

Dunn's Corners Fire District

Operating Committee

Annual Report

2021-2022

July 18, 2022

(Resolutions updated July 20, 2022)

The Dunn's Corners Fire District Operating Committee would like to share with you this report on District activities for the 2021-2022 fiscal year. Though this year was, thankfully, nowhere nearly as tumultuous as last year, we are proud of the efforts and accomplishments of the Fire Department and the Fire District to maintain and enhance all the progress we made in the previous year.. We hope you will join us at the District Annual Meeting on Wednesday, July 20, to celebrate our successes and lay the groundwork for another great year to come.

If you have any questions or concerns, please don't hesitate to contact me at:

dcfdmoderator at gmail dot com.

Thanks.



John Merkel, Moderator
for the Operating Committee

Dunn's Corners Fire District

Annual Meeting

Wednesday, July 20, 2022 7:00 PM

Agenda

- I. Call to Order (J. Merkel)
- II. Review of Fire Safety Protocols (Chief Kenyon)
- III. Pledge of Allegiance (J. Merkel)
- IV. Moment of Silence (J. Merkel)
- V. Reading of the Call (L. Garabedian)
- VI. Determination of a Quorum (J. Merkel)
- VII. Approval of the 2021 Annual Meeting Minutes (J. Merkel)
- VIII. Operating Committee Report (J. Merkel / Chief Kenyon)
 - a. Chief's Report
 - b. 2021/2022 Treasurer's Report (Bob Delaney)
 - c. Moderator's Report (John Merkel)
- IX. Tax Collector's Report (R.Choquette)
- X. Financial Plan and Operating Budget (Chief Kenyon)
- XI. Resolutions (J. Merkel)
- XII. Election of Officers (J. Merkel)
- XIII. Old Business (J.Merkel)
- XIV. New Business (J.Merkel)
 - a. Election of the Nominating Committee
- XVI. Adjournment (J.Merkel)

**THE CALL
DUNN'S CORNERS FIRE DISTRICT
NOTICE OF ANNUAL MEETING**

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

TO BE HELD ON: WEDNESDAY, July 20, 2022 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 spending resolutions.
- 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 (Please go to www.dunnscornersfire.com for a list of candidates).
- To transact such other business as may legally come before such meeting.

Please visit www.dunnscornersfire.com for a copy of the Minutes of the 2021 Annual Meeting and associated reports. Individuals requiring interpreter services for the hearing impaired, please call 401-322-0577 seventy-two (72) hours in advance of the meeting date.

Linda Garabedian, District Clerk

Dunn's Corners Fire District
1 Langworthy Road
Westerly, RI 02891
Minutes
Annual Meeting
July 21, 2021

The meeting was called to order at 7:00 PM, Moderator John Merkel presiding.

Legal Notices - The meeting was advertised in the Westerly Sun on July 8, 2021 and July 11, 2021. 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, East West Market, Charlestown 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 8, 2021.

Safety Protocols – Chief Kenyon reviewed the fire safety protocols for the meeting's attendees.

Pledge of Allegiance – The Pledge of Allegiance to the Flag of the United States of America was conducted.

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

Reading of the Call – Mary Rathbun read the Call in the Absence of District Clerk Linda Garabedian. Twenty-three (23) taxpayers signed the attendance roster. A quorum was present.

July 15, 2020 Annual Meeting Minutes - Copies of the minutes of the 2020 Annual Meeting were printed and available for those in attendance.

A motion was made seconded and so voted by acclamation to approve the July 15, 2021 Annual Meeting minutes.

Reports

Chief's Report

We have finished another successful year at the Dunn's Corners Fire Department. Like any other year, there have been some changes that have happened within the department. First change was last December, when I came on full time as the new chief of the department. I had been serving as the interim chief since May 1, 2020. Also, Gretchen Riggins who served as the tax collector and office assistant resigned from both of those positions. Therefore, Rosalind Choquette has taken on the role as the new tax collector. We are also in the final stages of hiring a new office assistant.

Since the last Annual District Meeting, there have been changes in the DCFD officer ranks. After reviewing what the dept needed to function safely and efficiently. I have made some promotions to fill open positions and also added two additional positions. I have added a fourth LT position and a Safety officer position. These promotions and newly added positions will allow the dept function as a more effective unit. It will also allow officer growth and development. All officers will be sworn in during tonight's meeting.

The district along with the rest of the world has had to make significant changes due to the global pandemic concerning Covid-19. In the beginning, we made response changes to protect our members by restricting EMS to limit exposure. In addition, we added virtual training to ensure our members always had access to the most up to date training concerning Covid-19. Our Members were part of the first wave to get vaccinated. Being vaccinated meant members were safer responding to calls and being more hands on with training. Right now, even with the vaccine, DCFD will continue to monitor the pandemic and make necessary adjustments as needed to ensure members and the communities safety.

The Dunn's Corners Fire District should take pride in the fact that during this challenging time our members continue to be dedicated to helping provide the district with the best possible emergency care. Over the past year, the dedicated members of this department have participated in a total of 3,320 hours of training.

