

# Dunn's Corners Fire District

## Operating Committee

### Annual Report

2023-2024

July 17, 2024

The Dunn's Corners Fire District Operating Committee would like to share with you this report on the District's activities for the 2023-2024 fiscal year. The Operating Committee is proud of the efforts and accomplishments of the Fire Department and the Fire District to maintain and enhance all the progress that was made during the year. The Committee hopes you will join us at the District Annual Meeting on Wednesday, July 17, 2024 to celebrate the successes and lay the groundwork for another great year to come.

If you have any questions or concerns do not hesitate to contact the District Office

Linda Garabedian, Clerk  
Of the Dunn's Corners  
Fire District

WESTERLY SUN  
PO BOX 5732  
WAKEFIELD RI 02880  
(401) 789-9744ext  
Fax (401) 789-1550

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**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 17, 2024 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](http://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](http://www.dunnscornersfire.com) for a copy of the Minutes of the 2023 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

508309

Dunn's Corners Fire District

Annual Meeting

Wednesday, July 17, 2024 7:00 PM

Agenda

- I. Call to Order (P.Gencarella)
- II. Review of Fire Safety Protocols (Chief Kenyon)
- III. Pledge of Allegiance (P.Gencarella)
- IV. Moment of Silence (P.Gencarella)
- V. Reading of the Call (Linda Garabedian)
- VI. Determination of a Quorum (P.Gencarella)
- VII. Approval of the 2023 Annual Meeting Minutes (P.Gencarella)
- VIII. Operating Committee Report (P.Gencarella /Chief Kenyon)
  - a. Chief's Report
  - b. 2023/2024 Treasurer's Report (Bob Delaney)
  - c. Moderator's Report (Paul Gencarella)
- IX. Tax Assessor/Tax Collector's Report (Rosalind Choquette)
- X. Financial Plan and Operating Budget (Chief Kenyon)
- XI. Resolutions (P.Gencarella)
- XII. Election of Officers (Chief Kenyon)
- XIII. Old Business (P.Gencarella)
  - a. Solicitor's Report (Michael Cozzolino)
- XIV. New Business (P.Gencarella)
  - a. Election of the Operating Committee Members (Nominating Committee)
  - b. Re-Appointment of Tax Assessor/Tax Collector, Clerk, Treasurer & Solicitor (P Gencarella)
- XVI. Adjournment (P.Gencarella)

**Dunn's Corners Fire District**  
1 Langworthy Road  
Westerly, RI 02891  
**Minutes**  
**Annual Meeting**  
**July 19, 2023**

The meeting was called to order at 7:06 PM, Moderator Paul Gencarella presiding.

**Legal Notices** - The meeting was advertised in the Westerly Sun on July 10, 2023 and July 12, 2023. 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 6, 2023.

**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** – District Clerk Linda Garabedian read the Call of the Annual Meeting. Twenty-three (23) taxpayers signed the attendance roster. A quorum was present.

**July 20, 2022 Annual Meeting Minutes** - Copies of the minutes of the 2022 Annual Meeting were printed and available for those in attendance.

*A motion was made seconded and so voted by acclamation to approve the July 20, 2022 Annual Meeting minutes.*

## **Reports**

### ***Chief's Report***

We have finished another successful year at Dunn's Corners Fire Department. The department continues to grow its membership totals. However, three of our past members, one of which was a life member did pass away this past year. Life Member Richard St. Sauveur and Senior Members Robert Frost and Rusty Pearce. They all will be deeply missed by the department, and we thank them and their families for their years of service to the department and community. This year we continued to focus on recruitment and retention. I am happy to announce that membership has grown from 52 members to 57 this past year. With that said, one senior member was promoted to Lieutenant and a Deputy Chief was promoted to 1st Assistant Chief.

The Dunn's Corners Fire District along with all other districts that DCFD provides services for should take pride in the fact that our members continue to always step up to the challenge. The members continue to be extremely dedicated to improving and helping provide the district with the best possible emergency response and patient care. Over the past year, the members of this department have participated in a total of 4,923 hours of training.

Membership Breakdown: Senior Members 35 Life Members 5 Associate Members 8 Junior Members 7 Probationary Members 2 Total Members 57 2022-2023 Incidents: During the past year, DCFD responded to 419 incidents. The tables below provide a breakdown of all incidents. Breakdown of Incidents: Fire 336 Medical 83 Breakdown of Incidents by District: District Number of Incidents DCFD 278 Bradford 65 Shelter Harbor 17 Central Beach 21 Shady Harbor 2 Mutual Aid 36 Fire Marshal Inspections: Inspections 164 Plan Reviews 61 Business License Inspections 51.

Project Updates: Throughout the 2022-2023 fiscal year, numerous projects were completed to help maintain and/or improve operations.

1. An Engine 6 replacement committee was formed. The committee spent a total of 355 hours working and gathering all the details for an RFP, meeting with all the vendors to design, develop spec and pricing sheets, and developing the final presentation for the taxpayers to vote on. The new engine was voted on and approved for purchase at a May special district meeting to avoid additional price increases.

2. Station 1 server network was moved from an onsite outdated computer to a cloud-based server. The new update allows for remote work capabilities, better automatic system backups and data storage.

