



community development partnership

Promoting a vibrant and diverse community on Lower Cape Cod

Memorandum

To: Rae Ann Palmer, Truro Town Manager
From: Judith Valverde, Fiscal & Operations Director
Date: August 3, 2016
Re: 14 Old Firehouse Rd, FY16 Year End Report

I am pleased to submit the following Property Management Report for FY2016, ending June 30, 2016 for 14 Firehouse Road.

The family of four, who moved into the 3 bedroom-home in January 2008, remains there today; all four are actively involved in the community.

Alice Demoracski, the Property Management Director, is the primary point of contact for all tenant and maintenance issues. Although there are no outstanding maintenance or tenant issues at this time, in FY16 the CDP had to replace a failed Well Tank.

In FY17 Alice will be coordinating the installation of dual flush toilets (\$1,000) and GFI outlets (\$700) in both bathrooms. Additionally she will continue to try and coordinate with the tenants in order to facilitate the refinishing of the hardwood floors. (\$2,500) Since the tenant will need to be out of the house for a few days, Alice is hoping to accomplish this task while the tenant is away on vacation. These items will be accomplished as funds allow.

Abigail Chapman, the Director of Construction and Energy Efficiency has direct over site of all capital improvements. In FY16 Abigail coordinated the completion of the Kitchen rehab. The base cabinets and the countertop were replaced. Because of the height of the new cabinets, after installation it became necessary to replace the kitchen backsplash.

Attachments:

FY16 Income & Expense Report
FY17 Budget Projections
June 2016 Reserve Bank Statement
Copies of Invoices listed on report

3 Main Street Mercantile, Unit 7
Eastham, MA 02642

ph: 508.240.7873 | 800.220.6202
fx: 508.240.5085

contact@capecdp.org
www.capecdp.org

Community Development Partnership
FY16 Actuals for 14 Old Firehouse Road
For the periods of July 1, 2015 to June 30, 2016

REVENUE

Rent	12,606.52	
Interest	9.01	
Total Income		12615.53

EXPENSES

Property Management Fee		540.00
Administration:		
Payroll & Fringe	1981.20	
Advertising	35.91	
Legal	0.00	
Supplies	146.80	
Training	43.42	
Office Space	104.01	
Subtotal Administration		2311.34
Maintenance:		
Contract Maintenance	7092.30	
Grounds Maintenance	215.00	
Maintenance Payroll & Fringe	615.26	
Travel	110.80	
Telephone/Answering Service	10.18	
Repairs Supplies	351.87	
Rubbish Removal	0.00	
Subtotal Maintenance		8395.41
Insurance		1301.02
Utilities		1596.00
Total Expenses		14143.77
Subtotal net income		(1528.24)
Less 5% Capitol Reserve		(630.96)
Add Reserve Release		2159.20
Amount Due The Town of Truro		0.00

Reserve Fund Balances	Operating Reserve	Capital Reserve	Total	
FY15 Year End Balances	1500.00	2812.01	4312.01	
FY16 Contributions		630.96	630.96	
FY16 Reserve Release		(2159.20)	(2159.20)	Due from reserve account
Reserve Balances @ 6/30/16	1500.00	1283.77	2783.77	

Contract Maintenance Includes:

Mid Cape Homecenters Base Cabinets & Counter Top	3563.71
Mark Hossfield Labor for Cabinet/Countertop Installation	2476.25
Jacob Lorris - Repair/Retile Backsplash after cabinet installation.	600
Repairs Supplies Includes: (Listed due to higher than normal Maint Supplies)	
Aluminium Products of CC - New Storm Door	200
Utilities:	
Atlantic Well Drilling - Replace Well Tank	1596

Community Development Partnership
FY17 Budget Projections for 14 Old Firehouse Road
For the periods of July 1, 2016 to June 30, 2017

REVENUE

Rent	11,437.00	
Interest	7.00	
Total Income		11,444.00

EXPENSES

Property Management Fee		540.00
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Administration:

Payroll & Fringe	1,633.10	
Advertising	32.85	
Legal	372.68	
Supplies	140.41	
Training	24.61	
Office Space	99.70	
Subtotal Administration		2,303.35

Maintenance:

Contract Maintenance*	5,004.00	
Grounds Maintenance	500.00	
Maintenance Payroll	899.77	
Travel	63.08	
Telephone/Answering Service	12.91	
Repairs Supplies	420.00	
Rubbish Removal	100.00	
Subtotal Maintenance		6,999.76

