

PRESENTATIONS/DISCUSSIONS

- 4TH of July Committee

OFFICE OF THE TOWN ADMINISTRATOR



MEMORANDUM

DATE: May 31, 2018
TO: Town Council
FROM: Jeffrey D. Nutting, Town Administrator
RE: Fourth of July Celebration Information

I wanted to provide you back up information concerning the Towns cost in support of the 4th of July activities. (see attached)

Carnival-

The 4th of July committee pays for Fire, Police, and DPW cost of approximately \$14,000. This includes the cost to reseed and deep time the Town Common as a result of the damage done by the rides/equipment and visitors.

Fireworks-

The estimated cost for the Police, Fire, and DPW to support the Fireworks is estimated at \$23,500. This includes the cost of shift replacement at the Police Department during the year in accordance with the collective bargaining agreement.

I have included a memo from the Police Chief about the history of town support relating to police details.

I am happy to answer any questions that you may have.

ESTIMATED

Carnival

Police	5,000
Fire	5,900
DPW	3,500
	14,400

Fireworks

Police	13,000
Fire	8,800
DPW	1,500
	23,300



**Town of Franklin
Fire Department**
40 West Central St.
Franklin, Massachusetts 02038

Tel. (508) 528-2323
Fax. (508) 520-4912

Gary B. McCarraher, Fire Chief

Paul J. Sharpe, Jr., Deputy Chief

4th of July 2018

Fire Department Cost Estimates

Common EMS Detail

Personnel costs for the Emergency Medical Services detail on the common are established by collective bargaining agreement and require 1½ times the Captain's rate of pay.

Date	Position	# needed	Rate	Duration (Hrs)	Total
29 June	EMT/Paramedic	2	\$ 77.51	4	\$ 620.04
30 June	EMT/Paramedic	2	\$ 77.51	4	\$ 620.04
1 July	EMT/Paramedic	2	\$ 77.51	12	\$ 1,860.12
2 July	EMT/Paramedic	2	\$ 77.51	9	\$ 1,395.09
3 July	EMT/Paramedic	2	\$ 77.51	4	\$ 620.04
4 July	EMT/Paramedic	2	\$ 77.51	5	\$ 775.05
				<i>Sub total</i>	<i>\$ 5,890.38</i>

Fireworks Preparations

Fire Prevention Regulations requires a fire detail to be on-site while fireworks are present, then again the next morning to insure the field is clear of any explosive materials. Payment rates are the overtime rate for the position.

Date	Position	Rate	Duration (Hrs)	Total
3 July	Captain	\$ 77.51	6	\$ 465.03
3 July	Firefighter	\$ 61.29	6	\$ 367.74
			<i>Sub Total</i>	<i>\$ 832.77</i>

Our mission is to • Have a positive impact in the lives of citizens and visitors of Franklin in their time of crisis by providing compassionate, contemporary, community driven services. • Safe guarding human life from the perils of fire, sudden illness, injury or other medical condition, natural and man-made disaster as well as preserve the environment and property from ensuing destruction. • Be responsible for a safe, productive and pleasant work environment for our employees, and provide them with opportunities to gain new skills and advance their personal career goals.

Fire Detail – Fireworks Display

Personnel costs for fireworks are outlined in the department's collective bargaining agreement and require personnel at the fireworks detail be compensated at 2 times their normal rate of pay.

Date	Position	# needed	Rate	Duration (Hrs)	Total
3 July	Captain	4	\$ 103.34	5	\$ 2,066.80
3 July	Lieutenant	3	\$ 93.96	5	\$1,409.40
3 July	Firefighter	13	\$ 81.72	5	\$ 5,311.80
				<i>Sub total</i>	<i>\$ 8,788.00</i>

Total Event Costs

Activity	Amount
Common Details	\$ 5,890.38
Fireworks Preparations	\$ 832.77
Fireworks Display	\$ 8,788.00
Total	\$ 15,511.15

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**2018 July 4th Celebration
Carnival and Fireworks
Police Department Estimated
Overtime and Paid Detail Expenditures**

Fireworks

The Police Department is obligated through written agreement to compensate sworn officer employees at the rate of double straight time for hours worked associated with the fireworks for the July 4th celebration. All sworn officer employees who are ordered to work the fireworks assignment on their regularly scheduled day off are also obligated by written agreement to receive an additional day off.

2 Lt's x 4 hrs. x 50.00/hr. (Detail Rate) = \$400.00

7 Sgt. x 4 hrs. x \$76.3532 /hr = \$2,137.89

23 Ptl. x 4hrs. x \$63.9530/hr. = \$5,883.68

Total: \$8,421.57

The \$8,421.57 does not include additional overtime expenditures that will be required due to shift replacements in the future for officers utilizing the additional day off they receive for being ordered to work.

