

**Dunn's Corners Fire District
Annual Meeting
Wednesday, July 20, 2011
7:00 PM
Station 1**

Agenda

- I. Call to Order (M. Thomsen)
- II. Review of Fire Safety Protocols (Chief Frink)
- III. Pledge of Allegiance (M. Thomsen)
- IV. Moment of Silence (M. Thomsen)
- V. Reading of the Call (S. White)
- VI. Determination of a Quorum
- VII. Approval of the 2009/2010 Annual Meeting Minutes (M. Thomsen)
- VIII. Operating Committee Report (M. Thomsen /Chief Frink)
 - a. Chief's Report
 - b. 2010/2011 Financial Report
- IX. Tax Assessor's Report (K. Swain)
- X. Financial Plan and Operating Budget (Chief Frink)
- XI. Resolutions (M. Thomsen)
 - a. Station 1 Upgrades
 - b. Multi Purpose Truck
 - c. Grange Septic System Replacement
 - d. Grange Rental Fees Management
 - e. Debt Reduction Engine 2
 - f. Authority to Access Restricted Funds for Unanticipated Repairs
 - g. Chief's Evaluation and Salary Increase
 - h. Ratification and Approval of Acts of Officers
 - i. Authorization of Representation
 - j. Authorization to Combine the Station Two and Grange Properties into One Parcel
 - k. Tax Assessment and Collection
 - l. Special Appropriation
 - m. Tax Anticipation Note
- XII. Election of Officers (E. Schilke)
- XIII. Awards and Recognition (Chief Frink)
- XIV. Old Business (M. Thomsen)
- XV. New Business (M. Thomsen)
 - a. Election of the Nominating Committee
 - b. Ratification of Operating Committee Decisions 2010/2011
- XVI. Adjournment (M. Thomsen)

DUNN'S CORNERS FIRE DISTRICT

NOTICE OF ANNUAL MEETING

TO BE HELD AT: DUNN'S CORNERS FIRE STATION #1
1 LANGWORTHY ROAD
DUNN'S CORNERS
WESTERLY, RHODE ISLAND

TO BE HELD ON: WEDNESDAY, JULY 20, 2011

TIME: 7:00 PM

The annual meeting of the Dunn's Corners Fire District will be held at the Dunn's Corners Fire Station #1, 1 Langworthy Road, Dunn's Corners, Westerly, Rhode Island, for the following purposes:

To order taxes and provide for the assessing and collection of the same on ratable inhabitants and property in said Fire District; to adopt a budget for the ensuing year; to authorize the borrowing for the ensuing year and for all other charges and expenses whatsoever arising within said Fire District; to elect At-Large members of the Operating Committee; and to transact such other business as may legally come before such meeting.

INDIVIDUALS REQUESTING INTERPRETER SERVICES FOR THE HEARING IMPAIRED, PLEASE CALL 450-6539 SEVENTY-TWO (72) HOURS IN ADVANCE OF THE MEETING DATE.

Steve White, District Clerk

Dunn's Corners Fire District

1 Langworthy Road

Westerly, RI 02891

Minutes

Annual Meeting

July 21, 2010

1. Meeting called to order at 7:00 pm, Moderator Steve White presiding.

Meeting was advertised in the Westerly Sun on Wednesday, July 14, 2010. Notice was posted at the Westerly Community Credit Union's Dunn's Corners Office; Dunn's Corners Market, Dunn's Corners Fire Station #1 on Langworthy Road, Dunn's Corners Mobil, Michael's Shell and Dunn's Corners Fire Station #2 on Post Road, Charlestown. The notice was posted on the district's website and the Rhode Island Secretary of State's e-Town Crier site on July 14, 2010.

Chief Frink reviewed the fire safety protocols for the meeting's attendees.

Pledge to the Flag of the United States of America was conducted.

There was a moment of silence observed for those who have passed on from families of members of the Dunn's Corners Fire Department.

The meeting call was read by District Clerk Bob Delaney. Twenty-one persons signed the attendance roster. A quorum was present.

2. Copies of the minutes of the 2009 annual meeting were printed and available for those in attendance. A motion was made seconded and so voted to dispense with the reading of the minutes.
3. Reports

Moderator Steve White distributed the Annual Report for tax year 2009 – 2010, Tax Collector's Report, Balance Sheet, Income Statement, Restricted Funds Report, Chief's Report, 2010-2011 Budget, and Schedule of Fees.

Chief's Report

Chief Frink reviewed the fire department's activities for the year which showed 367 calls, 238 plan reviews and inspections, 165 training classes and 2664 training hours. The Chief went on to thank the officers and firefighters under his command during the year for all their hard work and efforts especially during the "Great Flood of March". "This year was an extraordinary year for the department to say the least. Last August at East Beach, we actively participated in one of the largest (and successful) beach cave-in rescues ever in this area. March brought with it the "great floods of 2010" and the loss of Deputy Chief Karl Kenyon. More recently, the community also suffered the loss of retired Assistant Chief John S. "Jack" Champlin in June. The men

and women of this department have persevered again and again, through hard work, service and dedication. They have also shown compassion and respect, honoring those we have lost but not forgotten. I believe they have displayed the strength and courage this department was formed upon.

