

**Charlton Fire District Meeting Minutes**  
**February 2, 2016**

**PUBLIC MEETING:** The public meeting of the Charlton Fire District was called to order on February 2, 2016 at 7:00 p.m.

**PRESENT:** Jeff Voigt (Chairman), Dave Peters, Kevin Loukes, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

**ABSENT:** Bob Rosa, Bobby LeGere

**1. Approval of Agenda**

Motion to approve the agenda was made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

**2. Approval of Minutes**

Motion to approve last month's minutes made by Jeff Voigt and seconded by Dave Peters. Approved 3-0.

**3. Chairman's Report**

Nothing to report

**4. Treasurer's Report**

- a. Treasurer's Report presented by Andy LaPatra.
- b. Review and audit of bills.
- c. Operating Account: \$328,093.41  
Payroll Account: \$3,721.50  
Apparatus Capital Reserve: \$5,001.04  
Equipment Capital Reserve: \$101,097.06  
Emergency Capital Reserve: \$25,030.77  
Capital Improvement Reserve: \$152,465.37  
**Total ending on February 1, 2016: \$615,409.15**

Motion to pay outstanding bills was made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

Motion to approve Treasurer's report made by Jeff Voigt and seconded by Dave Peters. Approved 3-0.

**5. Chief's Report**

- a. Dean DeCapria presented Chief's Report. 10 calls for the month:  
6-EMS  
2-C.O. detector  
2-Fire alarm
- b. Car 18 mileage as of 2/1 is 20,460 and car 18-0 mileage as of 2/1 is 50,169.
- c. Drills for February are posted on the board.

- d..Inventory is complete on trucks and Chiefs' vehicles.
- e. The Installation Banquet is 2/21/16 at the Charlton Tavern.
- f. The following firemen are social members now and will be removed from insurance rolls as active firemen:
  - Doug Sargent
  - Bob Martin
  - Christian DeCapria
  - Eric Muscanell
  - Ed Cronin III
- g. Robert Holzman and Scott Fura have been removed from active service due to not having physicals in 2015. Once completed they may return to active duty.
- h. Fit testing will be done in March.
- i. Dean DeCapria presented purchase requests. (Motions under new business)

## **6. Committee Reports**

- a. **Facilities Management (Dave Peters)**
  - See New Business
- b. **Apparatus and Equipment (Bob LeGere)**
  - See Chief's Report
- c. **Firematic Training and Fire Prevention Committee (Bob Rosa)**
  - There is nothing to report at this time.
- d. **Radio Communication and Informational Technology Committee (Kevin Loukes)**
  - There is nothing to report at this time.
- e. **Code of Ethics Committee (Jeff Voigt)**
  - There is nothing to report at this time.

## **7. Unfinished Business**

- a. Additional insurance questions were addressed by Marcus Maringola from Adirondack Trust Insurance. The Board approved Adirondack Trust Insurance As the new insurance carrier.

Motion to approve Adirondack Trust Insurance as the new insurance carrier made by Jeff Voigt and seconded by Dave Peters. 3-0.

## **8. New Business**

- a. Replacement of the Knox Box keys was discussed. A letter will be drafted by the Chairman and the appropriate paperwork will be filed. Current protocol is under review and options are being assessed.
- b. OSHA/PESH updates for firehouse facilities was discussed.
- c. Measurements were taken for the replacement door to the boiler room.
- d. Repairs to the outside of the building will take place once the weather improves.
- e. Secretary requested approval to purchase a roll of stamps for Treasurer.
- f. Chief requested approval to rent dumpster from County Waste so they can begin replacing the old ceiling tiles.

Motion to approve the purchase of cylinders and tumblers from Knox not to exceed \$600.00 made by Dave Peters and seconded by Kevin Loukes. Approved 3-0.

Motion to approve the purchase of ballasts and bulbs from Lowes for \$207.99 made by Jeff Voigt and seconded by Dave Peters. Approved 3-0.

Motion to approve the purchase of a roll of stamps for \$49.00 made by Jeff Voigt and seconded by Dave Peters. Approved 3-0.

Motion to approve the dumpster rental from County Waste made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

**9. Privilege of the Floor**

Nothing to report at this time.

**10. Adjournment**

Motion to adjourn made by Jeff Voigt and seconded by Kevin Loukes at 8:55 p.m.  
Approved 3-0.