The Police Department personnel requirement to provide safety and traffic related services prior to, during and after the fireworks display is 32 sworn officers.

Carnival on the Common

The carnival on the common has historicly operated for a 5-6 day period to include one weekend and 3-4 weekdays. Police Officer staffing at the common is dictated by the day of the week and time of carnival operation. Police Officers who work

the carnival receive private paid detail compensation. The current Collective Bargaining Agreement (CBA) paid detail rates for FY19 are as follows:

Weekday rate: \$50.00 / hr

Weekend & Holiday rate: \$56.00 / hr

- Weekend hours are between 6 pm Friday through 5 am on Monday
- The holiday is the twenty four (24) hour period starting 12:00 a.m. of that day.

“All extra paid details shall be for a minimum of four hours at the officer’s regular detail rate of pay. Any additional uninterupted portion of time in excess of four hours is also at the officer’s regular rate of pay, and there will be an additional four-hour minimum that will apply”

The Police Department would require no less than 2 officers be present during all hours of operation for the carnival and/or food booths. A third officer may be required if large crowd special events are planned. For example, If a fireworks display is planned and the amusements and food booths will be open to just prior to the display, than a third officer would be required.

Below are the hours of operation for amusements and food booths on the common during the 2017 July 4th celebration, as an example.

Thursday, June 29	6p-10p	2 @ \$50.00/hr X 4hrs = \$400.00
Friday, June 30	6p-10p	2 @ \$56.00/hr X 4hrs = \$448.00
Saturday, July 1	11a-7p	2 @ \$56.00/hr x 8hrs = \$896.00
Saturday, July 1	7p-11p	2 @ \$56.00/hr x 4 hrs = \$448.00
Sunday, July 2	1p-10p	2 @ \$56.00/hr x 8 hrs = \$896.00
		2@ \$84.99/hr x 1 hr = \$168.00
Monday, July 3	6p-10p	2 @ \$50.00 /hr x 4 hrs = \$400.00
Tuesday, July 4	12p-5p	2 @ \$56.00/hr x 8 hrs = \$896.00

Total paid details to cover the common in 2017: \$4,552.00

A more accurate estimate may be provided when the hours of operation for the amusements, food booths and any special events planned for the 2018 celebration are finalized and presented to the police department.



TOWN OF FRANKLIN

DEPARTMENT OF PUBLIC WORKS

257 Fisher Street
Franklin, MA 02038

April 10, 2018

Mr. Jeffrey Nutting, Town Administrator
Town of Franklin
355 East Central Street
Franklin, MA 02038

Re: 4th of July / Fireworks Costs

Dear Jeff,


Below is an estimate for DPW costs associated with the set-up, cleanup, maintenance and repairs of the Franklin Common for events surrounding the 4th of July Carnival, Fair, Food Concessions and Parade. This estimate is based on work performed in previous years.

<u>Set up and take down</u>			
	Hours	Rate	Total
Foreman	24	\$ 30.00	\$ 720.00
Laborers	24	\$ 22.00	\$ 528.00
			\$ 1,248.00
<u>Labor to Areate and over-seed</u>			\$ 2,000.00
<u>Materials</u>			
Trash bags			\$ 200.00
Seed			\$ 500.00
		Total:	\$ 3,948.00

Below is an estimate for DPW costs associated with the set-up and clean-up for the fireworks at the Franklin High School

<u>Set up and clean up</u>			
	Hours	Rate	Total
Foreman	16	\$ 30.00	\$ 480.00
Laborers	32	\$ 22.00	\$ 704.00
			\$ 1,184.00
<u>Materials</u>			
Trash bags			\$ 200.00
		Total:	\$ 1,384.00

Thank you,


Robert A. Cantoreggi
Director

CC: Deacon Perrotta, Director of Operations
Carlos Rebelo, Highway and Grounds Superintendent
File



FRANKLIN POLICE DEPARTMENT

Thomas J. Lynch, Chief of Police
James A. Mill, Deputy Chief of Police
911 Panther Way, Franklin, MA 02038
Telephone: (508) 528-1212
Fax: (508) 520-7950
www.franklinpolice.com

April 3, 2018

To: Jeff Nutting
Town Administrator

FR: Thomas J. Lynch
Chief of Police

Re: Paid Details for Community and Non-Profit Entities

This letter is a confirmation of several conversations and correspondence we have had over the past 18 months relative to paid details requested by non-profit and community related groups. For several years in the late 1990's and early 2000's, the Franklin Police Department was the recipient of state and federal community policing related grants (approximately \$35,000 / year). The department elected to use the community policing grants to fund many activities and to absorb paid detail related costs for many non-profit and community related special events. With the available grant money the department could fund these expenses without affecting the operating budget. The community related grants have disappeared and the department has not received a grant for over a decade. In 2013 the department began to inform all groups that had previously received free paid detail services that the agency was no longer receiving grants and they would need to begin paying for detail officers, as the operating budget could not sustain the costs. We gave each group a year to prepare for the change and the police department paid for the details the last time.