Membership Breakdown: Senior Members 24 Life Members 6 Associate Members 8 Junior Members 1 Probationary Members 3 Total Members 42

2020-2021 Incidents: During the past year, DCFD responded to 660 incidents. The tables below provide a breakdown of the calls. Breakdown of Incidents: Fire 331 Medical 329 Breakdown of Incidents by District: District Number of Incidents DCFD 498 Bradford 99 Shelter Harbor 18 Central Beach 30 Shady Harbor 2 Mutual Aid 13

Fire Marshal Inspections: Inspections 257 Plan Reviews 88 Business License Inspections 51

Project Updates:

Throughout the 2020-2021 fiscal year, numerous projects were completed to help maintain and/or improve operations.

1. Purchase of new SCBA (Self Contained Breathing Apparatus) Original estimated cost was \$285,000. After product review and negotiations. The Dept Chose the MSA G1 SCBA. Final cost of SCBA was \$211,390. A Savings of \$73,610 from original estimates.
2. Purchased of new battery operated Genesis eForce extrication tools. Total cost of \$35,000
3. Acquired A military surplus Humvee from Charlestown PD. Currently getting the vehicle ready to serve DCFD with towing of boats, trailers and ATV. The vehicle will also assist with offroad operations.
4. Purchase of a new enclosed trailer through the R.I. DEM grant. Unit will house and tow the ATV with a skid unit. Trailer will also carry all extra forestry hose, tools and wildfire equipment.
5. Materials were purchased to improve the training ground's drivable surface. When complete this will help as we continue to improve and upgrade the grounds this year.

Grant Updates:

We are currently applying for another DEM grant to help purchase foam for wildfire suppression along with Misc PPE and equipment for wildfire operations.

Acknowledgements:

At this time I would like to thank the following people for helping make the past year a successful one for the Dunn's Corners Fire District.

1. All the members of the department. Each member brings something to the table and continues to put 100% effort into the department.
2. All the officers for always stepping up, getting the job done, and keeping our members motivated, safe and well trained
3. Mary Rathbun, for her continued commitment to this department and helping make this transition seamless.
4. The countless hours the Operating Committee has volunteered to help the DCFD prosper and also for their helpful guidance these past few months.
5. All local police, fire, and EMS agencies in town for their unified commitment to the Covid-19 response.
6. All of the communities continued to support this organization and the members of this department.
7. Lastly, I would like to thank my wife, Andi and our children Brody and Karlin for their continued support and patience since taking on the responsibility as the District's Chief.

A motion was made, seconded and so voted by acclimation to approve the Chief's Report.

Treasurer's Report – The Treasurer reviewed the financial statements for the period of June 2020 through May 2021.

It was an excellent financial year.

The budget was kept on track.

The Treasurer noted that there was strong progress being made on the open loans.

The Treasurer noted that the paid down loan helped greatly for Budget to stay balanced.

A motion was made, seconded and so voted by acclimation to accept the Treasurer's Report and accept the fiscal year end 2020 - 2021 unaudited financial statements.

Moderator's Report – A year ago things were very different in the Dunn's Corners Fire District.

A year ago we were immersed in the Covid-19 pandemic. Today we have reason to believe Covid-19 is largely over with. No one could have said at this time last year whether we were in the beginning, the middle, or the end. There was certainly no light at the end of what appeared to be a very long tunnel. Chief Kenyon has just described some of the extensive measures taken by the

Fire Department to keep themselves and our residents safe. At the District level we started having remote meetings, for the first time in RI history. The times we met in person, like our last Annual Meeting, we had to wear masks and socially distance ourselves. Everyone made sacrifices and we got through it.

A year ago we had Interim Chief Keith Kenyon. Now we have District Chief Keith Kenyon. Even though it's the same person I'm sure Keith and every firefighter will agree that there's a big difference. As Interim Chief, Keith had to schedule our work around his day job. As Interim Chief he knew it would be irresponsible to launch significant policy changes that another Chief might disagree with. As Interim Chief he could not provide our firefighters and officers with the degree of permanence they deserved.

I would remind you that Chief Kenyon found himself in the unenviable position of serving as our Interim Chief, not just this once but twice or even three times, depending on how you count it, for a grand total of 18 months over a 36-month period. I'd like to thank Keith for accepting the challenge of that difficult service. And I would especially like to thank Andi, Brody, and Karlin, for generously sharing him with us.

Now Keith can pour 100% of his effort into our District. Now the District has a chief who has aggressively moved ahead with policy changes that will maintain and enhance the quality of our fire protection services well into the future. Now the firefighters have a Chief who they know is in it with them for the long-term.

To get to this point, the Operating Committee convened a Chief Selection Committee which met nine times from August through November to evaluate 19 applicants. We enjoyed the luxury of choosing among some very experienced and competitive candidates. But one stood out above them all. As Keith said in his letter of application, "In truth, I have been training my whole life for this particular position." We agree. No other candidate had the combination of deep knowledge and experience of our District, of firefighting, and of leadership than Keith. So we are very grateful that he applied and we are even more grateful that he accepted our offer and is now serving as our Chief.