2:01 PM  
02/01/16  
Cash Basis

**CHARLTON FIRE DISTRICT #1**  
**Profit & Loss**  
**January 2016**

	Jan 16	Dec 15	\$ Change
<b>Income</b>			
<b>A2401 INTEREST &amp; EARNINGS</b>			
INTEREST & EARNINGS CHECKING	0.13	0.14	-0.01
INTEREST & EARNINGS OPERATING	10.05	5.61	4.44
INTEREST & EARNINGS OTHER ACCTS	12.02	11.97	0.05
<b>Total A2401 INTEREST &amp; EARNINGS</b>	<b>22.20</b>	<b>17.72</b>	<b>4.48</b>
<b>A1001 REAL PROPERTY TAXES</b>			
REAL PROPERTY TAXES	294,600.03	0.00	294,600.03
<b>Total A1001 REAL PROPERTY TAXES</b>	<b>294,600.03</b>	<b>0.00</b>	<b>294,600.03</b>
<b>Total Income</b>	<b>294,622.23</b>	<b>17.72</b>	<b>294,604.51</b>
<b>Gross Profit</b>	<b>294,622.23</b>	<b>17.72</b>	<b>294,604.51</b>
<b>Expense</b>			
<b>A9901.9 INTERFUND TRANSFERS</b>			
TO EQUIPMENT CAPITAL RESERVES	0.00	0.00	0.00
TO CAPITAL IMPROVEMENT RESERVES	0.00	0.00	0.00
TO PAYROLL ACCOUNT	0.00	0.00	0.00
<b>Total A9901.9 INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>A9030.8 SOCIAL SECURITY</b>			
FICA EMPLOYER	0.00	142.60	-142.60
MEDICARE EMPLOYER	0.00	33.35	-33.35
<b>Total A9030.8 SOCIAL SECURITY</b>	<b>0.00</b>	<b>175.95</b>	<b>-175.95</b>
<b>A34101 FIRE PER SVC</b>			
<b>PERSONAL SERVICES</b>			
FEDERAL INCOME TAX	0.00	188.00	-188.00
FICA EMPLOYEE	0.00	142.60	-142.60
MEDICARE EMPLOYEE	0.00	33.35	-33.35
NYS INCOME TAX	0.00	116.40	-116.40
SECRETARY WAGES	588.65	588.65	0.00
TREASURER WAGES	1,308.60	1,308.60	0.00
<b>Total PERSONAL SERVICES</b>	<b>1,897.25</b>	<b>2,377.60</b>	<b>-480.35</b>
<b>Total A34101 FIRE PER SVC</b>	<b>1,897.25</b>	<b>2,377.60</b>	<b>-480.35</b>
<b>A34102 FIRE, EQUIP &amp; CAP OUTLAY</b>			
<b>EQUIPMENT</b>			
FIREFIGHTER EQUIPMENT	0.00	2,986.55	-2,986.55
BUILDING EQUIPMENT	0.00	212.69	-212.69
HOSE REPLACEMENT	1,352.50	0.00	1,352.50
APPARATUS EQUIPMENT	1,829.73	-2,760.47	4,590.20
<b>Total EQUIPMENT</b>	<b>3,182.23</b>	<b>438.77</b>	<b>2,743.46</b>
<b>Total A34102 FIRE, EQUIP &amp; CAP OUTLAY</b>	<b>3,182.23</b>	<b>438.77</b>	<b>2,743.46</b>
<b>A34104 FIRE PROTECTION</b>			
EMS SUPPLIES	0.00	413.38	-413.38
FIRE PREVENTION	0.00	2,000.56	-2,000.56
LEGAL SERVICES	0.00	2,177.50	-2,177.50
BUILDING & GROUNDS MAINTENANCE	0.00	590.00	-590.00
DATA ENTRY-INCIDENT REPORTING	0.00	1,668.00	-1,668.00
INTERIOR FIREFIGHTING FIT TRAIN	0.00	98.55	-98.55
PUBLIC NOTICES	5.16	27.74	-22.58
WEBSITE ADMINISTRATION	20.00	0.00	20.00
BANK FEES	44.50	29.50	15.00
WASTE DISPOSAL	61.90	124.46	-62.56
APPARATUS MAINT/REPAIR	76.50	71.82	4.68
ASSOCIATION DUES	125.00	0.00	125.00
MISCELLANEOUS	130.00	15.00	115.00
PHYSICAL FITNESS	200.00	200.00	0.00
FUEL - TRUCKS	200.31	188.44	11.87
POSTAGE	259.85	0.00	259.85
ELECTRIC & GAS	278.82	252.35	26.47
EQUIPMENT MAINT/REPAIR	407.00	0.00	407.00
WATER	463.24	0.00	463.24
TELEPHONE & CABLE	479.53	282.13	197.40
FIREFIGHTER PHYSICAL EXAMS	5,720.00	0.00	5,720.00
<b>Total A34104 FIRE PROTECTION</b>	<b>8,471.81</b>	<b>8,139.43</b>	<b>332.38</b>
<b>Total Expense</b>	<b>13,551.29</b>	<b>11,131.75</b>	<b>2,419.54</b>
<b>Net Income</b>	<b>281,070.94</b>	<b>-11,114.03</b>	<b>292,184.97</b>



