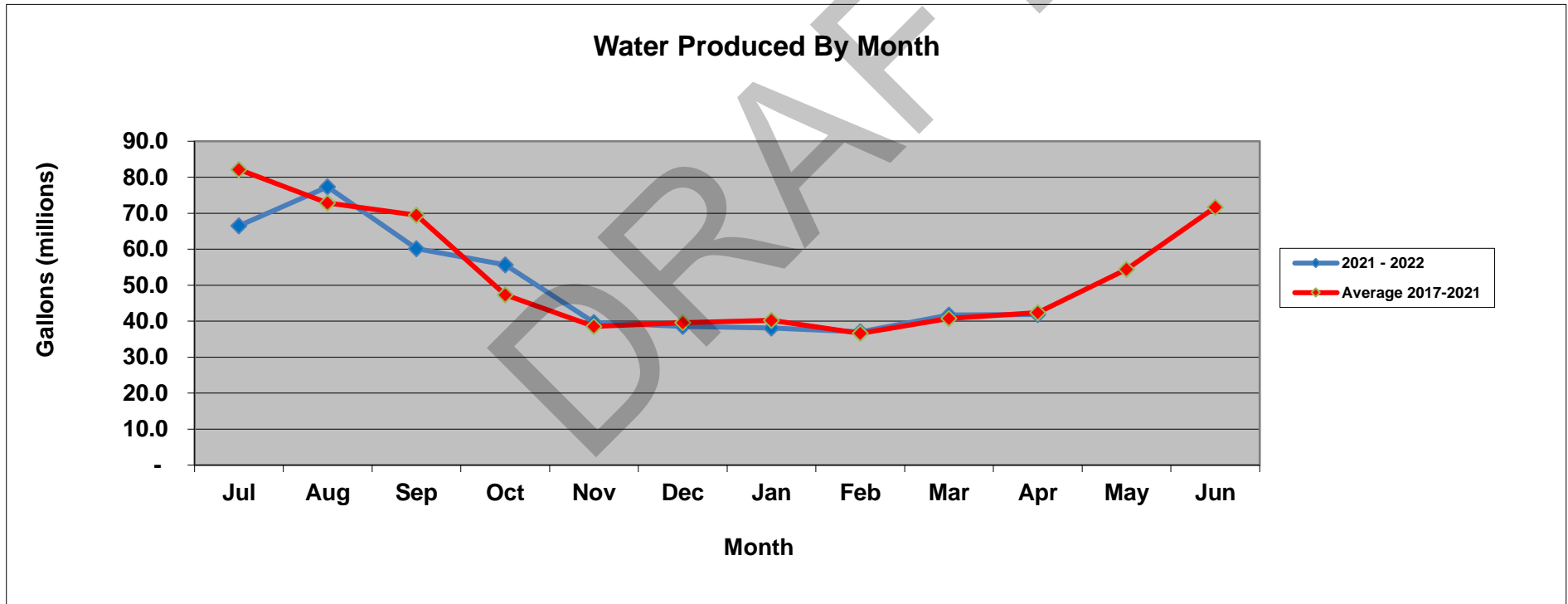
Quarterly Billings					
	2021-22	2020-21	2019-20	2018-19	2017-18
October	528,174	631,689	592,140	606,177	555,298
January	473,627	483,906	452,802	436,457	463,528
April	499,988	409,862	397,413	421,388	426,624
July		577,452	470,451	480,589	510,825
Total	1,501,790	2,102,910	1,912,806	1,944,612	1,956,275



Cromwell Fire District
Executive Overview
April 30, 2022

- **Water Production**

- 41,821,000 gallons were produced during the month of April 2022 versus 47,933,000 gallons produced in April 2021 (a decrease of 6,112,000 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 April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	5,482,422	-	68,893	1%
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	93,278	1,991	4,791	5%
	ADMINISTRATIVE ACCOUNT	340,706	482,900	-	482,900	353,565	-	129,335	27%
	OFFICE OF THE CHIEF	205,243	294,114	-	294,114	231,778	-	62,337	21%
	EMS/FIRE OPERATIONS	1,368,508	1,535,334	-	1,535,334	1,288,733	-	246,601	16%
	SIGNALS & ALARMS	25,318	45,180	-	45,180	38,602	-	6,578	15%
	FIRE MARSHAL	117,239	174,878	-	174,878	115,847	-	59,031	34%
	COMMUNICATIONS CENTER	420,342	496,000	-	496,000	407,944	3,434	84,622	17%
	BUILDINGS & GROUNDS	192,664	198,899	-	198,899	179,507	-	19,392	10%
	TRAINING	11,274	27,500	-	27,500	21,065	-	6,435	23%
	INSURANCE AND BENEFITS	861,538	1,392,520	-	1,392,520	868,039	-	524,481	38%
	DEBT SERVICE	576,254	575,973	-	575,973	575,973	-	(0)	0%
	APPARATUS & EQUIPMENT	171,159	157,956	-	157,956	177,439	8,205	(27,689)	-18%
	OPERATING TRANSFERS OUT	281,615	-	-	-	-	-	-	0%
	TOTAL EXPENSES	4,729,062	5,551,315	-	5,551,315	4,419,101	13,630	1,118,583	20%
BALANCE		(67,497)	(0)	-	(0)	1,063,321	(13,630)	(1,049,690)	53761350964%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	4,556,205		(60,133)	-1%
01 4110	Property Tax-Prior Year	19,490	11,000		11,000	30,573		(19,573)	-178%
01 4120	Interest on Property Taxes	16,678	6,000		6,000	17,482		(11,482)	-191%
01 4130	Liens on Property Taxes	-	-		-	-		-	0%
01 4350	EMS Billing	598,914	625,000		625,000	653,499		(28,499)	-5%
01 4200	State Grants	-	1,500		1,500	-		1,500	100%
01 4250	Other Grants	191,690	155,799		155,799	110,417		45,383	29%
01 4251	State Training Reimbursements	-	-		-	-		-	0%
01 4252	FD Training Classes	-	-		-	-		-	0%
01 4300	Interest Income	3,114	3,500		3,500	1,602		1,898	54%
01 4450	Revenue Fire Marshal's Office	10	10,000		10,000	2,000		8,000	80%
01 4900	Miscellaneous Revenue	17,336	10,000		10,000	71,496		(61,496)	-615%
01 4930	Employee Insurance Contribution	40,928	67,000		67,000	39,149		27,851	42%
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	5,482,422	-	68,893	1%
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	36,929	-	7,974	18%
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	52,752	-	(2,594)	-5%
	TOTAL COMPUTER OPERATIONS	90,927	100,060	-	100,060	93,278	1,991	4,791	5%
01104	Administrative Account								
01104 5105	Admin PR (Less Water Div Share)	165,053	176,000		176,000	146,800	-	29,200	17%
01104 5320	Professional Fees	88,772	212,900		212,900	125,770	-	87,130	41%
01104 5370	EMS Billing Services	56,721	60,000		60,000	56,091	-	3,909	7%
01104 5620	West Street Utilities	10,685	12,000		12,000	8,886	-	3,114	26%
01104 5805	Operating Expenses	6,229	7,000		7,000	4,953	-	2,047	29%
01104 5811	Payroll Services	13,247	15,000		15,000	11,066	-	3,935	26%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of April 30, 2022