I'd like to recognize and thank the Chief Selection Committee members for a job well done: Bob Delaney, retired Chief Ken Martin, Chief Dan Schilke, Captain Hannah Schilke, Matt Thomsen, Rich Thomsen.

A few other things have changed since last year. We've renewed our contracts with Bradford, Shelter Harbor, and Quonochontaug Central Beach. As Keith mentioned we hired a new Tax Collector/Assessor, Rosalind Choquette, who brings a wealth of knowledge and experience to our Tax Office. You'll be hearing from Rosalind in a few minutes. We're happy to have her as a member of our team. The Friends of the Quonochontaug Grange continued their relentless efforts, in spite of the pandemic, to enhance the Grange. The OC met there for our May meeting and the improvement is nothing short of remarkable.

And finally, you'll notice a slightly different face behind the podium. Matt Thomsen turned over the Moderator position to me shortly after the last Annual Meeting. To remind you of Matt's

service to the District over the last 20 years or so, he began with the Finance Committee. He served on the Charter Revision Committee which built our current District structure. Then followed over 10 years as District Moderator. I believe that I know better than anyone else in the District, having been Moderator myself for a few years, the burden Matt has carried for us during those ten years. Even after resigning as Moderator Matt continued as an OC member to assist with the Chief Selection Process. Shortly after that he stepped down from the OC. However, he continued to serve as our Nominating Committee Chair, which he promises to continue to do until he finds his replacement. Matt Thomsen has generously served the District consistently and conscientiously in his low-key way for all those years and now deserves both a relaxed retirement from DCFD and our everlasting gratitude.

The members of the OC have all signed a letter of appreciation. Unfortunately Matt couldn't be here in person to receive it so I will pass it along later this week. When Matt got wind of our plan to recognize him, he asked me to "Please let the taxpayers know that I have always felt it an obligation, as a member of the Dunn's Corners community, to help out that community. I never gave my time to the District for accolades or as a way to garner business. I gave my time to help out my neighbors and to, hopefully, make our community a better one." Once more, thanks to Matt for his generous service the DC Fire District.

I'd like to thank everyone who helped make this year a success:

- First and foremost, the firefighters and their officers, who put their lives on the line for us every day. And also we thank their families for sharing them with all of us.
- Mary Rathbun, thanks for all your help throughout the year, but special thanks for helping us during the transition between Gretchen and Rosalind. I also thank Diane Nardone, who came in on short notice to help with that transition
- Linda Garabedian – thanks for your tireless efforts to document the work we do on the Operating Committee.
- Thanks to Rosalind and her predecessor Gretchen for managing our tax office.
- Thanks to the Friends of the Quonochontaug Grange for their tireless efforts to preserve and enhance that important asset to the community.
- And finally, thanks to my fellow OC members – District Chief Keith Kenyon, Department Representative Ken Martin, and At-Large members Bob Delaney, Rich Thomsen, and Matt Thomsen.

In conclusion we can all of us – the District, Department, and residents – be proud of ourselves for making the very best of a bad situation. We were creative, flexible, and in some cases heroic. Congratulations to all of us and let's hope the future will continue to brighten for the Dunn's Corners Fire District.

A motion was made, seconded and so voted by acclimation to accept the Moderator's Report.

Tax Assessor's Report – Tax Assessor Rosalind Choquette reported for the fiscal year 2020/2021 That over 4,000 bills were sent out.

For the Town of Westerly had assessed value of \$1,007,370,300 and was taxed at a rate of 0.4550 cents per thousand establishing a collection of \$458,512.10. The overall collection rate of 101% factors in past due amounts collected for the years of 2005 through 2020.

For the Town of Westerly property had an assessed value of \$766,262,207 and was taxed at a rate of 0.4550 cents per thousands establishing an amount for collection of \$348,753.84. The overall collection rate of 101% factors in past due amount collected for the years 2005 through 2020.

A motion was made, seconded and so voted by acclimation to accept the Tax Assessor's Report.

Financial Plan and Operating Budget 2021-2022 – The Chief reviewed the proposed expense budget recommended to the taxpayers by the Operating Committee and developed by the Chief and the Board of Engineers with input from the Operating Committee. Budget has been posted on the website.

A motion was made, seconded and so voted by acclimation to approve the proposed 2021-2022 budget.

Swearing in of Officers –

John Merkel started with the swearing in of Keith Kenyon as Chief.

Chief Kenyon then swore in of the following officers:

- James Babola – Deputy Chief/Fire Marshall (Car 3)
- Hannah Schilke – Captain (Car 5)
- Jason Shippee – Captain (Car 6)
- Rachel Schilke – Lieutenant (Car 7)

Resolutions

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 \$35,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$10,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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 2020-2021, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2021, 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, 2021.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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, 2021, and ending May 31, 2022, 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.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Fencing and Landscape Upgrades – Resolved that the Operating Committee is allowed to spend up to \$12,800 from the Building and Grounds Restricted Account for fencing, a lighted message sign, landscape upgrades around the sign, and a pole lamp at Station 1.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Siding Repair for the Quonochontaug Grange – Resolved that the Operating Committee be given the authority to use up to \$24,000.00 from the Building and Grounds Restricted Account for shingling of the east side of the Grange and minor repairs to the north side of the grange.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

Station 1 – Updates and Upgrades/Training Ground Upgrades – Resolved that the Operating Committee be given authority to use up to \$32,000.00 from the Building and Grounds Restricted Account for ADA upgrades/touch free restroom features and new rear garage doors and painting at Station 1 and rebuilding Connex Box/Addons.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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 \$35,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$10,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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.