During the past year the Department's call volume increased by more than 60 runs an increase of 20%. This is a significant jump from our average, which usually runs a little under the 300 mark. The reason for this increase was due to the severe weather we faced this past March. This increased call volume, most of which took place within a few days, not only taxed our members, but tested our resources as well. We manned multiple response teams with a dispatch crew at the station and a roving assessment team prioritizing calls. We pumped as many homes as possible and were able to keep the Dunn's Corners Church from flooding. Utilizing our rescue boat and rescue suits, we worked with the National Guard and other local emergency providers to assist with and effect evacuations and rescues in our own district as well as in several neighboring districts on mutual aid calls.

As for the state of the department, we remain strong with 46 active members consisting of interior firefighters, drivers, and fire police. Training, as always, is one of the top priorities in the department, as shown on the table below. This past year, we received our report from ISO (Insurance Services Office) in regard to our fire department's PPC (Public Protection Classification) rating, which is based on their Fire Suppression Rating Schedule. This report is posted on our web site and shows that we maintained the same rating in Westerly (4) and upgraded from a 9 to an 8B in Charlestown. The change in Charlestown reflects improvement in our fire protection. The major limitation to further improvement there is the lack of a municipal water supply for fire suppression. Our overall score improved from 60.5 to 65.20, with the addition of our tower ladder as a key factor. We have also improved our response capabilities with the addition of MDT's (mobile data terminals) and software. These computers are linked with our dispatch and can furnish us with a host of important information before we even arrive at the scene of a call. This includes a map with the location of the call, location of hydrants or water source, building information, and aerial view of the building/structure you're responding to. These are only a couple of the high points in the many things that happened or were done over the past year.

Moving forward a major concern for us is the health and safety of the men and women of the department. One thing we need to do is install exhaust removal systems in the stations. With the carcinogens produced from diesel emissions we are putting our members at risk every day. In our budget this year we are proposing the installation of one at Station 2 and have applied for a FEMA Assistance to Firefighters Grant to do the same at Station 1. We are also looking at purchasing a new brush unit to replace Engine 7, the 1996 Chevy 1- ton 4X4 truck. It is currently the most used truck we have in our fleet and the first truck we start training our up and coming drivers on. It is used to tow trailers, operate off-road and plow snow. It has been loaded to maximum capacity for its whole life. As you may or may not know, about 6 years ago it was in a head-on accident. The front of the truck was

destroyed, but not quite enough to total the vehicle. Though the truck was repaired and put back in service, it has never been quite the same. Now as it is aging, it is starting to incur more than normal maintenance expenses. More importantly, issues are developing with the way the vehicle handles, which can be a safety issue for fire department personnel and the motoring public, as well as a possible liability to the Fire District. Engine 7 is getting old and tired. Its new replacement truck will have a higher GVW rating and will handle the load properly. This equates to a better and safer situation for all with a vehicle better designed to meet its needs and uses. We have also secured a \$5000 grant toward the cost of this vehicle through a program administered by the Department of Environmental Management Forestry Division.

Now “consolidation” is the new big catch word from our leaders upstate. Even though we have the lowest fire district taxes in the state, I have been working with our neighboring departments for the last year on ways to save monies by cutting costs through cooperative efforts. For example several departments are working together on purchasing services for pump testing, hose testing and ladder testing. We now purchase our vehicle fuel from the town of Charlestown at better rates. We acquired a small boat, motor and trailer from another district in exchange for them using our gear washer for their turnout gear. I will continue to pursue this more in the future in an effort to save our taxpayers further monies while maintaining the quality and capability of our department.

Other notable improvements of the past year:

Approximately 90% of our firefighters trained to FF1 or FF2 level

We had 4 members receive their EMT licenses

Acquired a small boat to meet emergency needs in ponds and during flooding

Item we are working towards in the future:

Recruitment and retention program for the department”

Financial Report

The District achieved good financial results in 2009-10:

Operating Expenses - Expenses overall were under budget by \$11,416.00. Taxes –

The tax collection rate came in at 93% approximately 7% below the previous year.

The District will work to collect the past due tax amounts during the next fiscal year.

Reserves – The Operating Committee believes cash reserves are adequate for the District. At the close of the fiscal year the district had cash reserves equivalent to 3 months of cash expenses.

The proposed 2010-11 Financial Plan and Operating Budget was reviewed. The budget of \$683,452 reflected a very minor increase of only \$142.00 over the previous year’s budget.

A motion was made, seconded and so voted to approve the 2010-11 Financial Plan and Operating Budget as presented.

Restricted Fund Activity

Excellent Progress was made on projects approved by the voters to be funded out of Restricted Funds:

- Car 1 purchase, authorized in 2009 out of Truck Restricted Fund, was completed in the fall of 2009.
- Station 1 Heating and Air conditioning upgrades, authorized in 2010 out of Building and Grounds Restricted, was fully completed in spring of 2009.
- Turn Out Gear testing and replacement, authorized in 2010 out of Equipment Fund Restricted, was fully completed in spring of 2009.
- SCBA testing and replacement, authorized in 2009 out Equipment Fund Restricted, was fully completed in Fall of 2009.

Coverage Fire Districts

Quonochontaug Central Beach (QCB) – The Operating Committee negotiated with representatives of QCB through September of 2009 culminating in a seven-year contract that was approved by the Dunn’s Corners District electors at a Special Meeting held on January 21, 2010. The contract as with the Shady and Shelter Harbor Fire District contracts discontinues fee calculations based on property assessments. The QCB contract differs from the other two contracts primarily in that it has a longer duration 7 years as opposed to 5 years and a maximum annual rate increase cap of 6 percent as opposed to 7 percent.

With the signing of the agreement DCFD now have all of the districts it provides fire protection services for under contract.