Completed Budget Months = 10 (83%)
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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	353,565	-	129,335	27%
01110	Office of the Fire Chief								
01110 5105	Payroll	190,552	277,114		277,114	217,963	-	59,151	21%
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	12,514	-	2,486	17%
	TOTAL OFFICE OF THE CHIEF	205,243	294,114	-	294,114	231,778	-	62,337	21%
01116	EMS/Fire Operations								
01116 5105	Payroll	789,837	865,494		865,494	702,345	-	163,148	19%
01116 5113	Payroll - PT Fire & EMS	459,254	470,400		470,400	477,591	-	(7,191)	-2%
01116 5371	Paramedic Fees	31,780	38,000		38,000	36,028	-	1,972	5%
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	13,190	-	27,810	68%
01116 5381	Volunteer Medical/Physicals	-	-		-	-	-	-	0%
01116 5611	Consumable Supplies-EMS	29,431	33,000		33,000	26,098	-	6,902	21%
01116 5612	Consumable Supplies-Fire	9,839	9,000		9,000	6,678	-	2,322	26%
01116 5614	Oxygen	4,796	7,000		7,000	5,046	-	1,954	28%
01116 5670	Uniforms	17,678	30,000		30,000	15,151	-	14,849	49%
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	5,501	-	(61)	-1%
	TOTAL EMS/Fire OPERATIONS	1,368,508	1,535,334	-	1,535,334	1,288,733	-	246,601	16%
01120	Signals & Alarms								
01120 5680	Non-Capital Equipment	-	-		-	-	-	-	0%
01120 5805	Operating Expenses	25,318	45,180		45,180	38,602	-	6,578	15%
	TOTAL SIGNALS & ALARMS	25,318	45,180	-	45,180	38,602	-	6,578	15%
01121	Fire Marshal								
01121 5105	Payroll	95,132	149,878		149,878	101,320	-	48,558	32%
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	13,663	-	6,337	32%
	TOTAL FIRE MARSHAL	117,239	174,878	-	174,878	115,847	-	59,031	34%
01122	Communications Center								
01122 5105	Payroll	376,804	418,700		418,700	356,981	-	61,719	15%
01122 5350	Training	1,781	13,000		13,000	6,238	-	6,762	52%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2021 - 2022
As of April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	2,301	-	799	26%
01122 5680	Non-Capital Equipment	3,475	6,000		6,000	5,932	-	68	1%
01122 5805	Operating Expenses	36,261	55,200		55,200	36,492	3,434	15,274	28%
	TOTAL COMMUNICATIONS CENTER	420,342	496,000	-	496,000	407,944	3,434	84,622	17%
01140	Buildings & Grounds								
01140 5105	Payroll	48,723	49,499		49,499	43,118	-	6,381	13%
01140 5451	Repairs & Maintenance - Court Street	37,469	30,000		30,000	22,617	-	7,383	25%
01140 5452	Repairs & Maintenance - West Street	15,436	20,000		20,000	22,605	-	(2,605)	-13%
01140 5453	Repairs & Maintenance - Coles Road	19,990	22,500		22,500	19,776	-	2,724	12%
01140 5621	Utilities-Court St	36,416	39,000		39,000	36,643	-	2,357	6%
01140 5622	Utilities-West St	8,517	10,000		10,000	10,374	-	(374)	-4%
01140 5623	Utilities-Coles Rd	24,104	26,000		26,000	23,393	-	2,607	10%
01140 5670	Uniforms	1,106	900		900	918	-	(18)	-2%
01140 5805	Operating Expenses	903	1,000		1,000	63	-	937	94%
	TOTAL BUILDINGS & GROUNDS	192,664	198,899	-	198,899	179,507	-	19,392	10%
01160	Training								
01160 5350	Training	6,492	22,500		22,500	14,291	-	8,209	36%
01160 5351	Career Training	4,782	5,000		5,000	6,773	-	(1,773)	-35%
	TOTAL TRAINING	11,274	27,500	-	27,500	21,065	-	6,435	23%
01220	Insurance and Benefits								
01220 5200	Payroll Tax Expense	165,520	190,963		190,963	158,440	-	32,523	17%
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	17,706	-	18,294	51%
01220 5260	Medical Insurance	334,253	601,000		601,000	268,526	-	332,474	55%
01220 5270	Life Insurance	7,862	15,000		15,000	6,899	-	8,101	54%
01220 5290	Pension-Employer	49,017	52,109		52,109	52,109	-	-	0%
01220 5291	Pension-MERS	149,789	296,823		296,823	209,395	-	87,429	29%
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	868,039	-	524,481	38%
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 April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	35,411	-	7,045	17%
01300 5420	Repairs & Maintenance-Equipment	30,119	29,000		29,000	25,344	6,776	(3,120)	-11%
01300 5425	Repairs & Maintenance-Radios	-	-		-	-	-	-	0%
01300 5430	Repairs & Maintenance-Vehicles	59,547	45,000		45,000	79,795	1,429	(36,224)	-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	18,542	-	6,458	26%
01300 5670	Uniforms	1,742	1,000		1,000	715	-	285	29%
01300 5680	Non-Capital Equipment	7,772	7,500		7,500	3,721	-	3,779	50%
01300 5805	Operating Expenses	667	1,500		1,500	63	-	1,437	96%
	TOTAL APPARATUS & EQUIPMENT	171,159	157,956	-	157,956	177,439	8,205	(27,689)	-18%
	Capital								
01402 5990	Operating Transfers Out	281,615	-		-	-		-	0%
	TOTAL REVENUES	4,661,565	5,551,315	-	5,551,315	5,482,422	-	68,893	1%
	TOTAL EXPENSES	4,729,062	5,551,315	-	5,551,315	4,419,101	13,630	1,118,583	20%
	Balance	(67,497)	(0)	-	-	1,063,321	(13,630)	(1,049,690)	0%

