

**CROMWELL FIRE DISTRICT
MEETING OF THE BOARD OF COMMISSIONERS
Tuesday, January 17, 2023, 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 December 20, 2022
Approval of the Special Board Meeting Minutes of January 3, 2023
- 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
 - C. Fire Operations – Mtg. January 9, 2023
 - 1. Communications Committee
 - 2. Apparatus Committee
 - D. Pension – Mtg. January 4, 2023
 - E. Personnel – Meeting January 10 canceled
 - F. Water Operations
- 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 – Mtg. January 5, 2023 canceled
 - 3. By-Laws Committee
 - 4. Public Relations/Community Outreach Committee
- X. New Business
 - A. Commissioners’ Comments
 - B. Budgetary Adjustments
 - C. Approval of Contracts/Contractors
 - D. Discussion and Possible Approval of Dispatchers Attending Navigator Conference
 - E. Update on New Phone System
- XI. Public Comment*
- XII. Executive Session – Executive Director’s Review
- 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

December 31, 2022

Preliminary until 1/17/23

Cromwell Fire District

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

Cromwell Fire District
Executive Overview
December 31, 2022

• **General Fund**

- Revenues exceed expenditures by \$282,728 for the period ended December 31, 2022 as follows:

■ Revenues	\$ 3,204,116
■ Expenditures	\$ 2,921,388
	<u>\$ 282,728</u>

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

As of December 31, 2022					
	Budget \$	Actual \$	Balance \$		% Collected
Current Levy	4,671,624	2,640,371	2,031,252		
State Grant	-	117,647	(117,647)		59.04%
PY Taxes	11,000	19,206	(8,206)		174.60%
Interest	6,000	10,388	(4,388)		173.14%
Total	4,688,624	2,787,612	1,901,011		59.45%

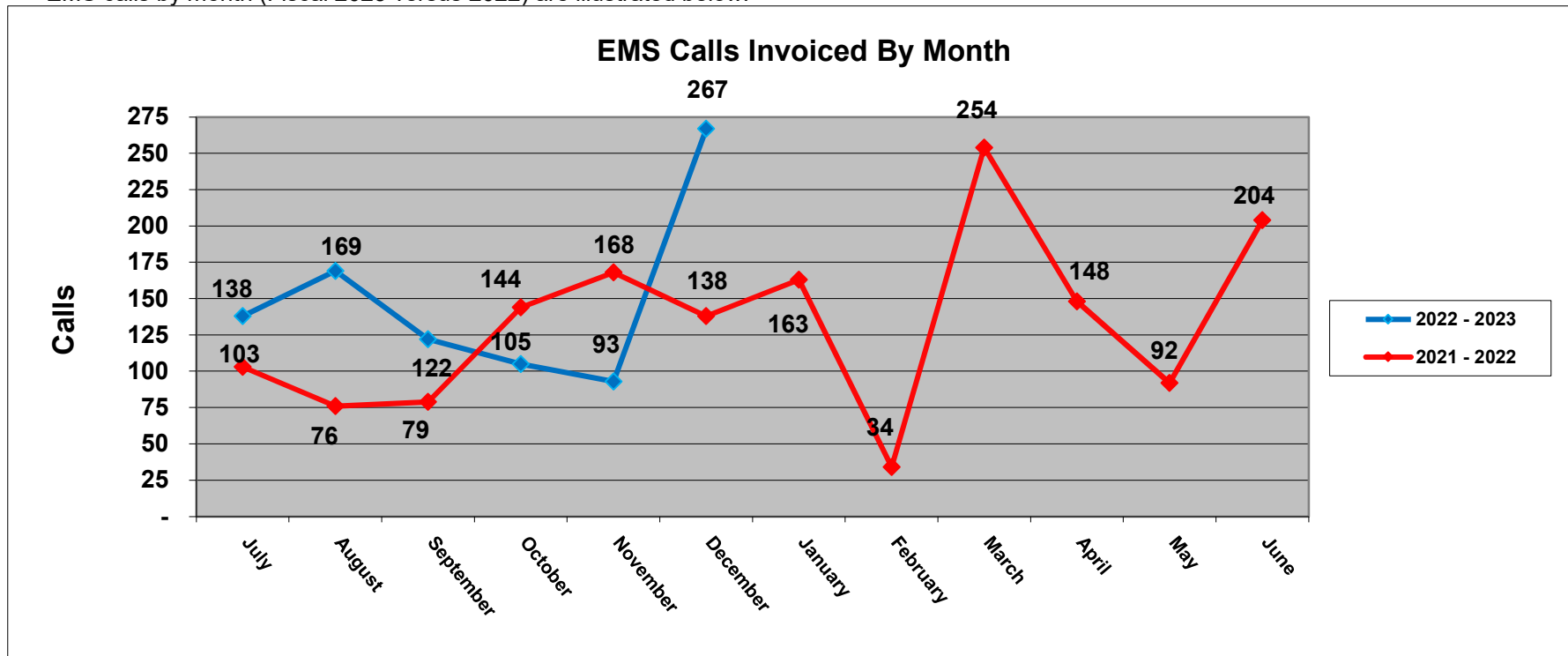
Cromwell Fire District

Executive Overview

December 31, 2022

• EMS Billing

- EMS volume during the month of December 2022 was 267 calls and gross charges of \$288,633. This compares to 138 calls and gross charges of \$157,112 during December 2021.
- Billings net of Medicare/Medicaid adjustments for the month of December 2022 were \$214,290 compared to \$102,740 for December 2021.
- Year-to-Date funds collected and deposited as of December 31, 2022 were \$357,528 compared to \$345,558 as of December 2021.
- EMS calls by month (Fiscal 2023 versus 2022) are illustrated below:



Cromwell Fire District

Executive Overview

December 31, 2022

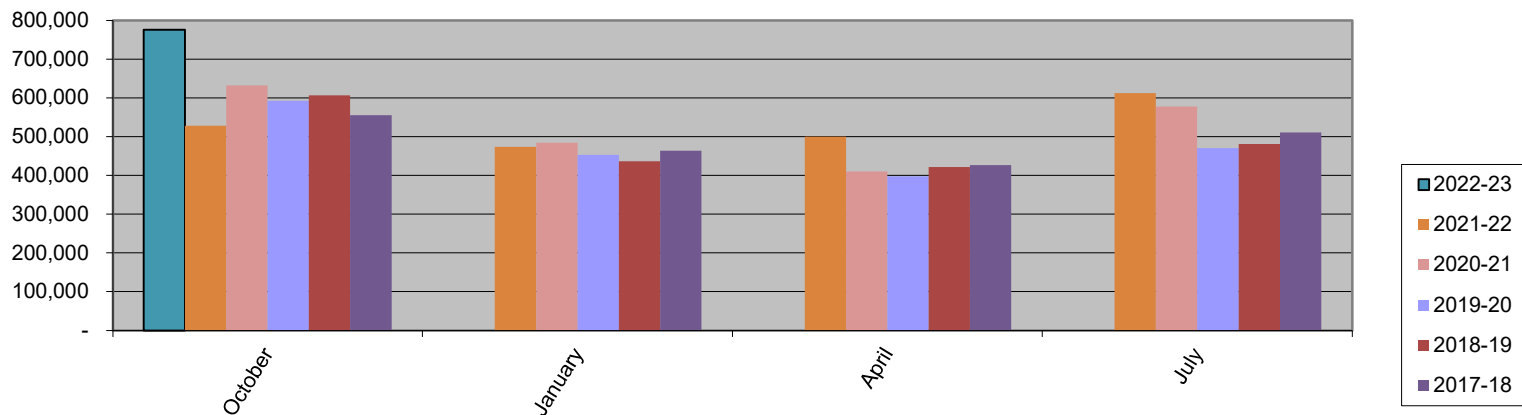
- Water Division Enterprise Fund**

- Revenues exceed expenditures by \$259,138 for the period ended December 31, 2022 as follows:

■ Revenues	\$ 1,048,083
■ Expenditures	\$ 788,945
	<u>\$ 259,138</u>

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

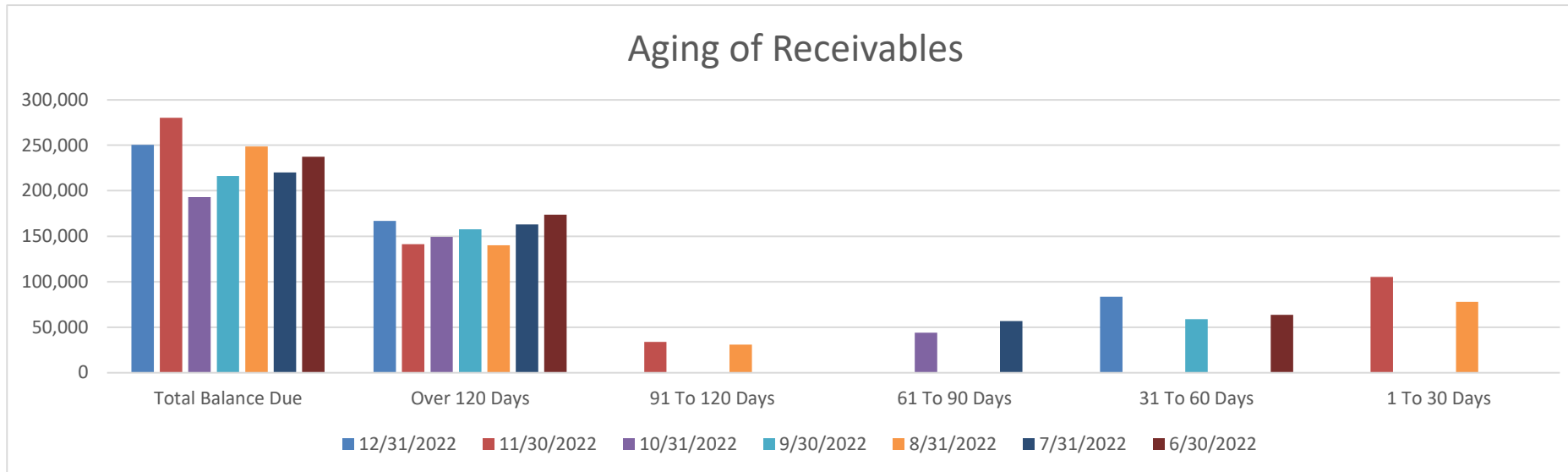
	Quarterly Billings					
	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18
October	775,324	528,174	631,689	592,140	606,177	555,298
January	-	473,627	483,906	452,802	436,457	463,528
April	-	499,988	409,862	397,413	421,388	426,624
July	-	611,748	577,452	470,451	480,589	510,825
Total	775,324	2,113,538	2,102,910	1,912,806	1,944,612	1,956,275



