

# REPORT OF THE CLERK

## ANNUAL ELECTION AND DISTRICT MEETING

May 24 and 25, 2022

In accordance with the foregoing notice and the by-laws of the District, the annual election of the Cotuit Fire District was held at the Freedom Hall, Main Street, Cotuit, on Tuesday, May 25, 2022, between the hours of four o'clock and eight o'clock PM. The results were as follows:

	<u>Votes Received</u>
<u>Member, Prudential Committee, 3 years</u>	
Fran Parks *	81
<u>Member, Board of Fire Commissioners, 3 years</u>	
Kevin Conley *	86
<u>Member, Board of Water Commissioners, 3 years</u>	
Scott Horsley *	56
<u>Moderator, 3 years</u>	
John C. Gardner *	96

\*Elected

Also, in accordance with the foregoing notice and the by-laws of the District, the annual meeting of the Cotuit Fire District was held Wednesday, May 26, 2022, at Freedom Hall, Main Street, Cotuit, at seven-thirty o'clock PM. The meeting was called to order by the Moderator. The Clerk read the call of the meeting and return of the same. The Clerk then reported the election results. Then action was taken on the following articles:

**Article 1:** Upon motion duly made and seconded, the District voted to accept the reports of the officers and committees of the District as printed. **Unanimous**

**Article 2:** Upon motion duly made and seconded, the District voted for FY 2021 to set the annual salaries of the elected officials as follows: Prudential Committee Members, Members of the Board of Fire Commissioners and Members of the Board of Water Commissioners: **\$1,250.00** each; Moderator: **\$250.00**. **Unanimous**

**Article 3:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$45,000.00** to establish the reserve fund as provided in Section 5C, Chapter 40 of the General Laws. **Unanimous**

**Article 4:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$109,568.00** for labor and salaries for the Finance Department; and **\$270,388.00** for the remaining expenses of the Prudential Committee to be apportioned approximately as follows: **\$269,388.00** for operations and **\$1,000.00** for miscellaneous expenses for a total appropriation of **\$379,956.00**. **Unanimous**

**Article 5:** Upon motion duly made and seconded, the District voted to transfer and appropriate **\$5,000.00** from Certified Free Cash for the establishment of a lockbox system for the District. **Unanimous**

**Article 6:** Upon motion duly made and seconded, the District voted to transfer and appropriate \$7,400.00 from Certified Free Cash for the computer upgrades and conducting an independent cybersecurity review of District operations. **Unanimous**

**Article 7:** Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **\$17,000.00** from Certified Free Cash digitization and/or shedding of District paper records in accordance with State record retention regulations. **Unanimous**

**Article 8:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$1,899,283.00** for labor and salaries of the Fire Department; and **\$359,446.00** for the remaining expenses of the Fire Department, to be apportioned approximately as follows: **\$79,720.00**, for

Maintenance, **\$278,726.00**, for Operations and **\$1,000.00**, Miscellaneous expenses for a total appropriation of **\$2,258,729.00**. **Passed by a Majority**

**Article 9:** Upon motion duly made and seconded, the District voted to borrow and appropriate **\$345,000.00** to acquire a new Ambulance to be expended under the authority of the Board of Fire Commissioners. **Unanimous - 2/3 vote requirement is satisfied**

**Article 10:** Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **5,000.00** from Certified Free Cash for the acquisition and/or development of a purchasing management for Fire Department system for the Fire Department purposes. **Unanimous**

**Article 11:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$31,000.00** for the Water Department for service connections, **\$410,774.00** for labor and salaries; and **\$346,885.00** for the remaining expenses of the Water Department, to be apportioned approximately as follows: **\$97,000.00** for maintenance; **\$248,385.00** for operations; and **\$1,500.00** for miscellaneous expenses for a total appropriation of **\$788,659.00**. **Unanimous**

**Article 12:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash **\$16,500.00** for the cost of transferring to a new billing and customer service software. **Unanimous**

**Article 13:** Upon motion duly made and seconded, the District voted to close Article 2017-11, the Water Department Security System which has no unpaid liabilities and transfer the remaining unspent funds to the General Fund. **Unanimous**

**Article 14:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$20,000.00** for testing of well sites and related consultations. **Unanimous**