**Cromwell Fire District
EMS Billing Report
As of April 30, 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	148	167,700.81	143,057.58	(85,392.97)	(98,015.97)	-	(908.36)	(2,705.91)	2,641.94	-	-	-	126,377.12
May		126,377.12								-	-	-	126,377.12
June		126,377.12								-	-	-	126,377.12
Total	1,307	171,389.02	1,377,184.45	(655,596.96)	(711,342.20)	(162.82)	(5,993.04)	(54,892.57)	5,791.24	-	-	-	126,377.12
		<div>48% 52% 0% 0% 4% 0% 0% 0% 0%</div>											
Deposits				(655,596.96)									
Deposits Per Ledger				653,498.60									
Difference				(2,098.36)									
Charges Net of Medicare/Medicaid Adjustments					665,842.25								

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
		<div>45% 48% 0% 0% 5% -1% 0% 0% 0%</div>											
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 April 30, 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 April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	1,807,455	-	687,812	28%
EXPENSES									
	PAYROLL	537,994	614,000	-	614,000	480,273	-	133,727	22%
	POWER AND PUMPING	241,252	266,000	-	266,000	227,525	5,789	32,686	12%
	TREATMENT	67,356	87,000	-	87,000	56,363	20,827	9,810	11%
	TRANSMISSION & DISTRIBUTION	60,855	112,200	-	112,200	60,373	15,022	36,806	33%
	OTHER OPERATING EXPENSES	51,143	58,271	-	58,271	44,693	1,000	12,578	22%
	GENERAL ADMINISTRATION	468,635	604,263	-	604,263	412,646	1,991	189,625	31%
	DEBT SERVICE - INTEREST	48,898	30,850	-	30,850	30,466	-	383	1%
	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	1,312,339	44,630	559,419	29%
BALANCE		724,585	578,880	-	578,880	495,116	(44,630)	128,393	22%

Cromwell Fire District
Water Division Enterprise Fund - Budget Report - DETAIL
2021 - 2022
As of April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	15,509		(15,009)	-3002%
05 4150	Interest on Receivables	47,803	25,000		25,000	25,952		(952)	-4%
05 4200	State Grants	-	-		-	-		-	0%
05 4300	Interest Income	3,114	3,500		3,500	1,602		1,898	54%
05 4400	Metered Sales To General Public	2,114,413	2,069,375		2,069,375	1,493,647		575,728	28%
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	128,653		11,347	8%
05 4410	Miscellaneous Service Revenues	29,050	25,000		25,000	21,897		3,103	12%
05 4411	Connection Charges/Inspections	45,100	15,000		15,000	30,747		(15,747)	-105%
05 4900	Miscellaneous Non-operating Revenue	31,668	3,000		3,000	13,870		(10,870)	-362%
05 4930	Employee Insurance Contribution	9,047	18,000		18,000	9,333		8,667	48%
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	1,807,455	-	687,812	28%
05901	Payroll								
05901 5105	TOTAL PAYROLL	537,994	614,000		614,000	480,273	-	133,727	22%
05902	Power and Pumping								
05902 5434	Maint. of Structures & Improvements	11,686	10,000		10,000	7,472	-	2,528	25%
05902 5435	Maint. of Pumping Equipment	20,806	25,000		25,000	12,316	5,789	6,895	28%
05902 5620	Power	200,254	220,000		220,000	207,737	-	12,263	6%
05902 5800	Other Expenditures	8,506	11,000		11,000	-	-	11,000	100%
	TOTAL POWER AND PUMPING	241,252	266,000	-	266,000	227,525	5,789	32,686	12%
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	23,508	4,183	9,810	26%
	TOTAL TREATMENT	67,356	87,000	-	87,000	56,363	20,827	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	32,563	9,276	8,161	16%
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	5,415	4,545	10,040	50%
	TOTAL TRANSMISSION & DISTRIBUTION	60,855	112,200	-	112,200	60,373	15,022	36,806	33%

No assurance is provided on these financial statements.

