

# COTUIT FIRE DISTRICT

*Annual Reports  
and  
By - Laws*



1968

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at  
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Hyannis, Mass.

## **COTUIT FIRE DISTRICT**

Annual Reports for the Year Ending December 31, 1968

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### **Organization**

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#### **Moderator**

Lee Burlingame

#### **Prudential Committee**

Gordon M. Browne, Jr., Chairman	Term expires 1970
Robert S. Behlman	Term expires 1969
Allan F. Crawford	Term expires 1971

#### **Clerk**

F. Maynard Gifford

#### **Treasurer**

Agnes C. Murray

#### **Board of Water Commissioners**

Kenneth Turner, Chairman	Term expires 1970
Edward W. Moore	Term expires 1971
F. Maynard Gifford	Term expires 1969

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### **BOARD OF ENGINEERS**

#### **Chief**

Robert O. Dottridge

First Assistant Engineer

Second Assistant Engineer

John Newton, Jr.  
Arthur Gomes

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#### **Auditors**

Harry Crocker

Udell Perry

Theron Apollonio

## ANNUAL REPORT OF CLERK

ANNUAL MEETING

February 12, 1968

In accordance with the foregoing notice and the by-laws of the District, the annual meeting of the Cotuit Fire District was held in Freedom Hall on Monday, February 12, 1968 at 8 o'clock P.M. The Clerk called the meeting to order, read the call of the meeting and the return of same.

**Article 1.** Lee Burlingame was chosen Moderator for 1 yr. James Barger, Alfred E. Martin, and Francis Renne were chosen tellers.

**Article 2.** The following were nominated and the result of the election was as follows:

Member of Prudential Committee for 3 yrs.

Allan F. Crawford—1 vote

Member of Board of Water Commissioners for 3 yrs.

Edward W. Moore—1 vote

Clerk: F. Maynard Gifford, Jr.—1 vote

Treasurer: Agnes C. Murray—1 vote

Chief Eng.: Robert O. Dottridge—1 vote

1st. Asst. Eng.: John Newton, Jr.—1 vote

2nd. Asst. Eng.: Arthur Gomes—42 votes\*

Charles Hamblin—24 votes

Auditors: Harry Crocker, Udell Perry, Theron Apollonio  
1 vote each

\*Elected

**Article 3.** Upon motion duly made and seconded, it was unanimously Voted: "That the District authorize the treasurer, with the approval of the Prudential Committee, to borrow money from time to time in anticipation of the revenue for the financial years beginning January 1, 1968 and January 1, 1969, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of General Laws, Chapter 44 Section 17."

**Article 4.** Upon motion duly made and seconded, it was Voted: "That the District accept the reports of the officers and committees of the District as printed."

**Article 5.** Upon motion duly made and seconded, it was Voted: "That this article be indefinitely postponed, there being no unpaid bills."

**Article 6.** Upon motion duly made and seconded, it was Voted: "That the District set the salaries of the elected officials as follows:

Clerk	\$300.	Chief Eng.	\$1,500.
Treasurer	\$500.	Moderator	\$ 20.

**Article 7.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$32,750. for the financial department to pay for debt and interest, salaries, expenses, and assessment of the Barnstable County Retirement Association."

**Article 8.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$8,000. for the expenses of the fire department for the ensuing year."

The original motion that included the words "to the Board of Engineers" was amended and it was voted to delete same.

**Article 9.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$250. for the maintenance of the Cotuit Library Association Inc."

**Article 10.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$1,500. for the expenses of Freedom Hall for the ensuing year."

**Article 11.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$5,625. for the purpose of lighting the streets of the District for the ensuing year."

**Article 12.** Upon motion duly made and seconded, it was Voted: "That the District appropriate from the receipts and revenues of the water department:

(a) \$ 4,000. for the water dept. for services connections.

(b) \$24,294. for the operating and maintenance of the water dept.

(c) \$ 2,500. for the water dept. for extensions."

**Article 13.** Upon motion duly made and seconded, it was Voted: "That the District appropriate from receipts and revenues of the water dept. \$3,821., and from the water dept. balance the sum of \$12,879. for the purpose of painting and repairing the elevated tank on Old Oyster Road."

**Article 14.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$2,000. for the purpose of installing a water main in East Lane for a distance of about 450 ft. in accordance with the by-laws of the District and the rules and regulations of water dept."

**Article 15.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$5,500. for the purpose of installing a water main in Lewis Pond Road for a distance of about twelve hundred and fifty feet in accordance with the by-laws of the District and the rules and regulations of the water dept."

**Article 16.** Upon motion duly made and seconded, it was Voted: "That this article be indefinitely post-poned."

**Article 17.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$600. for improvements to the fire alarm system, this to be used in addition to \$1,800. appropriated at a previous meeting."