Insurance		1,300.00
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Utilities		420.00
------------------	--	---------------

Total Expenses	11,563.11
-----------------------	------------------

Subtotal net income	(119.11)
Less 5% Capitol Reserve	-
Add Reserve Release	119.11
Amount Due The Town of Truro	(0.00)

Reserve Fund Balances	Operating Reserve	Capital Reserve	Total
FY16 Year End Balances	1,500.00	2,812.01	4,312.01
FY17 Projections	-	(119.11)	(119.11)
Projected Reserve Balances	1,500.00	2,692.90	4,192.90

***Contract Maintenance Includes**

Misc -Budgeted Amount	804.00	
Refinish hardwood flooring	2,500.00	As funds allow
Dual flush toilets	1,000.00	As funds allow
GFI in baths	700.00	As funds allow
	5,004.00	

LOWER CAPE COD COMMUNITY DEVELOPMENT CO
Account Reconciliation
As of Jun 30, 2016
1045-218 - SEAMENS MM RES:14 OLD FIREHOUS
Bank Statement Date: June 30, 2016

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance	4,888.36
Add: Cash Receipts	54.61
Less: Cash Disbursements	
Add (Less) Other	
Ending GL Balance	4,942.97
Ending Bank Balance	4,942.97
Add back deposits in transit	
Total deposits in transit	
(Less) outstanding checks	
Total outstanding checks	
Add (Less) Other	
Total other	
Unreconciled difference	0.00
Ending GL Balance	4,942.97

LOWER CAPE COD COMMUNITY DEVELOPMENT CO

Account Register

For the Period From Jun 1, 2016 to Jun 30, 2016

1045-218 - SEAMENS MM RES:14 OLD FIREHOUS

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			4,888.36
6/8/16	060816	Deposit	LOWER CAPE COD CDC	54.00		4,942.36
6/30/16	063016ET	Deposit	SEAMENS BANK	0.61		4,942.97
			Total	54.61		



Member FDIC/DIF

SEAMEN'S BANK

CAPE COD'S FIRST COMMUNITY BANK

PO Box 74
No. Truro, MA 02652
508-487-0035

13

007 M0 ##000397
LOWER CAPE COD COMMUNITY DEVELOPMENT
CDP - FIREHOUSE RESERVE
3 MAIN ST UNIT # 7
EASTHAM MA 02642

Last statement: May 31, 2016
This statement: June 30, 2016
Total days in statement period: 30

Page 1
0875000743
(0)

Direct inquiries to:

Seamens Bank Main Office
P O Box 659, 221 Commercial St
Provincetown MA 02657



NOW YOU CAN GET SECURE, ECO-FRIENDLY ESTATEMENTS FOR YOUR SEAMEN'S BANK ACCOUNTS. ELECTRONIC STATEMENTS GO RIGHT TO YOUR INBOX AND GIVE YOU THE CONVENIENCE OF HAVING YOUR RECORDS ON YOUR COMPUTER. TO SIGN UP, PLEASE VISIT YOUR PERSONAL ONLINE BANKING PAGE OR VISIT ANY BRANCH OF SEAMEN'S BANK, EMAIL SUPPORT@SEAMENSBANK.COM, OR CALL US AT 1.855.227.5347. THANK YOU FOR BEING A CUSTOMER OF CAPE COD'S FIRST COMMUNITY BANK!

Non Pers Money Mkt

Account number	0875000743	Beginning balance	\$4,888.36
		Total additions	54.61
Avg collected balance	\$4,929	Total subtractions	0.00
		Ending balance	\$4,942.97 <i>KF</i>

CREDITS

Date	Description	Additions
06-08	' Deposit	54.00
	TLR 85 BR 05	
06-30	' Interest Credit	.61 <i>JK</i>

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Thank you for banking with Seamens Bank-Main Office

L 397 -397

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO: Jay Coburn

DATE: 10/22/2015

FROM: ABIGAIL CHAPMAN

PROGRAM: 14 Old Firehou

REQUEST TO PURCHASE _____

AMOUNT: \$1,277.22

REQUEST FOR CHECK xx

APPROVAL: 

Used Charge Card
charge account

PAYABLE TO: Mid-Cape

cabinets for 14 Old Firehouse

\$ 1,277.22

TOTAL

\$1,277.22

OT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
UNLESS APPROVAL IS INDICATED

ACCOUNTING:

ACCOUNT # _____



Orleans
Mid-Cape Home Centers
15 Main Street
Orleans, MA 02653
(508) 255-0200
Fax: (508) 255-0599



INVOICE

1510-090831 PAGE 1 OF 1

SOLD TO	SHIP TO
LOWER CAPE CDC 3 MAIN STREET UNIT 7 EASTHAM MA 02642	LOWER CAPE CDC Tasha Job 14 Old Firhouse Rd Truro MA 02642 508 240 7873

ACCOUNT	JOB
5591	0
SOLD ON	10/22/2015 7:42:55 AM
DELIVER ON	6/22/2015
BRANCH	1000
CUSTOMER PO#	TASHA
STATION	O002
CASHIER	PAUBAY
SALESPERSON	
ORDER ENTRY	DAVLAU

PO 1505-L77747
WELLBORN
AMERICANA CAPITAL
ORD # 189863
DOVER/MAPLE/ARCTIC

PLEASE TRANSFER TO ORLEANS, BLDG
5 ON MONDAY 6/22. THANK YOU.

Quantity	UM	Item	Description	D	T	Price	Per	Amount
			Order: 1505-L04635					
2	EA	SOL04635-009	B24		Y	238.5942	EA	477.19
1	EA	SOL04635-011	SSB36		Y	800.0322	EA	800.03

APPROVED FOR PAYMENT ✓
INVOICE # 1510-090831

PROGRAM	AMOUNT	INITIAL	DATE
OFH	\$1,277.22	JL	12/3/15

PAID: DATE 12/3/15 CHK # 2398

Payment Method(s) Buyer: CHAPMAN, ABIGAIL

Charge to Acct 1,277.22

SubTotal	1,277.22
Sales Tax	0.00
Deposit	
Please Pay This Amount	1,277.22

Signature

LOWER CAPE COD CDC
dba COMMUNITY DEVELOPMENT PARTNERSHIP

MID CAPE HOME CENTERS

2398

Check Number: 2398

Check Date: Dec 3, 2015

Check Amount: \$1,299.90

Discount Taken Amount Paid

1510-090831

* 1,277.22

1511-123246

22.68

Item to be Paid - Description

REFERENCE GUIDE

SF4001-1

WARD 11110011A 5512 C620M171

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-346-7550

C6G6150010000

B1135F027255

11CE)

MENT

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO: Jay Coburn

DATE: 11/16/2015

FROM: ABIGAIL CHAPMAN

PROGRAM: 14 Old Firehou:

REQUEST TO PURCHASE _____

AMOUNT: \$1,021.49

REQUEST FOR CHECK xx

APPROVAL: 

Used Charge Card
charge account

PAYABLE TO: Mid-Cape HomeCenters

14 old firehouse cabinets for kitchen renovation

\$ 1,021.49

TOTAL

\$1,021.49

OT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
3 UNLESS APPROVAL IS INDICATED

ACCOUNTING:

ACCOUNT # _____



Orleans
Mid-Cape Home Centers
15 Main Street
Orleans, MA 02653
(508) 255-0200
Fax: (508) 255-0599

CUSTOMER COPY



INVOICE

1511-125205 PAGE 1 OF 1

SOLD TO
LOWER CAPE CDC 3 MAIN STREET UNIT 7 EASTHAM MA 02642

SHIP TO
LOWER CAPE CDC Tasha Job 14 Old Firhouse Rd Truro MA 02642 508 240 7873

ACCOUNT	JOB
5591	0
SOLD ON	11/16/2015 7:50:04 AM
DELIVER ON	11/16/2015
BRANCH	1000
CUSTOMER PO#	TASHA
STATION	O002
CASHIER	PAUBAY
SALESPERSON	
ORDER ENTRY	DAVLAU

PO 1505-L77747
WELLBORN
AMERICANA CAPITAL
ORD # 189863
DOVER/MAPLE/ARCTIC

PLEASE TRANSFER TO ORLEANS, BLDG
5 ON MONDAY 6/22. THANK YOU.