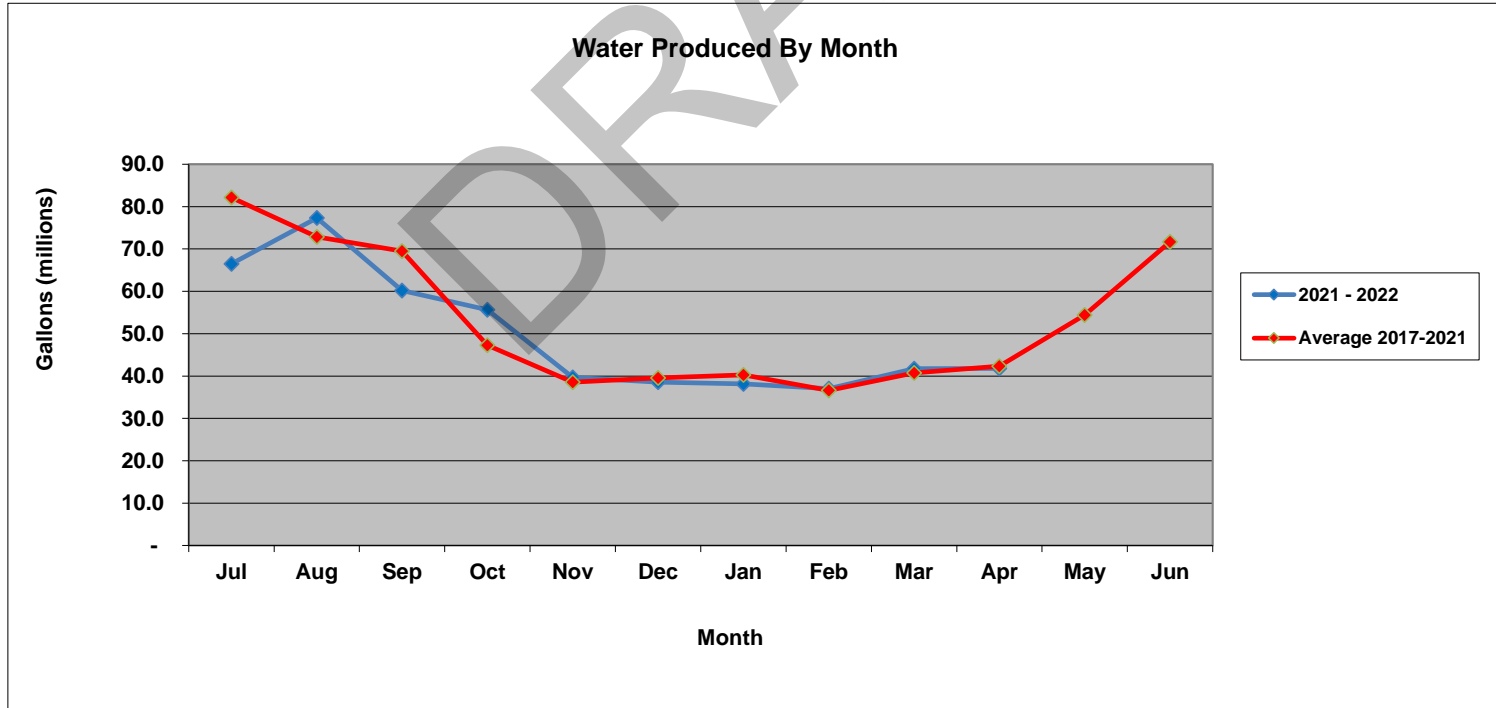
Cromwell Fire District
Water Division Enterprise Fund - Budget Report - DETAIL
2021 - 2022
As of April 30, 2022

Completed Budget Months = 10 (83%)
Available Budget Months = 2 (17%)

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	9,481	-	1,519	14%
05908 5800	Other Expenditures	-	1,500		1,500	406	-	1,094	73%
05908 5802	Uniforms	3,678	6,000		6,000	3,336	-	2,664	44%
05908 5870	Dues & Training	2,882	8,000		8,000	3,266	-	4,734	59%
05908 5880	Truck & Garage Expense	35,561	31,771		31,771	28,203	1,000	2,567	8%
	TOTAL OTHER OPERATING EXPENSES	51,143	58,271	-	58,271	44,693	1,000	12,578	22%
05907	General Administration								
05907 5200	Payroll Tax Expense	39,625	46,971		46,971	35,544	-	11,427	24%
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	6,889	-	6,111	47%
05907 5260	Medical Insurance	157,359	209,000		209,000	104,258	-	104,742	50%
05907 5270	Life Insurance	2,529	5,000		5,000	2,032	-	2,968	59%
05907 5290	Pension-Employer	38,051	36,039		36,039	36,039	-	-	0%
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	9,524	-	476	5%
05907 5615	Tele-communications	8,387	10,100		10,100	7,135	-	2,965	29%
05907 5621	West Street Utilities	11,123	12,000		12,000	7,610	-	4,390	37%
05907 5805	Computer Operations	59,131	68,530		68,530	55,401	1,991	11,138	16%
05907 5811	Payroll Services	576	600		600	416	-	184	31%
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	412,646	1,991	189,625	31%
05907 5910	DEBT SERVICE - INTEREST	48,898	30,850		30,850	30,466	-	383	1%
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	1,807,455	-	687,812	28%
	TOTAL EXPENSES	1,787,104	1,916,387	-	1,916,387	1,312,339	44,630	559,419	29%
	Balance	724,585	578,880	-	578,880	495,116	(44,630)	128,393	22%

Cromwell Fire District
Analysis of Water Pumped by Month
As of April 30, 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	41.8	42.3	(0.5)	-1.2%
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	496.5	635.9	(13.4)	