The following is a list of groups that at one time used to receive free paid detail services, but now pay for detail officers at their special events:

- Temple Etz Chaim (High Jewish Holidays)
- 4th of July Committee (parade & carnival)
- Little League Parade
- Saint Rocco's Festival
- Public Schools
- Horace Mann Education Associates (HMEA) 5K
- Safe Coalition 5K

- Any other 5K race in town
- Youth Sports
- Dean College (commencement & other special events)
- Pan MASS Challenge (PMC)
- Public office campaign related events

As you are well aware, the police department operating budget is very tight and can't realistically be expected to absorb the added cost of providing payment to detail officers for special events. It is no longer fiscally responsible or fair to choose which requesting entity will or will not have the benefit of their police details being covered by the police department budget.

The department has adopted the policy of being consistent and fair by treating all requests for services, regardless of the status of the requesting entity (private, public, non-profit, community based), the same. Essentially, all entities are required to pay for the expense of police detail coverage. In my opinion, this is the best policy as it will be consistent and defensible when considering the current fiscal realities. Legitimate arguments are made year after year regarding the structural fiscal deficit the Town of Franklin must contend with.

As always, if an event has a major public safety / security issue surrounding it (public demonstration, etc.), we are obliged to provide coverage to keep the public safe. Town leadership would always have the option to declare an exception and direct the police department to fund the event through the operating budget.

Thank You!

Projected Income Statement for the 2018 Franklin 4th of July Celebration

INCOME			\$48,250.00
Carnvial Ticket Sales & Booth Fees		\$30,000.00	
Soda and Ice Cream Sales		\$2,750.00	
Donations from Businesses & others		\$10,000.00	
Donations Collected at the Booth & 50/50 Raffle		\$500.00	
Dontations from Town Residents (Dean Bank/web)		\$5,000.00	
EXPENSES			\$78,304.11
Fireworks / American Thunder		\$20,000.00	
Police Department (Detail for the Fireworks)		\$13,000.00	
Fire Department (Detail for the Fireworks)		\$8,800.00	
Police Department (Detail on Town Common)		\$5,000.00	
Music/Entertainment		\$7,500.00	
Fire Department (Detail on Town Common)		\$5,900.00	
Printing Costs (Letter to Franklin residents)		\$3,751.82	
DPW (for the Town Common)		\$3,500.00	
Porta Potties		\$2,000.00	
Liability Insurance Premiums		\$1,695.00	
DPW (for the Fireworks)		\$1,500.00	
Postage (Letter to Franklin residents)		\$1,104.00	
Tent and Table Rentals		\$750.00	
Electrician		\$700.00	
Waste Management		\$644.29	
New Logo Design (Sarah Gibbs)		\$500.00	
Soda		\$450.00	
Bunting for Gazebo on the Town Common		\$300.00	
Website Maintenance (july4thfranklinma.com)		\$300.00	
Post Office / Non-Profit Bulk Mail Fee		\$225.00	
Clean-up / Maintenance		\$200.00	
Ice		\$200.00	
Ice Cream		\$150.00	
PO Box Fee (12 months)		\$134.00	
Propane (R&GC Paid Bill)		\$0.00	
NET PROFIT			(\$30,054.11)

Form **990-EZ**

Short Form Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-1150

2017

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to www.irs.gov/Form990EZ for instructions and the latest information.

A For the 2017 calendar year, or tax year beginning January 1, 2017, and ending December 31, 20 17

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization ? Franklin July 4th Coalition		D Employer identification number ? 262322280
	Number and street (or P.O. box, if mail is not delivered to street address) ? Room/suite PO Box 521		E Telephone number 508-528-6852
	City or town, state or province, country, and ZIP or foreign postal code Franklin, MA 02038		F Group Exemption Number ▶ ?

G Accounting Method: ☐ Cash ☐ Accrual Other (specify) ▶ _____

H Check ☐ if the organization is not required to attach Schedule B ?
(Form 990, 990-EZ, or 990-PF).