**Article 18.** Upon motion duly made and seconded, it was Voted: "That the District raise and appropriate the sum of \$1,500. and borrow and appropriate the sum of \$15,000. for an addition to the fire station. That the treasurer, with the authorization of the Prudential Committee, issue bonds or notes of the District therefor payable in not more than twenty years in accordance with the provisions of the General Laws." Fifty-five voted in the affirmative and seven in the negative.

**Article 19.** Upon motion duly made and seconded, it was Voted: "That the District rescind the present by-laws of the District and accept the new set of by-laws as posted in six locations within the District and discussed at two previous District meetings."

**BY-LAWS**  
**of the**  
**COTUIT FIRE DISTRICT**

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**ARTICLE 1**

**Officers**

Sec. 1. The officers of the Cotuit Fire District shall consist of a Moderator, a Prudential Committee of three members, a three member Board of Water Commissioners, a three member Board of Engineers, namely, a Chief Engineer, a First Assistant Engineer, and a Second Assistant Engineer, a Clerk, a Treasurer, and three Auditors. The three Auditors shall hold no other District office.

The Moderator, one member of the Prudential Committee, one member of the Board of Water Commissioners, one member of Board of Engineers, the Clerk, the Treasurer, and the three Auditors shall be chosen annually at the annual meeting. The chosen members of the Prudential Committee, the Board of Water Commissioners, and the Board of Engineers shall serve for three years or until their successors are chosen and qualified. All other officers of the District shall serve for the ensuing year or until their successors are chosen and qualified.

The term of office for the officers of the District shall commence with the first day next after the annual meeting and expire with the swearing in of their successors.

Any vacancies occurring in any of the offices may be filled at any legal meeting called for the purpose. Any vacancies occurring in any of the offices may be filled temporarily in accordance with General Laws.

**ARTICLE 2**

**Meetings**

Sec. 1. Meetings of the District shall be called by the Clerk when requested in writing by majority of the Prudential Committee, by a majority of the Board of Water Commissioners, by a majority of the Board of Engineers, or

as provided by the General Laws, and he shall give notice of the same by posting written notification in at least six public places in the District not less than seven days prior to the meeting, or by publishing the same in a newspaper printed within the town, which notification shall briefly state the purposes of the meeting.

Sec. 2. The annual meeting shall be held within the District on the second Monday in February in each year.

### ARTICLE 3

#### Finances

Sec. 1. The financial year shall begin the first day of January in each year and end with the last day of December following.

Sec. 2. No District notes, bonds, or script shall be issued by the Treasurer unless authorized by a two thirds majority vote of those present and voting in a regular or special meeting of the District, and all such notes, bonds, or script shall be signed by the Treasurer of the Fire District and countersigned by the Prudential Committee of the District.

Sec. 3. No money shall be paid from the treasury of the District, except for repayment of notes, bonds, or script issued as above provided, and interest on the same, without the written approval of the Prudential Committee, or by vote of the District and according to its order.

Sec. 4. The Auditors shall audit or shall have the Prudential Committee request the Director of Accounts of the Department of Corporations and Taxation of the Commonwealth of Massachusetts to audit the vouchers and accounts of all the officers of the District and present a written or printed annual report to the District.

Sec. 5. No contract for the purchase of equipment, supplies or materials, the actual or estimated cost of which amounts to two thousand dollars or more, except in cases of special emergency involving the health or safety of the people or their property, shall be awarded unless bids have been invited by advertisement in at least one newspaper published in the Town or District at least one week before the time specified for the opening of said bids.



## ARTICLE 4

### Prudential Committee

Sec. 1. It shall be the duty of the Prudential Committee to expend for the purposes prescribed by the District all funds raised, borrowed, or from whatever source derived. The Prudential Committee shall supervise the awarding of bids for the purpose of purchasing fire department equipment or other equipment required by the District, except for water department equipment, supplies, or materials.

Sec. 2. The Prudential Committee may direct the appropriate District officer to make those purchases required for the routine operation of the District which do not require following of bid procedure.

Sec. 3. The Prudential Committee shall receive the reports of the District officers and make recommendations thereon to the District meeting.

Sec. 4. The Prudential Committee shall be authorized to sign, on behalf of the District, all contracts except water department contracts which have been approved by vote of the District at any annual or special meeting or any other documents which do not require specific District approval.

## ARTICLE 5

### Clerk

Sec. 1. The Clerk, in addition to the duties of his office required by law, shall keep on file all reports, certificates, and inventories submitted to the District by any officer or committee thereof, which said record shall be open at all reasonable times to the inhabitants of the District qualified to vote in District affairs.

## ARTICLE 6

### Treasurer

Sec. 1. The Treasurer shall give such bond as the Prudential Committee shall require.