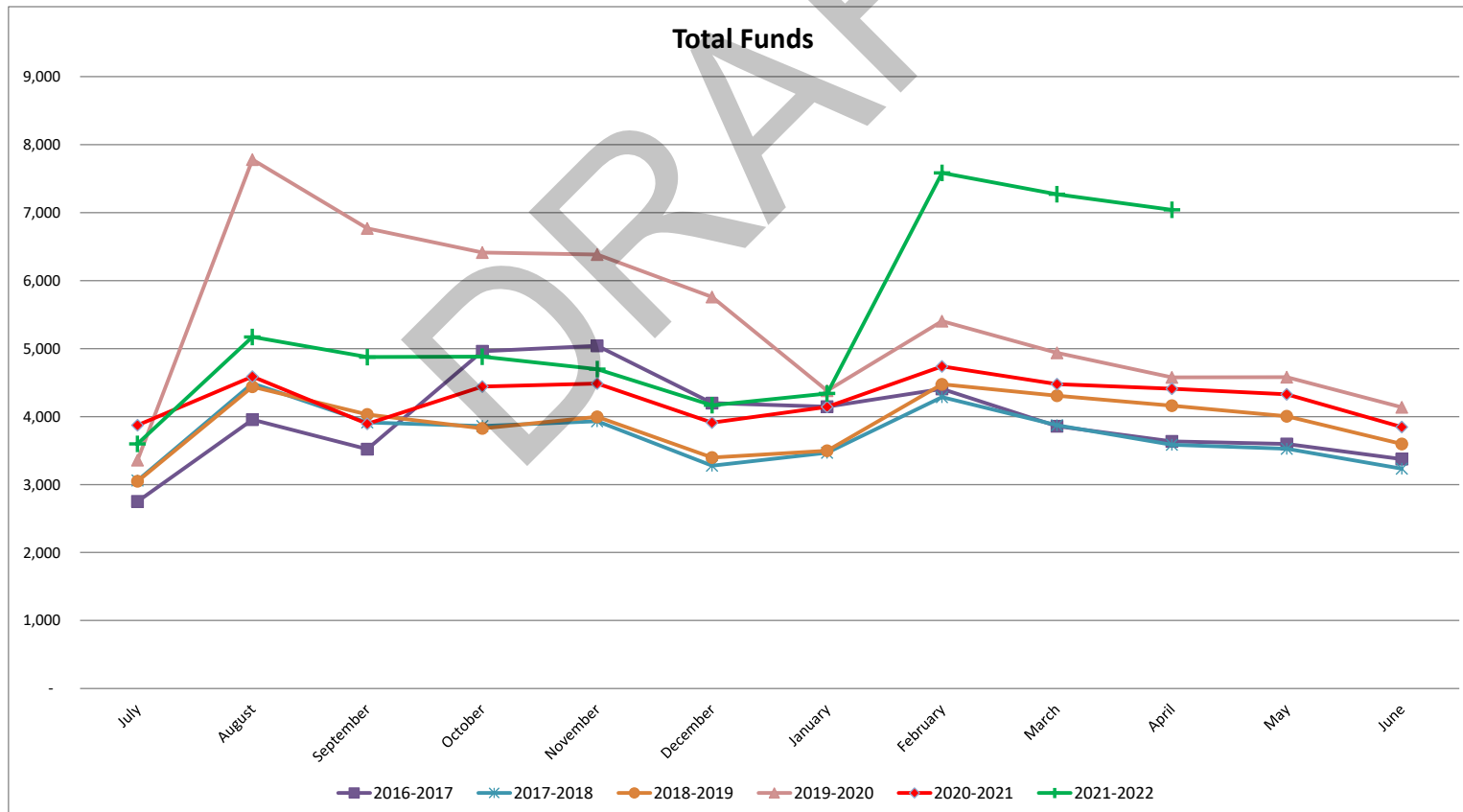


**Cromwell Fire District
Treasurer's Report
As of April 30, 2022**

Account	Beginning Balance	Deposits	Withdrawals	Ending Balance	YTD Interest
STIF					
Bonds Proceeds	9,707.34	0.64	-	9,707.98	7.58
Citizens Bank					
Checking	40,189.29	597,922.64	523,799.91	114,312.02	-
Reserve Account	2,249,949.74	-	24.24	2,249,925.50	-
Money Market	2,055,370.64	168.93	-	2,055,539.57	1,570.36
Fire Department Trust	76,222.63	3,102.72	16,035.95	63,289.40	28.95
Hardship Benefit Fund	64,862.80	2.67	-	64,865.47	26.98
Harris Scholarship & Memorial Fund	26,648.63	901.11	-	27,549.74	10.93
People's United Bank					
Checking	476,741.09	108,914.27	400,758.28	184,897.08	-
Savings	2,270,962.17	90.22	-	2,271,052.39	1,626.94
Total Ending Balance	7,270,654.33	711,103.20	940,618.38	7,041,139.15	3,271.74

**Cromwell Fire District
Analysis of Cash Balances
As of April 30, 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	7,041
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
April 30, 2022**

	#22	#25	#26	#27	
		Sick Benefits	Memorial		
	Fire Department Trust Fund	Hardship Benefit Fund	Harris Scholarship & Memorial Fund	Neto Student Benefit Fund	Total
Cash Due from District	\$ 63,389 -	\$ 64,865 -	\$ 27,550 -	\$ - 5,546	\$ 27,550 5,546
Total Assets	\$ 63,389	\$ 64,865	\$ 27,550	\$ 5,546	\$ 33,096
Accounts Payable Due to District	\$ 16,806 -	\$ - -	\$ - -	\$ - -	\$ - -
Fund Balance	46,583	64,865	27,550	5,546	33,096
Total Liabilities & Fund Balance	\$ 63,389	\$ 64,865	\$ 27,550	\$ 5,546	\$ 33,096
Revenue					
Interest Income	\$ 29	\$ 27	\$ 11	\$ -	\$ 11
Annual Drive	100	-	-	-	\$ -
Annual Banquet	-	-	-	-	\$ -
Donations	13,525	-	1,675	-	\$ 1,675
Uniforms	-	-	-	-	\$ -
Other Income/Transfers In	-	-	-	-	\$ -
Total Revenue	\$ 13,654	\$ 27	\$ 1,686	\$ -	\$ 1,686
Expenditures					
Annual Banquet	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Drive	-	-	-	-	-
Scholarships	-	-	-	-	-
Legal	-	-	-	-	-
Uniforms	-	-	-	-	-
Administrative Expense	-	-	-	-	-
Dinner Meetings	-	-	-	-	-
Fires/Work Details	-	-	-	-	-
Postage	-	-	-	-	-
Parades	-	-	-	-	-
Training	-	-	-	-	-
Donations	-	-	-	-	-
Maintenance & Repairs	-	-	-	-	-
Fire Prevention	-	-	-	-	-
Explorers	-	-	-	-	-
Other Expenditures/Transfers Out	1,950	-	-	-	-
Capital Expenditures	15,598	-	-	-	-
Total Expenditures	17,548	-	-	-	-
Excess (Deficiency) of Revenues Over Expenditures	\$ (3,894)	\$ 27	\$ 1,686	\$ -	\$ 1,686
Fund Balance Beginning	50,477	64,838	25,864	5,546	31,410
Fund Balance Ending	\$ 46,583	\$ 64,865	\$ 27,550	\$ 5,546	\$ 33,096

**Cromwell Fire District
Equipment Reserve Fund
Budget Report
April 30, 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	1,000	5,000		5,000	7,000
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	-	901	901		901	1,199
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	-	2,468	2,468	9,876	12,345	-
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	369,097	4,477,214	148,683	4,625,897	2,332,542
Total		8,804,396	2,213,604	11,018,000	8,167,678	369,097	8,536,775	148,683	8,685,457	2,332,542

**Cromwell Fire District
Water Capital Fund
Budget Report
April 30, 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	70,249	398,909	4,751	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	-	2,217	2,217		1,783
N360 meter reading upgrade and equipment	35778-5740	-	21,812	21,812	-		-		21,812
Switch / UPS Redundancy (50%)	35827-5700	-	6,000	6,000	-	2,000	2,000		4,000
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	232,352	923,241	252,240	100,572
Total Water Capital Projects		6,096,895	469,897	6,566,792	5,981,628	232,352	6,213,980	252,240	100,572

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, April 19, 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, April 19, 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 Hanners, Robert Donohue, Robert McIntyre, Mertie Terry, Chip Darius and Charles Epstein attended. Also attending were Executive Director Julius Neto, Fire Chief Jason Balletto, Assistant Fire Chief Jason Brade, Accountant Michael Alibrio, Firefighters Lt. William McKnight, Lt. Barry Wolmetz and Firefighter Michael DePaolo. Commissioners David Colligan and Roger Rukowicz were absent.

