

Charlton Fire District Meeting Minutes

June 4, 2013

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on June 4, 2013 at 7:05 p.m.

PRESENT: Jeff Voigt (Chairman), Bobby LeGere, Kevin Loukes, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT: Bob Rosa, Dave Peters, Terry Hannigan (legal counsel)

1. Approval of Agenda

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

2. Approval of Minutes

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

3. Chairman's Report

Nothing to report at this time.

4. Treasurer's Report

- a. Treasurer's Report presented by Andy LaPatra.
- b. Review and audit of bills.
- c. Operating Account: \$189,171.20
Payroll Account: \$20,576.42
Apparatus Capital Reserve: \$320,043.96
Equipment Capital Reserve: \$53,003.34
Emergency Capital Reserve: \$24,997.37
Capital Improvement Reserve: \$108,654.72
Total ending on June 1, 2013: \$716,447.01

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 Bobby LeGere. Approved 3-0.

5. Chief's Report

- a. Kevin Riehl presented Chief's Report. 16 calls for the month:
 - 10-EMS
 - 1-Fire alarm
 - 1-Structure fire
 - 2-Mutial aid
 - 2-Wires down
- b. The Chief reported that Founders' Day and Hero Rush were both a success.
- c. Permission was requested to take the Chief car and Truck Committee to the Chiefs' Show at Turning Stone on June 15th and the Chiefs' Expo in Springfield, Mass.
- d. Chief Riehl asked the Board to approve the new member, Felepe Moon and add him to the insurance rolls.
- e. Assistant Chief Dyer presented purchase requests. (Motions under New Business)

Motion to approve the request to take the Chief car and Truck Committee to the Chiefs' Show at Turning Stone on June 15th and the Chiefs' Expo in Springfield, Mass made by Bobby LeGere and seconded by Kevin Loukes. Approved 3-0.

Motion to approve the new member, Felepe Moon made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

7. Committee Reports

- a. **Facilities Management:**
Nothing to report at this time.
- b. **Emergency Vehicles:**
Nothing to report at this time.
- c. **Staff Relations:**
Nothing to report at this time.
- d. **Inventory:**
Nothing to report at this time.

8. Unfinished Business

2013 lawn care bid from D.A. Kenyon was discussed and approved. \$30.00 per mowing, \$30.00 per parking lot cleanup (only when necessary) and \$75.00 for fall cleanup.

Motion to approve D.A. Kenyon's lawn care bid made by Bobby LeGere and seconded by Jeff Voigt. Approved 3-0.

9. New Business

Treasurer requested permission to purchase of a book of stamps for \$46.00.

Motion to approve purchase of a book of stamps made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

Motion to approve Ballston Lake Auto repair of \$1,224.59 for car 18 made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

Motion to approve \$68.34 in cleaning supplies made by Jeff Voigt and seconded by Bobby LeGere. Approved 3-0.

Motion to approve reimbursement of \$100.00 to Aaron Dyer for April/May phone bills made by Jeff Voigt and seconded by Bobby LeGere. Approved 3-0.

Motion to approve \$600.00 for air pack flow testing made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

Motion to approve Brian Riehl's spring clean up bill of \$75.00 made by Jeff Voigt and seconded by Kevin Loukes. Approved 3-0.

Motion to approve \$28.00 bill from Scotia Linen made by Bobby LeGere and seconded by Jeff Voigt. Approved 3-0.

Motion to approve physical fitness reimbursement of \$100.00 to Al Smith made by Bobby LeGere and seconded by Kevin Loukes. Approved 3-0.

Motion to approve physical fitness reimbursement of \$100.00 to Andrew Tourtellot made By Bobby LeGere and seconded by Kevin Loukes. Approved 3-0.

Motion to approve physical fitness reimbursement of \$100.00 to Jeff Voigt made by Bobby LeGere and seconded by Kevin Loukes. Approved 3-0.

10. Privilege of the Floor

FD members requested approval to install storage shelves. Supplies will be donated.