Sec. 2. He shall also keep a regular account of all moneys received and expended by him, and submit a detailed report immediately after the close of the fiscal year, and at other times as the District may require.

## ARTICLE 7

### Amendments

Sec. 1. These By-Laws may be altered or amended by a two-thirds majority vote of those present and voting at the annual meetings or at any other meeting regularly called for the purpose.

## ARTICLE 8

### Fire Department

Sec. 1. The Fire Department shall consist of a Chief Engineer, two Assistant Engineers, Fire Police, and as many Firemen as shall be necessary to manage the fire apparatus within the District, not exceeding the number allowed by law. Each member of the Fire Department and Fire Police shall be furnished with a badge, which shall be the property of the District and which shall be worn by him at all times when on duty.

Sec. 2. The Engineers shall choose one of the Assistant Engineers to be their Clerk and two shall form a quorum for the transaction of business. They shall appoint at the beginning of their term of office the Firemen and Fire Police. They shall have the general superintendence and control of all the fire apparatus, hydrants (in case of fire, and for all purposes of the Department), fire houses and furniture, and over the officers and members of the several companies attached to the Department, and all other persons present at fires, and may make from time to time such rules and regulations for the government and discipline of the Department and preservation of order in time of fire, as they may think expedient, such rules and regulations not being repugnant to the laws of the Commonwealth.

Sec. 3. Whenever there is a fire in the District, it shall be the duty of the Engineers to go at once to the fire, take complete charge and direct the work of the extinguishment of the fire, the removal and protection of property and any demolitions that they may think necessary, the preservation of order and the compelling of assistance from persons present. It shall also be the duty of the Engineers to preserve order in the Companies whenever the said Companies are on duty.

Sec. 4. The Chief Engineer shall have sole command at fires over all members of the Fire Department, including

the other Engineers and over all other persons present, and shall direct all proper measures for the extinguishment of fires, protection of property and preservation of order and observance of the law.

In the absence of the Chief Engineer, the Engineer first present shall have sole command and shall execute all the duties of the Chief Engineer.

Sec. 5. The term of office for the members of the Fire Department shall commence on the day next succeeding the annual election and shall continue one year or until others are chosen or appointed in their places.

Sec. 6. It shall be the duty of the Board of Engineers to keep thoroughly informed of the condition of the fire apparatus, equipment, and hydrants and to supervise all necessary repairs and maintenance for fire apparatus and equipment and to report on the condition of the apparatus and equipment at the annual meetings of the District; and also to make additions to the fire apparatus and buildings as needed after votes of the District and with approval of the Prudential Committee. The report of the Board of Engineers shall be published in the annual printed report of the officers of the Fire District. It shall be the duty of the Chief Engineer to inspect or cause to be inspected by the Fire Department Officers or Members, as often as may be necessary, all buildings, (including chimneys) premises and public thoroughfares, except the interior of private dwellings, for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, or any violations of the provision or intent of any by-laws or regulations affecting the fire hazard.

Whenever any officer or member shall find in any building, or upon any premises or other place, combustible or explosive matter or dangerous accumulation of waste paper, boxes, shavings, or any other highly inflammable materials especially liable to fire and which is so situated as to endanger property, he shall forthwith report the same to the Chief Engineer who shall at once order the removal of the same and take all necessary actions in accordance with any statutes or regulations affecting the situation that may be necessary.

Sec. 7. Each of the Companies appointed by the Board of Engineers shall elect a Captain and one Lieutenant at

their first meeting after the annual District meeting and may establish such Rules, Regulations, and By-Laws as may be approved by the Board of Engineers. Officers and Firemen shall receive such compensation for their services as the District shall from time to time determine.

Sec. 8. Whenever at a fire any person present at said fire refuses to obey orders of any Engineer, it shall be the duty of the Board of Engineers immediately to prosecute the person so offending.

Sec. 9. Any officer or member of the Fire Department or Fire Police who shall be guilty of disorderly conduct or disobedience to his superiors in office, may for such offense be dismissed from the Department.

Sec. 10. At an alarm it shall be the duty of such of the Fire Police of the District as may be selected by the Engineers to go at once to the fire and there under the direction of the Engineers preserve the peace, prevent theft and the destruction of property, and remove all suspected persons.

Sec. 11. All the Companies of the Fire Department and Fire Police shall be furnished with a copy of these By-Laws.

Sec. 12. No Company shall have the power to appoint or discharge any officers or members without notification and permission of the Board of Engineers.