3. Members continue to update Station 2 training grounds. The onsite roof prop was completely rebuilt. We plan to continue improvements to the main training building and grounds.

4. With an R.I. DEM Grant Award, the department was able to purchase more Class A foam to assist with fire suppression and purchase additional wildland PPE for members.

5. Station 1 Kitchen has new FRP panels installed along the wall with the sink and all major appliances. New plumbing hardware was installed on the kitchen sink. The commercial cooking range was replaced, and a donated pizza oven will be installed that will replace the non-functioning oven that we had.

6. The department Bi Laws, SOP's, and SOG's have all been reviewed, updated and revised

7. The dept memorial in front of station 1 has been getting upgrades to the stone and landscaping. All thanks to donations in memory of past community and department members. Firefighter Mark Burbelo has volunteered countless hours working on the stonework and landscaping.

8. Station 1 did receive water damage from a burst pipe this past winter. The repair work is almost finished. Insulation sheetrock ceiling and trim all had to be replaced in the center hall and parts of the female bathroom. New paint was also applied.

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 did receive some ARPA funds from the Town of Charlestown in the amount of \$93,000. We recently were notified that the Town of Westerly will be awarding DCFD with approximately \$30,000 of ARPA funds. The funds will be used to help purchase fire and medical equipment along with ADA upgrades. We greatly appreciate the support of the Town of Charlestown and the Town of Westerly

Acknowledgements:

At this time, I would like to thank the following 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. All your hard work and dedication does not go unnoticed. Thank you all very much.
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 scenes 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 another long year.

*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 2022 through May 2023.

It was an excellent financial year. The budget was kept on track.

Total assets were approximately \$1,201,273.00 and expenses were approximately \$1,200,125.26.

Car 1 should be here by end of summer.

Building reserves for purchases are good.

Interest rates on new C.D.s are good.

Thanked Kerri Schreier for all her help.

*A motion was made, seconded and so voted by acclimation to accept the Treasurer's Report and accept the fiscal year end 2022 - 2023 unaudited financial statements.*

**Moderator's Report –**

Please allow me to first introduce myself to you all as the new moderator of the DCFD as of January 2023. My name is Paul Gencarella Jr. and I live at 2 Starview Lane with my wife, Betty, our 3 children, my mother-in-law and Theo our active mini-Aussie. I must say I was a bit apprehensive to take on the role of moderator considering I just came on board with the OC last July. However, with the help and guidance of those around me, it made the transition very smooth. For that, I'm very grateful.

I am pleased to report that the DCFD is fiscally sound and has a healthy prognosis for what lies ahead. As you see in the treasurer's report, we have had a solid year and based on our current budget we look forward to remaining ahead of the curve so to speak. Part of our success is our fiscal responsibility as well as the habit of analyzing data. We have excellent staff, members of the department, volunteers as well as our OC members that not only fill the role but do a great job in their respective capacities.

The other part of the success of the DCFD is the overall collaboration of the organization as a unit. From my personal experience I have seen unity among OC members as well as members of the department working in harmony and putting their personal agendas aside to accomplish the better goal. That speaks volumes when trying to run an organization from any role of the DCFD.

In closing I would like to reassure our tax payers that not only is the DCFD fiscally sound but also thriving in personnel, passion and dedication. We are committed to serving you the tax payer with the best fire protection available at the best cost which ultimately gives all involved the best value one could perceive. I am eager to serve you in my role as moderator in this coming fiscal year for the DCFD.

*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 2022/2023 collection resulted in a rate of 102.25%. This consisted of collection dollars from Westerly and Charlestown.

That over 4,000 bills were sent out.

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

**Financial Plan and Operating Budget 2022-2024 –** 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. Increase was limited as much as possible.

*A motion was made, seconded and so voted by acclimation to approve the proposed 2023-2024 budget.*

## **Resolutions**

**Landscape Upgrades** – Resolved that the Operating Committee is allowed to spend up to \$12,000.00 from the Building and Grounds Restricted Account for a lighted message sign, landscape upgrades around the sign, and a pole lamp at Station 1. Landscape upgrades at Station 2.

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

**Replacement of Siding, trim and fascia on the Quonochontaug Grange** – Resolved that the Operating Committee be given the authority to use up to \$60,000.00 from the Building and Grounds Restricted Account for the complete removal of existing siding and replacement with vinyl/composite low maintenance, product on the entire building which will include additional insulation and vapor barrier. This Option is deemed the most economical and complete by the majority of the Op Com Members.

Quonochontaug Friends of the Grange will pick the color.

Dan Roy asked had this been bid on by contractors. Rich Thomsen stated yes it has.

*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 \$26,000.00 from the Building and Grounds Restricted Account for the following: \$9,000.00 training ground upgrades; \$7,000.00 replace and install kitchen counter tops and repaint existing cabinets, \$10,000.00 for mini split air conditioning units for improved cooling and humidity control.

Ann Bettinger asked if training grounds was at Station 2. Chief states yes.

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

**Authority to Access Building and Grounds Restricted Account** – Resolved that the Operating Committee be given authority to use up to \$16,000.00 in support of work necessary to apply for AFG Grant Funding.

Dan Roy asked what this item was. Chief explained in detail. AFG means Assistance to Firefighter Grants.