Motion to approve installing shelves in Fire Department made by Jeff Voigt and seconded by Bobby LeGere. Approved 3-0.

11. Signing of vouchers

12. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Bobby LeGere at 8:05 p.m. Approved 3-0.

2:08 PM
 06/04/13
 Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss
 May 2013

	May 13	Apr 13	\$ Change
Income			
A2401 INTEREST & EARNINGS			
INTEREST & EARNINGS CHECKING	2.36	2.56	-0.20
INTEREST & EARNINGS OTHER ACCTS	21.53	20.81	0.72
INTEREST & EARNINGS OPERATING	22.44	22.99	-0.55
Total A2401 INTEREST & EARNINGS	46.33	46.36	-0.03
Total Income	46.33	46.36	-0.03
Gross Profit	46.33	46.36	-0.03
Expense			
A90301 SOCIAL SECURITY			
FICA EMPLOYER	0.00	142.60	-142.60
MEDICARE EMPLOYER	0.00	33.35	-33.35
Total A90301 SOCIAL SECURITY	0.00	175.95	-175.95
A34101 FIRE PER SVC			
PERSONAL SERVICES			
FEDERAL INCOME TAX	0.00	88.00	-88.00
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	1,408.60	1,408.60	0.00
Total PERSONAL SERVICES	1,997.25	2,377.60	-380.35
Total A34101 FIRE PER SVC	1,997.25	2,377.60	-380.35
A34102 FIRE, EQUIP & CAP OUTLAY			
EQUIPMENT			
RADIOS	0.00	1,738.50	-1,738.50
MISCELLANEOUS EQUIPMENT	349.47	0.00	349.47
FIREFIGHTER EQUIPMENT	475.72	0.00	475.72
SCBA PACK REPLACEMENT	570.00	0.00	570.00
APPARATUS EQUIPMENT	1,527.50	0.00	1,527.50
Total EQUIPMENT	2,922.69	1,738.50	1,184.19
Total A34102 FIRE, EQUIP & CAP OUTLAY	2,922.69	1,738.50	1,184.19
A34104 FIRE PROTECTION			
HEALTH & MEDICAL	0.00	66.74	-66.74
APPARATUS REPAIR	0.00	755.25	-755.25
INSPECTION OF DEPARTMENT	0.00	1,006.80	-1,006.80
PAGER REPAIR BATTERIES	0.00	356.00	-356.00
WEBSITE ADMINISTRATION	0.00	20.00	-20.00
PUBLIC NOTICES	12.26	0.00	12.26
ALLIED WASTE	82.80	91.71	-8.91
PHYSICAL FITNESS	100.00	0.00	100.00
MAINTENANCE SUPPLIES	120.00	150.00	-30.00
MISCELLANEOUS	269.01	19.50	249.51
ELECTRIC & GAS	289.87	313.46	-23.59
TELEPHONE & CABLE	358.03	155.12	202.91
INSURANCE	681.00	349.89	331.11
FUEL - BUILDING	964.12	914.76	49.36
BUILDING & GROUNDS MAINTENANCE	3,240.00	124.56	3,115.44
BUILDING & GROUNDS REPAIRS	4,616.64	0.00	4,616.64
Total A34104 FIRE PROTECTION	10,733.73	4,323.79	6,409.94
Total Expense	15,653.67	8,615.84	7,037.83
Net Income	-15,607.34	-8,569.48	-7,037.86

Account Summary

CHARLTON FIRE DISTRICT #1

Deposit Summary

[collapse all...](#)

<u>Account Name</u>	<u>Account No.</u>	<u>Ledger Balance</u>	<u>Avail. Balance</u>
<u>R8021 0712 OPERATING</u>	xxxxxxxx0712	\$189,171.20	\$189,171.20
<u>R8021 0720 PAYROLL</u>	xxxxxxxx0720	\$20,576.42	\$20,576.42
<u>R8021 2286 APPARATUS</u>	xxxxxxxx2286	\$320,043.96	\$320,043.96
<u>R8021 2294 EQUIPMENT</u>	xxxxxxxx2294	\$53,003.34	\$53,003.34
<u>R8021 2302 EMERGENCY</u>	xxxxxxxx2302	\$24,997.37	\$24,997.37
<u>R8021 2310 CAPITAL IMPROVEMENTS</u>	xxxxxxxx2310	\$108,654.72	\$108,654.72
Totals:		\$716,447.01	\$716,447.01

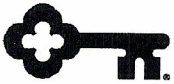
statement delivery preferences.