## ARTICLE 9

### Water Department

Sec. 1. All the authority granted to the Cotuit Fire District by Sections 5A to 5H, inclusive, of Chapter 244 of the Acts of 1935, with the exception of Sections 5D and 5E, and not otherwise specifically provided for, shall be vested in the Board of Water Commissioners, who shall be subject, however, to such instructions, rules, and regulations as the District may impose by its vote. A majority of said Commissioners shall constitute a quorum for the transaction of business. Any vacancy occurring in said Board from any cause may be filled for the remainder of the unexpired term by said District at any annual or special District meeting called for the purpose. Any such vacancy may be filled temporarily in the manner provided by Section 11

of Chapter 41 of the General Laws, and the person so appointed shall perform the duties of the office until the next annual meeting of said District or until another person is qualified.

Sec. 2. Whenever any extension of a water main is requested upon any street or way, the Water Commissioners may require that before such extension is made a guaranty or bond shall be given to the District, in such amount and form and with such sureties as they shall approve, conditioned that the obligors shall pay to the District, for such time as the Commissioners determine, at the time appointed for payment of water rates, such sums as shall amount in the aggregate, annually, to ten percent of the cost of such extension; subject to diminution by the amounts that the District shall receive annually from rates paid for water by consumers connected with such extension.

An extension completed under such a guaranty shall be known as a "guaranty extension" for the time of the guaranty. Any consumer connected to such a guaranty extension at any time during the guaranty period becomes a guarantor for the remaining period of the guaranty, and the payments for which each guarantor is responsible are adjusted proportionately.

Sec. 3. Whenever any extension of a water main is requested upon any street or way, the Water Commissioners may require that before such extension is made, a guaranty or bond shall be given to the District, in such form and with such sureties as they shall approve, conditioned that the obligors shall pay to the District one-half of the cost of the extension upon its completion.

Sec. 4. When extensions are applied for by a real estate developer, and approved by the Water Commissioners, the total cost of such extension shall be borne by the said developer; as to whether or not said applicant is a developer will lie in the discretion of the Water Commissioners.

### NOTES

The Cotuit Fire District operates under the jurisdiction of the Commonwealth of Massachusetts. Acts of the Legislature control the affairs of the District.

**Enabling Acts of the Legislature Adopted by the Cotuit Fire District**

1. Establishment of Cotuit Fire District  
Chapter 328 of 1926 ..... Adopted June 18, 1926
2. Provision for Water Supply  
Chapter 244 of 1935 ..... Adopted January 13, 1936
3. Provision for Appropriations for War Memorials and Public Library  
Chapter 351 of 1949 ..... Adopted February 13, 1950
4. Provision for Compensation of Certain Public Employees for Injuries Sustained in the Course of Their Employment  
Sec. 69, Chapter 152 General Laws (Ter. Ed.)  
Adopted February 12, 1940
5. Provision for Water Liens. Sections 42A to 42F inclusive of  
Chapter 40 General Laws — Adopted January 11, 1937  
(Recorded in Barnstable Registry of Deeds  
February 8, 1937)

**Article 20.** A motion duly made and seconded "That the District accept Sections 42 G to 42 I inclusive of Chapter 40 of the General Laws which provides for the levy of Special assessments to meet the whole or part of the cost incurred in laying water pipes" resulted in forty-seven votes in the negative and seven in the affirmative.

**Article 21.** Upon motion duly made and seconded, it was Voted: "That the District apply \$10,500 of the "free cash" towards the tax levy."

Upon motion duly made and seconded, it was Voted: "To adjourn"

F. MAYNARD GIFFORD, JR.

Clerk: Cotuit Fire District

**This meeting:**

Voted to raise and appropriate by taxation	\$57,725.00
Voted to apply amount of "free cash" towards levy	10,500.00
Balance to raise by taxation	<hr/> \$47,225.00
Voted to appropriate from Water Dept. balance (Leaving a balance of \$762.13)	\$12,879.00
Voted to appropriate from receipts and revenues of Water Dept. (Receipts and revenues for 1967 - \$34,615.31)	\$34,615.00

## REPORT OF THE TREASURER

Year ending December 31, 1968

### Receipts

Cash Balance January 1, 1968		\$40,792.43
Water Department		35,562.89
Tax Collector		
1966 Personal Property	5.20	
1967 Personal Property	156.15	
1967 Real Estate	2,335.05	
1968 Personal Property	5,893.00	
1968 Real Estate	45,439.05	
Water Liens	226.74	
		<hr/> 54,055.19
Interest on Savings Account		903.75
Employer's Compensation,		
Commonwealth of Massachusetts		3.87
Freedom Hall		90.00
Loan, Fire House Addition		15,000.00
Holyoke Mutual Fire Ins., Co. —		
Dividend Checks		48.15
Maxim Motors		43.39
		<hr/>
Total Receipts		\$146,499.67