**Account Summary****CHARLTON FIRE DISTRICT #1****Deposit Summary**[collapse all...](#)

<b>Account Name</b>	<b>Account No.</b>	<b>Ledger Balance</b>	<b>Avail. Balance</b>
R8021 0712 OPERATING	xxxxxxxx0712	\$328,093.41	\$328,093.41
R8021 0720 PAYROLL	xxxxxxxx0720	\$3,721.50	\$1,824.25
R8021 2286 APPARATUS	xxxxxxxx2286	\$5,001.04	\$5,001.04
R8021 2294 EQUIPMENT	xxxxxxxx2294	\$101,097.06	\$101,097.06
R8021 2302 EMERGENCY	xxxxxxxx2302	\$25,030.77	\$25,030.77
R8021 2310 CAPITAL IMPROVEMENTS	xxxxxxxx2310	\$152,465.37	\$152,465.37
<b>Totals:</b>		<b>\$615,409.15</b>	<b>\$613,511.90</b>

statement delivery preferences.

2:01 PM

**CHARLTON FIRE DISTRICT #1  
BANK ACCOUNT BALANCES**

Cash Basis

	<u>Jan 16</u>
R8021 0712 OPERATING	328,093.41
R8021 0720 PAYROLL	3,721.50
R8021 2286 APPARATUS	5,001.04
R8021 2294 EQUIPMENT	101,097.06
R8021 2302 EMERGENCY	25,030.77
R8021 2310 CAPITAL IMPROVEMENTS	152,465.37
<b>TOTAL</b>	<b><u>615,409.15</u></b>



KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 31, 2016**  
page 1 of 3

J712

13 X 0081 00013 R EM T1  
**CHARLTON FIRE DISTRICT #1**  
**OPERATING ACCOUNT**  
**PO BOX 1369**  
**BALLSTON LAKE NY 12019-0369**

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**Access your available accounts, transfer funds and view your transactions right from your PC.**

**KeyBank Business Interest Checki**      **0712**  
CHARLTON FIRE DISTRICT #1  
OPERATING ACCOUNT

Beginning balance 12-31-15	\$47,614.37
1 Addition	+294,600.03
19 Subtractions	-14,109.54
Interest paid	+10.05
Net fees and charges	-21.50
<b>Ending balance 1-31-16</b>	<b>\$328,093.41</b>

**Additions**

<u>Deposits</u>	<u>Date</u>	<u>Serial #</u>	<u>Source</u>	
	1-26		Deposit Branch 0081 New York	\$294,600.03
<b>Total additions</b>				<b>\$294,600.03</b>

**Subtractions**

*Paper Checks*      \* check missing from sequence

<u>Check</u>	<u>Date</u>	<u>Amount</u>	<u>Check</u>	<u>Date</u>	<u>Amount</u>	<u>Check</u>	<u>Date</u>	<u>Amount</u>
7472	1-25	\$5,720.00	7477	1-11	100.00	7481	1-7	5.16
7473	1-11	463.24	7478	1-8	130.00	7482	1-11	1,759.50
7474	1-12	104.35	7479	1-11	200.31	7483	1-14	100.00
7475	1-19	125.00	7480	1-11	232.00	7484	1-6	300.00
7476	1-15	1,829.73						
<b>Paper Checks Paid</b>								<b>\$11,069.29</b>

<u>Withdrawals</u>	<u>Date</u>	<u>Serial #</u>	<u>Location</u>	
	1-5		Bill Pay:Atypica      Cvfd-1 Fbi9W8Fi	\$20.00
	1-5		Bill Pay:County Waste & Rec 6910-1 Mb59P8Fi	61.90
	1-5		Bill Pay:Time Warner Cable 106007 5Bj9O8Fi	87.05
	1-5		Bill Pay:Verizon      518399 Jbp9T8Fi	92.48

0712 - 03290



0712

**Subtractions**

(con't)

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>	
	1-5		Bill Pay:National Grid-Niag 51564- Ebg9V8Fi	278.82

<i>Transfers</i>	<i>Date</i>	<i>Serial #</i>	<i>Destination</i>	
	1-7		Trf To L	0720 3290 \$2,500.00
<b>Total subtractions</b>				<b>\$14,109.54</b>

**Interest earned**

Annual percentage yield (APY) earned	0.13%
Number of days this statement period	31
Interest paid 1-29-16	\$10.05
Interest earned this statement period	\$10.05
Interest paid year-to-date	\$10.05
Interest earned (2015)	\$321.31

**Fees and charges**

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
1-11-16	Dec Kbo Manage Access (Monthly)	1	10.00	-\$10.00
1-29-16	Imaged Items With Statement Charge	1	3.50	-3.50
1-29-16	Duplicate Statement Service Charge	1	5.00	-5.00
1-29-16	Paper Statement Fee	1	3.00	-3.00
<b>Fees and charges assessed this period</b>				<b>-\$21.50</b>





CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below\*, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt.