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



**Replacement of Car 1** – Resolved that the Operating Committee be given the authority to access up to \$90,000.00 from the Truck Reserve Restricted Account for replacement of Car 1 for actual purchase in the fiscal year 2023/2024 inclusive of communications equipment, emergency lighting, and sirens.

Dan Roy asked what happens to the old Car 1. Chief explained in detail.

*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, 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.

*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 19<sup>th</sup> day of July, A.D., 2023, hereby order the assessment and collection of a tax on the taxable inhabitants and property in the sum of up to not less than \$925,413.00 nor more than \$943,921.00 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 31<sup>st</sup> day of December, 2022, 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. 2023. 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, 2023, and all taxes remaining unpaid on said 30th day of September, A.D. 2023, 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.

*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 2023-2024, and all other monies collected during said fiscal year, but not otherwise appropriated. Provided, however, that prior to January 1, 2024, 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, 2022.

*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, 2023, and ending May 31, 2024, 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.*

**Election of Officers:**

The Operating Committee received the names of three candidates to fill the open two expiring/vacant Operating Committee seats. An issue was raised in that the Dunn's Corners Fire District Charter requires a candidate to put forth his/her name for consideration 30 days prior to the annual meeting.

Conversely, an announcement was made at the regular July meeting that the committee would accept candidate names up to the day before the annual meeting. This announcement was not in conformance with the Charter requirements. Subsequently, two candidates submitted their names pursuant to the Charter and one submitted the day before the Annual meeting pursuant to the committee's July announcement.

The solicitor raised concerns that since there were only two open seats and three candidates, one candidate would therefore not be elected. If a candidate that duly filed under the charter lost, an argument could be raised that the candidate that filed the day before the annual meeting should not have been considered.

Likewise, if the scenario arose where the candidate who filed the day before was disqualified, he could raise an issue where he could put forth the position that he reasonably relied on the announcement of the committee at the July meeting in putting his name in the day prior to the annual meeting.

It was the opinion of the solicitor that the fairest resolution would be to postpone the election and reschedule it in compliance with the Charter.

After that announcement, one of the candidates, in public session, withdrew his name from consideration leaving the remaining two to fill the two expired/vacant seats on the committee.

The committee then voted to fill the two seats with the two remaining candidates.

*Motion was made, seconded and approved to cast one vote for each of the nominees.*

Chief Kenyon then swore in Firefighter, Jared Gulluscio – rank of Lieutenant.

Chief Kenyon then swore in Deputy Chief, Jeffrey Thomas – rank 1<sup>st</sup> Assistant Deputy Chief.

**Old Business** – Attendees were advised that fees relative to Motor Vehicle Accidents ranging from (\$500 – 600.) charged to the party in the accident deemed responsible have been set by the collection company retained by the district. Some insurance companies will cover it and some will not.

**New Business – NONE**

**Public Comments – NONE**

**Adjournment:**

*A motion was made seconded and so voted by acclimation to adjourn the 2023 Annual Meeting of the Dunn's Corners Fire District.*

Meeting adjourned at 8:26 PM

Respectfully Submitted,

Linda F. Garabedian  
District Clerk

**Dunn's Corners Fire Department  
District Chief's Report  
Fiscal Year 2023-2024**

We have finished another successful year at the Dunn's Corners Fire Department. The Department continues to maintain its membership totals. However one of our life members and last surviving DCFD Charter Member, Frank "June" Champlin passed away on January 13, 2024. June served for many years as a Deputy Chief. In total between active and life member years, June accumulated 82 years of service to our community. His presence and knowledge will be deeply missed by the department and we thank him and his family for their years of service to the department and community.

This year we have continued to focus on recruitment and retention. I am happy to announce that membership has grown from 57 members to 62 this past year.

The Dunn's Corners Fire District along with all other districts that DCFD provides services for should take pride in the fact that our members continue to step up to the challenge. All members continue to be extremely dedicated to improving their skills and help provide the district with the best possible emergency response and patient care. Over the past year, the members of this department have participated in a total of **3390** hours of training.

**Membership Breakdown:**

Senior Members	37
Life Members	6
Associate Members	7
Junior Members	11
Probationary Members	1
Total Members	62

**6/1/2023-5/31/2024 Incidents:**

During the past year, DCFD responded to **398** incidents. The tables below provide a breakdown of all incidents.

**Breakdown of Incidents:**

Fire	324
Medical	74

**Breakdown of Incidents by District:**

District	Number of Incidents
DCFD	297

Bradford	35
Shelter Harbor	8
Central Beach	23
Shady Harbor	3
Mutual Aid	32

**Fire Marshal Inspections:**

Inspections	102
Plan Reviews	79
Business License Inspections	45

**Project Updates:**

Throughout the 2023-2024 fiscal year, numerous projects were completed to help maintain and/or improve operations.