### Expenditures

Water Department		
Salaries	12,169.21	
Other	8,893.76	
		<hr/> 21,062.97
Service Connections		3,935.57
Additional Water Supply		81.81
Freedom Hall		1,400.17
Financial Department		
Salaries	2,492.88	
Other	1,800.31	
		<hr/> 4,293.19
Notes		24,250.00
Interest		3,957.83
Street Lighting		5,491.21
Fire Department		7,884.95



Lewis Pond Road Extension	4,907.24
Crocker Neck Road Extension	985.73
East Lane Extension	2,000.00
Painting Elevated Tank	15,567.83
Test Wells	80.49
Special Fire Alarm	2,272.77
Fire House Addition	16,389.00
Tax Refunds	507.00
Cotuit Library Association	250.00

Total Expenditures	\$115,317.76
Cash Balance December 31, 1968	31,181.91

#### Valuation of the District

Real Estate	4,899,450.00
Personal Property	611,350.00
Total Valuation	5,510,800.00
Tax Rate 1968	\$10.00 per 1,000.00

#### DISTRICT INDEBTEDNESS — NOTES AND BONDS

Series	Year Issued	Amount	Amount Each Note	Purpose
Feb. 1	1964	60,000	5,000	Increase water supply
Feb. 15	1966	23,750	4,750	Purchase and equip fire truck
May 1	1968	15,000	3,000	Fire House Addition
May 15	1956	75,000	5,000	New water system
July 1	1967	25,000	5,000	Crocker Neck Road Extension
July 15	1965	12,500	2,500	Purchase land to protect water supply
Oct. 1	1963	20,000	2,000	Purchase land to increase water supply

Series	Date of Last Payment	Amount left of Jan. 1, 1968	Rate of Interest Interest is paid semi-annually
Feb. 1	1976	40,000	3.10
Feb. 15	1971	14,250	3.25
May 1	1973	15,000	4.10
May 15	1971	15,000	2.70
July 1	1972	20,000	3.30
July 15	1970	5,000	2.90
Oct. 1	1973	10,000	3.00

Financial Department Expense in Detail		
Appropriation		\$32,750.00
Fire Chief's Salary	\$ 1,500.00	
Clerk's Salary	300.00	
Treasurer's Salary	500.00	
Moderator's Salary	20.00	
Tax Collector's Salary	50.48	
Assessors' Salary	122.40	
Postage	30.00	
Stationery and Supplies	102.53	
Interest on DLN	32.08	
Printing and Advertising	233.20	
Treasurer's Bond	44.00	
Certification of Notes	13.00	
Barnstable County Retirement		
Assessment	953.43	
State Audit	392.07	
Total	\$ 4,293.19	
Notes and Interest	28,207.83	
	32,501.02	
Balance to Revenue	248.98	
		\$32,750.00

Respectfully submitted,

AGNES C. MURRAY  
Treasurer

**COTUIT FIRE DISTRICT**

DECEMBER 31, 1968

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## REPORT OF THE BOARD OF WATER COMMISSIONERS

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To the Citizens of the Cotuit Fire District:

Your Board of Water Commissioners submits herewith its 32nd annual report, for the year ending December 31, 1968.

At the annual Fire District meeting held February 12, 1968, Mr. Edward W. Moore was re-elected to the Board for three years.

The Board has held regular monthly meetings, and a number of additional meetings to consider special problems. It has endeavored to keep the expenses to a minimum consistent with the proper operation of the department.

During the year the water tank on Old Oyster Rd. was repainted inside and out and some minor repairs were made.

1900 feet of 6" water main and four additional hydrants have been installed. Twenty One new services have been installed bringing the total number to 608 of which 22 are inactive.

All hydrants in the District have been repainted and two broken ones replaced.

The Main Station was been water proofed and the trim painted. The two Sub Stations were similarly water proofed and the floors, doors, and windows painted.

A test well has been driven in the area of #4 well at the Main Station so as to check the yield and quality in the area. The quality of the water proved unsatisfactory.

A broken 8" Main line valve on Old Post Rd. has been replaced and other Main line repairs have been made during the year.

On August 10th Mr. Ira Baldwin Jr. was employed to fill the position of Assistant Superintendant left open by the resignation of Mr. Walter H. Dottridge.