I Website: ▶ _____

J Tax-exempt status (check only one) — ☒ 501(c)(3) ☐ 501(c) () ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

K Form of organization: ☐ Corporation ☐ Trust ☐ Association ☐ Other _____

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I) ?
Check if the organization used Schedule O to respond to any question in this Part I ☐

Revenue	? 1	Contributions, gifts, grants, and similar amounts received	1	7,780
	? 2	Program service revenue including government fees and contracts	2	0
	? 3	Membership dues and assessments	3	0
	? 4	Investment income	4	0
	5a	Gross amount from sale of assets other than inventory	5a	0
	5b	Less: cost or other basis and sales expenses	5b	0
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	0
	6	Gaming and fundraising events		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	0
	b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	34,316
Expenses	c	Less: direct expenses from gaming and fundraising events	6c	30,413
	d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	3,903
	7a	Gross sales of inventory, less returns and allowances	7a	
	b	Less: cost of goods sold	7b	
	c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	0
	8	Other revenue (describe in Schedule O)	8	0
	9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 ▶	9	3,903
	10	Grants and similar amounts paid (list in Schedule O)	10	0
	11	Benefits paid to or for members	11	0
	12	Salaries, other compensation, and employee benefits ?	12	0
Net Assets	13	Professional fees and other payments to independent contractors ?	13	0
	14	Occupancy, rent, utilities, and maintenance	14	0
	15	Printing, publications, postage, and shipping	15	5,215
	16	Other expenses (describe in Schedule O) ?	16	0
	17	Total expenses. Add lines 10 through 16 ▶	17	5,215
	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	-1,312
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	37,979
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	0
	21	Net assets or fund balances at end of year. Combine lines 18 through 20 ▶	21	36,667

Part II Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II ☐

		(A) Beginning of year	(B) End of year
22	Cash, savings, and investments	37979	22 36667
23	Land and buildings	0	23 0
24	Other assets (describe in Schedule O)	0	24 0
25	Total assets	37979	25 36667
26	Total liabilities (describe in Schedule O)	0	26 0
27	Net assets or fund balances (line 27 of column (B) must agree with line 21)	37979	27 36667

Part III	Statement of Program Service Accomplishments (see the instructions for Part III)
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Check if the organization used Schedule O to respond to any question in this Part III . . . ☐

What is the organization's primary exempt purpose?

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28

☐ (Grants \$) If this amount includes foreign grants, check here ☐

28a

29

(Grants \$) If this amount includes foreign grants, check here ☐

29a

30

(Grants \$) If this amount includes foreign grants, check here ☐

30a

31

Other program services (describe in Schedule O)

(Grants \$) If this amount includes foreign grants, check here ☐

Total program service expenses (add lines 28a through 31a)

(Grants \$) If this amount includes foreign grants, check here ► ☐

31a

32

[illegible]

32

Part IV **List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV ☐

[illegible]

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O	33	✓
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	34	✓
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?	35a	✓
b If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O	35b	
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III	35c	✓
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N	36	✓
37a Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ 37a		
b Did the organization file Form 1120-POL for this year?	37b	✓
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38a	✓
b If "Yes," complete Schedule L, Part II and enter the total amount involved 38b		
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9 39a		
b Gross receipts, included on line 9, for public use of club facilities 39b		
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ 0 ; section 4912 ▶ 0 ; section 4955 ▶ 0		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	40b	✓
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ 0		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ 0		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e	✓
41 List the states with which a copy of this return is filed ▶		
42a The organization's books are in care of ▶ Telephone no. ▶		
Located at ▶ ZIP + 4 ▶		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	42b	✓
If "Yes," enter the name of the foreign country: ▶		
See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
c At any time during the calendar year, did the organization maintain an office outside the United States?	42c	✓
If "Yes," enter the name of the foreign country: ▶		
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here ▶ <input type="checkbox"/>	43	
and enter the amount of tax-exempt interest received or accrued during the tax year ▶		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	✓
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b	✓
c Did the organization receive any payments for indoor tanning services during the year?	44c	✓
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d	
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a	
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)	45b	✓

- 46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46		<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

- 47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

	Yes	No
47		<input checked="" type="checkbox"/>

- 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

	Yes	No
48		<input checked="" type="checkbox"/>

- 49a Did the organization make any transfers to an exempt non-charitable related organization?

	Yes	No
49a		<input checked="" type="checkbox"/>

- b If "Yes," was the related organization a section 527 organization?

	Yes	No
49b		<input type="checkbox"/>

- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

f Total number of other employees paid over \$100,000

- 51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over \$100,000

- 52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A

☐ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here ☐ Signature of officer PAUL KORTICK Date 3/3/18
Type or print name and title JOSEPH CARLIGNANI

Paid Preparer Use Only Print/Type preparer's name Preparer's signature Date Check ☐ if self-employed PTIN
Firm's name ▶ Firm's EIN ▶
Firm's address ▶ Phone no. ▶

May the IRS discuss this return with the preparer shown above? See instructions ☐ Yes ☐ No