2:07 PM

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

Cash Basis

	<u>May 13</u>
R8021 0712 OPERATING	189,071.20
R8021 0720 PAYROLL	20,576.42
R8021 2286 APPARATUS	320,043.96
R8021 2294 EQUIPMENT	53,003.34
R8021 2302 EMERGENCY	24,997.37
R8021 2310 CAPITAL IMPROVEMENTS	108,654.72
TOTAL	<u>716,347.01</u>



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Business Banking Statement
May 31, 2013
page 1 of 3

00712

12 X 0081 00012 R EM T1
CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT
786 CHARLTON RD
CHARLTON NY 12019-2804

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KeyBank Business Interest Check

00712

CHARLTON FIRE DISTRICT #1
OPERATING ACCOUNT

Beginning balance 4-30-13	\$202,802.18
18 Subtractions	-13,636.92
Interest paid	+22.44
Net fees and charges	-16.50
Ending balance 5-31-13	\$189,171.20

Subtractions

Paper Checks * check missing from sequence

Check	Date	Amount	Check	Date	Amount	Check	Date	Amount
7090	5-15	\$681.00	7094	5-15	475.72	7098	5-28	200.00
7091	5-9	12.26	7095	5-9	2,097.50	7099	5-14	166.15
7092	5-13	349.47	7096	5-13	2,040.00	7100	5-15	200.00
7093	5-13	1,200.00	7097	5-23	100.00	7101	5-24	4,500.00
							Paper Checks Paid	\$12,022.10

Withdrawals	Date	Serial #	Location	Amount
	5-7		Bill Pay:Martin Petroleum Cfd #1 Mbt97A7I	\$964.12
	5-7		Bill Pay:National Grid-Niag 51564-3010 Cba9Ja7I	289.87
	5-7		Bill Pay:Da Kenyon Enterpri Cfd #1 2Be9Xa7I	120.00
	5-7		Bill Pay:Verizon 5183991967 5Bd97A7I	88.01
	5-7		Bill Pay:Republic Services 3-0964-001 Nba9KA7I	82.80
	5-7		Bill Pay:Time Warner Cable 1060074469 Qbl9Ia7I	70.02
Total subtractions				\$13,636.92



00712

Interest earned

Annual percentage yield (APY) earned	0.14%
Number of days this statement period	31
Interest paid 5-31-13	\$22.44
Interest earned this statement period	\$22.43
Interest paid year-to-date	\$153.58

Fees and charges

<i>Date</i>		<i>Quantity</i>	<i>Unit Charge</i>	
5-9-13	Apr Kbo Manage Access (Monthly)	1	10.00	-\$10.00
5-31-13	Imaged Items With Statement Charge	1	3.50	-3.50
5-31-13	Paper Statement Fee	1	3.00	-3.00
Fees and charges assessed this period				-\$16.50

Account messages

Important information regarding changes to your Account.

At KeyBank we are committed to providing our clients with timely information regarding changes to your account. Please note the following changes will be made to your account effective June 1, 2013. These changes will be reflected in your June 2013 statement. Please contact your KeyBank representative with any questions.

The monthly Maintenance Service Charge on your KeyBank Business Interest Checking Account will increase to \$15.00.

The threshold for currency deposited via the night drop and over the counter will be combined to a limit of \$25,000 per statement cycle. The Deposited Currency Charge, regardless of where the deposit was received, will increase to \$0.18 per \$100 in excess of \$25,000 per statement cycle.

The Branch Strap Out service charge will increase to \$0.55 per strap.

Please read and retain this information with all of your Account opening Agreements and Disclosures.