Resolutions: The following all passed with no dissenters:

EXHAUST REMOVAL SYSTEM – Resolved to appropriate the amount of \$37,000.00 from the restricted Building and Grounds Fund for the purchase and installation of an Exhaust Removal System for Station 2.

BRUSH TRUCK - Resolved to appropriate the sum of \$78,000.00 from the restricted Truck Fund to purchase a Brush Truck to replace Engine 7. \$28K of the amount will be transferred in from the general reserve to the truck-restricted fund.

2009/2010 UNBUDGETED REVENUE FROM CENTRAL BEACH – Resolved that the unbudgeted revenue in the sum of \$65,000 received from the Central Beach Fire District in 2009/2010 be used to provide tax relief to the Dunn’s Corners Fire District’s taxpayers in the 2010/2011 tax year.

TAX RESOLUTION – Resolved that the taxable inhabitants of said District qualified to vote on any proposition to impose tax, in District meeting legally assembled on the 21st day of July, A.D., 2010, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than \$484,026 nor more than \$520,458. Said tax is for ordinary expenses of interest and charges, for the payment of interest and indebtedness in whole or in part of said District and for other purposes authorized by law. The Board of Assessors shall assess and apportion said tax on the inhabitants and ratable property of said District of the 31st day of December, 2009, at 12:00 o'clock Noon, according to law, and shall, on completion of said assessment, date, certify, and sign the same and deliver to and deposit the same in the office of the District Clerk on or before the 15th day of August, A.D. 2010. The District Clerk, on receipt of said assessment, shall forthwith make a copy of the same and deliver it to the District Treasurer, who shall forthwith issue and affix to said copy a warrant under his hand, directed to the Collector of Taxes of said District commanding him to proceed and collect said tax on the persons and estates liable therefore. Said tax shall be due and payable on and between the first day of September next and the 30th day of September, 2010, and all taxes remaining unpaid on said 30th day of September, A.D. 2010, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. No tax bill sent out shall be less than five and 00/100 (\$5.00) dollars.

SPECIAL APPROPRIATION – Resolved that the Treasurer be directed to deposit in the Unrestricted General Fund Surplus the total of the unexpended appropriations as shown by the records of the Treasurer for the fiscal year 2009-2010, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2011, the Treasurer is authorized to use such portion of said sum of unexpended appropriations and other monies not otherwise appropriated as he or she deems necessary in anticipation of receipt of taxes assessed December 31, 2009.

TAX ANTICIPATION NOTE – Resolved that the District Treasurer be and hereby is authorized and empowered during the current fiscal year of the District, commencing June 1, 2010, and ending May 31, 2011, to borrow such sum or sums of money as shall be necessary for the payment of the current liabilities and expenses of the District, but not to exceed in the whole the sum of Fifty thousand AND NO/100 (\$50,000) DOLLARS and to issue negotiable promissory note or notes of the District therefore, which shall be made payable not later than one (1) year from the respective date or dates thereof. Negotiable notes issued pursuant to the authority hereof shall be signed by the District Treasurer and countersigned by the District Clerk, and such countersignatures shall be conclusive evidence to all holders of such note or notes of the approval and consent of the District and the District Officers to the loan or loans evidenced thereby. All terms and conditions of said note or notes and the method of sale thereof not fixed herein or by the provisions of law or the charter of the District may be fixed by the District Treasurer. The District Treasurer is hereby authorized and empowered to renew any of said notes from time to time, but any such renewal note shall be due not later than one (1) year of the original note so renewed.

Nominating Committee Report: Submitted by Elaine Martin and Ed Schilke

The Nominating Committee of the Dunn's Corners Fire District submitted to the Electors of the Dunn's Corners Fire District the following Slate of Candidates to serve on the Operating Committee:

- Jonathan Schreier – Term to expire 2012
- Robert Delaney – Term to Expire 2012
- Matthew Thomsen – To fill the unexpired term of John Merkel term to expire 2011

There were no further nominations and a motion was made to have the clerk cast one ballot to elect the proposed slate as members at large of the Operating Committee.

Awards and Recognition: Chief Frink and Moderator White

The Chief presented Certificates of Excellence to department members present who had given valuable contributions of time and effort during the "Great Flood of 2010".

The Chief awarded a certificate of appreciation to Gina and Bob Laudone who unselfishly opened their home to another family who was unable to get to their own home on Pound Rd. due to the flooding.

Moderator White recognized the numerous contributions of former Moderator John Merkel.

New Business

Election of Nominating Committee

A motion was made seconded and so voted to approve the 2010-11 Nomination Committee of Edward Schilke, Gina Laudone, and Art Ganz.

Ratification of Operating Committee Decisions 2009/10

A motion was made seconded and so voted to ratify the decisions made by the Operating Committee for the year 2009/10.

Adjournment:

A motion was made seconded and so voted by acclamation to adjourn the Annual Meeting of the Dunn's Corners Fire District at 7:52 pm.

Respectfully Submitted,

Bob Delaney
District Clerk, DCFD

Dunn's Corners Fire District

Annual District Chief's Report

2010 – 2011

Another year has passed, a little more quietly than the previous one. This past year has seen the fire department call level return back to its more usual level, following last year's sharp increase due primarily to the heavy spring flooding event that occurred. That does not mean it was a boring year to say the least. Things are always changing, including community needs, fire service training and standards and equipment, and inter-agency relationships.