Quantity	UM	Item	Description	D	T	Price	Per	Amount
Order: 1505-L04635								
1	EA	SOL04635-010	SRB36		Y	234.0642	EA	234.06
1	EA	SOL04635-012	B33		Y	278.9457	EA	278.95
1	EA	SOL04635-013	CSB33		Y	486.2808	EA	486.28
1	EA	SOL04635-014	F3		Y	22.1989	EA	22.20


APPROVED FOR PAYMENT			
INVOICE # 1511-125205			
PROGRAM	AMOUNT	INITIAL	DATE
OFH	\$1,021.49	JV	12/10/15
PAID: DATE 12/10/15		CHK # 2407	

Payment Method(s) Buyer: CHAPMAN, ABIGAIL


Charge to Acct

1,021.49

SubTotal	1,021.49
Sales Tax	0.00
Deposit	
Please Pay This Amount	1,021.49


Signature

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO:	<u>Jay Coburn</u>	DATE:	<u>11/16/2015</u>
FROM:	<u>ABIGAIL CHAPMAN</u>	PROGRAM:	<u>14 Old Firehou:</u>
REQUEST TO PURCHASE	_____	AMOUNT:	<u>\$1,265.00</u>
REQUEST FOR CHECK	<u>xx</u>	APPROVAL:	<u></u>

Used Charge Card
charge account

PAYABLE TO: Mid-Cape HomeCenters

14 old firehouse countertop for kitchen renovation

\$ 1,265.00

TOTAL

\$1,265.00

OT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
S UNLESS APPROVAL IS INDICATED

ACCOUNTING:

ACCOUNT # _____



Orleans
Mid-Cape Home Centers
15 Main Street
Orleans, MA 02653
(508) 255-0200
Fax: (508) 255-0599

CUSTOMER COPY



INVOICE

1511-125096 PAGE 1 OF 1

SOLD TO
LOWER CAPE CDC 3 MAIN STREET UNIT 7 EASTHAM MA 02642

SHIP TO
LOWER CAPE CDC Tasha Job 14 Old Firehouse Rd Truro MA 02666 508 240 7873

ACCOUNT	JOB
5591	0
SOLD ON	11/16/2015 7:15:23 AM
DELIVER ON	11/16/2015
BRANCH	S-1000 / M-4000
CUSTOMER PO#	TASHA
STATION	D041
CASHIER	KARPRE
SALESPERSON	
ORDER ENTRY	DAVLAU

PO 1510-L62717
WARE-RITE DISTRIBUTORS
ORDER # 9107205

PLEASE DELIVER TO JOB SITE ON
MONDAY 11/16, 2ND AM, AFTER 10.
NOTE: BEWARE OF DOGS. DO NOT
ENTER GATE WITHOUT SOMEONE
PRESENT. THANK YOU.

Quantity	UM	Item	Description	D	T	Price	Per	Amount
Order: 1510-L96662								
1	EA	SOL96662-001	SELF EDGE-LOOSE BACK SPLSH 33.25 3691-46 BALTIC GRANITE		Y	165.0000	EA	165.00
Staging: 5901 BACK CORNER								
1	EA	SOL96662-002	SELF EDGE-LOOSE BACK SPLASH 33 3691-46 BALTIC GRANITE		Y	193.1353	EA	193.14
1	EA	SOL96662-003	SELF EDGE-NO BACK SPLASH 105		Y	466.8497	EA	466.85
1	EA	SOL96662-004	SELF EDGE-LOOSE BACK SPLASH 85.5 3691-46 BALTIC GRANITE		Y	357.5117	EA	357.51
1	EA	SOL96662-005	SELF EDGE - BACK SPLASH ONLY 105 3691-46 BALTIC GRANITE		Y	82.4987	EA	82.50

APPROVED FOR PAYMENT
INVOICE # 1511-125096

PROGRAM AMOUNT INITIAL DATE
OFH \$1,265.00 J 12/10/15

PAID: DATE 12/10/15 CHK # 2407

Payment Method(s) Buyer: CHAPMAN, ABIGAIL

Charge to Acct

1,265.00

SubTotal	1,265.00
Sales Tax	0.00
Deposit	
Please Pay This Amount	1,265.00

Signature

LOWER CAPE COD CDC
dba COMMUNITY DEVELOPMENT PARTNERSHIP

2407

MID CAPE HOME CENTERS

Check Number: 2407

Check Date: Dec 10, 2015

Check Amount: \$2,286.49

Item to be Paid - Description

1511-125205
1511-125096

Discount Taken

Amount Paid

1,021.49
1,265.00

WARD - LITHUEN
SF4001-1
0007 06/2015

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-346-7550

CS08150010000

8135F027255

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO: Jay Coburn

DATE: 11/19/2015

FROM: ABIGAIL CHAPMAN

PROGRAM: 14 Old Firehou:

REQUEST TO PURCHASE _____

AMOUNT: \$2,476.25

REQUEST FOR CHECK xx

APPROVAL: 

Used Charge Card
charge account

PAYABLE TO: Mark Hossfeld

Final Billing for 14 Old Firehouse kitchen

\$ 2,476.25

TOTAL

\$2,476.25

* Check to be picked up. (C/P)
per Abigail.