9:49 PM

06/03/13

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 0712 OPERATING, Period Ending 05/31/2013

	<u>May 31, 13</u>
Beginning Balance	202,802.18
Cleared Transactions	
Checks and Payments - 21 items	-13,653.42
Deposits and Credits - 1 item	22.44
Total Cleared Transactions	<u>-13,630.98</u>
Cleared Balance	<u><u>189,171.20</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-100.00
Total Uncleared Transactions	<u>-100.00</u>
Register Balance as of 05/31/2013	<u><u>189,071.20</u></u>
Ending Balance	189,071.20

9:49 PM

06/03/13

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
R8021 0712 OPERATING, Period Ending 05/31/2013

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						202,802.18
Cleared Transactions						
Checks and Payments - 21 items						
Check	05/07/2013	7095	B-LANN EQUIPME...	X	-2,097.50	-2,097.50
Check	05/07/2013	7096	MOD SPACE	X	-2,040.00	-4,137.50
Check	05/07/2013	7093	JAMES CRAWFORD	X	-1,200.00	-5,337.50
Check	05/07/2013		MARTIN PETROLI...	X	-964.12	-6,301.62
Check	05/07/2013	7090	QUILTY, DWYER &...	X	-681.00	-6,982.62
Check	05/07/2013	7094	MES	X	-475.72	-7,458.34
Check	05/07/2013	7092	SCHOOL SPECIAL...	X	-349.47	-7,807.81
Check	05/07/2013		NATIONAL GRID	X	-289.87	-8,097.68
Check	05/07/2013	7100	NYS DEPT OF HE...	X	-200.00	-8,297.68
Check	05/07/2013	7098	AARON DYER	X	-200.00	-8,497.68
Check	05/07/2013	7099	FASNY FCU CARD...	X	-166.15	-8,663.83
Check	05/07/2013		D.A. KENYON ENT...	X	-120.00	-8,783.83
Check	05/07/2013	7097	RICHARD BATTEN...	X	-100.00	-8,883.83
Check	05/07/2013		VERIZON	X	-88.01	-8,971.84
Check	05/07/2013		ALLIED WASTE	X	-82.80	-9,054.64
Check	05/07/2013		TIME WARNER CA...	X	-70.02	-9,124.66
Check	05/07/2013	7091	THE GAZETTE	X	-12.26	-9,136.92
Check	05/09/2013		KEYBANK	X	-10.00	-9,146.92
Check	05/22/2013	7101	Eric Stark	X	-4,500.00	-13,646.92
Check	05/31/2013		IMAGED ITEMS WI...	X	-3.50	-13,650.42
Check	05/31/2013		PAPER STATEME...	X	-3.00	-13,653.42
Total Checks and Payments					-13,653.42	-13,653.42
Deposits and Credits - 1 item						
Deposit	05/31/2013		INTEREST PAYME...	X	22.44	22.44
Total Deposits and Credits					22.44	22.44
Total Cleared Transactions					-13,630.98	-13,630.98
Cleared Balance					-13,630.98	189,171.20
Uncleared Transactions						
Checks and Payments - 1 item						
Check	03/05/2013	7074	DENNIS POKRZY... X?		-100.00	-100.00
Total Checks and Payments					-100.00	-100.00
Total Uncleared Transactions					-100.00	-100.00
Register Balance as of 05/31/2013					-13,730.98	189,071.20
Ending Balance					-13,730.98	189,071.20



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Business Banking Statement
May 31, 2013
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10720

X 0081 00000 R EM T1
CHARLTON FIRE DISTRICT #1
PAYROLL ACCOUNT
786 CHARLTON RD
CHARLTON NY 12019-2804

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KeyBank Business Interest Checki

10720

CHARLTON FIRE DISTRICT #1
 PAYROLL ACCOUNT

Beginning balance 4-30-13	\$22,574.31
2 Subtractions	-1,997.25
Interest paid	+2.36
Net fees and charges	-3.00
Ending balance 5-31-13	\$20,576.42