1. The new Car 1 was delivered and was outfitted with emergency lights, siren and radio equipment including a mobile repeater to help our portables in areas that we do not have good coverage with the main repeater system. The new Car 1 went into service at the beginning of last November
2. Station 1 middle rear bay door upgrade was completed. The old door was removed and the opening was made bigger to match the size of the front bay doors. Tower 5 now has the ability to drive through the rear middle bay door opening. Tower 5 could not use any of the rear bay doors prior to the upgrade.
3. Members continue to update and improve the Station 2 training grounds. Two new conex containers were delivered. The area has been prepped and we hope to have them moved into position later this month. Members will then start to rebuild the training building to aid with training firefighters.
4. A new mini split was installed in the station 1 meeting room
5. Station 1 and 2 bay lights were all swapped from fluorescent bulbs to LEDs in an effort to conserve energy usage at both stations.
6. Upgrades were made to the upstairs of station one including new furniture, TV, Pool table and storage cabinets. An equipment closet was also converted to a room for members who work remotely have a place they can work and respond to calls when available. Members can also use the room to study and take online courses.

## **Grants and other funding Updates:**

1. A grant application was submitted to FEMA for AFG (Assistance to Firefighters Grant) to help acquire funds in the amount of \$860,000 to possibly aid in the purchase of a New Tanker 1 replacement to replace the current Tanker 1 that is 31 years old.
2. With ARPA funds received from the Towns of Charlestown and Westerly totaling \$124,000 we have been able to purchase 2 Lucas units that provide mechanical chest compressions during a cardiac arrest, 2 AED units, 20 Motorola pagers to alert members of emergency calls, 6 TFT crew protect cab filtration units to filter the air in the cabs of the apparatus. The filtration units will remove airborne diseases and harmful carcinogens in the air helping to protect our members, 1 handheld side sonar device to help locate victims underwater, 2 resQue max line launchers that launch a tethered self inflating flotation device to swimmers in distress. An electric chair lift is also on order and will be installed at our Grange building making the building more ADA accessible. A metal roof and door kit was also purchased to upgrade the humvee giving more protection to the crew inside the vehicle. The kit was installed on the vehicle this past year by the members.
3. With a R.I. DEM Grant Award, the department was able to purchase a skid unit that can fit either of our ATVs or the Humvee to assist with fire suppression. Unit is currently installed on the Humvee. The grant will not be available this coming year. The RI division of forestry will be using all the funds to purchase new forestry hose for the state forestry hose program.

## **Acknowledgements:**

At this time I would like to thank the following 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. All your hardwork and dedication does not go unnoticed. Thank you all very much.
2. All the officers for 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 in the office.
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 citizens that have continued to support this organization and the members of the department.
7. Lastly, I would like to thank my wife, Andi and our children Brody and Karlin for their continued support and patience throughout another long year.

Dunn's Corners Fire District					
Proposed Budget: 2024/2025		3rd Draft (6-13-24)			
		2022/2023	2023/2024	2024/2025	2024/2025
		Budget	Budget	Proposed	Proposed Changes
<b>OPERATING EXPENSE</b>					
<b>Clerk</b>					
301	Advertising	1200.00	1200.00	1000.00	
	<b>Subtotal:</b>	<b>1200.00</b>	<b>1200.00</b>	<b>1000.00</b>	
400	<b>Administrative Services</b>				400 consolidated
401	Office Supplies	4,000.00	4,500.00	8,750.00	8,750.00
402	Information Services	500.00	500.00	0.00	Move to 401
403	Misc Office Supplies	2,000.00	2,000.00	0.00	Move to 401
404	Stationary/Postage	1,000.00	1,750.00	0.00	Move to 401
	<b>Subtotal:</b>	<b>7,500.00</b>	<b>8,750.00</b>	<b>8,750.00</b>	<b>8,750.00</b>
<b>Tax Collector/Assessor:</b>					
					500 consolidated
501	Tax Bills - Westerly/Charlestown	5,000.00	5,000.00	8,000.00	8,000.00
502	Operating Supplies	200.00	200.00	0.00	Move to 507
503	Computer Supplies	200.00	200.00	0.00	Move to 507
506	Tax Sale Redempt Expenses	0.00	0.00	0.00	Remove
507	Professional Education	100.00	150.00	550.00	550.00
508	Information Technology & Tax Software	2800.00	3000.00	0.00	Move to 501
	<b>Subtotal:</b>	<b>8,300.00</b>	<b>8,550.00</b>	<b>8,550.00</b>	<b>8,550.00</b>
<b>Operating Committee</b>					
601	Legal Services	5,000.00	5,600.00	6,500.00	
602	Audit Services	10,500.00	9,750.00	10,250.00	
603	Miscellaneous	4,000.00	4,000.00	4,000.00	
604	Payroll Fees	3,000.00	3,000.00	3,000.00	
607	401K Admin Fee	2000.00	2,500.00	2,500.00	
608	Consultant Fees	1,500.00	1,500.00	1,200.00	
609	Special Legal Services	5,200.00	4,200.00	3,000.00	
610	District Tax Contributions	31,500.00	33,500.00	34,500.00	
611	District Board Incentive			2,880.00	
	<b>Subtotal:</b>	<b>62,700.00</b>	<b>64,050.00</b>	<b>67,830.00</b>	
<b>DCFD Community Building:</b>					
802	Fuel	3,000.00	3,000.00	3,000.00	
803	General Maintenance	9,500.00	9,500.00	9,500.00	
	<b>Subtotal:</b>	<b>12,500.00</b>	<b>12,500.00</b>	<b>12,500.00</b>	
<b>OPERATING EXPENSE SUBTOTAL</b>		<b>93,400.00</b>	<b>94,250.00</b>	<b>98,630.00</b>	
<b>SALARY EXPENSE</b>					
<b>FD Officer Stipends (701)</b>	Stipends	59,500.00	59,500.00	59,500.00	
<b>Bookkeeper (702)</b>	Salary	3,840.00	3,840.00	3,960.00	
<b>Clerk (703)</b>	Salary	1,600.00	1,700.00	1,800.00	
<b>Fire Chief: Full-Time (705)</b>	Salary				
	705-0. Fire Chief Salary	106,100.00	109,814.00	113,108.00	
	705-1. Retirement Contribution	7,427.00	7,500.00	7,920.00	
	705-2. Clothing Allowance	1,000.00	1,000.00	1,000.00	
	705-3. Healthcare Reimbursement	5,400.00	0.00	0.00	
	705-4. Life Insurance	300.00	605.00	650.00	
	705-5. Long-Term Disability Insurance	1,000.00	1,000.00	1,000.00	
	705-6 Health Insurance		20,274.00	23,000.00	
<b>Office Manager &amp; Payroll Admin (707)</b>	Salary				
	707-0. Salary	41,500.00	42,953.00	44,300.00	
	707-1. Retirement Contribution	2,905.00	3,007.00	3,101.00	
<b>Tax Collector/Assessor (708)</b>	Salaries	8,400.00	8,694.00	8,955.00	
<b>Firefighter/EMT Duty Shifts (709)</b>	Salary (Weekend Duty shift / Day fill in coverage)	15,000.00	15,525.00	15,600.00	
<b>Career Firefighter/EMT (710)</b>				Proposed New Hire	