Cromwell Fire District
Executive Overview
December 31, 2022

• **Water Division Accounts Receivable Aging Report**

Accounts Receivable at Month-End (by days past due)							
	12/31/2022	11/30/2022	10/31/2022	9/30/2022	8/31/2022	7/31/2022	6/30/2022
Count of Bills	2,605	2,799	2,348	2,628	2,872	2,497	2,652
Unique Customers IDs	817	856	745	887	933	783	831
Total Balance Due	\$ 250,359	\$ 280,214	\$ 193,022	\$ 216,297	\$ 248,615	\$ 220,205	\$ 237,476
Over 120 Days	166,821	141,190	149,132	157,609	140,072	162,832	173,645
91 To 120 Days	-	33,925	3	-	30,834	-	97
61 To 90 Days	-	-	43,887	3	-	56,839	-
31 To 60 Days	83,538	-	0	58,685	3	-	63,648
1 To 30 Days	-	105,099	-	0	77,706	534	87



Cromwell Fire District
Executive Overview
December 31, 2022

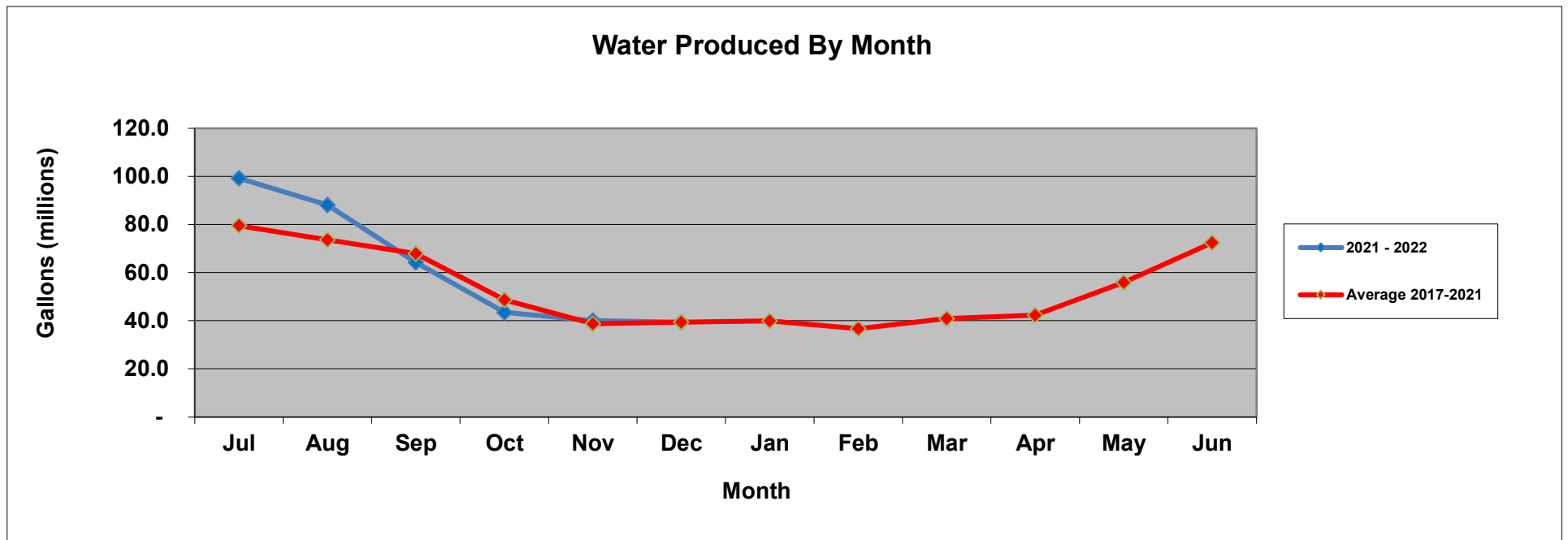
• **Water Division Accounts Receivables - Parcels >\$1,000 and in the collection process (Liens, foreclosure, payment plans)**

	ACCOUNT #	LIENED ADDRESS	TOTAL DUE		ACCOUNT #	LIENED ADDRESS	TOTAL DUE
1	172039	106 WEST STREET	14,322.40	26	139016	25 LANCASTER ROAD	1,603.05
2	142004	6 MARSAL LANE	6,312.97	27	108021	27 BRITTANY CIRCLE	1,593.86
3	184118	18 MEADOW ROAD	4,991.76	28	113108	108 COLES ROAD	1,557.68
4	184036	32 MEADOW ROAD	4,974.55	29	135023	27 HIGHRIDGE ROAD	1,519.95
5	121007	7 EASTWOOD ROAD	4,967.50	30	144024	2 NOOKS HILL ROAD	1,510.80
6	109015	7 CANNATA DRIVE	4,737.62	31	000050	15 OAK ROAD	1,385.86
7	193017	17 VICKIE LANE	4,668.24	32	139018	28 LANCASTER ROAD	1,343.15
8	102012	9 ALLEN ROAD	4,596.82	33	124005	6 FAIRVIEW HEIGHTS	1,290.50
9	108035	3 BROOKS LANE	3,607.68	34	000054	9 SUMMER WIND	1,285.04
10	123261	61 EVERGREEN ROAD	3,094.89	35	104054	11 BELLEVUE TERRACE	1,221.88
11	000064	1 NURSERY LANE	3,024.78	36	177007	22 WINTHROP BOULEVARD	1,213.41
12	000173	36 SOVEREIGN RIDGE	2,713.53	37	301001	2 ALCAP RIDGE	1,209.89
13	159002	1 SCHOOL STREET	2,567.58	38	192016	16 LEDGE ROAD	1,203.41
14	145002	5 NORDLAND AVENUE	2,488.38	39	141187	297 MAIN STREET	1,120.48
15	301006	1 ALCAP RIDGE	2,475.30	40	151006	6 PROSPECT HILL ROAD	1,118.58
16	301031	5 ALCAP RIDGE	2,351.17	41	170021	25 WALL STREET	1,106.57
17	128010	6 GLENWOOD TERRACE	2,270.44	42	162009	10 SHELLEY STREET	1,022.96
18	301040	3 ALCAP RIDGE	2,139.78	43	126018	31 FRANKLIN ROAD	1,021.89
19	187064	64 PASCO HILL ROAD	2,049.51	44	154031	16 RIVERCOVE DRIVE	1,004.79
20	172048	117 WEST STREET	2,043.90				
21	108037	7 BROOKS LANE	1,968.57				
22	301035	5 ALCAP RIDGE	1,921.33				
23	154016	44 RIVER ROAD	1,909.57				114,025.63
24	162023	169 SHUNPIKE ROAD	1,850.40				68.35%
25	170015	29 WALL STREET	1,643.21				of >120 days

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

- **Water Production**

- 39,354,000 gallons were produced during the month of December 2022 versus 38,543,000 gallons produced in December 2021 (an increase of 811,000 gallons).
- An analysis of water pumped by month comparing the current year to the average for the previous six years is shown below:



Cromwell Fire District
General Fund - Budget Report - SUMMARY
2022 - 2023
As of December 31, 2022

Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
REVENUE									
	TOTAL REVENUE	5,661,036	5,957,816	65,000	6,022,816	3,204,116	-	2,818,700	46.80%
EXPENSES									
	TAX COLLECTOR	59,983	60,740	-	60,740	30,370	-	30,370	50.00%
	COMMISSION EXPENSES	7,825	10,000	-	10,000	8,699	-	1,301	13.01%
	COMPUTER OPERATIONS	106,620	87,331	-	87,331	37,307	350	49,674	56.88%
	ADMINISTRATIVE ACCOUNT	408,795	454,100	-	454,100	158,679	-	295,421	65.06%
	OFFICE OF THE CHIEF	272,972	296,000	-	296,000	97,610	-	198,390	67.02%
	EMS/FIRE OPERATIONS	1,606,618	1,752,729	-	1,752,729	790,058	1,791	960,881	54.82%
	SIGNALS & ALARMS	66,519	165,600	-	165,600	140,572	-	25,028	15.11%
	FIRE MARSHAL	141,207	199,652	-	199,652	71,817	-	127,835	64.03%
	COMMUNICATIONS CENTER	485,896	493,660	-	493,660	236,798	2,184	254,678	51.59%
	BUILDINGS & GROUNDS	217,548	220,255	65,000	285,255	162,878	13,447	108,930	38.19%
	TRAINING	28,059	45,000	-	45,000	10,581	-	34,419	76.49%
	INSURANCE AND BENEFITS	1,091,186	1,313,755	-	1,313,755	647,189	-	666,566	50.74%
	DEBT SERVICE	575,973	492,814	-	492,814	449,377	-	43,438	8.81%
	APPARATUS & EQUIPMENT	192,247	196,871	-	196,871	79,453	1,300	116,118	58.98%
	OPERATING TRANSFERS OUT	-	169,309	-	169,309	-	-	169,309	100.00%
	TOTAL EXPENSES	5,261,446	5,957,816	65,000	6,022,816	2,921,388	19,072	3,082,356	51.18%
BALANCE		399,589	(0)	-	(0)	282,728	(19,072)	(263,656)	

Cromwell Fire District
General Fund - Budget Report - DETAIL
2022 - 2023
As of December 31, 2022

Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
01	General Fund								
01 4100	Property Taxes-Current Year	4,565,759	4,671,624		4,671,624	2,640,371		2,031,252	43.48%
01 4110	Property Tax-Prior Year	31,576	11,000		11,000	19,206		(8,206)	-74.60%
01 4120	Interest on Property Taxes	19,027	6,000		6,000	10,388		(4,388)	-73.14%
01 4130	Liens on Property Taxes	-			-	-		-	0.00%
01 4350	EMS Billing	779,514	687,500		687,500	349,700		337,800	49.13%
01 4200	State Grants	1,832	-		-	117,647		(117,647)	0.00%
01 4250	Other Grants	130,456	53,535		53,535	23,455		30,080	56.19%
01 4251	State Training Reimbursements	-			-	-		-	0.00%
01 4252	FD Training Classes	-			-	-		-	0.00%
01 4300	Interest Income	1,831	3,000		3,000	345		2,655	88.51%
01 4450	Revenue Fire Marshal's Office	5,961	44,000		44,000	9,589		34,411	78.21%
01 4900	Miscellaneous Revenue	77,120	45,000		45,000	6,386		38,614	85.81%
01 4930	Employee Insurance Contribution	47,959	58,000		58,000	27,030		30,970	53.40%
01 4995	Operating Transfers In	-	203,158		203,158	-		203,158	100.00%
01 4990	Transfer from Fund Balance	-	175,000	65,000	240,000	-		240,000	100.00%
	TOTAL GENERAL FUND	5,661,036	5,957,816	65,000	6,022,816	3,204,116	-	2,818,700	46.80%
01100	Tax Collector								
01100 5805	Operating Expenses	59,983	60,740		60,740	30,370	-	30,370	50.00%
	TOTAL TAX COLLECTOR	59,983	60,740	-	60,740	30,370	-	30,370	50.00%
01101	Commission Expense								
01101 5805	Operating Expenses	7,825	10,000		10,000	8,699	-	1,301	13.01%
	TOTAL COMMISSION EXPENSES	7,825	10,000	-	10,000	8,699	-	1,301	13.01%
01103	Computer Operations								
01103 5105	Payroll (Less Water Division Share)	40,795	21,171		21,171	11,075	-	10,096	47.69%
01103 5680	Non-Capital Equipment	3,597	5,000		5,000	627	-	4,373	87.45%
01103 5805	Operating Expenses	62,228	61,160		61,160	25,604	350	35,206	57.56%
	TOTAL COMPUTER OPERATIONS	106,620	87,331	-	87,331	37,307	350	49,674	56.88%
01104	Administrative Account								
01104 5105	Admin PR (Less Water Div Share)	176,149	180,000		180,000	85,289	-	94,711	52.62%
01104 5320	Professional Fees	134,976	178,900		178,900	29,454	-	149,446	83.54%
01104 5370	EMS Billing Services	67,670	60,000		60,000	26,697	-	33,303	55.51%
01104 5620	West Street Utilities	10,496	13,200		13,200	5,558	-	7,642	57.89%
01104 5805	Operating Expenses	6,310	7,000		7,000	4,533	-	2,467	35.24%
01104 5811	Payroll Services	13,194	15,000		15,000	7,149	-	7,851	52.34%
	TOTAL ADMINISTRATIVE ACCOUNT	408,795	454,100	-	454,100	158,679	-	295,421	65.06%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2022 - 2023
As of December 31, 2022

Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
01110	Office of the Fire Chief								
01110 5105	Payroll	256,427	276,000		276,000	88,947	-	187,053	67.77%
01110 5319	Professional Fees	-	-		-	-	-	-	0.00%
01110 5355	Recruitment & Morale	1,300	2,500		2,500	272	-	2,228	89.12%
01110 5805	Operating Expenses	15,244	17,500		17,500	8,391	-	9,109	52.05%
	TOTAL OFFICE OF THE CHIEF	272,972	296,000	-	296,000	97,610	-	198,390	67.02%
01116	EMS/Fire Operations								
01116 5105	Payroll	922,043	1,109,789		1,109,789	494,582	-	615,206	55.43%
01116 5113	Payroll - PT Fire & EMS	549,196	426,940		426,940	226,809	-	200,132	46.88%
01116 5371	Paramedic Fees	46,551	45,000		45,000	16,995	-	28,005	62.23%
01116 5373	Contribution-Volunteer Pension Fund	-	10,000		10,000	-	-	10,000	100.00%
01116 5380	Medicals & Physicals	16,486	45,000		45,000	15,656	-	29,344	65.21%
01116 5381	Volunteer Medical/Physicals	-	-		-	-	-	-	0.00%
01116 5611	Consumable Supplies-EMS	27,466	40,000		40,000	12,710	1,791	25,499	63.75%
01116 5612	Consumable Supplies-Fire	7,131	10,000		10,000	2,554	-	7,446	74.46%
01116 5614	Oxygen	10,436	9,000		9,000	1,235	-	7,765	86.28%
01116 5670	Uniforms	19,442	35,000		35,000	15,772	-	19,228	54.94%
01116 5680	Non Capital Equipment	1,123	5,000		5,000	763	-	4,237	84.75%
01116 5805	Operating Expenses	6,743	17,000		17,000	2,982	-	14,018	82.46%
	TOTAL EMS/Fire OPERATIONS	1,606,618	1,752,729	-	1,752,729	790,058	1,791	960,881	54.82%
01120	Signals & Alarms								
01120 5680	Non-Capital Equipment	-	-		-	-	-	-	0.00%
01120 5805	Operating Expenses	66,519	165,600		165,600	140,572	-	25,028	15.11%
	TOTAL SIGNALS & ALARMS	66,519	165,600	-	165,600	140,572	-	25,028	15.11%
01121	Fire Marshal								
01121 5105	Payroll	123,205	162,152		162,152	55,880	-	106,272	65.54%
01121 5460	Public Education & Fire Prevention	865	5,000		5,000	706	-	4,294	85.88%
01121 5680	Non Capital Equipment	-	5,500		5,500	-	-	5,500	100.00%
01121 5805	Operating Expenses	17,137	27,000		27,000	15,231	-	11,769	43.59%
	TOTAL FIRE MARSHAL	141,207	199,652	-	199,652	71,817	-	127,835	64.03%
01122	Communications Center								
01122 5105	Payroll	429,576	428,480		428,480	220,227	-	208,253	48.60%
01122 5350	Training	9,898	13,000		13,000	728	-	12,272	94.40%
01122 5670	Uniforms	2,301	3,100		3,100	247	-	2,853	92.03%
01122 5680	Non-Capital Equipment	5,932	2,500		2,500	2,654	-	(154)	-6.14%
01122 5805	Operating Expenses	38,189	46,580		46,580	12,943	2,184	31,453	67.53%
	TOTAL COMMUNICATIONS CENTER	485,896	493,660	-	493,660	236,798	2,184	254,678	51.59%

Cromwell Fire District
General Fund - Budget Report - DETAIL
2022 - 2023
As of December 31, 2022

Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
01260	Debt Service								
01260 5910	Debt Service-Interest	73,116	89,957		89,957	46,520	-	43,438	48.29%
01260 5920	Debt Service-Principal	502,857	402,857		402,857	402,857	-	-	0.00%
	TOTAL DEBT SERVICE	575,973	492,814	-	492,814	449,377	-	43,438	8.81%
01300	Apparatus & Equipment								
01300 5105	Payroll	42,497	42,371		42,371	19,852	-	22,519	53.15%
01300 5420	Repairs & Maintenance-Equipment	23,374	40,000		40,000	26,916	-	13,084	32.71%
01300 5425	Repairs & Maintenance-Radios	-	-		-	-	-	-	0.00%
01300 5430	Repairs & Maintenance-Vehicles	83,720	60,000		60,000	9,217	1,300	49,483	82.47%
01300 5611	Consumable Supplies	14,533	12,000		12,000	8,446	-	3,554	29.62%
01300 5613	Fuel/Oil	22,144	30,000		30,000	11,927	-	18,073	60.24%
01300 5670	Uniforms	903	1,000		1,000	511	-	489	48.95%
01300 5680	Non-Capital Equipment	4,507	10,000		10,000	1,859	-	8,141	81.41%
01300 5805	Operating Expenses	570	1,500		1,500	726	-	774	51.60%
	TOTAL APPARATUS & EQUIPMENT	192,247	196,871	-	196,871	79,453	1,300	116,118	58.98%
	Capital								
01402 5990	Operating Transfers Out	-	169,309		169,309	-	-	169,309	100.00%
	TOTAL REVENUES	5,661,036	5,957,816	65,000	6,022,816	3,204,116	-	2,818,700	46.80%
	TOTAL EXPENSES	5,261,446	5,957,816	65,000	6,022,816	2,921,388	19,072	3,082,356	51.18%
	Balance	399,589	(0)	-	(0)	282,728	(19,072)	(263,656)	

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

2022-2023													
Month	Billed	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	138	175,906.07	145,186.61	(59,801.88)	(73,197.27)	(18.95)	(1,722.92)	-	-	-	-	-	186,351.66
August	169	186,351.66	166,791.46	(80,696.35)	(85,568.16)	(2,105.67)	(2,641.19)	(5,066.73)	-	-	-	-	177,065.02
September	122	177,065.02	119,982.12	(58,224.00)	(72,881.19)	-	(164.62)	(1,319.68)	-	-	-	-	164,457.65
October	105	164,457.65	106,133.72	(54,895.42)	(62,983.39)	-	(3,001.90)	(11,600.52)	(167.33)	-	-	-	137,942.81
November	93	137,942.81	96,530.22	(47,091.55)	(44,649.68)	-	96.00	-	(946.80)	-	-	-	141,881.00
December	267	141,881.00	288,633.42	(56,818.72)	(74,343.61)	-	(89.02)	(8,901.13)	-	-	538.40	-	290,900.34
January													-
February													-
March													-
April													-
May													-
June													-
Total	894	175,906.07	923,257.55	(357,527.92)	(413,623.30)	(2,124.62)	(7,523.65)	(26,888.06)	(1,114.13)	-	538.40	-	290,900.34
				38.72%	44.80%	0.23%	0.81%	2.91%	0.12%	0.00%	-0.06%	0.00%	
Deposits				(357,527.92)									
Deposits Per Ledger				349,699.62									
Difference				(7,828.30)									
Charges Net of Medicare/Medicaid Adjustments					509,634.25								

2021-2022													
Month	Billed	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	92	126,377.12	93,039.66	(67,778.94)	(51,353.99)	0.42	(450.59)	(28,432.17)	(23.46)	-	-	-	71,378.05
June	204	71,378.05	208,562.84	(68,317.85)	(65,432.66)	-	(1,839.75)	-	(17.21)	-	-	-	144,333.42
Total	1,603	171,389.02	1,678,786.95	(791,693.75)	(828,128.85)	(162.40)	(8,283.38)	(83,324.74)	5,750.57	-	-	-	144,333.42
				47%	49%	0%	0%	5%	0%	0%	0%	0%	
Deposits				(791,693.75)									
Deposits Per Ledger													
Difference				(791,693.75)									
Charges Net of Medicare/Medicaid Adjustments					850,658.10								

Cromwell Fire District
General Fund - Projected Fund Balance
(Pre-audit) As of December 31, 2022

Unreserved Fund Balance, July 1, 2022 (pre-audit, no FY22 surplus/deficit included)				\$	934,229
Designated for 2022-2023 Budget					240,000
Additional Appropriations During the Year					-
					<u>1,174,229</u>
Projected Results of Current Year Operations					
	<u>Budget</u>	<u>Projected Actual</u>	<u>Adjustment</u>		
Revenues	\$ 6,022,816	\$ 5,782,816	\$ (240,000)		
Expenditures	<u>6,022,816</u>	<u>6,022,816</u>	<u>-</u>		
Results of Budgetary Operations	<u>\$ (0)</u>	<u>\$ (240,000)</u>			<u>(240,000)</u>
Unreserved Fund Balance June 30, 2023 (pre-audit)					934,229
Undesignated Fund Balance June 30, 2023 (pre-audit)					934,229
Updated Balance 6/30/2023 (projected)				\$	934,229
Fund Balance as a Percentage of Expenditures					15.51%