\* KeyBank
Customer Disputes
NY-31-17-0128
17 Corporate Woods Blvd
Albany, NY 12211

- Tell us your name and Account number;
Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days.

We will investigate your complaint and will correct any error promptly. If we take more than ten (10) business days to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

- XFER TO SAV - Transfer to Savings Account
XFER FROM SAV - Transfer from Savings Account
XFER TO CKG - Transfer to Checking Account
XFER FROM CKG - Transfer from Checking Account
PMT TO CR CARD - Payment to Credit Card
ADV CR CARD - Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement : If you think there is an error on your statement, write us at: KeyBank N.A., P.O Box 93885, Cleveland, OH 44101- 4825.

In your letter, give us the following information:

- Account Information : Your name and account number.
Dollar Amount : The dollar amount of the suspected error.
Description of the Problem : If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

- While we investigate whether or not there has been an error, the following are true:
We cannot try to collect the amount in question, or report you as delinquent on that amount.
The charge in question may remain on your statement, and we may continue to charge you interest on that amount.
While you do not have to pay the amount in question or any interest or other fees related to that amount.
While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
We can apply any unpaid amount against your credit limit.

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department
P.O. Box 94518
Cleveland, Ohio 44101-4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

- 1. Verify and check off in your check register each deposit, check or other transaction shown on this statement.
2. Enter into your check register and SUBTRACT:
Checks or other deductions shown on our statement that you have not already entered.
The "Service charges", if any, shown on your statement.
3. Enter into your check register and ADD:
Deposits or other credits shown on your statement that you have not already entered.
The "Interest earned" shown on your statement, if any.

Form with tables for instructions 4-9, including 'List from your check register any checks or other deductions that are not shown on your statement' and 'Enter ending balance shown on your statement'.

1:50 PM  
02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
**R8021 0712 OPERATING, Period Ending 01/31/2016**

	<u>Jan 31, 16</u>
<b>Beginning Balance</b>	47,614.37
<b>Cleared Transactions</b>	
Checks and Payments - 23 items	-14,131.04
Deposits and Credits - 2 items	294,610.08
<b>Total Cleared Transactions</b>	<u>280,479.04</u>
<b>Cleared Balance</b>	<u><u>328,093.41</u></u>
<b>Register Balance as of 01/31/2016</b>	328,093.41
<b>Ending Balance</b>	328,093.41

1:50 PM

02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Detail**  
**R8021 0712 OPERATING, Period Ending 01/31/2016**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						47,614.37
<b>Cleared Transactions</b>						
<b>Checks and Payments - 23 items</b>						
Check	01/05/2016	7472	ROBERT HALBIG, ...	X	-5,720.00	-5,720.00
Check	01/05/2016	7476	MILLERTOWN GA...	X	-1,829.73	-7,549.73
Check	01/05/2016	7482	B-LANN EQUIPME...	X	-1,759.50	-9,309.23
Check	01/05/2016	7473	SUSAN MCBURNI...	X	-463.24	-9,772.47
Check	01/05/2016	7484	BILL HEILMAN	X	-300.00	-10,072.47
Check	01/05/2016		NATIONAL GRID	X	-278.82	-10,351.29
Check	01/05/2016	7480	POSTMASTER	X	-232.00	-10,583.29
Check	01/05/2016	7479	TOWN OF CHARL...	X	-200.31	-10,783.60
Check	01/05/2016	7478	1ST RESPONDER	X	-130.00	-10,913.60
Check	01/05/2016	7475	AFDSNY	X	-125.00	-11,038.60
Check	01/05/2016	7474	FASNY FCU CARD...	X	-104.35	-11,142.95
Check	01/05/2016	7477	DUANE RABIDEAU	X	-100.00	-11,242.95
Check	01/05/2016	7483	DEAN DECAPRIA	X	-100.00	-11,342.95
Check	01/05/2016		VERIZON	X	-92.48	-11,435.43
Check	01/05/2016		TIME WARNER CA...	X	-87.05	-11,522.48
Check	01/05/2016		COUNTY WASTE	X	-61.90	-11,584.38
Check	01/05/2016		ATYPICA	X	-20.00	-11,604.38
Check	01/05/2016	7481	THE GAZETTE	X	-5.16	-11,609.54
Check	01/07/2016	TRAN...	TRANSFER FROM ...	X	-2,500.00	-14,109.54
Check	01/11/2016		KEYBANK	X	-10.00	-14,119.54
Check	01/29/2016		DUPLICATE STMT ...	X	-5.00	-14,124.54
Check	01/29/2016		IMAGED ITEMS WI...	X	-3.50	-14,128.04
Check	01/29/2016		PAPER STATEME...	X	-3.00	-14,131.04
<b>Total Checks and Payments</b>					<b>-14,131.04</b>	<b>-14,131.04</b>
<b>Deposits and Credits - 2 items</b>						
Deposit	01/26/2016	DEP	Deposit	X	294,600.03	294,600.03
Deposit	01/29/2016		INTEREST PAYME...	X	10.05	294,610.08
<b>Total Deposits and Credits</b>					<b>294,610.08</b>	<b>294,610.08</b>
<b>Total Cleared Transactions</b>					<b>280,479.04</b>	<b>280,479.04</b>
<b>Cleared Balance</b>					<b>280,479.04</b>	<b>328,093.41</b>
<b>Register Balance as of 01/31/2016</b>					<b>280,479.04</b>	<b>328,093.41</b>
<b>Ending Balance</b>					<b>280,479.04</b>	<b>328,093.41</b>





KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 31, 2016**  
page 1 of 3

J720

X 0081 00000 R EM T1

**CHARLTON FIRE DISTRICT #1**  
**PAYROLL ACCOUNT**  
**PO BOX 1369**  
**BALLSTON LAKE NY 12019-0369**

**Questions or comments?**  
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**KeyBank Business Interest Checking**      **0720**  
CHARLTON FIRE DISTRICT #1  
PAYROLL ACCOUNT

Beginning balance 12-31-15	\$3,141.62
1 Addition	+2,500.00
2 Subtractions	-1,897.25
Interest paid	+0.13
Net fees and charges	-23.00
<b>Ending balance 1-31-16</b>	<b>\$3,721.50</b>

**Additions**

<i>Transfers</i>	<i>Date</i>	<i>Serial #</i>	<i>Source</i>				
	1-7		Trf Fr    DDA 00	0712	3290		\$2,500.00
<b>Total additions</b>							<b>\$2,500.00</b>

**Subtractions**

<i>Withdrawals</i>	<i>Date</i>	<i>Serial #</i>	<i>Location</i>	
	1-4		Bill Pay:First New York Fcu 108600 Ybd93lqu	\$588.65
	1-4		Bill Pay:Sunmark Federal Cr 124890 Rbi9Qitu	1,308.60
<b>Total subtractions</b>				<b>\$1,897.25</b>

**Interest earned**

Annual percentage yield (APY) earned	0.04%
Number of days this statement period	31
Interest paid 1-29-16	\$0.13
Interest earned this statement period	\$0.13
Interest paid year-to-date	\$0.13

10720 - 03290

10844





J720

**Interest earned**  
(con't)

Interest earned (2015)

\$19.73

**Fees and charges**

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
1-29-16	Duplicate Statement Service Charge	1	5.00	-\$5.00
1-29-16	Paper Statement Fee	1	3.00	-3.00
1-29-16	Service Charge	1	15.00	-15.00
<b>Fees and charges assessed this period</b>				<b>-\$23.00</b>



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\* KeyBank  
Customer Disputes  
NY-31-17-0128  
17 Corporate Woods Blvd  
Albany, NY 12211

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information;
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- XFERTO SAV - Transfer to Savings Account
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Cleveland, Ohio 44101-4518

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2. **Enter into your check register and SUBTRACT:**
  - Checks or other deductions shown on our statement that you have *not* already entered.
  - The "Service charges", if any, shown on your statement.
3. **Enter into your check register and ADD:**
  - Deposits or other credits shown on your statement that you have *not* already entered.
  - The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.	Check #	Amount	5	List any deposits from your check register that are <i>not</i> shown on your statement.	Date	Amount
TOTAL →		\$	6		Enter ending balance shown on your statement.	\$	
7		Add 5 and 6 and enter total here.		\$			
8		Enter total from 4.		\$			
9		Subtract 8 from 7 and enter difference here.		\$			
TOTAL →		\$	This amount should agree with your check register balance.				

1:51 PM  
02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
**R8021 0720 PAYROLL, Period Ending 01/31/2016**

	<u>Jan 31, 16</u>
<b>Beginning Balance</b>	3,141.62
<b>Cleared Transactions</b>	
Checks and Payments - 5 items	-1,920.25
Deposits and Credits - 2 items	2,500.13
<b>Total Cleared Transactions</b>	<u>579.88</u>
<b>Cleared Balance</b>	<u><b>3,721.50</b></u>
<b>Register Balance as of 01/31/2016</b>	3,721.50
<b>Ending Balance</b>	3,721.50

1:51 PM

02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Detail**  
**R8021 0720 PAYROLL, Period Ending 01/31/2016**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						3,141.62
<b>Cleared Transactions</b>						
<b>Checks and Payments - 5 items</b>						
Check	01/04/2016		ANDREW G. LA P...	X	-1,308.60	-1,308.60
Check	01/04/2016		Sharon B Cronin	X	-588.65	-1,897.25
Check	01/29/2016		KEYBANK	X	-15.00	-1,912.25
Check	01/29/2016		DUPLICATE STMT ...	X	-5.00	-1,917.25
Check	01/29/2016		PAPER STATEME...	X	-3.00	-1,920.25
Total Checks and Payments					-1,920.25	-1,920.25
<b>Deposits and Credits - 2 items</b>						
Deposit	01/07/2016	TRAN...	TRANSFER FROM ...	X	2,500.00	2,500.00
Deposit	01/29/2016		INTEREST PAYME...	X	0.13	2,500.13
Total Deposits and Credits					2,500.13	2,500.13
Total Cleared Transactions					579.88	579.88
Cleared Balance					579.88	3,721.50
Register Balance as of 01/31/2016					579.88	3,721.50
<b>Ending Balance</b>					<b>579.88</b>	<b>3,721.50</b>