The District has recently acquired a new Engine 7 which replaced our old overloaded, overburdened brush truck. The new truck is a little larger, has built-in foam capability, a power winch, a larger water capacity, more compartment space as well as additional personnel seating. Its expanded capabilities and the fact that it will not be overloaded make it a safer and more versatile apparatus. The skid unit on this apparatus is primarily constructed of polyethylene, while the bed and compartmentation of this truck are all aluminum. In the future, when it comes time to replace this unit, we hope to only have to replace the cab and chassis, thereby saving some expense for the district taxpayers. This new apparatus was designed by the line officers of the fire department with the guidance of a deputy chief. This served the purpose of meeting the needs of the district and department, building ownership of those utilizing the equipment and served as a team building leadership project for the participants. To assist with the cost of this truck, a \$5,000 grant was obtained through R.I. Department of Environmental Management. A second \$5,000 grant from the same source has been approved and we have been led to believe we will see it soon, though there have been delays due to federal budget and state budget issues. Old Engine 7 has been purchased by a rural fire department for \$8,500.

Due to the configuration and size of our new engine 7 we were unable to outfit this unit with a snowplow. After looking at the many benefits, I am proposing we purchase a ¾ ton, 4X4, extended cab pick-up truck that would serve this capacity and many others. In looking at previous year's snow falls the district would have had to spend around \$6000.00 on average in snow removal costs. This alone would cover the overall cost in a matter of a few years. With gas prices these days it will be used for transporting firefighters to trainings and other events we attend around the state at no cost our member's or wear and tear on their personal vehicles. Lastly when we respond to non-emergencies such as pump-outs in the winter months it will be used to tow our special service trailer, eliminating any risk of our fire pumps freezing.

Another area I am working on is that of Recruitment and Retention of volunteers, a challenging issue for nearly all volunteer departments nationwide. Today's busy lifestyles, current economic trends and more people working away from the immediate area than ever before make it difficult to devote the time to the fire department. Most families have both spouses working, further compounding the problem. It is difficult to obtain, train and keep good volunteers on a long term

basis. It involves much more than just showing up when the alarm goes off. There are meetings, extensive training, fire inspections, fire prevention, community activities and more.

We also lose some members who like this line of work so much that they move on to take full time positions as firefighters, where union regulations often prevent them from being volunteers in another town. Our firefighters from Dunn's Corners have served or are currently serving in career positions as firefighters, EMT's, paramedics or dispatchers in Narragansett, West Greenwich, Cumberland, West Warwick, Warwick, Providence and North Providence in Rhode Island, Auburn, Worcester and Boston in Massachusetts, as well as Iraq, Kuwait and Afghanistan. This is a good indication of the quality of our personnel.

Previously, we conducted an internal survey in an attempt determine and address issues leading to losing members. We are also looking to attract new members. We have had three new members and one new junior member submit applications just in the last month. I plan to send out recruitment notices in the mailing of upcoming tax bills. Towards the end of the summer we will be holding an open house, which will address recruitment of new members, fire prevention, and public relations. In the area of current member retention, several avenues are being pursued. We are trying to keep members more involved, building ownership. I am hoping to expand the member incentive program with approval in the upcoming budget. The department mission has also expanded, which has a dual benefit by meeting two needs. The Dunn's Corners Fire Department has moved into the area of response for vehicle extrication. In addition, we will soon be responding to some medical calls. The reason for this is twofold. There is a need in the community for additional capability in these areas, especially in the summer when Westerly and Charlestown Ambulances can at times become overloaded with calls. It also helps with membership, as busy call volumes keep members interested and attract new members. We already have a number of EMT's available for this and will likely attract more. We have already been responding to extrication calls. We have trained our personnel in this area and are equipped for this work.

Soon we hope to be ready to start Medical call response, but we will not start this service until we are fully prepared and trained. Medical responses will be limited at first and expanded as the need grows. We are not starting an ambulance service. We are not looking to take over for either Westerly or Charlestown Ambulances. Rather, we are working closely with both of those agencies in order to assist them. In the near future, we will be licensing two of our apparatus with the R.I. Department of Health as Basic Life Support/Non-Transport. We are working hand-in hand with the ambulance organizations in the areas of training, developing procedures and inter-agency cooperation. Having this capability and equipment provides for redundancy and back-up that is necessary for emergency operations.

I have been working to insure that the department will be in compliance with National Fire Protection Association standard NFPA 1500. This is a firefighter health and safety standard that was voted into R.I. law in 1987, but has never been enforced. Currently legislation is in the works that will require compliance for all departments in the state within three years. With or without this enforced timetable, it is already state law. We comply with the standard in many areas now through proper training and equipment, etc. Installing the vehicle emissions evacuation system (Plymo-Vent) at Station #2 last year was another step toward compliance. With this year's budget, we hope to install the same type of system at Station #1. We will be

concentrating more on firefighter fitness, including stepping up our present health program from voluntary physicals to mandatory physicals. We have already instituted a program of annual inspection of firefighter personal protective equipment. In the area of training, nearly all firefighters are Firefighter I or Firefighter II certified and Cardio-Pulmonary Resuscitation (CPR) certified. Quite a few of our members are also certified as Emergency Medical Technicians (EMT's), with several holding EMT-Cardiac certification. All of our officers are certified in the National Incident Management System (NIMS) program to the 200 level, with Captains and higher ranks certified to the 300 or 400 levels. Though many of the things done to comply with NFPA 1500 directly benefit the health and safety of our firefighters, they also benefit the taxpayers and community we serve.