(Proposed Recommendation)	710-0. Salary	0.00	0.00	52,000.00	
	710-1. Retirement Contribution			3,640.00	
	710-2. Clothing Allowance	0.00	0.00	1,000.00	
	710-3. Healthcare Reimbursement	0.00	0.00	2,500.00	
	710-4. Life Insurance	0.00	0.00	1,000.00	
<b>Treasurer (712)</b>	Salary	3,000.00	3,105.00	3,200.00	
<b>Fire Marshal (713)</b>					
	713-0. Marshal Salary	61,900.00	64,067.00	66,000.00	
	713-1. Retirement Contribution	4,333.00	4,333.00	4,620.00	
	713-2. Clothing Allowance	1,000.00	1,000.00	1,000.00	
	713-3. Healthcare Reimbursement	5,000.00	5,000.00	5,000.00	
	713-4. Life Insurance	600.00	600.00	600.00	
<b>Leadership Incentive (714)</b>	Leadership Incentive	6,000.00	8,650.00	14,000.00	
<b>Moderator (715)</b>	Salary	1,400.00	1400.00	1,600.00	
<b>Administrative Asst./ Tax Collector (716)</b>	Salary	12,800.00	13,248.00	13,646.00	
<b>Grounds Maintenance (717)</b>	Salary	10,700.00	10,700.00	10,700.00	
<b>Fire Marshal Assistant (718)</b>	Salary	10,700.00	11,075.00	11,075.00	
	<b>SALARY EXPENSE SUBTOTAL</b>	<b>371,405.00</b>	<b>398,590.00</b>	<b>475,400.00</b>	
	<b>Dunn's Corners Fire District</b>				
	<b>Proposed Budget: 2024-2025</b>				
		<b>2022/2023</b>	<b>2023/2024</b>	<b>2024/2025</b>	
		<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	
1000	<b>BOARD OF ENGINEERS EXPENSE</b>				
1001	Personal Protective Equipment				
	1001-1. PPE	17,500.00	25,000.00	30,000.00	
	1001-2. Uniform Expenses	6,000.00	7,000.00	7,500.00	
1002	Radio System & FD Communications	11,000.00	11,500.00	12,000.00	
1003	Equipment Maintenance & Replacement	25,000.00	28,000.00	28,000.00	
1004	Apparatus Expenses				
	1004-1. Apparatus Maintenance	30,000.00	40,000.00	42,000.00	
	1004-2. Apparatus Repair	28,000.00	34,000.00	36,000.00	
1005	Radio Box & Dispatch Maintenance	2,500.00	2,500.00	2,500.00	
1006	Hydrant Rental	13,500.00	13,500.00	13,500.00	
1007	Fuel				
	1007-1. Apparatus/ Vehicle Fuel	15,500.00	19,500.00	18,000.00	
	1007-2. Equipment Fuel	1,700.00	1,700.00	1,500.00	
1008	Station #1 Fuel & Electric	16,000.00	18,000.00	18,000.00	
1009	Station #2 Fuel & Electric	16,000.00	18,000.00	18,000.00	
1010	Insurance	68,000.00	69,000.00	73,000.00	
1011	Fixed Asset/ Building Maintenance				
	1011-1. General Maintenance & Supplies	15,000.00	17,000.00	19,000.00	
	1011-2. Grounds Maintenance	2,500.00	3,000.00	3,000.00	
	1011-3. Fire Protection Systems & Inspections	6,500.00	8,000.00	8,300.00	
	1011-4 Parking lot Ice control Services	2,000.00	2,500.00	2,500.00	
1012	Telephone/Cable Service	8,500.00	9,500.00	10,000.00	
1013	Dispatch Services	14900.00	15,350.00	17,702.00	
1014	RI Southern League				
	1014-1. Dues	750.00	750.00	750.00	
	1014-2. Trench Rescue	500.00	500.00	500.00	
	1014-3. Joint Radio System Capital Repairs	2,500.00	2500.00	2600.00	
1015	Dunn's Corners Fire Department Grant	15,000.00	15000.00	16000.00	
1016	Engineers' Expenses	7,000.00	7,000.00	7,000.00	
1017	Information Technology/ Computer Services	8,500.00	14,500.00	14,500.00	
1018	Marshal Inspection/ Investigation Expenses	5,000.00	5,000.00	5,000.00	
1019	NFPA Required Testing- Equipment/Apparatus	15,500.00	16,000.00	16,000.00	
1020	Wireless Communications	5,000.00	6,500.00	6,500.00	
1021	Firefighter Recruitment & Retention				
	1021-1 Firefighter Incentive	67,000.00	69,000.00	69,000.00	
	1021-2 Duty Meal & Residency Program	5,200.00	5,200.00	5,200.00	
1022	Training	29,000.00	30,000.00	31,000.00	