## RECORD OF WATER PUMPED

Total Water Pumped	60,993,200 gallons
Largest Week August 1 to 8th	4,287,100 gallons
Largest Day August 5th	695,900 gallons

### Receipts

Water	\$30,383.38
Service Connections	3,318.59
Meter Rental	691.50
Others	1,169.42
	\$35,562.89
Total Receipts	\$35,562.89
Accounts Receivable—\$1,036.09	Water Liens—\$389.03

### Expenditures

#### Regular Appropriations

	Appropriated	Spent	Balance
Maintenance and			
Operation	\$24,294.00	\$21,062.97	\$3,231.03
Service Connections	4,000.00	3,934.18	65.82
Reg. Ext. Acct.	2,500.00		2,500.00

#### Special Appropriations

	Appropriated	Pre. Spent	Spent 1968	Balance
Add. Water				
Supply	\$65,000.00	\$62,293.79	\$ 81.81	\$2,624.40
Land Purchase (1965)	12,500.00	10,445.88		2,054.12
Test Wells (1960)	700.00	417.46	80.49	202.05
Ext. off Crocker Neck Rd. (1967)	25,000.00	23,809.88	985.73	204.39
Ext. on East Lane (1968)	2,000.00		2,000.00	None
Tank Painting (1968)	16,700.00		15,567.83	1,132.17
Ext. on Lewis Pond Rd. (1968)	5,500.00		4,907.24	592.76

**Maintenance in Detail**

Supt. Salary	\$6,400.00	
Asst. Salary	5,400.00	
Office Expense	499.77	
Telephones	372.35	
New Eng. Water Works	12.00	
Maintenance of the System	2,105.24	
Truck Expense	704.80	
Chemicals	262.20	
Rustop System	514.00	
New Equipment	89.99	
Water Shed & Grounds	39.59	
Unclassified (Printing etc.)	53.22	
Repair to pumps & motors	65.60	
Leg. Eng. & Clerk hire	12.60	
Cast Iron Pipe & Fittings		
Engine Fuel	117.76	
Freight & Express	12.61	
Lights & Power	2,461.07	
Station Heating	433.81	
Building Repair	95.30	
Tools & Hardware	158.80	
Insurance	1,232.26	
Bonds	20.00	
		\$21,062.97

**Stock Inventory**

Stock on hand Dec. 31, 1967	\$13,318.41	
Stock on hand Dec. 31, 1968	13,891.20	
Increase in Inventory		\$572.79

**Financial condition of the Water Dept.**

Water Dept. Balance Dec. 31, 1967	\$13,641.13	
Used toward tank painting	12,879.00	
Balance		\$ 762.13
Excess Receipts over expenditures (Regular Appropriations)	7,876.91	
Water Dept. Balance Dec. 31, 1968		\$ 8,639.04

Respectfully submitted

KENNETH TURNER  
EDWARD W. MOORE  
F. MAYNARD GIFFORD, JR.

## REPORT OF THE PRUDENTIAL COMMITTEE

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To the Citizens of the Cotuit Fire District:

Your Prudential Committee submits herewith its report for the year 1968.

At the annual Fire District Meeting, Allan F. Crawford was elected to the Prudential Committee for a term of three years.

The present valuation of the Cotuit Fire District is \$5,510,800. The District tax rate for 1968 was \$10.00 per thousand. This rate is set by the Board of Assessors. When the rate was set in 1968, it was higher than the Prudential Committee had anticipated. The Prudential Committee held two meetings with the Assessors to discuss the matter. The following letter is self-explanatory:

COPY  
Town of Barnstable  
Assessors' Office

December 4, 1968

Mr. Gordon M. Browne, Jr., Chairman  
Prudential Committee  
Cotuit Fire District  
Cotuit Massachusetts 02635

Dear Sir:

Please be advised that an apparent error by this office in misinterpretation of motion wording, has resulted in a district tax rate for the precinct of Cotuit somewhat higher than necessary for the year 1968.

After our two discussions with your committee, and subsequent clarification of several salient points, we find that the 1968 rate could have been set by the assessors at \$9.30 per thousand rather than \$10.00 per thousand, as levied. In view of the fact that this oversight was discovered after the tax bills were rendered, the Board of Assessors have decided to retain the levied rate of \$10.00 per thousand for the year of 1968.

Please be advised that your district should experience a resulting "overlay" of approximately \$3,800. which can

be voted out of overlay as "available funds" in 1969. In addition, I want to assure you that the Assessors intend to review the district tax rate set by them annually, prior to announcing same.

Very respectfully,

John F. Aylmer, Chairman  
Board of Assessors

In the future, the Prudential Committee will try to meet with the Assessors before the tax rate is finally set.

In 1968 the examination of the District insurance, begun last year, was completed. Coverage has been extended in some areas, and the arrangement of policies greatly simplified.

On the initiative of Chief Dottridge, he and Mr. Crawford met with the Town of Barnstable Traffic Commission to discuss traffic problems in Cotuit and Santuit. The Commission agreed to develop suggestions for the solution of the problems and to hold a public meeting in Cotuit to discuss their suggestions before they are implemented.