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 Donohue, seconded by Commissioner Epstein and unanimously approved to accept the agenda as submitted.

PUBLIC COMMENT

There were no public comments to report.

SWEARING IN OF FIREFIGHTER MICHAEL DEPAOLO

Firefighter Michael DePaolo was being sworn in at this meeting. His grandfather was going to pin him, but was sick and unable to attend. Lt. McKnight filled in and did the pinning. Mr. DePaolo's grandfather was on Zoom for the ceremony. President Brow read the oath and had Firefighter DePaolo repeat after him.

PRESENTATION/UPDATE FROM CHUCK ADELSBURGER, APEX (ENVIRONMENTAL PARTNERS) – EMERGENCY INTERCONNECTION PROJECT AND DIVERSION PERMITS

The Executive Director introduced Mr. Adelsburger to the group. Mr. Adelsburger's firm is managing the emergency interconnection project and diversion permits. Mr. Adelsburger provided an agenda/outline on his presentation tonight as well as various maps to illustrate the areas in Town he was referring to. All documents are attached to the minutes on file in the Fire District office.

Mr. Adelsburger began by discussing and explaining the Emergency Interconnection Project. A Risk and Resilience Assessment was completed earlier this year which was part of the beginning stages of the project. The Risk and Resilience Assessment showed the need for a backup water supply. Cromwell's only water source is the Gardiner Well field at the CT river.

Cromwell is limited by the pumping capacity at the well fields. The most recent water supply plan recommended that the District have an emergency interconnection project to build an emergency interconnection to achieve maximum day demand in case something should happen to the Gardiner Well field. That is the project Environmental Partners is currently working on. They also hope to get some drinking water SRF money for it because the District was approved for a low interest loan to help offset the cost. The next phase of the project will be the final design and bidding phases.

Mr. Adelsburger referred to the maps he distributed that show the emergency interconnections that were considered. It showed the MDC connection to the north on Rte. 3 which had been used in the past to connect hydrants with hoses. The District had built a water main all the way to the Rocky Hill line. They would like to establish a hard connection there with an interconnection station so the flow from MDC can be metered should there be an emergency. They anticipate they can get 1.5 million gallons per day or even up to 2 million.

They also looked at Pascal Hill Road with Berlin. They learned that East Berlin Water Control does not have the volume of water that is necessary to provide Cromwell with any water. Cromwell had looked at it as a potential alternative, but there would need to be water main improvements. Since Berlin doesn't have the water, it was not a viable source. They looked at 5 different emergency interconnections and are recommending 3 that will perform close to the maximum day demands.

The first recommended interconnection was the MDC/Pasco Hill Road interconnection, but after closer review they did not recommend it.

The Kirby Rd. division is where Middle St. and Main St. are in Berlin. At that interconnection Berlin and Middletown were already looking at an emergency interconnection and had set up a site for it. Environmental Partners is recommending a 3-way interconnection. Cromwell would be able to serve Middletown as well as Berlin with that interconnection. They would drill under the Matabassett River at Kirby Rd. That interconnection would benefit the District by providing 1 million gallons a day under an emergency situation from Middletown. Cromwell could also serve both of the surrounding systems with water should they need it. Berlin is looking to increase their wholesale water that they have purchased from Cromwell. Middletown has also requested a potential supply. This is a win/win for all 3 systems.

They also looked at the Coles Road interconnection with Middletown. They originally recommended this site along with Kirby Road and MDC. In preparing the preliminary engineering report, they learned from DOT that the bridge will not accommodate a 12 inch water main crossing.

The third interconnection is Rte. 3 in Middletown. It was not originally chosen because a little bit more water main is needed. Mr. Adelsburger referred to the aerial maps he provided. They were interested in the Shunpike Rd., interconnection. It would not be that beneficial to the District because they would have to pump the water from Middletown into Cromwell. The Coles Road site is higher so that they could flow by gravity into the system. Chuck listed the chosen alternatives on his agenda with the project costs. The next step would be the funding of the bonds on the bid phase which will happen in this budget cycle at the District meeting. He asked if there were questions.

Commissioner Epstein asked how long a project like this would take. Chuck is looking at spring construction next year. It would take at least a year to a year and a half to complete. They are still in the preliminary design phase. They will assign a contract time when they do the final design phase. They will know better about the supply chain issues at that time.

Mr. Adelsburger spoke a little about the Diversion permitting they are doing building the interconnection. Every year the District serves Berlin, permits have to be updated. Sales of excess water are permitted with DPH. Environmental Partners has the draft form. There is also the reauthorization of the Diversion Permit that has to be reinstituted. Those permits have already been drafted and will be forwarded to the District soon. A meeting was held with Berlin Water Control, and Berlin would like to continue purchasing water from the District. Environmental Partners will take care of all the permitting for moving forward. Environmental Partners drafted letters for the District and the Berlin Water Control to send to DEEP. Once accepted, a temporary authorization will be issued with a full authorization forwarded within a couple of months.

Environmental Partners received approval for the Diversion Permit for the Gardiner Well field. Mr. Adelsburger will be pushing back on that with Mr. Palmieri. They would like to maintain the 10.51 million gallons per day in case it is ever needed. He was willing to answer any questions or come back to another meeting to provide updates.

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

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

READING OF COMMUNICATIONS & WRITTEN APPEALS TO THE BOARD

There were no communications or written appeals to report.

REPORTS OF THE STAFF

- A. Executive Director. The Executive Director's Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Neto did not have anything to add to his report. He was available to answer any

questions. The President asked about the website upgrade. Mr. Neto noted that it is taking longer than expected. The IT Manager moving out of state became a challenge. The vendor is working on it, and the District is paying as they go. There were a couple of attempts to breach the internal IT management systems. The attempt was serious, but not successful. Because the District has done everything to invest in cyber security, there was no concern. The District needs to remain prudent and cautious.

A motion was made by Commissioner Donohue, seconded by Commissioner Darius and unanimously approved to accept the Executive Director's report as presented.