Dunn's Corners is well represented in statewide fire service organizations. I regularly attend and participate in meetings of the Southern R.I. Firemen's League along with other department members. The same is true in regards to the R.I. State Forest Fire Advisory Committee which operates through the Department of Environmental Management. We are active in the R.I. State Firemen's League, where the Recording Secretary and this year's President are from Dunn's Corners Fire Department. In addition, I serve as a Director on the Executive Board of the R.I. Association of Fire Chiefs. This past year, I met with our U.S. Senators and Representatives as a delegate to the Congressional Fire Service Institute's (CFSI) annual meeting in Washington, D.C. Much of the work of these organizations is directed at Fire & Emergency Medical Service and public safety legislation, training and grant funding.

Additionally, I have been working on personal professional development in order to be a better Fire Chief and to run a better Department. This past year, I have attended and participated in leadership and recruitment seminars. I have been working on updating our existing Standard Operating Guidelines and Policies as well as developing new ones. I have also developed more in depth job descriptions for the fire department officers.

I would like to thank all members of the Dunn's Corner's Fire Department for their continued support and dedication. I thank the officers of the Dunn's Corners Fire District as well as all of our taxpayers and community members for the support we receive. Not to be forgotten, I would like to thank all of the other emergency agencies we work with and receive support from throughout the year in carrying out our duties. I look forward to the continued success of the Dunn's Corners Fire District and the Dunn's Corners Fire Department. I wish you all health and safety.

Respectfully,



Michael J. Frink
District Fire Chief
Dunn's Corners Fire District

Number of fire department responses	295
Number of plan reviews and inspections	200
Number of training classes held/attended	175
Number of man-hours of training	1578.25
Number of non-emergency activities held	55
Number of man-hours of non-emergency activities	1123.25

**Dunn's Corners Fire District
Profit & Loss
June 2010 thru May 31, 2011**

	BUDGET	ACTUAL	DIFF
INCOME			
Other Income			
Community Building Rental	-	4,655.00	4,655.00
Inspection Fee	12,065.00	11,120.00	(945.00)
Outside District Fees	132,426.00	132,426.00	-
RI State Grange Donation	-	475.00	475.00
Total Other Income	144,491.00	148,676.00	4,185.00
Tax Income			
DC District Taxes	484,026.00	523,865.73	39,839.73
Total Tax Income	484,026.00	523,865.73	39,839.73
Other Income			
CD Interest Income	-	1,412.83	1,412.83
Checking Interest	-	174.39	174.39
Total Other Income	-	1,587.22	1,587.22
Total Income	628,517.00	674,128.95	45,611.95
OPERATING EXPENSE			
Clerk:			
Stationary / Postage	100.00		100.00
Advertising	600.00	85.88	514.12
Subtotal:			-
Treasurer:			
Stationary / Postage	700.00	798.13	(98.13)
Subtotal:	1,400.00	884.01	515.99
Tax Collector / Assessor:			
Stationary / Postage	1,438.00	2,524.36	(1,086.36)
Tax Bills - Westerly / Charlestown	1,795.00		1,795.00
Operating Supplies	1,300.00	552.69	747.31
Computer Supplies	1,000.00	1,350.00	(350.00)
Legal Advertising	40.00		40.00
Subtotal:	5,573.00	4,427.05	1,145.95
Operating Committee:			
Legal Services	4,500.00	2,820.00	1,680.00
Audit Services	12,000.00	11,500.00	500.00
Supplies	2,400.00	1,708.71	691.29
Payroll Fees	2,100.00	1,117.80	982.20

Subtotal:	21,000.00	17,146.51	3,853.49
DCFD Community Building:			
Fuel	2,500.00	3,228.86	(728.86)
Repairs / Minor Upgrades	8,500.00	8,383.61	116.39
Subtotal:	11,000.00	11,612.47	(612.47)

OPERATING EXPENSE SUBTOTAL

SALARY EXPENSE

Clerk	800.00	800.00	-
Treasurer	6,000.00	6,000.00	-
Tax Collector / Assessor	6,750.00	6,750.00	-
Fire Chief	88,490.00	89,614.74	(1,124.74)
Fire Marshals	7,000.00	4,791.67	2,208.33
District Tax Contribution, all	8,744.00	7,680.25	1,063.75

SALARY EXPENSE SUBTOTAL	117,784.00	115,636.66	2,147.34
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BOARD OF ENGINEERS EXPENSE

1. Personal Protective Equipment	10,000.00	10,232.93	(232.93)
2. Radios & Pagers	9,250.00	7,840.94	1,409.06
3. Replacement Equipment	18,175.00	17,800.66	374.34
4. Maintenance - Engines / Pumps	35,700.00	24,195.24	11,504.76
5. Maintenance - Radios / Alarm Systems	4,650.00	3,185.44	1,464.56
6. Hydrant Rental	10,053.00	9,488.94	564.06
7. Supplies - Truck Fuel	10,000.00	8,056.45	1,943.55
8. Staton #1 - Fuel & Electric	15,500.00	11,953.02	3,546.98
9. Station #2 - Fuel & Electric	15,000.00	13,653.24	1,346.76
10. Insurance	42,500.00	41,373.00	1,127.00
11. General Maintenance & Supplies	24,000.00	22,794.45	1,205.55
12. Telephone / Cable Services	7,000.00	4,837.20	2,162.80
13. Dispatch Services	11,000.00	9,927.80	1,072.20
14. Southern League	1,500.00	1,500.00	-
15. Dunn's Corners Fire Department	10,000.00	10,000.00	-
16. Engineer's Expenses	6,000.00	5,457.97	542.03
17. Information Services	12,000.00	12,141.49	(141.49)
18. Fire Marshal Inspection Expense	6,500.00	7,825.02	(1,325.02)
19. Assistant Chief Stipend	10,500.00	10,500.00	-
20. Copier	500.00	793.43	(293.43)
21. Firefighter reimbursement program	17,000.00	15,673.00	1,327.00
22. Training	10,000.00	10,017.69	(17.69)
23. Firefighter Heath Plan	5,500.00	5,415.49	84.51