The addition to the firehouse, voted at the last District Meeting, was completed. The Engineers and Prudential committee met with architect Albert V. Niemi to approve final plans. John Botello was low bidder and was awarded the construction contract. He did the work in his usual excellent fashion. Cape Cod Bank & Trust Co. was low bidder for the \$15,000 borrowing made to finance the building. The completed structure should take care of the District's needs for many years to come.

The Engineers have proposed a pay increase for firemen. After several meetings devoted to the subject, the Prudential Committee is convinced that such an increase is in order, for a number of men are making considerable financial sacrifice, especially during the daylight hours, to serve the District. A detailed plan for the increases will be presented to the voters at the 1969 District Meeting.

The Water Commissioners and the Board of Engineers cooperated with the Prudential Committee in trying to project major District expenditures for the next ten years. The hope is that good planning may prevent their all coming at once. The Prudential Committee is grateful for the spirit of cooperation in which all the District officers have carried on the District's business in the past year.



The Prudential Committee received six written requests for street lights in 1968. Four of these were approved.

Freedom Hall was used 124 times by various Cotuit organizations and for elections. Rules for use of the Hall were spelled out and posted in the Hall. A number of improvements and repairs were made, including repairs of a section of roof. The Prudential Committee has had difficulty getting regular custodial care for the Hall and is still working on the problem. Again, we thank Mr. and Mrs. Fred Frick for their generosity in caring for the grounds and plantings around the hall. The District is indebted to Mrs. C. D. Crawford for the generous gift of a piano which is now in the Hall.

The Prudential Committee urgently invites the advice and suggestions of concerned citizens for ways it can and should be serving the District better.

#### FREEDOM HALL

##### Expenditures

Fuel	
W. C. Scudder	\$ 388.25
Repairs	
W. Dottridge	90.00
C. Hamblin	59.05
Insurance	
R. Goodspeed	281.00
R. H. Patterson	320.00
Electricity	
Cape & Vineyard	105.05
Water	
Cotuit Water Dept.	33.50
Services	
F. Nickerson, Signs	24.00
R. Perry Fire Ex. Insp.	27.90
Kendall Printing, Signs	11.75
Macomber, Rubbish Removal	6.00
Supplies	
Cape Janitor, Cleaning	8.60
House & Garden, Cleaning	4.49
Cotuit Grocery, Cleaning	7.58
Janitor	
D. Wiseman	33.00

EXPENDED	\$1,400.17	
Appropriation	1,500.00	
Balance to revenue		99.83
RECEIPTS		
Elections	60.00	
Misc. Donations	30.00	
Total Receipts		90.00

STREET LIGHTING		
Appropriation	\$5,625.00	
Expended	5,491.21	
Balance to revenue		\$ 133.79

GORDON M. BROWNE, JR.

ROBERT S. BEHLMAN

ALLAN F. CRAWFORD

## REPORT OF THE BOARD OF ENGINEERS

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To the Citizens of the Cotuit Fire District:

The Board of Engineers submits the annual report for the year 1968.

The Department has responded to the following calls:

Fires	19
Ambulance	56
Total	<hr/> 75

<b>Fires</b>	
Out of town	5
Brush and grass	9
Buildings	2
Car	1
Oven	1
Bed	1
Total	<hr/> 19

<b>Ambulance</b>	
Emergencies	32
Transportation	24
Total	<hr/> 56

Stand by for power failure	3
Transported to hospital by car	5
Wash down from accident	1
Assistance to persons at home	3
Wires down	2
Stranded on boat	1
Pumped cellar	1
Total calls	<hr/> 91

During the year the addition to the station has been completed and gives us a very good engine room. The air horn was installed late in the year and except for a few minor changes and adjustments, is completed.

The Firemens Association has purchased a rescue boat, trailer and motor, which will be donated to the District.

After meetings between the Board of Engineers and the Prudential Committee, it was agreed that the following pay scale would be proposed for adoption:

1st and 2nd Engineers	\$50.00 yearly salary plus officers hourly wage for emergencies.
Officers (Capt. & Lieut.)	\$ 3.00 hourly wage for emergencies.
Firemen	\$ 2.75 hourly wage for emergencies.
Regular labor	\$ 2.00 per hour.
Drills	\$ 2.00 per drill attended for those attending at least 1/2 of regular drills.

A generator large enough to run the entire electrical system in the station during power failures is needed and an article for the purchase and installation of such has been placed in the warrant.