Cromwell Fire District
Water Division Enterprise Fund - Budget Report - SUMMARY
2022 - 2023
As of December 31, 2022

Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
REVENUE									
	TOTAL REVENUE	2,458,481	2,650,500	-	2,650,500	1,048,083	-	1,602,417	60.46%
EXPENSES									
	PAYROLL	572,893	608,000	-	608,000	295,902	-	312,098	51.33%
	POWER AND PUMPING	287,483	361,500	-	361,500	164,165	7,841	189,495	52.42%
	TREATMENT	80,832	95,220	-	95,220	23,161	55,791	16,268	17.08%
	TRANSMISSION & DISTRIBUTION	73,165	137,800	-	137,800	16,640	42,345	78,816	57.20%
	OTHER OPERATING EXPENSES	53,676	58,500	-	58,500	37,580	400	20,520	35.08%
	GENERAL ADMINISTRATION	495,215	596,961	-	596,961	237,778	1,050	358,133	59.99%
	DEBT SERVICE - INTEREST	30,850	23,431	-	23,431	13,720	-	9,711	41.44%
	TRANSFER EQUIPMENT RESERVE FUND	-	-	-	-	-	-	-	0.00%
	TRANSFER WATER CAPITAL FUND	143,804	385,072	-	385,072	-	-	385,072	100.00%
	TOTAL EXPENSES	1,737,918	2,266,484	-	2,266,484	788,945	107,427	1,370,113	60.45%
BALANCE									
		720,563	384,016	-	384,016	259,138	(107,427)	232,304	60.49%

Cromwell Fire District
Water Division Enterprise Fund - Budget Report - DETAIL
2022 - 2023
As of December 31, 2022

Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
05	Water Fund								
05 4140	Interest Income On Assessment	16,209	500		500	7,998		(7,498)	-1499.63%
05 4150	Interest on Receivables	33,417	25,000		25,000	21,056		3,944	15.77%
05 4200	State Grants	-	-		-	-		-	0.00%
05 4300	Interest Income	1,831	3,000		3,000	345		2,655	88.51%
05 4400	Metered Sales To General Public	2,109,217	2,300,000		2,300,000	758,709		1,541,291	67.01%
05 4402	Sales to Other Districts	75,194	55,000		55,000	78,135		(23,135)	-42.06%
05 4405	Seasonal & Hydrant Sales	130,543	145,000		145,000	112,212		32,788	22.61%
05 4410	Miscellaneous Service Revenues	25,761	23,000		23,000	30,843		(7,843)	-34.10%
05 4411	Connection Charges/Inspections	33,397	50,000		50,000	28,609		21,391	42.78%
05 4900	Miscellaneous Non-operating Revenue	15,634	5,000		5,000	3,706		1,294	25.89%
05 4930	Employee Insurance Contribution	11,277	18,000		18,000	6,471		11,529	64.05%
05 4935	Development Analysis Reimbursement	-	20,000		20,000	-		20,000	100.00%
05 4990	Administrative Costs-Other Funds	6,000	6,000		6,000	-		6,000	100.00%
05 4995	Operating Transfers In	-	-		-	-		-	0.00%
05 4990	Transfer from Fund Balance	-	-		-	-		-	0.00%
	TOTAL REVENUE	2,458,481	2,650,500	-	2,650,500	1,048,083	-	1,602,417	60.46%
05901	Payroll								
05901 5105	TOTAL PAYROLL	572,893	608,000		608,000	295,902	-	312,098	51.33%
05902	Power and Pumping								
05902 5434	Maint. of Structures & Improvements	9,255	10,000		10,000	4,849	250	4,901	49.01%
05902 5435	Maint. of Pumping Equipment	14,880	25,000		25,000	10,140	6,481	8,379	33.52%
05902 5620	Power	244,698	300,000		300,000	146,891	-	153,109	51.04%
05902 5800	Other Expenditures	18,650	26,500		26,500	2,284	1,110	23,106	87.19%
	TOTAL POWER AND PUMPING	287,483	361,500	-	361,500	164,165	7,841	189,495	52.42%
05903	Treatment								
05903 5630	Chlorine	14,661	15,595		15,595	9,473	6,122	(0)	0.00%
05903 5631	Aqua-Mag	24,936	20,700		20,700	-	20,700	-	0.00%
05903 5632	Fluoride	13,909	19,550		19,550	4,181	15,369	-	0.00%
05903 5805	Operating Expenses	27,326	39,375		39,375	9,506	13,601	16,268	41.32%
	TOTAL TREATMENT	80,832	95,220	-	95,220	23,161	55,791	16,268	17.08%
05904	Transmission & Distribution								
05904 5319	Outside Services	20,054	23,300		23,300	542	-	22,759	97.68%
05904 5436	Maint. of Reservoir	3,422	10,000		10,000	290	-	9,710	97.10%
05904 5437	Maint. of Trans & Distr Main	38,873	57,500		57,500	10,390	27,182	19,928	34.66%
05904 5438	Maint. of Services	-	7,000		7,000	-	3,500	3,500	50.00%
05904 5439	Maint. of Meters	2,941	20,000		20,000	1,407	3,332	15,261	76.31%
05904 5440	Maint. of Hydrants	7,876	20,000		20,000	4,011	8,331	7,658	38.29%
	TOTAL TRANSMISSION & DISTRIBUTION	73,165	137,800	-	137,800	16,640	42,345	78,816	57.20%

Cromwell Fire District
Water Division Enterprise Fund - Budget Report - DETAIL
2022 - 2023
As of December 31, 2022

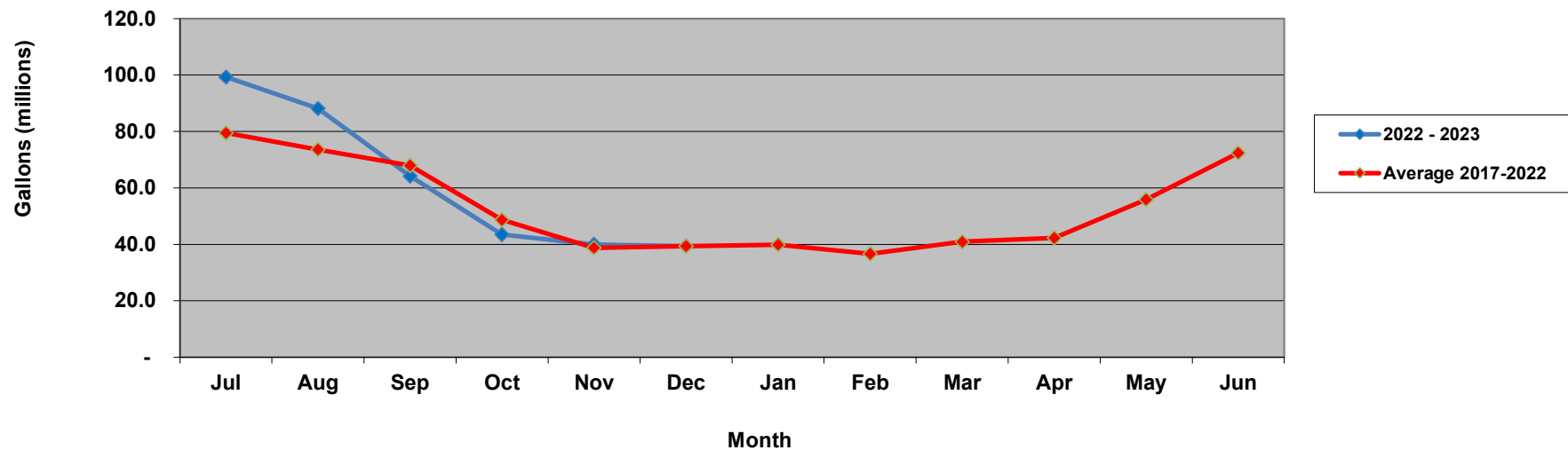
Completed Budget Months = 6 (50%)
Available Budget Months = 6 (50%)

Account Number	Description	Actual 21-22 (pre-audit)	2022 - 2023 Budget	Budget Adjustments	Revised Budget	YTD Actual	Encumbrances	Available Budget	% Remaining
05908	Other Operating Expenses								
05908 5621	Utilities	10,513	11,000		11,000	3,919	-	7,081	64.37%
05908 5800	Other Expenditures	532	1,500		1,500	635	-	865	57.66%
05908 5802	Uniforms	4,234	6,000		6,000	5,071	-	929	15.49%
05908 5870	Dues & Training	3,644	8,000		8,000	7,369	-	631	7.89%
05908 5880	Truck & Garage Expense	34,754	32,000		32,000	20,587	400	11,013	34.42%
	TOTAL OTHER OPERATING EXPENSES	53,676	58,500	-	58,500	37,580	400	20,520	35.08%
05907	General Administration								
05907 5200	Payroll Tax Expense	42,391	46,512		46,512	21,956	-	24,556	52.80%
05907 5210	Unemployment Compensation	-	1,000		1,000	-	-	1,000	100.00%
05907 5230	Worker's Compensation Insurance	27,424	18,382		18,382	9,786	-	8,597	46.77%
05907 5240	Dental Insurance	8,944	12,000		12,000	5,223	-	6,777	56.47%
05907 5260	Medical Insurance	150,708	193,000		193,000	92,766	-	100,234	51.93%
05907 5270	Life Insurance	2,398	4,000		4,000	1,275	-	2,725	68.12%
05907 5290	Pension-Employer	36,039	36,684		36,684	-	-	36,684	100.00%
05907 5319	Outside Services	4,010	12,250		12,250	236	-	12,014	98.07%
05907 5320	Professional Fees	72,115	95,500		95,500	22,443	-	73,057	76.50%
05907 5520	Property/Liability Insurance	39,219	44,000		44,000	39,530	-	4,470	10.16%
05907 5610	Office Operations Expense	11,258	10,000		10,000	6,729	-	3,271	32.71%
05907 5615	Tele-communications	10,893	10,100		10,100	6,118	-	3,982	39.43%
05907 5621	West Street Utilities	9,220	12,000		12,000	4,443	-	7,557	62.97%
05907 5805	Computer Operations	61,736	79,933		79,933	21,008	1,050	57,875	72.40%
05907 5811	Payroll Services	501	600		600	288	-	312	52.03%
05907 7141	Postage	4,034	6,000		6,000	2,189	-	3,811	63.52%
05907 7142	Utility Billing Services	14,325	15,000		15,000	3,787	-	11,213	74.75%
	TOTAL GENERAL ADMINISTRATION	495,215	596,961	-	596,961	237,778	1,050	358,133	59.99%
05907 5910	DEBT SERVICE - INTEREST	30,850	23,431		23,431	13,720	-	9,711	41.44%
05908	Capital								
05908 5990	Transfer Equipment Reserve Fund	-	-		-	-	-	-	0.00%
05908 5990	Transfer Water Capital Fund	143,804	385,072		385,072	-	-	385,072	100.00%
	TOTAL CAPITAL	143,804	385,072	-	385,072	-	-	385,072	100.00%
	TOTAL REVENUES	2,458,481	2,650,500	-	2,650,500	1,048,083	-	1,602,417	60.46%
	TOTAL EXPENSES	1,737,918	2,266,484	-	2,266,484	788,945	107,427	1,370,113	60.45%
	Balance	720,563	384,016	-	384,016	259,138	(107,427)	232,304	60.49%