Subtractions

<u>Withdrawals</u>	<u>Date</u>	<u>Serial #</u>	<u>Location</u>	
	5-1		Bill Pay:Sunmark Federal Cr 1248900193 Gbhbeslu	\$1,408.60
	5-1		Bill Pay:First New York Fcu 1086000435 lbhbeslu	588.65
Total subtractions				\$1,997.25

Interest earned

Annual percentage yield (APY) earned	0.13%
Number of days this statement period	31
Interest paid 5-31-13	\$2.36
Interest earned this statement period	\$2.35
Interest paid year-to-date	\$10.24

Fees and charges

<u>Date</u>		<u>Quantity</u>	<u>Unit Charge</u>	
5-31-13	Paper Statement Fee	1	3.00	-\$3.00
Fees and charges assessed this period				-\$3.00

10720 - 03290

14621



0720

Account messages

Important information regarding changes to your Account.

At KeyBank we are committed to providing our clients with timely information regarding changes to your account. Please note the following changes will be made to your account effective June 1, 2013. These changes will be reflected in your June 2013 statement. Please contact your KeyBank representative with any questions.

The monthly Maintenance Service Charge on your KeyBank Business Interest Checking Account will increase to \$15.00.

The threshold for currency deposited via the night drop and over the counter will be combined to a limit of \$25,000 per statement cycle. The Deposited Currency Charge, regardless of where the deposit was received, will increase to \$0.18 per \$100 in excess of \$25,000 per statement cycle.

The Branch Strap Out service charge will increase to \$0.55 per strap.

Please read and retain this information with all of your Account opening Agreements and Disclosures.

1:45 PM

06/04/13

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 0720 PAYROLL, Period Ending 05/31/2013

	<u>May 31, 13</u>
Beginning Balance	22,574.31
Cleared Transactions	
Checks and Payments - 3 items	-2,000.25
Deposits and Credits - 1 item	2.36
Total Cleared Transactions	<u>-1,997.89</u>
Cleared Balance	<u>20,576.42</u>
Register Balance as of 05/31/2013	20,576.42
Ending Balance	20,576.42

1:43 PM

06/04/13

CHARLTON FIRE DISTRICT #1
Reconciliation Detail
R8021 0720 PAYROLL, Period Ending 05/31/2013

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						22,574.31
Cleared Transactions						
Checks and Payments - 3 items						
Check	05/01/2013		ANDREW G. LA P...	X	-1,408.60	-1,408.60
Check	05/01/2013		Sharon B Cronin	X	-588.65	-1,997.25
Check	05/31/2013		PAPER STATEME...	X	-3.00	-2,000.25
Total Checks and Payments					-2,000.25	-2,000.25
Deposits and Credits - 1 item						
Deposit	05/31/2013		INTEREST PAYME...	X	2.36	2.36
Total Deposits and Credits					2.36	2.36
Total Cleared Transactions					-1,997.89	-1,997.89
Cleared Balance					-1,997.89	20,576.42
Register Balance as of 05/31/2013					-1,997.89	20,576.42
Ending Balance					-1,997.89	20,576.42



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Business Banking Statement
May 31, 2013
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12286

T 0081 00000 R EM T1

CHARLTON FIRE DISTRICT #1
APPARATUS CAPITAL RESERVE
786 CHARLTON RD
CHARLTON NY 12019-2804

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 CHARLTON FIRE DISTRICT #1
 APPARATUS CAPITAL RESERVE

12286

Beginning balance 4-30-13	\$320,030.37
Interest paid	+13.59
Ending balance 5-31-13	\$320,043.96

Interest earned

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 5-31-13	\$13.59
Interest earned this statement period	\$13.59
Interest paid year-to-date	\$51.64

12286 - 03290

14622

10:00 PM
06/03/13

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2286 APPARATUS, Period Ending 05/31/2013

	<u>May 31, 13</u>
Beginning Balance	320,030.37
Cleared Transactions	
Deposits and Credits - 1 item	<u>13.59</u>
Total Cleared Transactions	<u>13.59</u>
Cleared Balance	<u>320,043.96</u>
Register Balance as of 05/31/2013	320,043.96
Ending Balance	320,043.96