KeyBank  
 P.O. Box 93885  
 Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 31, 2016**  
 page 1 of 2

J2286

T 0081 00000 R EM T1

**CHARLTON FIRE DISTRICT #1**  
**APPARATUS CAPITAL RESERVE**  
**PO BOX 1369**  
**BALLSTON LAKE NY 12019-0369**

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 1-888-KEY4BIZ (1-888-539-4249)

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**Key Business Silver Money Market Svç**  
 CHARLTON FIRE DISTRICT #1  
 APPARATUS CAPITAL RESERVE

J2286

Beginning balance 12-31-15	\$5,000.83
Interest paid	+0.21
<b>Ending balance 1-31-16</b>	<b>\$5,001.04</b>

**Interest earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-29-16	\$0.21
Interest earned this statement period	\$0.21
Interest paid year-to-date	\$0.21
Interest earned (2015)	\$124.12



1:52 PM

02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
**R8021 2286 APPARATUS, Period Ending 01/31/2016**

	<u>Jan 31, 16</u>
Beginning Balance	5,000.83
Cleared Transactions	
Deposits and Credits - 1 item	<u>0.21</u>
Total Cleared Transactions	<u>0.21</u>
Cleared Balance	<u>5,001.04</u>
Register Balance as of 01/31/2016	5,001.04
Ending Balance	5,001.04



KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 31, 2016**  
page 1 of 2

2294

T 0081 00000 R EM T1

**CHARLTON FIRE DISTRICT #1**  
**EQUIPMENT CAPITAL RESERVES**  
**PO BOX 1369**  
**BALLSTON LAKE NY 12019-0369**

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**Key Business Silver Money Market Sv**  
CHARLTON FIRE DISTRICT #1  
EQUIPMENT CAPITAL RESERVES

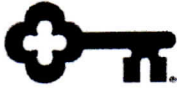
**2294**

Beginning balance 12-31-15	\$101,092.77
Interest paid	+4.29
<b>Ending balance 1-31-16</b>	<b>\$101,097.06</b>

**Interest earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-29-16	\$4.29
Interest earned this statement period	\$4.28
Interest paid year-to-date	\$4.29
Interest earned (2015)	\$39.52





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- The "Service charges", if any, shown on your statement.
3 Enter into your check register and ADD:
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Form with tables for check register and balancing steps. Includes sections for: 4 List from your check register any checks or other deductions that are not shown on your statement. 5 List any deposits from your check register that are not shown on your statement. 6 Enter ending balance shown on your statement. 7 Add 5 and 6 and enter total here. 8 Enter total from 4. 9 Subtract 8 from 7 and enter difference here. TOTAL ->

1:53 PM  
02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
**R8021 2294 EQUIPMENT, Period Ending 02/01/2016**

	<u>Feb 1, 16</u>
Beginning Balance	101,092.77
Cleared Transactions	
Deposits and Credits - 1 item	<u>4.29</u>
Total Cleared Transactions	<u>4.29</u>
Cleared Balance	<u><b>101,097.06</b></u>
Register Balance as of 02/01/2016	<u>101,097.06</u>
Ending Balance	101,097.06



KeyBank  
 P.O. Box 93885  
 Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 31, 2016**  
 page 1 of 2

2302

T 0081 00000 R EM T1

**CHARLTON FIRE DISTRICT #1**  
**EMERGENCY REPAIR RESERVES**  
**PO BOX 1369**  
**BALLSTON LAKE NY 12019-0369**

**Questions or comments?**  
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 1-888-KEY4BIZ (1-888-539-4249)

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 Access your available accounts, transfer funds and view your transactions right from your PC.*

---

**Key Business Silver Money Market Svgs**  
 CHARLTON FIRE DISTRICT #1  
 EMERGENCY REPAIR RESERVES

**2302**

Beginning balance 12-31-15	\$25,029.71
Interest paid	+1.06
<b>Ending balance 1-31-16</b>	<b>\$25,030.77</b>

**Interest earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-29-16	\$1.06
Interest earned this statement period	\$1.06
Interest paid year-to-date	\$1.06
Interest earned (2015)	\$12.51





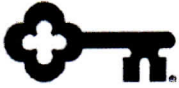


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02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
**R8021 2302 EMERGENCY, Period Ending 01/31/2016**