OT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
UNLESS APPROVAL IS INDICATED

ACCOUNTING:

ACCOUNT # _____

C.D.P.

Attn. Abigail Chapman

3 Main Street Merchantile Unit 7

Eastham, MA 02642

H. Mark Hossfeld

240 Holly Ave.

Brewster, MA 02631

November 19, 2015

Final Bill Invoice #2 14 Old Firehouse Rd.

Truro, MA 02666

Bill

B Install Base Cabinets provided C.D.P.	\$1,190
C Install countertop provide C.D.P.	\$380
D Install sink and faucet provided by Builder	\$820
Extra cost of door handles (22) provided by builder	\$86.25

Total Due Now \$2,476.25

Thank You

Mark

APPROVED FOR PAYMENT ✓			
INVOICE # <u>H055FELD111915-0FH</u>			
PROGRAM	AMOUNT	INITIAL	DATE
<u>0FH</u>	<u>\$2,476.25</u>	<u>[Signature]</u>	<u>12/3/15</u>
PAID: DATE <u>12/3/15</u> CHK # <u>2389</u>			

LOWER CAPE COD CDC
dba COMMUNITY DEVELOPMENT PARTNERSHIP

H. MARK HOSSFELD

2389

Check Number: 2389

Check Date: Dec 3, 2015

Check Amount: \$2,476.25

Discount Taken

Amount Paid

2,476.25

Item to be Paid - Description

HOSSFELD1119

STANDARD INFORMATION SYSTEMS CORPORATION
SF4001-1

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-346-7550

C506150010000

81381927235

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO: Jay Coburn

DATE: 2-5-16

FROM: Alice Demoracski

PROGRAM: 14 OFH

REQUEST TO PURCHASE _____

AMOUNT: \$600.00

REQUEST FOR CHECK ✓

APPROVAL: J-

Request for charge card payment

PAYABLE TO:

Jacob B Morris

Rehū Kitchen

☐ W-9

☐ Ins. Cert

E-mail sent to Alice 3/1/16

DO NOT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
DO NOT PROCESS UNLESS APPROVAL IS INDICATED

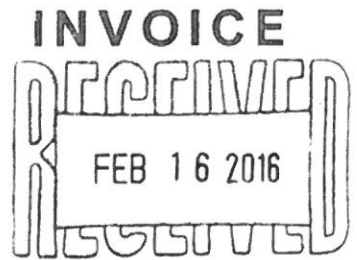
ACCOUNTING:

ACCOUNT # _____

CHECK # _____

DATE PAID: _____

Jacob B. Morris
3 Sylvan Lane
N.Truro, MA 02652
P.O. box 107



community development partnership
3 main st mercantile, unit #7, eastham ma 02642

Invoice # 0000018

Invoice Date 02/05/2016

Due Date 02/05/2016

Item	Description	Unit Price	Quantity	Amount
	Labor	500.00	1.00	500.00
	Thinset	30.00	1.00	30.00
	Grout	25.00	1.00	25.00
	Trim	5.00	6.00	30.00
	Stain, wood puddy, sandpaper	15.00	1.00	15.00
14 OLD FIREHOUSE RD., N. TRURO				
NOTES: Started by replacing broken or cut tiles to fill all voids and gaps. Removed old grout throughout backsplash, RegROUTed. A quarter round trim was installed around the bottom edge of backsplash, which was sanded and stained. All tile was sealed with 511 impregnator to protect tile.and grout from stains and discoloration. I also put a bead of silicone around the whole bottom edge where backsplash meet the counter and also around the sink.				
Subtotal				600.00
Total				600.00
Amount Paid				0.00
Balance Due				\$600.00

Jacob B. Morris
CUSTOM, QUALITY TILING

APPROVED FOR PAYMENT			
INVOICE # 0000018			
PROGRAM	AMOUNT	INITIAL	DATE
OFH	\$ 600.00		3/2/16
PAID: DATE 3/2/16 CHK # 2548			