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Business Banking Statement
May 31, 2013
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02294

T 0081 00000 R EM T1

CHARLTON FIRE DISTRICT #1
EQUIPMENT CAPITAL RESERVES
786 CHARLTON RD
CHARLTON NY 12019-2804

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 CHARLTON FIRE DISTRICT #1
 EQUIPMENT CAPITAL RESERVES

02294

Beginning balance 4-30-13	\$53,001.09
Interest paid	+2.25
Ending balance 5-31-13	\$53,003.34

Interest earned

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 5-31-13	\$2.25
Interest earned this statement period	\$2.25
Interest paid year-to-date	\$9.58

02294 - 03290

14623

10:03 PM

06/03/13

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2294 EQUIPMENT, Period Ending 06/01/2013

	<u>Jun 1, 13</u>
Beginning Balance	53,001.09
Cleared Transactions	
Deposits and Credits - 1 item	<u>2.25</u>
Total Cleared Transactions	<u>2.25</u>
Cleared Balance	<u><u>53,003.34</u></u>
Register Balance as of 06/01/2013	53,003.34
Ending Balance	53,003.34



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Business Banking Statement
May 31, 2013
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12302

T 0081 00000 R EM T1

CHARLTON FIRE DISTRICT #1
EMERGENCY REPAIR RESERVES
 786 CHARLTON RD
 CHARLTON NY 12019-2804

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

2302

Beginning balance 4-30-13	\$24,996.30
Interest paid	+1.07
Ending balance 5-31-13	\$24,997.37

Interest earned

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 5-31-13	\$1.07
Interest earned this statement period	\$1.06
Interest paid year-to-date	\$5.17

12302 - 03290

14024



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. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

* 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:

- XFERTO SAV - Transfer to Savings Account
- XFERFROM SAV - Transfer from Savings Account
- XFER TO CKG - Transfer to Checking Account
- XFERFROM 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. But, if we determine that we made a mistake, you will 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. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non-financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

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.

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. \$		
TOTAL → \$			7 Add 5 and 6 and enter total here. \$		
TOTAL → \$			8 Enter total from 4. \$		
TOTAL → \$			9 Subtract 8 from 7 and enter difference here. \$		
TOTAL → \$			This amount should agree with your check register balance.		

10:05 PM

06/03/13

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2302 EMERGENCY, Period Ending 06/01/2013

	<u>Jun 1, 13</u>
Beginning Balance	24,996.30
Cleared Transactions	
Deposits and Credits - 1 item	<u>1.07</u>
Total Cleared Transactions	<u>1.07</u>
Cleared Balance	<u><u>24,997.37</u></u>
Register Balance as of 06/01/2013	24,997.37
Ending Balance	24,997.37



KeyBank
 P.O. Box 22114
 Albany, NY 12201-2114

Business Banking Statement
May 31, 2013
 page 1 of 2

02310

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CHARLTON FIRE DISTRICT #1
CAPITAL IMPROVEMENTS RESERVES
786 CHARLTON RD
CHARLTON NY 12019-2804

Questions or comments?
 Call our Key Business Resource Center
 1-888-KEY4BIZ (1-888-539-4249)

Enroll in Online Banking today at Key.com.
Access your available accounts, transfer funds and view your transactions right from your PC.

Key Business Silver Money Market Sv	02310	
CHARLTON FIRE DISTRICT #1		
CAPITAL IMPROVEMENTS RESERVES		
	Beginning balance 4-30-13	\$108,650.10
	Interest paid	+4.62
	Ending balance 5-31-13	\$108,654.72

Interest earned

Annual percentage yield (APY) earned	0.05%
Number of days this statement period	31
Interest paid 5-31-13	\$4.62
Interest earned this statement period	\$4.61
Interest paid year-to-date	\$19.27

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06/03/13

CHARLTON FIRE DISTRICT #1
Reconciliation Summary
R8021 2310 CAPITAL IMPROVEMENTS, Period Ending 05/31/2013