1023	Firefighter Health & Safety (NFPA 1500)	7,500.00	7,500.00	7,500.00		
1024	DCFD EMS Program	12,000.00	12,000.00	12,000.00		
1025	Bradford Expenses	1.00	1.00	5,000.00		
	<b>BOARD OF ENGINEERS SUBTOTAL</b>	<b>480,551.00</b>	<b>534,501.00</b>	<b>559,052.00</b>		
	<b>CAPITAL EXPENSE</b>					
203	Principal - Tower 5	57,000.00	0.00	0.00		
204	Interest - Tower 5	4,200.00	0.00	0.00		
212	Principal - Engine 4	35,000.00	35,000.00	37,000.00		
213	Interest - Engine 4	9,100.00	8,600.00	6,400.00		
220	Principal - Car 1	0.00	0.00	0.00		
221	Interest - Car 1	0.00	0.00	0.00		
223	Pay off Intrest- Car 1	0.00	0.00	0.00		
222	Interest-FD Loans	800.00	600.00	800.00		
	<b>RESTRICTED FUNDS</b>					
205	Equipment	60,000.00	60,000.00	60,000.00		
206	Truck	45,000.00	125,000.00	125,000.00		
207	Buildings and Grounds	30,000.00	35,000.00	45,000.00		
	<b>CAPITAL EXPENSE SUBTOTAL</b>	<b>241,100.00</b>	<b>264,200.00</b>	<b>274,200.00</b>		
	<b>GRAND TOTAL</b>	<b>1,186,456.00</b>	<b>\$ 1,291,541.00</b>	<b>\$ 1,407,282.00</b>		
	Total Increase From Previous Year	28,329.31	105,085.00	115,741.00		
	<b>Capital Projects</b>					
	<b>Requested Funds</b>					
	Station 1 - Updates & Upgrades					
	Training Ground Upgrades					

## DUNN'S CORNERS FIRE DISTRICT

### Profit & Loss Budget vs. Actual - Subject to Audit

June 2023 through May 2024

	Jun '23 - May 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Other Income			
Community Building Rental	9,142.42	6,000.00	3,142.42
Fire Watch Detail	2,092.00		
Grant Income	3,225.00		
Inspection Fees	23,525.00	6,000.00	17,525.00
MVA	3,370.00	2,000.00	1,370.00
Outside District Fees	362,616.95	362,616.94	0.01
Total Other Income	403,971.37	376,616.94	27,354.43
Tax Income			
DC Taxes Current	886,589.43		
DC Taxes Prior Years	17,294.69	910,498.29	-23,908.86
Penalty Fees / Interest	7,157.71		
Tax Service Fees	1,928.82		
Total Tax Income	912,970.65	910,498.29	2,472.36
Uncategorized Income	0.00		
Total Income	1,316,942.02	1,287,115.23	29,826.79
Gross Profit	1,316,942.02	1,287,115.23	29,826.79
Expense			
1000-Board of Engineers			
1001. Personal Protective Equip			
1001-1. PPE	12,856.20	25,000.00	-12,143.80
1001-2. Uniform Expenses	2,466.20	7,000.00	-4,533.80
Total 1001. Personal Protective Equip	15,322.40	32,000.00	-16,677.60
1002. Radios & Pagers	11,501.09	11,500.00	1.09
1003. Equipment Maint/ Replace	6,920.94	27,200.00	-20,279.06
1004. Apparatus Maintenance			
1004-1. Apparatus Maintenance	24,714.13	40,000.00	-15,285.87
1004-2. Apparatus Repair	29,851.98	34,000.00	-4,148.02
Total 1004. Apparatus Maintenance	54,566.11	74,000.00	-19,433.89
1005. Maint-Radios/Alarm Sys	375.00	2,000.00	-1,625.00
1006. Hydrant Rental	13,500.00	13,500.00	0.00
1007. Fuel			
1007-1 Apparatus / Vehicle Fuel	14,568.33	19,500.00	-4,931.67
1007-2. Equipment Fuel	685.19	1,700.00	-1,014.81
Total 1007. Fuel	15,253.52	21,200.00	-5,946.48