	<u>Jan 31, 16</u>
Beginning Balance	25,029.71
Cleared Transactions	
Deposits and Credits - 1 item	1.06
Total Cleared Transactions	<u>1.06</u>
Cleared Balance	<u>25,030.77</u>
Register Balance as of 01/31/2016	25,030.77
Ending Balance	25,030.77



KeyBank  
 P.O. Box 93885  
 Cleveland, OH 44101-5885

**Business Banking Statement**  
**January 31, 2016**  
 page 1 of 2

12310

T 0081 00000 R EM T1

**CHARLTON FIRE DISTRICT #1**  
**CAPITAL IMPROVEMENTS RESERVES**  
 PO BOX 1369  
 BALLSTON LAKE NY 12019-0369

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**Key Business Silver Money Market Svgs**

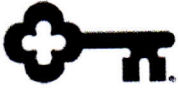
12310

CHARLTON FIRE DISTRICT #1  
 CAPITAL IMPROVEMENTS RESERVES

Beginning balance 12-31-15	\$152,458.91
Interest paid	+6.46
<b>Ending balance 1-31-16</b>	<b>\$152,465.37</b>

**Interest earned**

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 1-29-16	\$6.46
Interest earned this statement period	\$6.45
Interest paid year-to-date	\$6.46
Interest earned (2015)	\$63.07



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The "Service charges", if any, shown on your statement.
3 Enter into your check register and ADD:
Deposits or other credits shown on your statement that you have not already entered.
The "Interest earned" shown on your statement, if any.

Form with tables for check register and balancing instructions. Includes sections for listing checks, deposits, ending balance, and final total calculation.

1:55 PM

02/01/16

**CHARLTON FIRE DISTRICT #1**  
**Reconciliation Summary**  
**R8021 2310 CAPITAL IMPROVEMENTS, Period Ending 01/31/2016**

	<u>Jan 31, 16</u>
<b>Beginning Balance</b>	152,458.91
<b>Cleared Transactions</b>	
<b>Deposits and Credits - 1 item</b>	<u>6.46</u>
<b>Total Cleared Transactions</b>	<u>6.46</u>
<b>Cleared Balance</b>	<u><b>152,465.37</b></u>
<b>Register Balance as of 01/31/2016</b>	152,465.37
<b>Ending Balance</b>	152,465.37



2:04 PM  
 02/01/16  
 Cash Basis

**CHARLTON FIRE DISTRICT #1**  
**YTD P & L BUDGET vs. ACTUAL**  
 January 2016

	Jan 16	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	294,600.03	294,600.00	0.03	100.0%
<b>Total A1001 REAL PROPERTY TAXES</b>	<b>294,600.03</b>	<b>294,600.00</b>	<b>0.03</b>	<b>100.0%</b>
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	0.13	20.00	-19.87	0.7%
INTEREST & EARNINGS OPERATING	10.05	230.00	-219.95	4.4%
INTEREST & EARNINGS OTHER ACCTS	12.02	250.00	-237.98	4.8%
<b>Total A2401 INTEREST &amp; EARNINGS</b>	<b>22.20</b>	<b>500.00</b>	<b>-477.80</b>	<b>4.4%</b>
<b>Total Income</b>	<b>294,622.23</b>	<b>295,100.00</b>	<b>-477.77</b>	<b>99.8%</b>
<b>Gross Profit</b>	<b>294,622.23</b>	<b>295,100.00</b>	<b>-477.77</b>	<b>99.8%</b>
<b>Expense</b>				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
SECRETARY WAGES	588.65	8,400.00	-7,811.35	7.0%
TREASURER WAGES	1,308.60	19,200.00	-17,891.40	6.8%
<b>Total PERSONAL SERVICES</b>	<b>1,897.25</b>	<b>27,600.00</b>	<b>-25,702.75</b>	<b>6.9%</b>
<b>Total A34101 FIRE PER SVC</b>	<b>1,897.25</b>	<b>27,600.00</b>	<b>-25,702.75</b>	<b>6.9%</b>
A34102 FIRE, EQUIP & CAP OUTLAY				
EQUIPMENT				
APPARATUS EQUIPMENT	1,829.73	1,000.00	829.73	183.0%
BUILDING EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
EMS EQUIPMENT	0.00	1,000.00	-1,000.00	0.0%
FIREFIGHTER EQUIPMENT	0.00	3,000.00	-3,000.00	0.0%
HOSE REPLACEMENT	1,352.50	1,000.00	352.50	135.3%
PERSONAL PROTECTIVE EQUIP	0.00	15,000.00	-15,000.00	0.0%
<b>Total EQUIPMENT</b>	<b>3,182.23</b>	<b>22,000.00</b>	<b>-18,817.77</b>	<b>14.5%</b>
<b>Total A34102 FIRE, EQUIP &amp; CAP OUTLAY</b>	<b>3,182.23</b>	<b>22,000.00</b>	<b>-18,817.77</b>	<b>14.5%</b>
A34104 FIRE PROTECTION				
ANNUAL AUDIT	0.00	4,000.00	-4,000.00	0.0%
APPARATUS MAINT/REPAIR	76.50	15,000.00	-14,923.50	0.5%
ASSOCIATION DUES	125.00	300.00	-175.00	41.7%
BANK FEES	44.50	300.00	-255.50	14.8%
BUILDING & GROUNDS MAINTENANCE	0.00	4,800.00	-4,800.00	0.0%
BUILDING & GROUNDS REPAIRS	0.00	4,300.00	-4,300.00	0.0%
COMMISSIONER TRAINING	0.00	500.00	-500.00	0.0%
DATA ENTRY-INCIDENT REPORTING	0.00	1,800.00	-1,800.00	0.0%
ELECTRIC & GAS	278.82	6,000.00	-5,721.18	4.6%
EMS SUPPLIES	0.00	4,000.00	-4,000.00	0.0%