BOARD OF ENGINEERS SUBTOTAL	292,328.00	264,663.40	27,664.60
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FLOOD REPAIRS		(12,258.67)	
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CAPITAL EXPENSE

1. Interest - Station #2	38,200.00	35,821.04	2,378.96
2. Interest - Engine #2	5,500.00	4,540.05	959.95
3. Interest - Tower #5	25,000.00	20,884.49	4,115.51
4. Principal Station #2	35,000.00	35,000.00	-
5. Principal Engine #2	29,000.00	29,000.00	-
6. Principal Tower #5	56,667.00	56,667.00	-
7. Equipment Fund (Restricted)	10,000.00	10,000.00	-
8. Truck Fund Restricted (Restricted)	25,000.00	25,000.00	-
9. Buildings and Grounds (Restricted)	10,000.00	10,000.00	-
CAPITAL EXPENSE SUBTOTAL	234,367.00	226,912.58	7,454.42
TOTAL EXPENSES	683,452.00	629,024.01	42,169.32

**DUNN'S CORNERS FIRE DISTRICT
TAX COLLECTOR'S REPORT
FY 2010-2011**

WESTERLY PROPERTY ASSESSED VALUATION	\$ 976,170,300.00	Tax Rate = \$ 0.29
2010 TAXES TO BE COLLECTED	\$ 283,293.90	

TOTAL COLLECTED with interest 102% \$ 288,121.47

COLLECTED 2010 TAXES	92%	\$ 261,650.33	Interest	\$ 455.09
COLLECTED 2009 TAXES		\$ 19,370.32	Interest	\$ 1,826.51
COLLECTED 2008 TAXES		\$ 1,888.44	Interest	\$ 372.45
COLLECTED 2007 TAXES		\$ 865.90	Interest	\$ 214.67
COLLECTED 2006 TAXES		\$ 273.88	Interest	\$ 79.06
COLLECTED 2005 TAXES		\$ 270.35	Interest	\$ 95.49
COLLECTED 2004 TAXES		\$ 219.56	Interest	\$ 95.08
COLLECTED 2003 TAXES		\$ 157.02	Interest	\$ 75.19
COLLECTED 2002 TAXES		\$ 79.11	Interest	\$ 25.82
COLLECTED 2001 TAXES		\$ 76.84	Interest	\$ 30.36
<i>Total</i>		\$ 284,851.75		\$ 3,269.72

CHARLESTOWN PROPERTY ASSESSED VALUATION	\$ 741,982,300.00	Tax Rate = \$ 0.31
2010 TAXES TO BE COLLECTED	\$ 230,065.26	

TOTAL COLLECTED with interest 103% \$ 236,390.90

COLLECTED 2010 TAXES	96%	\$ 220,006.71	Interest	\$ 341.00
COLLECTED 2009 TAXES		\$ 11,420.61	Interest	\$ 1,086.12
COLLECTED 2008 TAXES		\$ 1,114.79	Interest	\$ 142.71
COLLECTED 2007 TAXES		\$ 699.90	Interest	\$ 67.38
COLLECTED 2006 TAXES		\$ 404.57	Interest	\$ 126.37
COLLECTED 2005 TAXES		\$ 220.19	Interest	\$ 122.84
COLLECTED 2004 TAXES		\$ 107.88	Interest	\$ 87.59
COLLECTED 2003 TAXES		\$ 135.81	Interest	\$ 116.90
COLLECTED 2002 TAXES		\$ 48.41	Interest	\$ 45.26
COLLECTED 2001 TAXES		\$ 46.65	Interest	\$ 49.21
<i>Total</i>		\$ 234,205.52		\$ 2,185.38

2010 RECEIVABLES	\$ 513,359.16
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TOTAL AMOUNT COLLECTED - 2001 to 2010 WESTERLY and CHARLESTOWN	\$ 524,512.37
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ADJUSTMENTS (see attached sheet)	\$ (647.13)
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TOTAL COLLECTIONS FY 2010	102% \$ 523,865.24
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Submitted By:

Kenneth J. Swain

ADJUSTMENTS: (Itemized)

Returned Checks

(76.53)
(199.74)

(276.27) -->

(\$276.27)

Bank Adjutsmnts

0.00

0.00 -->

\$0.00

Overpayment Refund

(370.86) -->

(\$370.86)

(\$647.13)

Dunn's Corners Fire District
Proposed Budget: 2011-2012
For Annual Meeting: 7/20/2011