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

Month	Fiscal Year							2017-2022 Average	2023 less Avg Monthly	%
	2017	2018	2019	2020	2021	2022	2023			
Jul	89.8	70.7	80.3	83.0	86.9	66.5	99.3	79.5	19.8	24.85%
Aug	75.4	66.6	66.5	75.8	80.1	77.3	88.1	73.6	14.5	19.68%
Sep	70.6	64.8	57.6	78.7	75.7	60.2	64.2	67.9	(3.7)	-5.47%
Oct	47.3	51.4	42.0	43.3	52.5	55.6	43.5	48.7	(5.2)	-10.64%
Nov	39.8	36.3	35.7	37.1	43.9	39.7	40.0	38.7	1.3	3.25%
Dec	40.2	36.5	37.4	39.2	44.5	38.5	39.4	39.4	(0.0)	-0.01%
Jan	40.8	38.7	38.6	39.9	43.4	38.1		39.9	-	0.00%
Feb	36.4	35.8	35.0	36.7	39.1	37.0		36.7	-	0.00%
Mar	40.4	39.4	40.8	40.5	42.5	41.7		40.9	-	0.00%
Apr	41.4	39.8	41.3	41.3	47.9	41.8		42.3	-	0.00%
May	49.9	53.9	46.5	53.4	68.3	63.3		55.9	-	0.00%
Jun	61.3	77.7	61.5	78.9	79.1	76.2		72.4	-	0.00%
Total	633.3	611.4	583.3	647.9	703.8	635.9	374.5	635.9	26.6	

Water Produced By Month

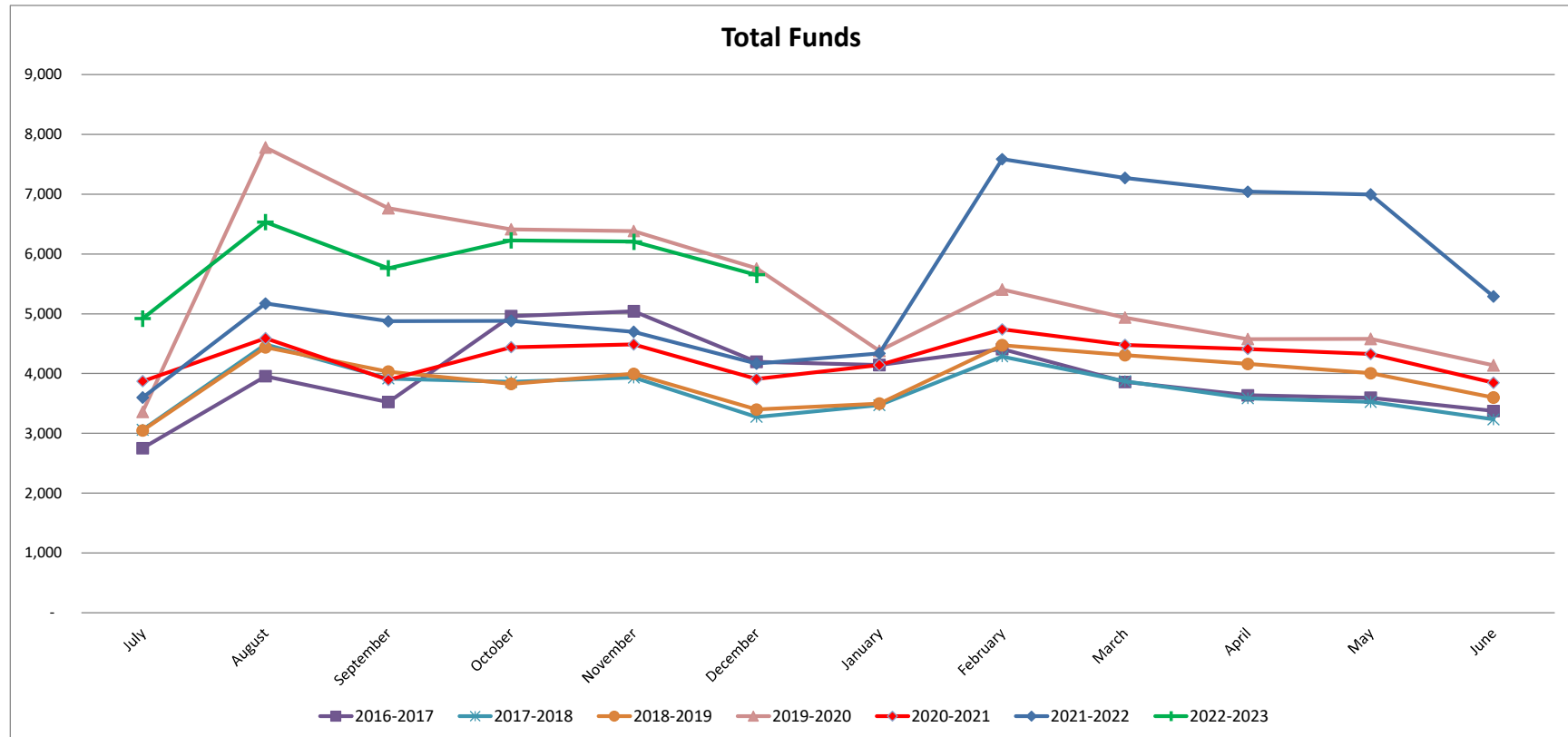


Cromwell Fire District
Treasurer's Report
As of December 31, 2022

Account	Beginning Balance	Deposits	Withdrawals	Ending Balance	YTD Interest
STIF					
Bonds Proceeds	9,712.22	0.60	-	9,712.82	3.60
Citizens Bank					
Checking	384,109.73	705,196.60	799,732.67	289,573.66	-
Deposit #2	479,351.90	-	458,936.10	20,415.80	-
Reserve Account	3,649,851.58	500,000.00	500,000.00	3,649,851.58	-
Money Market	606,064.49	51.47	-	606,115.96	1,211.76
Fire Department Trust	37,902.75	1.61	-	37,904.36	26.77
Hardship Benefit Fund	64,884.49	2.76	-	64,887.25	32.44
Harris Scholarship & Memorial Fund	25,587.26	1.09	-	25,588.35	12.98
M&T / People's United Bank					
Checking	(0.00)			(0.00)	-
Checking M&T	25,320.93			25,320.93	-
Savings	(0.00)			(0.00)	
Savings M&T	921,542.62	78.27		921,620.89	1,087.98
Total Ending Balance	6,204,327.97	1,205,332.40	1,758,668.77	5,650,991.60	2,375.53

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

Month	Fiscal Year						
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
July	2,751	3,059	3,047	3,358	3,874	3,599	4,918
August	3,955	4,488	4,438	7,780	4,589	5,171	6,533
September	3,522	3,915	4,032	6,766	3,892	4,875	5,759
October	4,960	3,860	3,826	6,413	4,442	4,881	6,226
November	5,041	3,932	3,995	6,384	4,486	4,698	6,204
December	4,197	3,276	3,397	5,758	3,910	4,166	5,651
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	6,994	
June	3,374	3,233	3,597	4,136	3,846	5,289	



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

	#22	#25
	Fire Department Trust Fund	Sick Benefits Hardship Benefit Fund
Cash	\$ 38,005	\$ 64,887
Due from District	22,160	-
Total Assets	\$ 60,165	\$ 64,887
Accounts Payable	\$ 16,806	\$ -
Due to District	-	-
Fund Balance	43,359	64,887
Total Liabilities & Fund Balance	\$ 60,165	\$ 64,887
Revenue		
Interest Income	\$ 10	\$ 16
Annual Drive	-	-
Annual Banquet	-	-
Donations	350	-
Uniforms	-	-
Other Income/Transfers In	-	-
Total Revenue	\$ 360	\$ 16
Expenditures		
Annual Banquet	\$ -	\$ -
Fire Prevention	-	-
Explorers	-	-
Other Expenditures/Transfers Out	3,190	-
Capital Expenditures	-	-
Total Expenditures	3,190	-
Excess (Deficiency) of Revenues Over Expenditures	\$ (2,830)	\$ 16
Fund Balance Beginning (Pre-audit)	46,189	64,871
Fund Balance Ending	\$ 43,359	\$ 64,887

#26	#27	
Harris Scholarship & Memorial Fund	Neto Student Benefit Fund	Memorial Total
\$ 25,588	\$ -	\$ 25,588
-	5,546	5,546
\$ 25,588	\$ 5,546	\$ 31,134
\$ -	\$ -	\$ -
-	-	-
25,588	5,546	31,134
\$ 25,588	\$ 5,546	\$ 31,134
\$ 6	\$ -	\$ 6
-	-	\$ -
-	-	\$ -
-	-	\$ -
-	-	\$ -
-	-	\$ -
\$ 6	\$ -	\$ 6
\$ -	\$ -	\$ -
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
\$ 6	\$ -	\$ 6
25,582	5,546	31,128
\$ 25,588	\$ 5,546	\$ 31,134

Grand Total
\$ 128,481
27,706
\$ 156,187
\$ 16,806
-
139,380
\$ 156,186
\$ 32
-
-
350
-
-
\$ 382
\$ -
-
-
3,190
-
3,190
\$ (2,808)
142,188
\$ 139,380