## DUNN'S CORNERS FIRE DISTRICT

### Profit & Loss Budget vs. Actual - Subject to Audit

June 2023 through May 2024

	Jun '23 - May 24	Budget	\$ Over Budget
1008. Station #1 - Fuel & Elec	17,258.76	18,000.00	-741.24
1009. Station #2 - Fuel & Elec	15,258.63	18,000.00	-2,741.37
1010. Insurance	70,429.34	69,000.00	1,429.34
1011. Fixed Asset Maintenance			
1011-1. General Main / Supplies	19,786.49	17,000.00	2,786.49
1011-2. Grounds Maintenance	2,361.37	3,000.00	-638.63
1011-3. Fire Protection Systems	7,806.47	8,000.00	-193.53
1011-4. Parking Lot Ice Control	2,000.00	2,500.00	-500.00
<b>Total 1011. Fixed Asset Maintenance</b>	<b>31,954.33</b>	<b>30,500.00</b>	<b>1,454.33</b>
1012. Telephone/Cable Service	9,839.72	9,500.00	339.72
1013. Dispatch Service	15,392.56	15,350.00	42.56
1014. RI Southern League			
1014-1. Dues	600.00	750.00	-150.00
1014-2. Trench Rescue	500.00	500.00	0.00
1014-3. Joint Radio Sys Cap Rep	2,600.00	2,500.00	100.00
<b>Total 1014. RI Southern League</b>	<b>3,700.00</b>	<b>3,750.00</b>	<b>-50.00</b>
1015. Dunn's Corners Fire Dept	15,000.00	15,000.00	0.00
1016. Engineer's Expenses	4,971.70	7,000.00	-2,028.30
1017. IT & Computer Services	13,923.05	14,500.00	-576.95
1018. Fire Marshal Inspection	2,803.00	5,000.00	-2,197.00
1019. NFPA Req Testing/Equip	9,954.62	16,000.00	-6,045.38
1020. Wireless Communications	4,095.17	6,500.00	-2,404.83
1021. Firefighter Recruitment			
1021-1. Firefighter Incentive	67,137.61	69,000.00	-1,862.39
1021-2. Duty Meal & Residency	1,490.04	5,200.00	-3,709.96
<b>Total 1021. Firefighter Recruitment</b>	<b>68,627.65</b>	<b>74,200.00</b>	<b>-5,572.35</b>
1022. Training	29,561.55	30,000.00	-438.45
1023. FF Health Safety	2,451.73	7,500.00	-5,048.27
1024. EMS Program	7,708.86	7,900.00	-191.14
1025. Bradford Expenses	0.00	1.00	-1.00
<b>Total 1000-Board of Engineers</b>	<b>440,369.73</b>	<b>529,101.00</b>	<b>-88,731.27</b>
300-Clerk			
301. Advertising	0.00	1,200.00	-1,200.00
<b>Total 300-Clerk</b>	<b>0.00</b>	<b>1,200.00</b>	<b>-1,200.00</b>

**DUNN'S CORNERS FIRE DISTRICT**  
**Profit & Loss Budget vs. Actual - Subject to Audit**  
 June 2023 through May 2024

	Jun '23 - May 24	Budget	\$ Over Budget
<b>400-Administrative</b>			
401. Office Supplies	4,081.17	4,500.00	-418.83
402. Information Services	0.00	500.00	-500.00
403. Misc. Office	80.00	2,000.00	-1,920.00
404. Stationary/Postage	713.75	1,750.00	-1,036.25
<b>Total 400-Administrative</b>	<b>4,874.92</b>	<b>8,750.00</b>	<b>-3,875.08</b>
<b>500-Tax Collector/ Assessor</b>			
501 Tax Bills-Westerly/Charlest	6,733.28	8,000.00	-1,266.72
502. Operating Supplies	0.00	200.00	-200.00
503. Computer Supplies	0.00	200.00	-200.00
505. Stationary/Postage	342.80		
507. Professional Education	424.00	150.00	274.00
508. Information Services	0.00	0.00	0.00
<b>Total 500-Tax Collector/ Assessor</b>	<b>7,500.08</b>	<b>8,550.00</b>	<b>-1,049.92</b>
<b>600-Operating Committee</b>			
601. Legal Services	6,336.25	5,600.00	736.25
602. Audit Services	10,000.00	9,750.00	250.00
603. Miscellaneous	1,570.93	4,000.00	-2,429.07
604. Payroll Fees	1,672.51	3,000.00	-1,327.49
607. Administrative Fee 401K	3,113.38	2,500.00	613.38
608. Consultant Fees	725.00	1,500.00	-775.00
609. Special Legal Services	693.75	4,200.00	-3,506.25
610. Chief Interview Expense	0.00	0.00	0.00
611. District Tax Contributions	34,292.64	33,500.00	792.64
<b>Total 600-Operating Committee</b>	<b>58,404.46</b>	<b>64,050.00</b>	<b>-5,645.54</b>
<b>700. Payroll</b>			
701. Deputy Chiefs	42,800.00	59,500.00	-16,700.00
702. Bookkeeper	4,610.00	3,840.00	770.00
703. Clerk Salary	2,150.00	1,700.00	450.00
<b>705. Fire Chief Salary</b>			
705-0. Fire Chief Salary	111,144.00	109,814.00	1,330.00
705-1. Retirement Contribution	7,780.09	7,500.00	280.09
705-2. Clothing Allowance	754.45	1,000.00	-245.55
705-4. Life Insurance	604.00	605.00	-1.00
705-5 Long-Term Disability Ins	0.00	1,000.00	-1,000.00
705-6. Healthcare	21,735.89	20,274.00	1,461.89
<b>Total 705. Fire Chief Salary</b>	<b>142,018.43</b>	<b>140,193.00</b>	<b>1,825.43</b>