- B. **Financial Report.** The Financial Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Alibrio pointed out that the District is approximately \$60,000 ahead of budget on property tax collection through March 31. Anything after that now would add to that number. On Page 3, Mr. Alibrio noted that the EMS calls had a very big spike. That is a catch up from last month. The President asked about the new billing company. Mr. Alibrio has been having a great experience thus far with Shared Response. This is the first month where the District is receiving month end reports. Shared Response walked Mr. Alibrio through the first one to make sure he had a clear understanding of them. They are taking over the accounts outstanding from Quick Meds effective May 31. There will be a slight overlap of accounts until then. They will start receiving detailed information on calls for analysis, such as how many are billed, how many are non-billable, how many are lift assists. They are committed in collecting every penny that is owed.

A motion was made by Commissioner Epstein, seconded by Commissioner Hinners and unanimously approved to accept the Financial Report for March as submitted.

- C. **Fire Department Chief.** The Chief's Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. The Chief had no changes to his report. He reported that the Department has been extremely busy. They have been getting more involved with the school system and the community. There are a couple of events coming up. Cromwell is hosting a nationwide Fire Marshal training class to be held at Coles Road Weds., Thurs. and Friday of this week. Cromwell is sending all of its certified Fire Marshal officers to the class. There will be Fire Marshals attending from all over the state and New England. They will be burning cars in the back and doing full fire investigations.

The Chief worked with Alan Dominy on 2 car seat grants and one with Safe Kids to receive state of the art car seats. The Chief has been working with youth services and social services for families in need of a car seat. He is looking to send personnel to a car seat technician class. There will be a car seat installation class in September 24 at Coles Road. The Chief had promised the District that he was going to get involved with the community and give back. The car seat initiative is an example of that.

The President acknowledged the Fire Marshal's Report submitted under the Chief's Report. The President thought that the Fire Marshal's Report should be added to the agenda as a special line item, but a permanent change to the Board agenda would have to go through the Bylaws Committee for consideration and/or approval. The Executive Director noted that until a change is made, the Fire Chief should be able to report for the Fire Marshal. Mr. Neto reported that the FMO is busy as well. They are starting to see some results from the fee structure that was put in place by the ordinance. They are now starting to see revenue coming

in. Within 1 ½ weeks they have received close to \$2,000. The Chief agreed that Harold and Colin are doing a great job, and it shows through their monthly report.

The FMO contacted multiple departments in Town to vet their Youth Fire Service program. There will be a big meeting with Town officials, the Town Manager, Executive Director and the State to get a viable vetting of the program. The program will also be vetted by the District's attorneys. They hope to have the program up and running by June or July.

The Fire Marshal and Inspector Whalen are going to create a class for Cromwell firefighters. It will be designed for them with their expectations about the class curriculum. The FMO is going to become very busy within the next 6 months due more construction in Town and increased occupancy of the Landon. The President asked the Chief to reach out to Christie Carpinio who is Cromwell's state representative. She is a huge supporter and is very interested in Fire District operations.

The President asked for an update on the Red Lion property. The Executive Director reported that the property is going to be a combination of commercial property, high-end condos and apartments. The property owners purchased the land in between their property and Lowes and plan on using it for a dog park or some type of park. They will be demolishing everything except the parking garage in the back of the property. They will be building on top of the garage. Recently there was a meeting with all the people involved with this project including the Fire Chief and Fire Marshal. During that meeting there was discussion about water and who was going to be responsible for managing that. It was recommended at the meeting by the Chief and Fire Marshal that another meeting be scheduled to include the Water Operations Manager and the Executive Director to answer any questions. There has been great communication between all parties.

A motion was made by Commissioner Epstein, seconded by Commissioner Donohue and unanimously approved to accept the Chief's Report as presented.

- D. Water Operations. The Operations Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Palmieri was not present due to hydrant work on Rte. 372.

A motion was made by Commissioner Darius, seconded by Commissioner Donohue and unanimously approved to accept the Operations Report for March as presented.

- E. Communication Center Report. The Communication Center Report for March had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Lonergan was not present but the Executive Director was available to answer any questions. The State is still working on the reprogramming of the portables. The State is behind in processing all the requests they have gotten. The Chief thanked Lt. Wolmetz, Firefighter Dominy, Firefighter Kostrick, Capt. Roberts, Connor Anderson, and Firefighter Peck for coming in last night. They stayed for 6 ½ hours, and continued with the rest of their shift.

A motion was made by Commissioner Darius, seconded by Commissioner Epstein and unanimously approved to accept the Communication Center Report as presented.

REPORTS OF THE STANDING COMMITTEES

- A. District Operations. There was no meeting.
- B. Executive. There was no meeting.
- C. Fire Operations. A meeting was held March 14, 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 Hinnars, seconded by Commissioner Epstein and unanimously approved to accept the Fire Operations Committee meeting minutes from March 14, 2022, as submitted.

- 1. Communications Committee. There was nothing new to report from the Communication Center Report discussed by the Executive Director. They need to check the status of the order on hydraulic equipment. Once received it can be put on the apparatus, and they will be able to take Tack 4 off-line to give it a break until the Fire/Rescue comes in. The Chief stated he would be forwarding pictures to the Apparatus Committee once they are received. They have tentatively scheduled the Apparatus Committee meeting for May 3, 2022, at 5:30 PM, for the virtual inspection.

- D. Pension. There was no meeting.
- E. Personnel. A meeting was held on April 12, 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 Hinnars, seconded by Commissioner Darius and unanimously approved to accept the Personnel Committee meeting minutes of April 12, 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 March 4, 2022. Minutes had been tabled last month. The minutes were previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office.

A motion was made by Commissioner Hinnars, seconded by Commissioner Darius and unanimously approved to accept the Public Safety Tower Committee meeting minutes of March 4, 2022, as submitted.

2. Health & Safety/Building Committee. A meeting was held on April 7, 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 Darius, seconded by Commissioner Hinnars and unanimously approved to accept the Health & Safety/Building Committee meeting minutes of April 7, 2022, as submitted.

3. Bylaws Committee. There was no meeting.
4. Publicity Committee. There was no meeting.

NEW BUSINESS

- A. Commissioners' Comments. Commissioner Hinnars discussed the Newsletter that was enclosed with the April water bills. Mr. Neto added that May 23, 2022, is the scheduled day for the budget presentation at 5:30 PM, and voting for the budget from 6:00 PM to 8:00 PM. As always, all FOI rules and regulations will be followed regarding meeting notification.