Expenditure and estimates are as follows

	1967	1968	Est. 1969
Electricity	\$ 171.48	\$ 169.09	\$ 175.00
Telephones	612.55	525.09	550.00
Heat	352.98	295.57	300.00
Insurance	2,397.74	2,127.54	2,200.00
Fire Alarm Attendants	515.00	515.00	515.00
Main. of Equipment	938.87	1,095.58	650.00
Main. of Station	1,916.76	800.98	500.00
Supplies and Equipment	199.90	1,055.75	500.00
Office and Travel			
Expense	202.25	175.35	210.00
Labor	1,375.75	1,125.00	2,400.00
Chiefs Salary	1,500.00		
Interest	694.71		
Total Expenditures	\$10,877.99	\$7,884.95	
Appropriation	11,340.00	8,000.00	\$8,000.00
Balance to revenue	\$ 462.01	\$ 115.05	

Special Appropriations	
Fire Alarm	\$ 2,400.00
Expended	2,272.77
Balance	<hr/> 127.23
Fire Station addition	\$16,500.00
Expended	16,389.00
Balance	<hr/> 111.00

In closing we wish to than the firemen, the public and other officials and Departments who have assisted us during the year.

Respectfully submitted.

ROBERT O. DOTTRIDGE, Chief  
 JOHN E. NEWTON, JR., 1st Assistant  
 ARTHUR GOMES, 2nd Assistant  
 Board of Engineers

## **COTUIT FIRE DISTRICT WARRANT**

**Annual Meeting — February 10, 1969**

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To the Clerk of the Cotuit Fire District      GREETING:

You are hereby required and directed to notify and warn the inhabitants of the Town of Barnstable residing within the territory comprising the Cotuit Fire District qualified to vote in District elections and affairs to meet in Freedom Hall, Cotuit, Monday, February 10, 1969 at 8 o'clock P.M., then and there to act upon the following articles:

**Article 1.** To choose a Moderator for one year.

**Article 2.** To elect one member of the Prudential Committee for three years, one member of the Board of Water Commissioners for three years, a Clerk for one year, a Treasurer for one year, 2nd. Asst. Engineer for three years, three Auditors for one year, and to elect any other officials not mentioned.

**Article 3.** To see if the District will vote to authorize the treasurer, with the approval of the Prudential Committee, to borrow money from time to time in anticipation of the revenue for the financial years beginning January 1, 1969 and January 1, 1970, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of General Laws, Chapter 44, Section 17.

**Article 4.** To hear and act upon the reports of the officers and committees of the District.

**Article 5.** To receive and act upon the accounts of all persons to whom the District may be indebted.

**Article 6.** To see what salaries the District will pay the following elected officials: Clerk, Treasurer, Chief Engineer, 1st. Asst. Engineer, 2nd. Asst. Engineer, and Moderator.

**Article 7.** To see if the District will raise and appropriate the following sums for the financial department:

- (a) \$30,711.95 for debt and interest
- (b) \$ 2,592.88 for salaries
- (c) \$ 1,695.17 for expenses and audit
- (d) \$ 1,000.00 for assessment of the Barnstable County Retirement Association.

**Article 8.** To see if the District will approve the following pay scale for firemen:

1st. and 2nd. Asst. Engineers, Captains, and Lieutenants - \$3.00 an hour on emergency duty.

Firemen — \$2.75 an hour on emergency duty; \$2.00 per drill attended for those attending at least one-half of all regularly scheduled drills, fire and rescue drills, to be counted separately; labor at fire house and on equipment — \$2.00 an hour.

**Article 9.** To see if the District will vote to raise and appropriate a sum not to exceed \$8,000. for the expenses of the fire department for the ensuing year.

**Article 10.** To see if the District will vote to raise and appropriate a sum not to exceed \$250 for the maintenance of the Cotuit Library Association, Inc.

**Article 11.** To see if the District will vote to raise and appropriate a sum not to exceed \$1,500 for the expenses of Freedom Hall for the ensuing year.

**Article 12.** To see if the District will vote to raise and appropriate a sum not to exceed \$5,275. for the purpose of lighting the streets of the District for the ensuing year.

**Article 13.** To see if the District will vote to appropriate from the receipts and revenues of the water department:

- (a) \$ 4,000. for the water dept. for new services.
- (b) \$25,796. for the operating and maintenance of the water dept.
- (c) \$ 2,500. for the water dept for extensions.

**Article 14.** To see if the District will vote to raise and appropriate a sum not to exceed \$3,000. for the purpose of purchasing and installing an electric generator in the fire station.

**Article 15.** To see if the District will vote to accept as a gift a boat from the Cotuit Firemen's Association.

**Article 16.** To transact any other business that may legally come before the meeting.

And you are hereby directed to serve this warrant by advertising same in a newspaper printed within the Town of Barnstable seven days at least before the time of said meeting.

Hereof fail not to make due return of this warrant and your doings thereon to said meeting.

Given under our hands this sixth day of January, 1969.

Prudential Committee:

GORDON M. BROWNE, JR.

ROBERT S. BEHLMAN

ALLAN F. CRAWFORD

A True Copy Attest:

F. Maynard Gifford, Jr.

Clerk: Cotuit Fire District