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Cash Basis

**CHARLTON FIRE DISTRICT #1**  
**YTD P & L BUDGET vs. ACTUAL**  
 January 2016

	Jan 16	Budget	\$ Over Budget	% of Budget
EMS TRAINING	0.00	1,000.00	-1,000.00	0.0%
EQUIPMENT MAINT/REPAIR	407.00	1,000.00	-593.00	40.7%
FIRE PREVENTION	0.00	3,000.00	-3,000.00	0.0%
FIREFIGHTER PHYSICAL EXAMS	5,720.00	7,000.00	-1,280.00	81.7%
FIREFIGHTER TRAINING	0.00	3,000.00	-3,000.00	0.0%
FIREMATIC & REHAB SUPPLIES	0.00	1,200.00	-1,200.00	0.0%
FOAM	0.00	250.00	-250.00	0.0%
FOOD REIMBURSEMENTS	0.00	500.00	-500.00	0.0%
FUEL - BUILDING	0.00	5,000.00	-5,000.00	0.0%
FUEL - TRUCKS	200.31	6,000.00	-5,799.69	3.3%
HOSE/LADDER TESTING	0.00	1,200.00	-1,200.00	0.0%
INSPECTION OF DEPARTMENT	0.00	6,500.00	-6,500.00	0.0%
INSURANCE	0.00	20,000.00	-20,000.00	0.0%
INTERIOR FIREFIGHTING FIT TRAIN	0.00	900.00	-900.00	0.0%
LEGAL SERVICES	0.00	5,000.00	-5,000.00	0.0%
MISCELLANEOUS	130.00	500.00	-370.00	26.0%
PAGER REPAIR BATTERIES	0.00	1,000.00	-1,000.00	0.0%
PHYSICAL FITNESS	200.00	1,500.00	-1,300.00	13.3%
POSTAGE	259.85	400.00	-140.15	65.0%
PRINTING & SUPPLIES	0.00	1,000.00	-1,000.00	0.0%
PUBLIC NOTICES	5.16	200.00	-194.84	2.6%
SCBA PACK TESTING	0.00	1,000.00	-1,000.00	0.0%
TELEPHONE & CABLE	479.53	4,000.00	-3,520.47	12.0%
WASTE DISPOSAL	61.90	800.00	-738.10	7.7%
WATER	463.24	600.00	-136.76	77.2%
WEBSITE ADMINISTRATION	20.00	400.00	-380.00	5.0%
<b>Total A34104 FIRE PROTECTION</b>	<b>8,471.81</b>	<b>113,950.00</b>	<b>-105,478.19</b>	<b>7.4%</b>
<b>A9030.8 SOCIAL SECURITY</b>				
FICA EMPLOYER	0.00	1,800.00	-1,800.00	0.0%
MEDICARE EMPLOYER	0.00	400.00	-400.00	0.0%
<b>Total A9030.8 SOCIAL SECURITY</b>	<b>0.00</b>	<b>2,200.00</b>	<b>-2,200.00</b>	<b>0.0%</b>
<b>A9901.9 INTERFUND TRANSFERS</b>				
TO APPARATUS CAPITAL RESERVES	0.00	50,000.00	-50,000.00	0.0%
TO CAPITAL IMPROVEMENT RESERVES	0.00	55,350.00	-55,350.00	0.0%
TO EQUIPMENT CAPITAL RESERVES	0.00	24,000.00	-24,000.00	0.0%
TO PAYROLL ACCOUNT	0.00			
<b>Total A9901.9 INTERFUND TRANSFERS</b>	<b>0.00</b>	<b>129,350.00</b>	<b>-129,350.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>13,551.29</b>	<b>295,100.00</b>	<b>-281,548.71</b>	<b>4.6%</b>
<b>Net Income</b>	<b>281,070.94</b>	<b>0.00</b>	<b>281,070.94</b>	<b>100.0%</b>