	2011/2012	2010/2011	2009/10
	Proposed Budget	Budget	Budget
OPERATING EXPENSE			
Clerk:			
Stationary/Postage	100.00	100.00	100.00
Advertising	600.00	600.00	600.00
Subtotal:	<u>700.00</u>	<u>700.00</u>	<u>700.00</u>
Treasurer:			
Stationary/Postage	700.00	700.00	400.00
Subtotal:	<u>700.00</u>	<u>700.00</u>	<u>400.00</u>
Tax Collector/Assessor:			
Stationary/Postage	1,438.00	1,438.00	1,438.00
Tax Bills - Westerly/Charlestown	1,795.00	1,795.00	1,795.00
Operating Supplies	1,322.00	1,300.00	1,322.00
Computer Supplies	1,000.00	1,000.00	1,000.00
Legal Advertising	350.00	40.00	40.00
Subtotal:	<u>5,905.00</u>	<u>5,573.00</u>	<u>5,595.00</u>
Operating Committee			
Legal Services	4,500.00	4,500.00	4,500.00
Audit Services	12,000.00	12,000.00	12,000.00
Supplies	1,900.00	2,400.00	1,300.00
Payroll Fees	2,100.00	2,100.00	2,100.00
Subtotal:	<u>20,500.00</u>	<u>21,000.00</u>	<u>19,900.00</u>
DCFD Community Building:			
Mortgage Principal & Interest	-	-	-
Fuel	2,500.00	2,500.00	2,500.00
Repairs/Minor upgrades	4,000.00	8,500.00	8,500.00
Subtotal:	<u>6,500.00</u>	<u>11,000.00</u>	<u>11,000.00</u>
OPERATING EXPENSE SUBTOTAL	34,305.00	38,973.00	37,595.00
SALARY EXPENSE			
Clerk			
Salary	800.00	800.00	800.00
Treasurer			
Salary	3,000.00	6,000.00	6,000.00
Tax Collector/Assessor			
Salary	2,550.00	6,750.00	6,750.00
Fire Chief			
Salary and benefits	88,490.00	88,490.00	88,000.00
Fire Department Clerk			
Salary	15,000.00	-	-
Fire Marshals			
	7,000.00	7,000.00	7,000.00
District tax contribution, all	9,930.00	8,744.00	8,670.00
SALARY EXPENSE SUBTOTAL	126,770.00	117,784.00	117,220.00

**Dunn's Corners Fire District
Proposed Budget: 2011-2012
For Annual Meeting: 7/20/2011**

	2011/2012	2010/2011	2009/10
	Proposed Budget	Budget	Budget
BOARD OF ENGINEERS EXPENSE			
1. Personal Protective Equipment	10,000.00	10,000.00	14,000.00
2. Radios & Pagers	5,750.00	9,250.00	9,700.00
3. Replacement Equipment	8,580.00	18,175.00	16,000.00
4. Maintenance- Engines/Pumps	31,000.00	35,700.00	33,700.00
5. Maintenance - Radios/Alarm System	3,000.00	4,650.00	5,700.00
6. Hydrant Rental	10,053.00	10,053.00	10,053.00
7. Supplies - Truck Fuel	10,000.00	10,000.00	10,000.00
8. Station #1 - Fuel & Electric	15,500.00	15,500.00	17,625.00
9. Station #2 - Fuel & Electric	15,000.00	15,000.00	14,000.00
10. Insurance	42,500.00	42,500.00	42,500.00
11. General Maintenance & Supplies	22,000.00	24,000.00	22,000.00
12. Telephone/Cable Service	5,500.00	7,000.00	4,750.00
13. Dispatch Service	11,000.00	11,000.00	12,000.00
14. Southern League	1,500.00	1,500.00	600.00
15. Dunn's Corners Fire Department	10,000.00	10,000.00	10,000.00
16. Engineers' Expenses	6,000.00	6,000.00	5,000.00
17. Information Services	5,000.00	12,000.00	10,000.00
18. Fire Marshal Inspection Expense	4,350.00	6,500.00	6,500.00
19. NFPA required testing/equipment Main.	7,620.00	10,500.00	10,500.00
20. Wireless Communications	7,000.00	500.00	2,000.00
21. Firefighter reimbursement program	60,000.00	17,000.00	15,000.00
22. Training	10,000.00	10,000.00	10,000.00
23. Firefighter health plan	5,500.00	5,500.00	5,500.00
BOARD OF ENGINEERS SUBTOTAL	306,853.00	292,328.00	287,128.00
CAPITAL EXPENSE			
1. Principal - Station #2	35,000.00	35,000.00	35,000.00
2. Interest - Station #2	38,200.00	38,200.00	38,200.00
3. Principal - Engine-2	29,000.00	29,000.00	29,000.00
4. Interest - Engine-2	5,500.00	5,500.00	5,500.00
5. Principal - Tower 5	56,667.00	56,667.00	56,667.00
6. Interest - Tower 5	25,000.00	25,000.00	25,000.00
7. Equipment Fund (Restricted)	10,000.00	10,000.00	10,000.00
8. Truck Fund (Restricted)	25,000.00	25,000.00	25,000.00
9. Buildings and Grounds (Restricted)	10,000.00	10,000.00	10,000.00
10.Compressor replacement	-	-	7,000.00
xx.Principal - Engine-6	-	-	-
xx.Interest - Engine-6	-	-	-
xx.Principal - Fire Station #1	-	-	-
xx.Interest - Fire Station #1	-	-	-
CAPITAL EXPENSE SUBTOTAL	234,367.00	234,367.00	241,367.00
GRAND TOTAL	702,295.00	683,452.00	683,310.00

**Dunn's Corners Fire District
Resolutions for 2011/2012
July 20, 2011**

STATION 1 UPGRADES – Resolved to appropriate the amount of \$46,000.00 from the Equipment Restricted Fund for the purchase and installation of an Exhaust Removal System and \$17,000.00 from the Building & Grounds restricted fund for code updates to the fire alarm system.