A motion was made, seconded and so voted by acclimation to accept the Resolution as presented.

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 21th day of July, A.D., 2021, hereby order the assessment and collection of a tax on the taxable inhabitants and property

in the sum of not less than \$821,668.00 nor more than \$ 838,101.00 credited to. 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, 2020, 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. 2021. 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/her hand, directed to the Collector of Taxes of said District commanding him/her 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, 2021, and all taxes remaining unpaid on said 30th day of September, A.D. 2021, 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.

A motion was made, seconded and so voted by acclamation to accept the Resolution as presented.

Nominating Committee Report: John Merkel presented the report.

Matthew Thomsen, Art Ganz, and Gina Laudone submitted The Nominating Committee report. The following report was presented.

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 fill the two at large Operating Committee Seats expiring in 2024

John Merkel
Bill Balcezak

As recommended to the Operating Committee, the Nominating Committee suggests the following:

Bob Delaney, Treasurer
Linda Garabedian, Secretary/Clerk
Rosalind Choquette, Tax Collector

A motion was made, seconded and so voted to accept the Nominating Committee report.

Old Business – No old business.

New Business – John Merkel indicated that a Nominating Committee will be Matt Thomsen, Art Ganz, and Gina Laudone.

A motion was made, seconded and so voted to accept Nominating Committee as proposed.

Public Comments – Attorney Cozzolino indicated there are no legal actions pending regarding the Dunn’s Corners Fire District.

Adjournment:

A motion was made seconded and so voted by acclamation to adjourn the 2021 Annual Meeting of the Dunn’s Corners Fire District.

Meeting adjourned at 7:50 PM

Respectfully Submitted,

Linda F. Garabedian
District Clerk

DRAFT

Proposed Resolutions 2022 - 2023

Fencing and Landscape Upgrades – Resolved that the Operating Committee is allowed to spend up to \$16,800 from the Building and Grounds Restricted Account for fencing, a lighted message sign, landscape upgrades around the sign, and a pole lamp at Station 1. Landscape upgrades at Station 2 and the Grange.

Siding Repair for the Quonochontaug Grange – Resolved that the Operating Committee be given the authority to use up to \$28,000 from the Building and Grounds Restricted Account for shingling of the east side of the Grange, repairs needed on that side and minor repairs to the north side of the Grange.

Station 1 – Updates and Upgrades/Training Ground Upgrades – Resolved that the Operating Committee be given authority to use up to \$53,000.00 from the Building and Grounds Restricted Account for new rear garage doors and painting at Station 1, new refrigerator and stove at Station 1 and rebuilding Connex Box/Addons.

Replacement of Car 1 – Resolved that the Operating Committee be given the authority to access a deposit in the amount of \$1,000.00 from the Truck Reserve Restricted Account for replacement ordering of a new Car 1 for actual purchase in the fiscal year 2023/2024.

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 \$35,000.00 to mitigate unanticipated truck repairs and the Restricted Equipment Fund for up to \$10,000.00 to mitigate unanticipated equipment repairs that may occur between Annual Meetings.

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, objectives 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.

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., 2022, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of not less than \$835,513.00 nor more than \$852,223.00 credited to. 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, 2021, 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. 2022. 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/her hand, directed to the Collector of Taxes of said District commanding him/her 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, 2022, and all taxes remaining unpaid on said 30th day of September, A.D. 2022, shall carry, until collected, a penalty at the rate of twelve per centum (12%) per annum upon such unpaid tax. A handling fee will be imposed on reissued tax bills sent for collection purposes in the amount of \$3.00 per rebilling not to exceed \$36.00 per fiscal year per account. 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 2022-2023, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2023, 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, 2021.

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, 2022, and ending May 31, 2023, 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 Department
District Chief's Report
Fiscal Year 2021-2022**

We have finished another successful year at the Dunn's Corners Fire Department. The department continues to grow its membership totals. However two of our life members did pass away this past year. President and Life Member Joseph Miller joined the department March 5, 1980 and served 42 years until his passing on April 3, 2022. Life Member Robert (Bobby) Clarke joined the department May 6, 1967 and served 54 years until his passing December 10, 2021. They both will be deeply missed by the department and we thank them and their families for their service. This year the main focus in the department was recruitment and retention. I am happy to announce that membership has grown from 42 members last year to 52 members this year. With that said, there are current vacancies in our officer ranks and we will be beginning the process to fill the positions in the next couple of months.

The Dunn's Corners Fire District should take pride in the fact that now with Covid restrictions being lifted our members have stepped up even more. The members continue to be dedicated to improving and helping provide the district with the best possible emergency care. Over the past year, the dedicated members of this department have participated in a total of 113 training totaling 5,027 hours of training.