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

Description	Account Number	Budget Prior Years	Budget 2022-23	Updated Budget	Expended Prior Yrs	Expended 2022-2023	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)
Bunk room door/wall/window modification	31604-7310	14,000		14,000	-		-		-	14,000
Bunk room Men's/Women's plumbing facilities	31604-7310	10,000		10,000	-		-		-	10,000
Cabling for Chief's Office move	31604-7310	-	15,000	15,000	-		-		-	15,000
Ambulance EMS Chart Computers/IPADS (4)	31702-5740	5,500		5,500	-		-		-	5,500
IPAD Replacement (13)	31702-5740	6,500		6,500	6,214		6,214		6,214	286
Switch / UPS Redundancy (50%)	31702-5740	6,000		6,000	1,000		1,000		1,000	5,000
Airbags & Airbag System (new apparatus) (bonds)	31713-5740	30,075		30,075	-	30,649	30,649	-	30,649	(574)
R-1 Replacement	31715-5740	250,000		250,000	-		-		-	250,000
Fire hose replacement	31716-5740	13,000	10,000	23,000	10,039		10,039		10,039	12,961
Hose (new apparatus) (bonds)	31716-5740	18,282		18,282	18,755		18,755	-	18,755	(473)
Scott Air Packs / SCBA Replacement	31750-5740	325,506	20,000	345,506	325,506		325,506		325,506	20,000
Vehicles & Apparatus - Major Repairs	31751-5710	209,735		209,735	204,125		204,125		204,125	5,609
Firewall Replacement	31753-5740	-	27,000	27,000	-	24,037	24,037		24,037	2,963
Network Security Audit	31757-5320	12,000		12,000	18,250		18,250		18,250	(6,250)
State Fiber Connection / Control Station Replacement	31757-5320	-	20,000	20,000	-		-		-	20,000
AED - EMT/CPR Trainer Devices	31760-5740	2,100		2,100	901		901		901	1,199
AED-Replacement x 4 at \$2200	31760-5740	15,300		15,300	15,260		15,260		15,260	40
Training Building stairs and railing with Inspection	31762-5780	-	17,000	17,000	-		-		-	17,000
(8) MSA 4-Gas Meter Replacement: (6) Fire + (2) FMO	31763-5740	6,500	3,000	9,500	8,261		8,261		8,261	1,239
Turn Out Gear Replacement	31784-5740	431,344	30,000	461,344	425,233	14,704	439,937		439,937	21,407
FMO Permit Software	31785-5740	3,000		3,000	-		-	-	-	3,000
Ambulance Re-chassis	31791-5710	-		-	-		-		-	-
Equipment & Vehicle Replacements	31800-5710	75,000		75,000	73,573		73,573		73,573	1,427
FMO Investigation vehicle & cap	31800-5710	29,632		29,632	28,716		28,716		28,716	916
Stretcher for Ambulance re-chassis	31804-5740	17,000		17,000	15,794		15,794		15,794	1,206
Construction of 6 Radio Voting Sites	31807-5740	140,000		140,000	100,742		100,742		100,742	39,258
Login Recorder, Pagers & Cases	31807-5740	169,075		169,075	158,233		158,233		158,233	10,842
Radio/Tower/Antenna Upgrades Project (bonds)	31807-5740	3,000,000		3,000,000	3,000,000		3,000,000		3,000,000	-
Radios for Fire Police & Fire Inspectors	31807-5740	15,000		15,000	3,735	2,452	6,187		6,187	8,813
Rope & Rope Equipment (new apparatus) (bonds)	31817-5700	12,345		12,345	12,624		12,624		12,624	(279)
Extrication Tools (new apparatus) (bonds)	31819-5700	75,699		75,699	31,032	44,667	75,699		75,699	-
Hurst Tool Replacement	31819-5700	6,000		6,000	-		-		-	6,000
Phone System	31829-5700	-	80,715	80,715	-		-		-	80,715
Facilities Maintenance Program	31830-5700	149,592		149,592	93,492		93,492		93,492	56,101
West Street Front Apron repairs	31830-5740	10,000		10,000	-		-		-	10,000
Door Access Security System (GF portion)	31921-5740	-		-	-		-		-	-
Knoxbox System Repair/Upgrade	31921-5740	13,000		13,000	13,533		13,533		13,533	(533)
Murphy beds (6)	31939-5800	16,000		16,000	3,265		3,265		3,265	12,735
Cromwell Fire Department Strategic Plan	31939-5800	-	25,000	25,000	-		-		-	25,000
Fit Testing Machine Replacement	31947-5740	-	20,000	20,000	-		-	18,106	18,106	1,894
Air compressor - Court St apparatus bay	31952-5740	5,000		5,000	1,108		1,108		1,108	3,892
Apparatus, Ambulance & Equipment (bonds)	multiple t/b/d	1,863,599		1,863,599	919,479	95,925	1,015,403	35,530	1,050,933	812,666
Active Projects		6,955,783	267,715	7,223,498	5,488,870	212,434	5,701,304	53,636	5,754,940	1,468,558
Total		11,015,344	267,715	11,283,059	9,548,431	212,434	9,760,865	53,636	9,814,501	1,468,558

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

Description	Account Number	Budget Prior Years	Budget 2022-2023	Total Budget	Expended Prior Years	Expended 2022-2023	Total Expenditures	Encumbered	Balance
Closed Projects & Uncommitted Fund Balance		5,290,740	-	5,290,740	5,290,740	-	5,290,740	-	(0)
Distribution Study	35721-7290	79,900		79,900.00	76,150		76,150		3,750.00
Diversion Permit Renewal	35721-7290	80,000		80,000.00	77,256		77,256		2,743.75
Risk & Resiliency Study	35721-7290	25,000		25,000.00	24,850		24,850		150.00
Water Supply Plan	35721-7290	10,200		10,200.00	11,950		11,950		(1,750.00)
Pre- Engineering study for Interconnection Project	35737-7310	60,000		60,000.00	54,900		54,900		5,100.00
Replacement of Well Pump Motor	35740-5435	63,000		63,000.00	58,300		58,300		4,700.35
Engineering Services - Water Tank Inspection	35752-7290	-		-	-		-		-
Trailer (bonds)	35754-5710	7,545		7,545.00	-	7,745	7,745	-	(200.00)
Excavator Attachments (bonds)	35756-5740	19,951		19,951.00	19,951		19,951	-	-
Leak Detection equipment	35776-5740	16,679		16,679.00	16,679		16,679		-
VM-810 Pipe Locator	35776-5740	3,085	4,387	7,472.00	3,085		3,085		4,387.00
N360 meter reading upgrade and equipment	35778-5740	21,812	5,600	27,412.00	-	17,499	17,499	-	9,912.70
Excavator (bonds)	35789-5710	50,168		50,168.00	50,168		50,168		-
Job Truck (bonds)	35789-5710	103,023		103,022.54	-		-	103,023	-
Pickup Truck (bonds)	35789-5710	52,802		52,802.40	-	53,302	53,302		(499.22)
5 Ipads and truck mounts	35827-5700	4,000		4,000.00	2,217		2,217		1,782.70
Switch / UPS Redundancy (50%)	35827-5700	6,000		6,000.00	2,000		2,000		4,000.00
Chem Feed Transfer Switch	35835-5700	63,344		63,344.00	63,344		63,344		-
Meters	35904-5720	407,396	75,000	482,396.01	403,306	51,862	455,168	23,138	4,090.20
Water System Remote Data Collection System	35912-5730	-		-	-		-		-
Hydrants	35929-5722	95,132		95,132.47	74,264		74,264		20,868.70
Confined space equipment	35954-5740	7,485		7,485.00	7,485		7,485		-
Hydraulic breaker (backhoe attachment)	35954-5740	12,822		12,822.00	12,822		12,822		-
Light Tower	35954-5740	9,396		9,396.00	9,396		9,396		-
Roller/compactor	35954-5740	15,801		15,801.00	15,801		15,801		-
SCADA System	35958-5740	45,000	49,000	94,000.00	21,213	76,300	97,513	22,680	(26,192.69)
Door Access Security System (Water portion)	35959-5775	-		-	-		-		-
Vehicles & Equipment (bonds)	multiple t/b/d	205,000		205,000.00	Michael Lupkas: To be reviewed		-		205,000.00
Heat and generator hookup Sovereign Ridge	35743-5740	-	6,400	6,400.00			6,600	-	(200.00)
Mezzanine (OSHA) list item	35959-5775	-	24,000	24,000.00			-		24,000.00
Water GIS update Phase 1 of Lead and Copper data	35910-5740	-	40,000	40,000.00			4,660	40,000	(4,660.00)
Engineering for interconnection project	35737-7310	-	185,615	185,614.94			-		185,614.94
Active Projects		1,464,541	390,002	1,854,543	1,005,136	217,968	1,223,105	188,840	442,598
Total Water Capital Projects		6,755,281	390,002	7,145,283	6,295,876	217,968	6,513,844	188,840	442,598

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, December 20, 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, December 20, 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 Roger Rukowicz (President), David Colligan, Charles Epstein, Robert McIntyre, Mertie Terry, John Sokolowski, Chip Darius, Donald Smith and Robert Donohue attended. Also attending were Executive Director Julius Neto, Finance Manager Michael Lupkas, Water Operations Manager Joe Palmieri, Fire Chief Jason Brade, Fire Marshal Harold Holmes and Communications Manager Justin Loneragan.

CALL TO ORDER

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

APPROVAL OF AGENDA

A motion was made by Commissioner Colligan, seconded by Commissioner Donohue and unanimously approved to accept the agenda with the following addition: Item III, under Public Comment, add Item A. Discussion of Interlocal Public Services Agreement.

PUBLIC COMMENT

There were no public comments to report.

- A. Discussion of Interlocal Public Services Agreement. The Executive Director introduced Attorney Eric Parker who represents one of the two property owners on North Road in Rocky Hill. His client is interested in building a house on his property on North Road.

The draft agreement distributed for review at this meeting is a result of ongoing discussions over the last few months with the Town of Cromwell, the Town of Rocky Hill and the Cromwell Fire District regarding fire coverage. The issue is about North Road which starts in Cromwell and has an extension that crosses the town line into Rocky Hill. The Town of Rocky Hill is requesting the Cromwell Fire Department to be

first responders to calls at that location because Cromwell has quicker access to that area. The first response from Cromwell would be until the Rocky Hill Fire Department arrives. Rocky Hill will be responsible for the scene. The Executive Director reviewed the agreement with the District's attorney. Attorney Rose was fine with the language of the agreement as written.

The other building lot on North Rd. is 145. The agreement includes the second property owner and is intended to include everyone in that area. When checking a map you would see North Road connecting to New Road in Rocky Hill. However, there is no road there. A road was never constructed, but it is part of the plan for that part of Rocky Hill. The building lots were cut off from Rocky Hill because that "paper road" was never built.