	<u>May 31, 13</u>
Beginning Balance	108,650.10
Cleared Transactions	
Deposits and Credits - 1 item	<u>4.62</u>
Total Cleared Transactions	<u>4.62</u>
Cleared Balance	<u>108,654.72</u>
Register Balance as of 05/31/2013	108,654.72
Ending Balance	108,654.72

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06/04/13

Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss Budget vs. Actual
 January through May 2013

	Jan - May 13	Budget	\$ Over Budget	% of Budget
Income				
A1001 REAL PROPERTY TAXES				
REAL PROPERTY TAXES	202,509.07	84,378.75	118,130.32	240.0%
Total A1001 REAL PROPERTY TAXES	202,509.07	84,378.75	118,130.32	240.0%
A2401 INTEREST & EARNINGS				
INTEREST & EARNINGS CHECKING	10.24			
INTEREST & EARNINGS OPERATING	153.58			
INTEREST & EARNINGS OTHER ACCTS	85.66	72.90	12.76	117.5%
Total A2401 INTEREST & EARNINGS	249.48	72.90	176.58	342.2%
A2770 UNCLASSIFIED				
OTHER UNCLASSIFIED	3,127.18	1,875.00	1,252.18	166.8%
Total A2770 UNCLASSIFIED	3,127.18	1,875.00	1,252.18	166.8%
A5031 INTERFUND TRANSFERS				
INTERFUND TRANSFERS	0.00	8,360.85	-8,360.85	0.0%
A5031 INTERFUND TRANSFERS - Other	7.55			
Total A5031 INTERFUND TRANSFERS	7.55	8,360.85	-8,353.30	0.1%
Total Income	205,893.28	94,687.50	111,205.78	217.4%
Gross Profit	205,893.28	94,687.50	111,205.78	217.4%
Expense				
A34101 FIRE PER SVC				
PERSONAL SERVICES				
FEDERAL INCOME TAX	352.00			
FICA EMPLOYEE	570.40			
MEDICARE EMPLOYEE	133.40			
NYS INCOME TAX	116.40			
SECRETARY WAGES	2,943.25	3,500.00	-556.75	84.1%
TREASURER WAGES	7,043.00			
Total PERSONAL SERVICES	11,158.45	3,500.00	7,658.45	318.8%
PRIOR YEAR EXPENSES	0.00	8,000.00	-8,000.00	0.0%
Total A34101 FIRE PER SVC	11,158.45	11,500.00	-341.55	97.0%

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06/04/13

Cash Basis

CHARLTON FIRE DISTRICT #1 Profit & Loss Budget vs. Actual January through May 2013