Membership Breakdown:

Senior Members	27
Life Members	5
Associate Members	8
Junior Members	2
Probationary Members	10
Total Members	52

2021-2022 Incidents:

During the past year, DCFD responded to 446 incidents. The tables below provide a breakdown of the calls.

Breakdown of Incidents:

Fire	321
Medical	125

Breakdown of Incidents by District:

District	Number of Incidents
DCFD	296
Bradford	66
Shelter Harbor	16
Central Beach	24
Shady Harbor	2
Mutual Aid	39

Fire Marshal Inspections:

Inspections	134
Plan Reviews	100
Business License Inspections	57

Project Updates:

Throughout the 2021-2022 fiscal year, numerous projects were completed to help maintain and/or improve operations.

1. A mobile repeater was installed on our primary truck Engine 4. The addition has allowed us to maintain communication in areas of the district where our portable radios did not work.
2. The two side entry doors of station one apparatus bay were replaced with new door, frame and hardware.
3. The military surplus Humvee from Charlestown PD that we acquired last year is still a work in progress. The vehicle has been completely serviced and the members have stripped the vehicle down, sanded and painted the vehicle. All this work has been completed in the bays at Station one. It has been a great team building project and members should take pride in the work they have done.
4. With the R.I. DEM Grant Award, the department was able to purchase Class A foam to assist with fire suppression. New forestry hose fitting along with Misc. wildland tools and a portable foam proportioner unit.
5. Materials were purchased, and we continue to improve the training ground's drivable surface. A chimney fire prop has also been added to the training building.

Grants and other funding Updates:

We are currently applying for another DEM grant. We are hoping to purchase an upgraded skid unit for the Humvee project.

We have also submitted requests to the Towns of Westerly and Charlestown for funds from the ARPA funds to help purchase fire and medical equipment along with ADA upgrades.

Acknowledgements:

At this time I would like to thank the following people for helping make the past year a successful one for the Dunn's Corners Fire District.

1. All the members of the department. Each member brings something to the table and continues to put 100% effort into the department.
2. All the officers for always stepping up, getting the job done, and keeping our members motivated, safe and well trained
3. Mary Rathbun, for her continued commitment to this department and all the behind the scene work that you do to keep things moving forward.
4. The members of the Operating Committee for the countless hours you have volunteered to help DCFD grow and improve.
5. All local police, fire, and EMS agencies in town for their unified commitment to emergency response in the community.
6. All of the communities that have continued to support this organization and the members of this department.
7. Lastly, I would like to thank my wife, Andi and our children Brody and Karlin for their continued support and patience throughout this past year.

DUNN'S CORNERS FIRE DISTRICT

Balance Sheet

As of June 30, 2022

07/05/22

Accrual Basis

	<u>Jun 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Washington Trust Checking	489,008.84
Washington Trust CD's	
Certificate of Deposit - 6240	348,627.25
Total Washington Trust CD's	<u>348,627.25</u>
WCCU--Savings	12,508.02
Westerly Community Credit Union	121,995.35
Total Checking/Savings	<u>972,139.46</u>
Accounts Receivable	
Accounts Receivable	1,331.00
Total Accounts Receivable	<u>1,331.00</u>
Other Current Assets	
Loan to Fire Dept - SCBA	40,000.00
Inventory Asset	1,690.00
Prepaid Insurance	23,042.61
Taxes Receivable	
DC Taxes Prior Years	17,739.91
Total Taxes Receivable	<u>17,739.91</u>
Total Other Current Assets	<u>82,472.52</u>
Total Current Assets	<u>1,055,942.98</u>
Fixed Assets	
Accum. Depreciation	-2,342,211.45
Buildings	
Building Repairs	9,664.00
Comm Bldg (Grange)	82,088.00
Station 1	623,979.82
Station 2	908,050.00
Total Buildings	<u>1,623,781.82</u>
Land	454,695.73
MSA - SCBA 2021	211,390.00
Vehicles	
Brush Truck 7	107,020.56
Chev Utility Truck 2018	63,202.50
2014 Engine- 4	577,422.60
Engine 6	100,000.00
Small Vehicles	123,595.63
Tanker 1	189,480.81
Tower 5	850,000.00
Total Vehicles	<u>2,010,722.10</u>
Total Fixed Assets	<u>1,958,378.20</u>
TOTAL ASSETS	<u><u>3,014,321.18</u></u>

DUNN'S CORNERS FIRE DISTRICT

Balance Sheet

07/05/22

As of June 30, 2022

Accrual Basis

	Jun 30, 22
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Loan from Fire Dept - SCBA	40,000.00
Security Deposits - Resid Prog	400.00
Accrued Expenses	2,307.29
Deferred Taxes	17,739.91
Total Other Current Liabilities	60,447.20
Total Current Liabilities	60,447.20
Long Term Liabilities	
Loans Bldg & Vehicle	
2. Principal- Engine #4	286,328.26
Loan from Fire Department	20,000.00
Total Loans Bldg & Vehicle	306,328.26
Total Long Term Liabilities	306,328.26
Total Liabilities	366,775.46
Equity	
Fund Balance	2,161,194.87
Restricted Funds - Cap Projects	
Bldg & Grounds (restricted)	123,278.70
Equipment Fund (restricted)	78,363.03
Truck Fund (restricted)	264,990.24
Total Restricted Funds - Cap Projects	466,631.97
SR - Fire Prevention (restr)	67,822.57
SR - Memorial Fund	4,585.00
Net Income	-52,688.69
Total Equity	2,647,545.72
TOTAL LIABILITIES & EQUITY	3,014,321.18