Attorney Parker's client purchased his lot, received a building permit from Rocky Hill and began construction. At some point after construction began, the Rocky Hill Fire Marshal flagged the construction and advised that if there was an emergency at this property, no one would be able to respond. At that point construction has ceased. Attorney Parker's client has a construction loan, and the bank is about to pull the financing if this issue cannot get resolved.

The two towns began talks about this issue. This is not an unprecedented situation. Rocky Hill has a similar agreement with Wethersfield for a couple of lots. The agreements are considered Interlocal Public Service Agreements. The only item on the draft that applies to the Fire District is Item #2. Attorney Parker has been negotiating with Attorney Rose and both Towns for approximately one month. Attorney Rose was clear that he wanted this agreement to apply to first responder services.

It was also noted Item #1 in the draft refers to police services. Cromwell Police can also get to this location faster than Rocky Hill Police. Rocky Hill would have to go all the way around into Cromwell to enter that street. It is just a lot easier for Cromwell to get to those locations first. However, Rocky Hill would remain responsible for the scene.

Attorney Rose was in agreement with Item #2 in terms of a contractual payment or mil rate. Because of the way the Fire District was set up by a Special Act of the Legislature, there is no inherent authority over those houses to impose a District tax as you would on someone within the municipality. Attorney Parker's client as well as 145 North Rd. would have no choice if they wish to build and will agree to have this document report as part of the land records. They will pay the same mil rate as Cromwell residents even if that rate goes up.

Commissioner Colligan asked Chief Brade if he has been in discussions with the Rocky Hill Fire Chief about a mutual aid agreement because he felt that this situation is something mutual aid would be used for. Chief Brade reached out to the Chief in Rocky Hill because he knew that the previous Fire Chief was trying to establish a mutual aid agreement, but that never happened. There is no agreement currently in place. Commissioner Colligan recommended that a written agreement be drafted that includes the Fire Marshal.

Mr. Neto added that this agreement will supersede a Mutual Aid agreement. Even though there is no mutual aid document with Rocky Hill, Cromwell does provide mutual aid services to Rocky Hill. If the District signs the agreement, it will require Cromwell Fire to respond. Emergency 911 calls will still go to Rocky Hill who will in turn contact

Cromwell as they do now for mutual aid. Commissioner Colligan is concerned that Cromwell will be liable for something at a scene when they shouldn't be.

It was noted that this agreement does not involve the Water Department of Cromwell. It only applies to Fire and Emergency services. At some point it may involve the Water Department because the closest fire hydrants to those locations are on Fawn Run which is 200 – 300 yards from where the building will reside. The ordinance is that the hydrant must be no more than 400 feet from the houses. There is no language in the agreement that addresses the water issue. Attorney Parker's client has a well.

There was concern regarding what type of access roads will be in place, and will they be able to accommodate fire apparatus. The road is the responsibility of the homeowners on the Rocky Hill side of the town line on that street. Attorney Parker thought that this should be addressed more specifically as the site plan moves forward. The Town of Cromwell is planning on plowing part of North Rd., enough to reach those properties.

Commissioner Sokolowski thought that before any decisions are made, the District will need to know what the infrastructure will be for Cromwell's access to the property. It means that Cromwell needs to see the site plan. The Rocky Hill Fire Marshal's Office should be advising Cromwell about the access road there. Attorney Parker thought that part of the intent was to keep Fire Marshal services in Rocky Hill such as inspections or investigations. The Fire Marshal in Rocky Hill will have to sign off on the changes.

President Rukowicz has been out to the site. He also has concerns about access to that property with fire or emergency apparatus. He suggested someone measure the width of that road. He accessed the road with his truck, and there was barely any room on either side of the truck.

Commissioner Darius noted that the agreement as written has no provision for a periodic review. It is a perpetual agreement. There is no criteria in the agreement where the Fire District can terminate the agreement. The only provision is by mutual agreement with the Town and the District. Commissioner Darius did not see a signature line for Rocky Hill ambulance on the draft. They hold the PSA for Rocky Hill.

Attorney Parker stated that he has put in at least 25 hours of negotiating with the Towns and the District's attorney. None of the questions brought up at this meeting were raised during any of the negotiating. They were told that the District's attorney had reviewed the agreement and they were fine with it.

Fire Marshal Holmes previously had meetings with former Chief Balletto and Rich Renstrom from the Rocky Hill Fire Marshal's Office. Chief Garrity would not sign a mutual aid agreement because of the Task Force in place. That type of situation would be a task force activation.

Mr. Holmes explained that Fire Marshals have nothing to do with single family homes. Those homes do not get inspected by the Fire Marshal. FMO's are more concerned about access and where water is. They make sure that access roads are 24 ft. wide. The Commissioners had concerns about the road requirements to accommodate fire apparatus. Attorney Parker did not think the draft agreement addressed road requirement issues. Commissioner Darius noted that even if infrastructure requirements are met, the State office of EMS still has to deal with the fact that it is Rocky Hill's PSA, and Cromwell is

responding out of their PSA to provide EMS in violation of the PSA. There are more moving parts in the agreement that have to be addressed than are in this agreement tonight. Other questions have to be answered.

Commissioner Smith thought that Cromwell probably should not care so much that the property owners are repairing and maintaining the road. There should be some type of certification from the Town of Rocky Hill that they will deliver a road that will meet all standards and continue to maintain it during the period of the agreement.

Justin Loneragan added that this type of agreement is not unprecedented in the State of CT. There are multiple towns that have these types of agreements with other agencies. When referring to first responder services, they are implying that Rocky Hill is still responsible for firefighting activities and ambulance transports out of that address. They are asking Cromwell to show up because Cromwell can get there faster. If Rocky Hill is responsible for services, their Building Dept. and Fire Marshal's office will maintain jurisdictional authority over that residence.

Chief Brade asked what Cromwell would be responsible for since Rocky Hill will be paying a 3 mil tax rate to Cromwell. Mr. Neto stated that if the District were to sign off on the agreement, they will not be receiving any financial compensation. Cromwell does not take any financial reimbursement for mutual aid calls. The Department would respond like they do for any emergency as mutual aid in the Town of Rocky Hill. Cromwell will do what they need to do at the scene until Rocky Hill gets there. It is the same practice as police services.

President Rukowicz noted that in viewing the property, the property owner should be redesigning the driveway so fire apparatus can get up to the house. They also need to know how far the house is from the street. There will need to be a specific procedure for the road regarding apparatus accessing the fire hydrant.

Chief Brade discussed his concerns. Commissioner Darius had some clarification from discussions with people at OEMS. The only way this agreement can happen is if there is an agreement between the two ambulance providers. There needs to be an inter-PSA agreement which does not need to go through OEMS review. Commissioner Darius did not see any provisions for Cromwell to threaten to withdraw or penalize the homeowner. There is no mechanism if the homeowner does not uphold their end of the bargain other than mutual agreements between the Towns and the District. Paragraph #11 gives a different role to the homeowner in that agreement.

Attorney Parker was hopeful to have an amendment tonight to the original agreement, but he is willing to go back to the Town of Rocky Hill to get some answers to the questions that were raised this evening.

Chief Brade noted they will respond at this location as they would anywhere else in Rocky Hill as a mutual aid call. Commissioner Darius apologized for Attorney Parker spending so much time on this without speaking to the right individuals to help with the agreement language.

A motion was made by Commissioner Epstein, seconded by Commissioner Sokolowski and approved to table this item for 2 weeks in order to have time to research all the questions that were raised. It was agreed that Cromwell's response would be as it is in

a mutual aid situation or reword item #2 of the agreement. A Special Board of Commissioners' meeting will be scheduled for Tuesday, January 3, 2022, at 5:30 PM, to reconvene on the issue.

It is important to get all the necessary information within two weeks so no additional time is wasted. The questions raised had to do with road access/driveway access and the PSA.

**APPROVAL OF THE BOARD OF COMMISSIONERS' MEETING MINUTES OF
NOVEMBER 15, 2022**

A motion was made by Commissioner Sokolowski, seconded by Commissioner Terry and unanimously approved to accept the Board of Commissioners' meeting minutes of November 15, 2022, as submitted.

**APPROVAL OF THE SPECIAL DISTRICT MEETING MINUTES OF
NOVEMBER 17, 2022**

A motion was made by Commissioner Epstein, seconded by Commissioner McIntyre and unanimously approved to accept the minutes of the Special District Meeting of November 17, 2022.

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 November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. The Executive Director had nothing to add to his report. It was a busy month. The new roof will be completed at the West Street firehouse by tomorrow. Commissioner Donohue will be doing a professional assessment of the work. The District is in the formal stages of negotiating the Dispatcher's CBA. The next meeting is scheduled for some time next week. Commissioner Epstein also had noticed the work on the roof at West St. The work will be tested this weekend with all the rain that is expected.

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

- B. **Financial Report.** The Financial Report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Lupkas reported that collections for the Fire Department were approximately 58.6% of budget. The numbers should go up in January when the next billing cycle begins. For EMS receipts, both graphically and number-wise accounts have gone down the last couple of months compared to the prior year. They are approximately 5% over where there were last year. The audit is ongoing. The auditors have completed their field work. Some of the last few items are being done remotely. The Actuary has not provided their report yet. The auditors have recommended a request to the State for a one-month extension. The majority of the audit is waiting on the actuarial report.

Mr. Lupkas pointed out page 5 of his report. It was added to his report based on discussion at last month's meeting. It is a listing of any accounts over \$1,000 in the collection process. It was noted that so far Donna in the Water Department has collected \$524,000.

A motion was made by Commissioner Darius, seconded by Commissioner Donohue and unanimously approved to accept the Financial Report for November as submitted.

- C. Fire Department Chief. The Chief's Report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. The Chief reported they have been getting out into the community as they have in previous months. They have scheduled a couple of live burns to meet OSHA requirements.

The Chief wanted to discuss how the Fire Department has been operating. He feels the Chief's Office is like a sinking ship. However, there is a plan. The Chief has worked with the Executive Director to contract with a company and start the hiring process for two Assistant Chiefs. Job descriptions were drafted and forwarded to the company. The process will start during the Christmas break. The posting will be for about one month. This should provide enough time to get qualified applicants both internal and external. The company will be doing the posting process, the interviews and the written exam and will then forward the names of the eligible candidates. One position will be a Training & Safety Assistant Fire Chief and the other will be a Fire Operations Assistant Fire Chief. The District will be given the names of the top three to five candidates for each position. The final process will be interviews by a Chiefs' panel and the Personnel Committee.