	Jan - May 13	Budget	\$ Over Budget	% of Budget
A34102 FIRE, EQUIP & CAP OUTLAY				
EQUIPMENT				
APPARATUS EQUIPMENT	1,527.50	416.65	1,110.85	366.6%
EMS EQUIPMENT	0.00	833.35	-833.35	0.0%
FIREFIGHTER EQUIPMENT	882.82	833.35	49.47	105.9%
HOSE REPLACEMENT	0.00	208.35	-208.35	0.0%
MISCELLANEOUS EQUIPMENT	349.47	833.35	-483.88	41.9%
RADIOS	1,738.50	1,250.00	488.50	139.1%
SCBA BOTTLE REPLACEMENT	0.00	625.00	-625.00	0.0%
SCBA PACK REPLACEMENT	570.00	833.35	-263.35	68.4%
TRAFFIC VESTS	0.00	312.50	-312.50	0.0%
TURNOUT GEAR	0.00	8,125.00	-8,125.00	0.0%
Total EQUIPMENT	5,068.29	14,270.90	-9,202.61	35.5%
Total A34102 FIRE, EQUIP & CAP OUTLAY	5,068.29	14,270.90	-9,202.61	35.5%
A34104 FIRE PROTECTION				
2% FOREIGN INSURANCE REFUND	0.00	1,875.00	-1,875.00	0.0%
ALLIED WASTE	473.50	416.65	56.85	113.6%
ANNUAL AUDIT	1,395.00	4,166.65	-2,771.65	33.5%
APPARATUS REPAIR	2,124.04	11,250.00	-9,125.96	18.9%
ASSOCIATION DUES	175.00	208.35	-33.35	84.0%
BUILDING & GROUNDS MAINTENANCE	3,778.02	1,791.65	1,986.37	210.9%
BUILDING & GROUNDS REPAIRS	4,694.40	1,791.65	2,902.75	262.0%
COMMISSIONER TRAINING	250.00	416.65	-166.65	60.0%
DATA ENTRY-INCIDENT REPORTING	0.00	708.35	-708.35	0.0%
ELECTRIC & GAS	2,499.48	2,083.35	416.13	120.0%
EMS DATA ENTRY PACKAGE	1,548.00			
EMS SUPPLIES	171.00	1,666.65	-1,495.65	10.3%
EMS TRAINING	0.00	833.35	-833.35	0.0%
FIRE PREVENTION	0.00	1,458.35	-1,458.35	0.0%
FIREFIGHTER PHYSICAL EXAMS	0.00	3,750.00	-3,750.00	0.0%
FIREFIGHTER TRAINING	55.00	2,500.00	-2,445.00	2.2%
FOAM	0.00	208.35	-208.35	0.0%
FOOD REIMBURSEMENTS	98.06	625.00	-526.94	15.7%
FUEL - BUILDING	6,796.54	3,333.35	3,463.19	203.9%
FUEL - TRUCKS	3,045.71	2,500.00	545.71	121.8%
HEALTH & MEDICAL	266.96			
HOSE TESTING	0.00	500.00	-500.00	0.0%
INSPECTION OF DEPARTMENT	1,072.76	2,708.35	-1,635.59	39.6%
INSURANCE	18,289.84	8,333.35	9,956.49	219.5%
INTERIOR FIREFIGHTING FIT TRAIN	0.00	333.35	-333.35	0.0%
LEGAL SERVICES	5,850.00	5,000.00	850.00	117.0%
MAINTENANCE SUPPLIES	552.58	125.00	427.58	442.1%
MISCELLANEOUS	654.12			
PAGER REPAIR BATTERIES	2,171.00	208.35	1,962.65	1,042.0%
PHYSICAL FITNESS	1,205.67	2,000.00	-794.33	60.3%

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06/04/13

Cash Basis

CHARLTON FIRE DISTRICT #1
Profit & Loss Budget vs. Actual
 January through May 2013

	Jan - May 13	Budget	\$ Over Budget	% of Budget
POSTAGE	210.00	166.65	43.35	126.0%
PRINTING & SUPPLIES	903.20	500.00	403.20	180.6%
PUBLIC NOTICES	33.55	83.35	-49.80	40.3%
REHAB SUPPLIES	0.00	625.00	-625.00	0.0%
SCBA PACK TESTING	0.00	416.65	-416.65	0.0%
TELEPHONE & CABLE	1,301.60	1,458.35	-156.75	89.3%
WATER	522.03	625.00	-102.97	83.5%
WEBSITE ADMINISTRATION	100.00	208.35	-108.35	48.0%
Total A34104 FIRE PROTECTION	60,237.06	64,875.10	-4,638.04	92.9%
A90301 SOCIAL SECURITY				
FICA EMPLOYER	570.40	750.00	-179.60	76.1%
MEDICARE EMPLOYER	133.40	166.65	-33.25	80.0%
Total A90301 SOCIAL SECURITY	703.80	916.65	-212.85	76.8%
A97106 DEBT PRINCIPAL, SERIAL B				
PRINCIPAL ON BONDS	0.00	3,125.00	-3,125.00	0.0%
Total A97106 DEBT PRINCIPAL, SERIAL B	0.00	3,125.00	-3,125.00	0.0%
Total Expense	77,167.60	94,687.65	-17,520.05	81.5%
Net Income	128,725.68	-0.15	128,725.83	-85,817,120.0%