DUNN'S CORNERS FIRE DISTRICT
Monthly Board Report Profit & Loss
 June 2022

	Jun 22
Ordinary Income/Expense	
Income	
Other Income	
Fire Prevention Fund	600.00
Inspection Fees	783.00
Total Other Income	1,383.00
Tax Income	
DC Taxes Prior Years	5,088.06
Penalty Fees	373.81
Tax Service Fees	50.00
Total Tax Income	5,511.87
Total Income	6,894.87
Gross Profit	6,894.87
Expense	
1000-Board of Engineers	
1002. Radios & Pagers	246.90
1004. Apparatus Maintenance	
1004-1. Apparatus Maintenance	2,374.67
1004-2. Apparatus Repair	3,542.89
Total 1004. Apparatus Maintenance	5,917.56
1008. Station #1- Fuel & Elec	42.58
1009. Station #2 - Fuel & Elec	821.86
1010. Insurance	303.00
1011. Fixed Asset Maintenance	
1011-1. General Main / Supplies	93.90
1011-2. Grounds Maintenance	15.98
1011-3. Fire Protection Systems	156.00
Total 1011. Fixed Asset Maintenance	265.88
1012. Telephone/Cable Service	651.14
1016. Engineer's Expenses	450.50
1020. Wireless Communications	369.04
1021. Firefighter Recruitment	
1021-1. Firefighter Incentive	0.00
Total 1021. Firefighter Recruitment	0.00
1024. EMS Program	79.77
Total 1000-Board of Engineers	9,148.23
400-Administrative	
404. Stationary/Postage	23.20
Total 400-Administrative	23.20
500-Tax Collector/ Assessor	
501 Tax Bills-Westerly/Charlest	2,598.75
Total 500-Tax Collector/ Assessor	2,598.75
600-Operating Committee	
602. Audit Services	2,625.00
604. Payroll Fees	91.46
607. Administrative Fee 401K	150.00
611. District Tax Contributions	1,778.84
Total 600-Operating Committee	4,645.30
700. Payroll	
701. Deputy Chiefs	0.00

DUNN'S CORNERS FIRE DISTRICT
Monthly Board Report Profit & Loss
 June 2022

	Jun 22
705. Fire Chief Salary	
705-0. Fire Chief Salary	7,130.75
705-1. Retirement Contribution	499.16
705-4. Life Insurance	604.00
	8,233.91
707. Administrative Salary	
707-0. Administrative Salary	2,784.24
707-1. Retirement Contribution	194.90
	2,979.14
709. Firefighter/EMT	
709-0. Salary	1,665.00
	1,665.00
713. Fire Marshal Salary	
713-0. Fire Marshal Salary	4,157.32
713-1. Retirement Contribution	291.01
713-2. Clothing Allowance	41.90
	4,490.23
716. Admin Asst / Tax Collector	1,246.75
717. Cleaning Asst / Maint / Gr	45.00
718. Fire Marsh Assistant	824.00
	19,484.03
Total 700. Payroll	
Depreciation	17,743.67
Misc Other	
Fire Prevention Expenses	2,962.94
Fire Watches	496.50
MVA Billing	179.25
	3,638.69
Total Misc Other	
Total Expense	57,281.87
Net Ordinary Income	-50,387.00
Other Income/Expense	
Other Income	
CD Interest Income	161.77
Checking Interest	14.49
	176.26
Total Other Income	
Other Expense	
200-Capital Expenditures	
203. Principal - Tower 5	113,332.43
204. Interest-Tower #5	1,802.30
212. Principal-Engine #4	2,954.91
213. Interest--Engine #4	675.65
	118,765.29
Total 200-Capital Expenditures	
Capital Expense Wash	-116,287.34
	2,477.95
Total Other Expense	
Net Other Income	-2,301.69
Net Income	-52,688.69