**Article 15:** Upon motion duly made and seconded, the District voted to borrow and appropriate **\$75,000.00** for a replacement service truck and related accessories and the disposal by sale or trade-in of the truck to be replaced. **Unanimous - 2/3 vote requirement is satisfied**

**Article 16:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash **\$65,000.00** for electrical upgrades of two pump stations. **Unanimous**

**Article 17:** Upon motion duly made and seconded, the District voted to raise and appropriate for FY 2021:

**\$5,580.00** for the labor and salaries for Freedom Hall Maintenance; and

**\$20,950.00** for the remaining expenses of the Prudential Committee, to be apportioned approximately as follows:

Maintenance, \$13,100.00,

Operating expenses, **\$7,750.00**, and

Miscellaneous, **\$100.00**

for a total appropriation of **\$26,530.00**. **Unanimous**

**Article 18:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$7,400.00** to maintain the streetlights of the District. **Unanimous**

**Article 19:** Upon motion duly made and seconded, the District voted to transfer and appropriate **\$25,000.00** from Certified Free Cash to support the maintenance of the Cotuit Library. **Unanimous**

**Article 20:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$147,160.00** and transfer and appropriate **\$240,000.00** from Certified Free Cash for a total appropriation of **\$387,160.00** for the payment of principal and interest. **Unanimous**

**Article 21:** Upon motion duly made and seconded, the District to raise and appropriate **\$586,066.00**, and transfer and appropriate the sum of **\$300,000.00** from Certified Free Cash for a total sum of **\$886,066.00** for the purpose of paying employee health insurances and post-employment benefits. **Unanimous**

**Article 22:** Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **\$435,000.00** from Certified Free Cash for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws. **Unanimous - 2/3 vote requirement is satisfied**

**Article 23:** Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **\$45,960.00** from Certified Free Cash to the Water Department

Stabilization Fund as provided under Article IX, Section 5 of the District By-laws. **Unanimous - 2/3 vote requirement is satisfied**

**Article 24:** Upon motion duly made and seconded, the District voted to transfer and appropriate a sum of **\$28,000.00** from Certified Free Cash to perform an environmental study of the land and school building known as the Cotuit Elementary School at 140 Old Oyster Road in Cotuit to be known as "the School Property". **Passes by majority vote.**

**Article 25:** Upon motion duly made and seconded, the District voted to revise the District By-Laws, **Article 1 Section 1:** by changing the last sentence to read "and an appointed Clerk" and "an appointed Treasurer". **Unanimous - 2/3 vote requirement is satisfied.**

**Article 26:** Upon amended motion duly made and seconded, the District voted revise the District By-Laws, **Article 1 Section 2:** by adding the word "elected" before "officers". **Unanimous - 2/3 vote requirement is satisfied**

Article 27: Upon motion duly made and seconded, the District voted to revise the District By-Laws, **Article VI, Section 2:** by adding the following at the end. "The Annual report shall consist of a Roster Elected Officials; the report of the Clerk, including the report of the prior annual meeting and Warrants, plus any Special Meetings of District, prudential Committee Annual Report; Board of Water Commissioners Annual Report, Board of Fire Commissioners Annual Report and Mission Statement; Report of the Treasurer; and any other matter deemed to be of interest to the Citizens of the District. **Unanimous - 2/3 vote requirement is satisfied.**

**Article 28:** Upon motion duly made and seconded, the District voted not to revise the District Bylaws **Article XI, Section 11** by deleting "citizens of the District" and replacing it with "individual". **2/3 vote requirement not met**

**Article 29:** Upon motion duly made and seconded, the District voted not to revise the District Bylaws **Article XI, Section 6:** by deleting "annual" and replacing it with "biennial or as otherwise required" in the first sentence; deleting "annual" and replacing it with "biennial" in the second sentence; deleting "each year" and replacing it with "every other year" in the second sentence; and deleting

"during the fiscal year" and replacing it with "every other year" in the last sentence.

The Moderator announced he has appointed Carol Zais and Amy Kates to the By-law Committee. Also, he has appointed Michael Curtis and Cynthia Gardner to the Policy Advisory Committee.

Motion made, seconded and passed unanimously to dissolve the meeting.

A True Copy, attest:

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Charles W. Eager, Clerk  
Cotuit Fire District