## DUNN'S CORNERS FIRE DISTRICT Profit & Loss Budget vs. Actual - Subject to Audit

June 2023 through May 2024

	Jun '23 - May 24	Budget	\$ Over Budget
707. Administrative Salary			
707-0. Administrative Salary	43,580.81	42,953.00	627.81
707-1. Retirement Contribution	3,070.68	3,007.00	63.68
<b>Total 707. Administrative Salary</b>	<b>46,651.49</b>	<b>45,960.00</b>	<b>691.49</b>
708. Tax Coll. Salaries	11,788.68	8,694.00	3,094.68
709. Firefighter/EMT			
709-0. Salary	14,532.00	15,525.00	-993.00
<b>Total 709. Firefighter/EMT</b>	<b>14,532.00</b>	<b>15,525.00</b>	<b>-993.00</b>
712. Treasurer	3,105.00	3,105.00	0.00
713. Fire Marshal Salary			
713-0. Fire Marshal Salary	64,836.64	64,067.00	769.64
713-1. Retirement Contribution	4,538.56	4,333.00	205.56
713-2. Clothing Allowance	467.90	1,000.00	-532.10
713-3. Healthcare Reimbursement	5,000.00	5,000.00	0.00
713-4. Life Insurance	0.00	600.00	-600.00
<b>Total 713. Fire Marshal Salary</b>	<b>74,843.10</b>	<b>75,000.00</b>	<b>-156.90</b>
714. Leadership Incentives	17,350.00	12,750.00	4,600.00
715. Moderator	1,400.00	1,400.00	0.00
716. Admin Asst	6,266.28	13,248.00	-6,982.72
717. Cleaning Asst / Maint / Gr	2,734.00	10,700.00	-7,966.00
718. Fire Marsh Assistant	5,042.18	11,075.00	-6,032.82
<b>Total 700. Payroll</b>	<b>375,290.16</b>	<b>402,690.00</b>	<b>-27,399.84</b>
800-DCFD Community Building			
802. Fuel	1,253.86	3,000.00	-1,746.14
803. General Maintenance	4,715.59	9,500.00	-4,784.41
<b>Total 800-DCFD Community Building</b>	<b>5,969.45</b>	<b>12,500.00</b>	<b>-6,530.55</b>
Depreciation	202,175.08		
Misc Other	1,147.52		
Fire Prevention Expenses	1,050.00		
Fire Watches	5,759.92		
Grant Expense	68.35		
MVA Billing	8,025.79		
<b>Total Misc Other</b>	<b>8,025.79</b>		
<b>Total Expense</b>	<b>1,102,609.67</b>	<b>1,026,841.00</b>	<b>75,768.67</b>
<b>Net Ordinary Income</b>	<b>214,332.35</b>	<b>260,274.23</b>	<b>-45,941.88</b>

# DUNN'S CORNERS FIRE DISTRICT Profit & Loss Budget vs. Actual - Subject to Audit

June 2023 through May 2024

	Jun '23 - May 24	Budget	\$ Over Budget
<b>Other Income/Expense</b>			
Other Income			
CD Interest Income	35,773.42		
Checking Interest	42.07		
Reimb From DC Fire Dept	10,726.87		
<b>Total Other Income</b>	<b>46,542.36</b>		
<b>Other Expense</b>			
<b>200-Capital Expenditures</b>			
205 Equipment Fund (Restricted)	60,000.00	60,000.00	0.00
206 Truck Fund(Restricted Fund)	125,000.00	125,000.00	0.00
207. Bld & Grounds (Restricted)	47,474.63	35,000.00	12,474.63
212. Principal-Engine #4	37,700.62	35,000.00	2,700.62
213. Interest--Engine #4	8,013.73	8,600.00	-586.27
217. Alarm System (Restricted)	336.49	500.00	-163.51
224. Interest - FD Loan	800.00	600.00	200.00
<b>Total 200-Capital Expenditures</b>	<b>279,325.47</b>	<b>264,700.00</b>	<b>14,625.47</b>
Capital Expense Wash	-37,700.62		
Fire Dept Expenses to be Reimb	10,726.87		
<b>Total Other Expense</b>	<b>252,351.72</b>	<b>264,700.00</b>	<b>-12,348.28</b>
<b>Net Other Income</b>	<b>-205,809.36</b>	<b>-264,700.00</b>	<b>58,890.64</b>
<b>Net Income</b>	<b>8,522.99</b>	<b>-4,425.77</b>	<b>12,948.76</b>