Present Brow comments on issues discussed at last month's meeting regarding accusations that the Board had held an illegal meeting because it was not posted. It was a special meeting, and according to FOI rules, should have an agenda posted at least 24 hours in advance of the meeting. It was received by Town Hall, via email as well as all Commission members, and the website.

The Chief is looking for volunteers for the Memorial Day parade. The date is May 30, 2022.

Commissioner Hinnars commented on a car fire situation that he heard over the radio over the weekend. The crews did a great job taking care of things and making sure it did not get out of hand. He wanted to recognize the crews for the great job they do.

A flyer was distributed for the Memorial Day car show. The date is May 27, and it is sponsored by the Cromwell Children's Coalition. Commissioners Hinnars and Terry had more information for those that are interested. Admission is free.

Commissioner Darius asked for an update on the purchase of the AED's and Lucas machine. The Chief reported that they are on backorder. The cases are in the Chief's office. The Lucas machine came in 2 weeks ago. They have to take a class with Lucas and Stryker because it cannot be put into service until staff are properly certified on it so they can also do training on it. Once that has been accomplished the Department will be reaching out to the family that donated the funds for the Lucas machine. They will be invited to a Board meeting or Fire Department activity to publicly thank them for their generosity. It was suggested that the Publicity Committee publish an article in the next newsletter.

Commissioner Epstein noted that he and Commissioner Darius sit on a statewide committee that works on the health and wellness of EMS and firefighters. Saturday, May 14 at Midstate Medical in Meriden there will be a first responders' Health and Wellness Symposium, from 8:00 AM to 12 Noon.

- B. Budgetary Adjustments. There were no adjustments to report.

- C. Approval of Contracts/Contractors. There were no contracts or contractors to report.
- D. Update on Court Street/Coles Road Firehouses. Management is still waiting on the electrical quote and plans.
- 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. The President noted that everyone received information on Chronic Waste & Disease and what it is. The President also sent out an email stating that if approved, the Trust must abide by all State regulations. There is no liability to the District. The President was available to answer any questions. Once the document is finalized, it can be reviewed by the District's attorney. After a final legal review, a MOA will be drafted between both parties.

A motion was made by Commissioner Hinners, seconded by Commissioner Donohue and approved 6 to 1 to approve the request from Whitetail Express Trust for utilization of District Land for Deer Hunting for the Purpose of Supporting DEEP's CWD Study. Commissioner Terry was opposed.

PUBLIC COMMENT

Mr. Brian Grogan, 2 Gatesville La., Cromwell, was present to discuss his water account situation. He is disabled and lives in a 55 and older condominium community. In August he had submitted a letter requesting hardship status because he was having trouble paying his water bills and extreme legal bills. His request was rejected at the September Board meeting, he claimed the District told him it was because he watered too much. He stated that as a resident of Evergreen he is required to water his lawn 30 days or every day during the summer. At that same meeting, (Mr. Grogan reported it was the February 28 Board mtg.), the water board gave a directive to itself to create a monthly payment plan for Mr. Grogan so he could pay off the debt over a period of time and discuss this plan with Mr. Grogan. He claimed he never received the plan, never got a phone call, or any letters from the Water Division. The next communication he received was from Attorney Proulx about sending him to collections. He was instructed to pay his water bill of \$2,000 and attorney fees totaling \$2,900 by March 15 or they would proceed to foreclose on his house. He stated that the District had dropped the ball when they never came up with a payment plan for him. The President told Mr. Grogan that this was the right forum to present his concerns. He asked Mr. Grogan to provide him with contact information to follow up on this issue.

James Rude, Highridge Rd., had comments about the update to the Interconnection water system. In his opinion it highlights the need for a 5-year financial plan to be put together for the Cromwell Fire District that takes a look at all matters operational as well as capital. He continues to believe it is important to have some balance sheet information to go along with the periodic financial reports. Profit loss information is good, but it is important to have balance sheet information as well to learn the financial status of the Fire District. He continues to be interested in the meetings of the Bylaws Committee. The Bylaws Committee has not had a meeting in 6 months. He hopes that the information will be available shortly, and information about the pending meeting is made known as soon as they start discussions. At the last meeting Mr. Rude made some comments about the status of the pension plan, the importance of the funded status of the plan and the plans to move forward with terminating the plan now that it has been approved for termination. He asked the Commissioners to continue to look at that expeditiously. There was no conversation about pension this evening. The budget meeting is coming up on May 23 for the entire Town. He stated it sounded like the budget is being developed and there will be some other meetings possibly of the Executive Committee or possibly some other components of the Commission to

talk about the development of the budget. He hopes that the information regarding those meetings is made public early enough so that folks can make plans to be there. He also hopes that the development of this year's budget includes a complete look at the capital needs as well as the operating needs. Last year there was no discussion of the capital needs at the budget vote. Under the concept of transparency in making sure that everyone in Town knows what is going on, he believes that both capital and operating items should be discussed in full for the May 23 vote. It sounds like the vote is going to be longer than it has in the past, from 6:00 PM to 8:00 PM. He hopes that there is a method for folks to ensure that only folks that are authorized to vote for the Fire District budget are the ones voting.

Firefighter/EMT Alan Dominy, VP Local 4662, wanted to make the Board aware they appreciate the Board entertaining the idea of utilizing the Coles Road and Court Street firehouses. They have a committee that has been meeting to review bullet points or pros and cons as well as graphing out how things can be set up at both stations so that fire operations and Board meetings can be coordinated. Moving forward they will be able to work alongside the Board to pitch ideas, give presentations. They want the Board to see what is important to them on the operational side. They would also like to see what is important to management.

EXECUTIVE SESSION

A motion was made by Commissioner Donohue, seconded by Commissioner Hinnners and unanimously approved to enter into Executive Session at 7:27 PM inviting the Fire Chief into the first portion of the session and the Executive Director into the whole session.

A motion was made by Commissioner Hinnners, seconded by Commissioner Donohue and unanimously approved to adjourn Executive Session at 8:07 PM. No action was taken.

ADJOURNMENT

There being no further business, a motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to adjourn the meeting at 8:08 PM.

ATTEST:

Charles R. Epstein, Secretary

Nancy Deegan
Recording Secretary