MULTI PURPOSE TRUCK - Resolved to appropriate the sum of \$40,000.00 from the Restricted Truck Fund to purchase a Multipurpose Truck, of which \$27,000 of the amount will be transferred into the Restricted Truck Fund from the General Fund and \$10,500 will be transferred into the Restricted Truck Fund from the sales of engines 3 and 7.

GRANGE SEPTIC SYSTEM REPLACEMENT– Resolved to transfer \$50,000 from the Unrestricted General Fund into the Building and Grounds Fund to replace and bring the Grange's Septic System up to code.

GRANGE RENTAL FEES MANAGEMENT – Resolved to grant the Operating Committee the authority to set fees for the rental of the Grange facility.

DEBT REDUCTION ENGINE 2 – Resolved to appropriate \$100,000 from the unrestricted General Fund to reduce the principal debt on Engine 2.

AUTHORITY TO ACCESS RESTRICTED FUNDS FOR UNANTICIPATED REPAIRS – Resolved that the Operating Committee be given the authority to access the Restricted Truck Fund for up to \$10,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$5,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

CHIEF'S EVALUATION AND SALARY INCREASE – Resolved that the Operating Committee will conduct a review of the Chief's performance and be given authority to increase the Chief's salary and benefits based on the evaluation by up to 5%.

RATIFICATION AND APPROVAL OF ACTS OF OFFICERS – Resolved that each and all of the resolutions, acts and proceedings of the District Officers, as shown by the records of the respective officers in carrying out and promoting the purposes, objects and interests of the Dunn's Corners Fire District, be and the same approved, ratified and hereby made the acts and deeds of the Dunn's Corners Fire District.

AUTHORIZATION OF REPRESENTATION – Resolved that the moderator, or such person or persons as the Operating Committee or the Moderator shall designate, be and hereby are fully authorized and empowered to enter objections or legal actions on behalf of the Dunn's Corners Fire District in reference to any zoning matters, liquor licenses, legislative matters, or any other subject affecting the Dunn's Corners Fire District.

AUTHORIZATION TO COMBINE THE STATION TWO AND GARANGE PROPERTIES INTO ONE PARCEL -Resolved, that the OC be authorized to take the necessary steps to combine the

properties upon which Station Two and the Grange sit, providing the combining results in property tax relief from the Town of Charlestown and does hinder any foreseeable use of the properties.

TAX RESOLUTION – Resolved that the taxable inhabitants of said District qualified to vote on any proposition to impose tax, in District meeting legally assembled on the 20th day of July, A.D., 2011, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than \$551,895 nor more than \$593,435. Said tax is for ordinary expenses of interest and charges, for the payment of interest and indebtedness in whole or in part of said District and for other purposes authorized by law. The Board of Assessors shall assess and apportion said tax on the inhabitants and ratable property of said District of the 31st day of December, 2010, at 12:00 o'clock Noon, according to law, and shall, on completion of said assessment, date, certify, and sign the same and deliver to and deposit the same in the office of the District Clerk on or before the 15th day of August, A.D. 2011. The District Clerk, on receipt of said assessment, shall forthwith make a copy of the same and deliver it to the District Treasurer, who shall forthwith issue and affix to said copy a warrant under his hand, directed to the Collector of Taxes of said District commanding him to proceed and collect said tax on the persons and estates liable therefore. Said tax shall be due and payable on and between the first day of September next and the 30th day of September, 2011, and all taxes remaining unpaid on said 30th day of September, A.D. 2011, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. A \$2.00 handling fee will be imposed on reissued tax bills sent for collection purposes. No tax bill sent out shall be less than five and 00/100 (\$5.00) dollars.

SPECIAL APPROPRIATION – Resolved that the Treasurer be directed to deposit in the Unrestricted General Fund Surplus the total of the unexpended appropriations as shown by the records of the Treasurer for the fiscal year 2010-2011, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2012, the Treasurer is authorized to use such portion of said sum of unexpended appropriations and other monies not otherwise appropriated as he or she deems necessary in anticipation of receipt of taxes assessed December 31, 2010.

TAX ANTICIPATION NOTE – Resolved that the District Treasurer be and hereby is authorized and empowered during the current fiscal year of the District, commencing June 1, 2011, and ending May 31, 2012, to borrow such sum or sums of money as shall be necessary for the payment of the current liabilities and expenses of the District, but not to exceed in the whole the sum of Fifty thousand AND NO/100 (\$50,000) DOLLARS and to issue negotiable promissory note or notes of the District therefore, which shall be made payable not later than one (1) year from the respective date or dates thereof. Negotiable notes issued pursuant to the authority hereof shall be signed by the District Treasurer and countersigned by the District Clerk, and such countersignatures shall be conclusive evidence to all holders of such note or notes of the approval and consent of the District and the District Officers to the loan or loans evidenced thereby. All terms and conditions of said note or notes and the method of sale thereof not fixed herein or by the provisions of law or the charter of the District may be fixed by the District Treasurer. The District Treasurer is hereby authorized and empowered to renew any of said notes from time to time, but any such renewal note shall be due not later than one (1) year of the original note so renewed.

**Dunn's Corners Fire District
Nominating Committee Report
July 20, 2011**

The Nominating Committee proposes to the Electors of the Dunn's Corners Fire District the following Slate of Candidates:

- Kenneth Martin – Term to Expire 2013
- Matthew Thomsen, Esq –Term to expire 2013.

Respectfully Submitted,

Edward Schilke
Art Ganz
Gina Laudone