Dunn's Corners Fire District					
Proposed Budget: 2022/23	DRAFT				
		2019/2020	2020/2021	2021/2022	2022/2023
		Budget	Budget	Budget	Budget Request
OPERATING EXPENSE					
	Clerk				
301	Advertising	1400.00	1200.00	1200.00	1200.00
	Subtotal:	1400.00	1200.00	1200.00	1200.00
	Administrative Services				
402	Information Services	500.00	500.00	500.00	500.00
403	Office Supplies	3,500.00	3,500.00	3,500.00	4,000.00
404	Stationary/Postage	1,000.00	1,000.00	1,000.00	1,000.00
	Subtotal:	5,000.00	5,000.00	5,000.00	5,500.00
	Tax Collector/Assessor:				
501	Tax Bills - Westerly/Charlestown	5,000.00	5,000.00	5,000.00	5,000.00
502	Operating Supplies	200.00	200.00	200.00	200.00
503	Computer Supplies	200.00	200.00	200.00	200.00
506	Tax Sale Redempt Expenses	0.00	0.00	0.00	0.00
507	Professional Education	60.00	60.00	60.00	100.00
508	Information Technology & Tax Software	2500.00	2500.00	2500.00	2800.00
	Subtotal:	7,960.00	7,960.00	7,960.00	8,300.00
	Operating Committee				
601	Legal Services	4,500.00	4,500.00	5,000.00	5,000.00
602	Audit Services	11,500.00	10,000.00	10,000.00	10,500.00
603	Miscellaneous	5,000.00	4,000.00	4,000.00	4,000.00
604	Payroll Fees	2,500.00	2,500.00	3,000.00	3,000.00
607	401K Admin Fee	2000.00	2000.00	2000.00	2000.00
608	Consultant Fees	3,000.00	2,000.00	2,000.00	1,500.00
609	Special Legal Services	5,500.00	5,500.00	5,500.00	5,200.00
610	District Tax Contributions	24,500.00	25,750.00	26,500.00	31,500.00
	Subtotal:	58,500.00	56,250.00	58,000.00	62,700.00
	DCFD Community Building:				
802	Fuel	3,000.00	3,000.00	3,000.00	3,000.00
803	General Maintenance	9,500.00	9,500.00	9,500.00	9,500.00
	Subtotal:	12,500.00	12,500.00	12,500.00	12,500.00
	OPERATING EXPENSE SUBTOTAL	85,360.00	82,910.00	86,660.00	90,200.00
SALARY EXPENSE					
	FD Officer Stipends (701)				
	Stipends	36,000.00	48,000.00	59,500.00	59,500.00
	Bookkeeper (702)				
	Salary	3,220.00	3,316.60	3,840.00	3,840.00
	Clerk (703)				
	Salary	1,100.00	1,200.00	1,400.00	1,600.00
	Fire Chief: Full-Time (705)				
	Salary				
	705-0. Fire Chief Salary	97,850.00	85,000.00	103,000.00	106,100.00
	705-1. Retirement Contribution	6,849.50	5,950.00	7,210.00	7,427.00
	705-2. Clothing Allowance	1,000.00	1,000.00	1,000.00	1,000.00
	705-3. Healthcare Reimbursement	5,000.00	5,000.00	5,000.00	5,400.00
	705-4. Life Insurance	300.00	300.00	300.00	300.00
	705-5. Long-Term Disability Insurance	1,000.00	1,000.00	1,000.00	1,000.00
	Office Manager & Payroll Admin (707)				
	Salary				
	707-0. Salary	35,535.00	38,500.00	40,217.00	41,500.00
	707-1. Retirement Contribution	2,487.45	2,695.00	2,815.19	2,905.00
	Tax Collector/Assessor (708)				
	Salaries	5,870.00	6,000.00	8,400.00	8,400.00
	Firefighter/EMT Duty Shifts (709)				
	Salaries				
	708-0. Salary (Weekend Duty shift / Day fill in coverage)		31,877.00	14,927.00	15,000.00