The Board had given the Fire Chief permission to work with two Lieutenants to help facilitate operations during the search for assistant chiefs. He has been utilizing one of them quite a bit. Lt. McKnight has extremely stepped up and gone above and beyond what was asked of him. One of the issues with medical revenues being lower is that charts have been stacking up. There were approximately 150 charts that were back logged. Over the last 3 or 4 weeks with the assistance of Lt. McKnight and some assistance from EMT Webber, that backlog number has gone down to six. These were charts with billable amounts of \$90 to \$100,000. The outcome of that work should be seen over the next month or two.

The Department is also going over the apparatus and getting ready for the new Squad 1. A final inspection was done before this meeting. There were a couple of minor changes that will be done at Firematic in Rocky Hill.

Regarding fire training, the Chief does not have an Assistant Chief of Training. He has tasked some of the career firefighters with working on a training plan. Lt. McKnight has been working on the plan as well and come up with a training plan for 2023. They now have a tentative training plan for the coming year. It could be modified by anyone that comes in as Assistant Chief of Training. The plan in place should be sufficient to meet the appropriate requirements which includes an EMS training plan. They also have a Volunteer Plan in written format. It needs to be modified a bit. It will be forwarded to the Commissioners in the near future for review. The Chief reported they are moving forward with things although there is a lack of manpower. They are hopeful with the addition of two assistant chiefs, the workload will become more manageable. They are doing their best to get things done. President Rukowicz complimented the Chief's office for their work on the backlog of charts.

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

1. Fire Marshal's Office. The Fire Marshal's Report for November had been previously submitted and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Holmes had nothing to add to the report. He was available to answer any questions. He did report he has been very busy, but expects to have Colin Whalen back in the beginning of the new year. They have interviewed for another part-time fire inspector. The candidate is Mr. Brian Mello. He is a retired Southington firefighter. He knows Mr. Holmes and Commissioner Epstein and had approached them when he saw the posting. Mr. Holmes also noted that his secretary has given her notice. Her last day will be Friday, Feb. 3, 2023. He will be discussing next steps with the Chief.

Mr. Neto added that there were not a lot of applicants for the fire inspector position. One of the applications was submitted after the deadline. He asked if the Board wanted to go through the process of posting it again or accept the candidate's application that was submitted late because it was a successful application, and they would be able to move the candidate to the position which is a budgeted position.

A motion was made by Commissioner Darius, seconded by Commissioner Sokolowski and approved 8 to 0 to waive the irregularity of the application deadline for Mr. Mello. Commissioner Epstein abstained.

A motion was made by Commissioner Darius, seconded by Commissioner Epstein and unanimously approved to accept the Fire Marshal's Report for November as submitted.

- D. Water Operations. The Operations Report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. Mr. Palmieri distributed copies of information on the new job truck that the Water Department had ordered. The handout was a mockup of the lighting package and brackets package. He asked for input from the Commissioners. The vehicle is being worked on with both packages. Commissioner Colligan suggested adding an awning to the truck since it will be a universal truck for all uses. Mr. Palmieri will look for the funding to add that to the truck. He will also be adding a directional arrow onto the back of the truck. It is expected to be finished the first or second week in January.

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

- E. Communication Center Report. The Communication Center Report for November had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District office. He added that Dispatcher Ferone has cleared his training period. He is now a Dispatcher. There is another part-time Dispatcher that will be starting shortly. Mr. Lonergan has been working on updating the training program. They have also been moving forward with some emergency repairs to some of the alarm systems due to FCC changes with radios, etc. He is moving forward with other projects such as the phone system replacement.

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

REPORTS OF THE STANDING COMMITTEES

- A. District Operations. There was no meeting.

B. Executive. There was no meeting.

C. Fire Operations. There was no meeting in November.

1. Communications Committee. Mr. Lonergan reported that he has a meeting with the State regarding reprogramming tomorrow morning at 10 AM.
2. Apparatus Committee. A meeting was held on November 29, 2022. Minutes had been previously distributed and reviewed. A copy is attached to the minutes on file in the Fire District Office. The Committee was going to suggest some changes that needed to go through the Fire Operations Committee. However, the issues will need to be vetted through the Bylaws Committee. A meeting of the Bylaws Committee is scheduled for January.

A motion was made by Commissioner Sokolowski, seconded by Commissioner Donohue and unanimously approved to accept the Apparatus Committee meeting minutes of November 29, 2022, as submitted.

D. Pension. Commissioner Colligan reported that a meeting has been scheduled for Weds., Jan. 4, 2023.

E. Personnel. A meeting was held on December 13, 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 Colligan, seconded by Commissioner Darius and unanimously approved to accept the Personnel Committee meeting minutes of December 13, 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 one present from the Town. Commissioner Donohue had a report for next month. The Executive Director has reached out to the Mayor to inquire about a representative to attend the Board meetings. The Mayor is more than happy to provide information at the Board meetings. He has suggested forwarding a written report. The Mayor wants to know if the District is going to reciprocate. Mr. Neto informed him that he would be advising the Commissioners at this meeting. They will need to decide what will work. President Rukowicz suggested forwarding a Board meeting packet to the Mayor, and if there are any questions, he can contact the President or Executive Director. Commissioner Donohue suggested reaching out to the Mayor. The Board members can highlight things in the Board packets that the Town would be interested in.

B. Reports of the Special Committees

1. Public Safety Tower Committee. The meeting scheduled for December 2, 2022, had been canceled. The next meeting is scheduled for Fri., March 3, 2023, 10 AM, West St.
2. Health & Safety/Bldg. Committee. There was no meeting.
3. Bylaws Committee. A meeting has been scheduled for January 12, 2023.
4. Public Relations/Community Outreach Committee. Commissioner Darius reported that the January newsletter is in process. He had sent out a request for article input. People have been dealing with other issues so response for articles is taking some time. The Cromwell Chronicle continues to be non-responsive. They will be forwarding a statistical report to the Chronicle.
5. Discussion and Approval of 2023 Holiday Schedule. Copies of the proposed holiday schedule were distributed and reviewed. There was a previous discussion at the last meeting about Juneteenth. Commissioner Darius thought that Juneteenth should be celebrated but there is no budgetary support to celebrate it as a paid holiday. Commissioner Sokolowski wanted to know if there have been any discussions with the local unions on this issue. The Executive Director noted that it is one of the items to be discussed during the contract negotiations for the Dispatchers. He discussed this with the Union president after the last Board meeting, and he did not have any objection to adding a new holiday. They would not be in favor of replacing an existing holiday for Juneteenth. If the Board approves this addition, it would have to be negotiated formally. Commissioner McIntyre suggested added this to the next budget cycle. He understood that the District usually follows the Town's holiday schedule. He did not recommend it for this year because the budget is already tight. President Rukowicz noted that the Executive Committee will be working on the next budget soon. Anyone on the Committee should make a note of this as an agenda item.

A motion was made by Commissioner Darius, seconded by Commissioner Colligan and unanimously approved to accept the 2023 Holiday schedule for non-bargaining unit employees as drafted.

NEW BUSINESS

- A. Commissioners' Comments. There were no Commissioners' comments.
- B. Budgetary Adjustments. There were no budgetary adjustments to report.
- C. Approval of Contract/Contractors. There were no contracts/contractors to report.
- D. Hiring of New Part-Time Dispatcher. President Rukowicz noted that approval for the Communications Manager to hire a new part-time dispatcher was granted by the Personnel Committee meeting at their last meeting. Mr. Lonergan explained that this was a position that they kept open. They had recently hired a full-time person and were waiting to see how that would work out. They are incurring some overtime, so Mr. Lonergan went to the Personnel Committee to request to fill the open part-time position. They interviewed four people for the position. The person chosen was Mr. Andrew Turenne who will be starting in the near future.

A motion was made by Commissioner Colligan, seconded by Commissioner Darius and unanimously approved to accept the recommendation of the Communications Manager and Personnel Committee to hire part-time Dispatcher Andrew Turenne.

PUBLIC COMMENT

Mr. James Rude, 25 Highridge Rd., Cromwell: He understood the reason why the roof had to be fixed at the West St. firehouse, but he continues to be disappointed that this is the second year in a row there have been some major capital items to come up outside of the budget cycle. There is a capital budget this year of \$169,000, and a \$65,000 incremental expenditure is a sizeable over-expenditure of the original capital budget that was identified. He encouraged the Commission to seriously consider doing some long-range financial modeling so that they can be sure to replace their facilities, fire trucks and ambulances in a normal and recurring cycle rather than having to be approved in an emergency in an off-budget manner.

He thanked the Board for beginning to show some aging of accounts receivable. It is interesting to see what happens when you start to shine the light on things that haven't been looked at in a long time. He commended the Commission for beginning to look at the aging of receivables. It is something almost every business does because there are a lot of dollars that hide out in old accounts receivable. It is good to hear that the Board is beginning to think and address how to keep those receivables current and how to take action on those people that are not paying and potentially causing the utility bills of other folks to be higher than they should be. It is part of the ongoing process of financial reporting and the concept of shining the light on things that don't get seen very often.

He also encouraged the Commission to seriously consider expanding the periodic financial reporting. Every month there is a profit loss statement vs. the budget. Currently you only see the other three financial statements; the balance sheet, the change in the equity and the cash flow statements on an annual basis as part of the audit process. Almost six months have passed in this fiscal year, and the information for June 30, 2022 is still not available as of today's meeting. He strongly encouraged the Commission to request that the other 3 financial statements; balance sheet, change in fund balance or equity and the cash flow statement be reviewed on a quarterly basis to make sure there aren't other things that the Commission should be talking about that people don't know about.

On behalf of the Commission, Commissioner Epstein wished everyone a safe and happy holiday season.

EXECUTIVE SESSION

- A. Update on Pending Personnel Matters, the Disclosure of Which Would Constitute an Invasion of Personal Privacy, and/or Strategy with Respect to Pending Claims. *A motion was made by Commissioner Colligan, seconded by Commissioner Epstein and unanimously approved to enter into Executive Session at 7:53 PM, inviting the Fire Chief and the Executive Director.*


A motion was made by Commissioner Darius, seconded by Commissioner Donohue and unanimously approved to adjourn Executive Session at 8:16 PM. No action taken.

CFD Bd. Of Cmsr.'s mtg. 12-20-22

ADJOURNMENT

There being no further business, a motion was made by Commissioner Epstein, seconded by Commissioner Darius and unanimously approved to adjourn the meeting at 8:17 PM.

ATTEST:



Charles R. Epstein, Secretary

Nancy Deegan
Recording Secretary