CAPE COD, MA

774.722.0421

LOWER CAPE COD CDC
dba COMMUNITY DEVELOPMENT PARTNERSHIP

2548

JACOB B. MORRIS

Check Number: 2548

Check Date: Mar 2, 2016

Check Amount: \$600.00

Discount Taken Amount Paid

Item to be Paid - Description

0000018

600.00

SF4001-1
VND, 11100, 1000 07/02 CREDIT

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-346-7550

CS06150010000 8135F027255

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO: Jay Coburn

DATE:

12-15-15

FROM: Alice Demoracski

PROGRAM:

OFIT

REQUEST TO PURCHASE _____

AMOUNT:

200 -

REQUEST FOR CHECK ✓

APPROVAL:

[Signature]

Request for charge card payment

PAYABLE TO:

Aluminum Products of Cape Cod

White Lite Storm Door

DO NOT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
DO NOT PROCESS UNLESS APPROVAL IS INDICATED

ACCOUNTING:

ACCOUNT # _____

CHECK # _____

DATE PAID: _____

RECEIVED
DEC 18 2015

ABSTRACT

~~14 OF 14~~

INVOICE # 0092436-IN

PAID: DATE 12/22/15 CHK# 2435

1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 26

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2015

2435

DATE PAID: _____

2435

LOWER CAPE COD CDC
dba COMMUNITY DEVELOPMENT PARTNERSHIP

ALUMINUM PRODUCTS OF CAPE COD, INC.

Check Number: 2435
Check Date: Dec 22, 2015

Check Amount: \$200.00

Discount Taken Amount Paid

200.00

Item to be Paid - Description

0092436-IN

SF4001-1
TEGUARD, LINCOLN, MISSOURI

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-346-7350

CS08150010000 8135F027255

255-1211

COMMUNITY DEVELOPMENT PARTNERSHIP
CHECK/PURCHASE REQUEST

TO: Jay Coburn

DATE: 7/18/15

FROM: Alice Demoracski

PROGRAM: OFHR

REQUEST TO PURCHASE

AMOUNT: \$1596.00

REQUEST FOR CHECK X

APPROVAL: 

Request for charge card payment

PAYABLE TO: Atlantic Well Drilling

water/system checks +
maintenance

DO NOT PROCESS UNLESS APPROPRIATE BACK-UP ATTACHED
DO NOT PROCESS UNLESS APPROVAL IS INDICATED

ACCOUNTING:

ACCOUNT #

CHECK #

DATE PAID:

Atlantic Well Drilling, Inc.

P.O. Box 339

North Eastham, MA 02651

Invoice

DATE	INVOICE #
7/18/2015	20698

BILL TO
Community Developmet Partnersip 3 Main St. Mercantile, Unit 7 Eastham, MA 02642



TERMS	COMPL. DATE	JOB LOCATION
Net	7/17/2015	14 Old Firehouse Rd., Truro

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Service Call	7/14/15 Check problem with no water at house. Found well tank waterlogged and pressure switch malfunction due to pump short cycling. Added air to tank and cleaned switch contacts. Ran pump and checked operation. Restored water. Well tank needs to be replaced.	2	110.00	220.00
	7/17/15 Replaced well tank and associated piping. Ran pump and verified proper operation.			
Labor	Labor, hrs.	2	95.00	190.00
Labor, H'lp...	Labor, Helper, hrs.	2	65.00	130.00
FL 12	Well Tank, Fiberglass Construction, 35 gal.	1	910.00	910.00
Tank Tee 1...	1.25" Tank Tee, Brass, Short Pattern, 1' ID x 1.25' OD	1	42.00	42.00
Pres. Switch	Pressure Switch, 40/60, Square D	1	36.00	36.00
Pressure G...	Pressure gage, 0-100 psi.	1	10.00	10.00
Pipe/Fitting...	1" Brass & PVC Fittings	1	58.00	58.00



APPROVED FOR PAYMENT	
INVOICE # 20698	
OFIT	1596.00
DATE 8/6/15	
PAID AUG 6 2015	
2155	

Call us for all your Water System needs - Wells, Pumps, Tanks, Filters

Total \$1,596.00

www.atlanticwelldrilling.com

LOWER CAPE COD CDC
dba COMMUNITY DEVELOPMENT PARTNERSHIP

ATLANTIC WELL DRILLING, INC.

2155

Check Number: 2155

Check Date: Aug 6, 2015

Item to be Paid - Description

20698

Check Amount: \$1,596.00

Discount Taken

Amount Paid

1,596.00

SF4001.1

0. UPHOLDING OF
SUSPENDED

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-346-7550

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