	708-1. Retirement Contribution				
	708-2. Clothing Allowance		1,000.00	0.00	0.00
	708-3. Healthcare Reimbursement		3,750.00	0.00	0.00
	708-4. Life Insurance		300.00	0.00	0.00
Treasurer (712)	Salary	2,300.00	2,400.00	2,800.00	3,000.00
Fire Marshal (713)					
	713-0. Marshal Salary	48,204.00	63,139.62	60,050.00	61,900.00
	713-1. Retirement Contribution	3,374.28	4,419.77	4,203.50	4,333.00
	713-2. Clothing Allowance	1,000.00	1,000.00	1,000.00	1,000.00
	713-3. Healthcare Reimbursement	5,000.00	5,000.00	5,000.00	5,000.00
	713-4. Life Insurance	400.00	400.00	400.00	600.00
Leadership Incentive (714)	Leadership Incentive	5,000.00	5,000.00	5,000.00	6,000.00
Moderator (715)	Salary	1100.00	1200.00	1200.00	1400.00
Administrative Asst./ Tax Collector (716)	Salary	9,500.00	12,500.00	12,500.00	12,800.00
Grounds Maintenance (717)	Salary	12,500.00	9,500.00	10,720.00	10,700.00
Fire Marshal Assistant (718)	Salary		7,500.00	10,700.00	10,700.00
	SALARY EXPENSE SUBTOTAL	284,590.23	339,447.99	362,182.69	371,405.00
	Dunn's Corners Fire District				
	Proposed Budget: 2022-2023				
		2019/2020	2020/2021	2021/2022	2022/2023
		Budget	Budget	Budget	Budget
1000	BOARD OF ENGINEERS EXPENSE				
1001	Personal Protective Equipment				
	1001-1. PPE	23,500.00	17,500.00	17,500.00	17,500.00
	1001-2. Uniform Expenses	3,000.00	5,000.00	5,000.00	6,000.00
1002	Radio System & FD Communications	6,500.00	6,500.00	11,000.00	11,000.00
1003	Equipment Maintenance & Replacement	22,000.00	25,000.00	25,000.00	25,000.00
1004	Apparatus Expenses	45,000.00			
	1004-1. Apparatus Maintenance		25,000.00	30,000.00	30,000.00
	1004-2. Apparatus Repair		28,000.00	28,000.00	28,000.00
1005	Radio Box & Dispatch Maintenance	2,000.00	2,500.00	2,500.00	2,500.00
1006	Hydrant Rental	10,000.00	10,000.00	13,500.00	13,500.00
1007	Fuel				
	1007-1. Apparatus/ Vehicle Fuel	8,500.00	9,000.00	9,500.00	15,500.00
	1007-2. Equipment Fuel	1,500.00	1,700.00	1,700.00	1,700.00
1008	Station #1 Fuel & Electric	17,000.00	16,000.00	16,000.00	16,000.00
1009	Station #2 Fuel & Electric	12,500.00	12,000.00	12,000.00	16,000.00
1010	Insurance	63,500.00	64,000.00	67,000.00	68,000.00
1011	Fixed Asset/ Building Maintenance				
	1011-1. General Maintenance & Supplies	15,000.00	15,000.00	15,000.00	15,000.00
	1011-2. Grounds Maintenance	2,500.00	2,500.00	2,500.00	2,500.00
	1011-3. Fire Protection Systems & Inspections	6,500.00	6,500.00	6,500.00	6,500.00
	1011-4 Parking lot Ice control Services				2,000.00
1012	Telephone/Cable Service	8,500.00	8,500.00	8,500.00	8,500.00
1013	Dispatch Services	13,625.00	14,025.00	14,446.00	14900.00
1014	RI Southern League				
	1014-1. Dues	500.00	550.00	750.00	750.00
	1014-2. Trench Rescue	500.00	500.00	500.00	500.00
	1014-3. Joint Radio System Capital Repairs		2,500.00	2,500.00	2,500.00
1015	Dunn's Corners Fire Department Grant	13,000.00	13,000.00	13,000.00	15,000.00
1016	Engineers' Expenses	7,000.00	7,000.00	7,000.00	7,000.00
1017	Information Technology/ Computer Services	10,000.00	8,500.00	8,500.00	8,500.00
1018	Marshal Inspection/ Investigation Expenses	3,500.00	5,000.00	5,000.00	5,000.00
1019	NFPA Required Testing- Equipment/Apparatus	12,000.00	12,500.00	12,500.00	15,500.00

1020	Wireless Communications	5,000.00	5,000.00	5,000.00	5,000.00	
1021	Firefighter Recruitment & Retention					
	1021-1 Firefighter Incentive	85,000.00	66,000.00	67,000.00	67,000.00	
	1021-2 Duty Meal & Residency Program	5,200.00	5,200.00	5,200.00	5,200.00	
1022	Training	28,500.00	29,000.00	29,000.00	29,000.00	
1023	Firefighter Health & Safety (NFPA 1500)	9,000.00	7,500.00	7,500.00	7,500.00	
1024	DCFD EMS Program	14,000.00	12,000.00	12,000.00	12,000.00	
1025	Bradford Expenses	1.00	1.00	1.00	1.00	
	BOARD OF ENGINEERS SUBTOTAL	454,326.00	442,976.00	461,097.00	480,551.00	
	CAPITAL EXPENSE					
203	Principal - Tower 5	56,667.00	56,667.00	56,667.00	57,000.00	
204	Interest - Tower 5	12,500.00	11,000.00	8,500.00	4,200.00	
212	Principal - Engine 4	28,000.00	28,000.00	30,000.00	35,000.00	
213	Interest - Engine 4	14,800.00	14,800.00	11,200.00	9,100.00	
220	Principal - Car 1	12,800.00	12,800.00	5,800.00	0.00	
221	Interest - Car 1	1,400.00	1,400.00	0.00	0.00	
223	Pay off Intrest- Car 1			200.00	0.00	
222	Interest-FD Loans	570.00	600.00	800.00	800.00	
	RESTRICTED FUNDS					
205	Equipment	60,000.00	60,000.00	60,000.00	60,000.00	
206	Truck	40,000.00	40,000.00	45,000.00	45,000.00	
207	Buildings and Grounds	30,000.00	30,000.00	30,000.00	30,000.00	
	CAPITAL EXPENSE SUBTOTAL	256,737.00	255,267.00	248,167.00	241,100.00	
	GRAND TOTAL	1,081,013.23	1,120,600.99	1,158,106.69	1,183,256.00	
				1.033469269	1.021715884	
	Capital Projects		Requested Funds			
Station 1 - Updates & Upgrades	\$		** New Rear Garage doors with closers and widow removal			
Training Ground Upgrades	\$		** Rebuilding Connex Box/ Addon's			
Station 1 Ktchen	\$53,000 combined total		** Station 1 Kitchen stove and refrigerator replacement			