

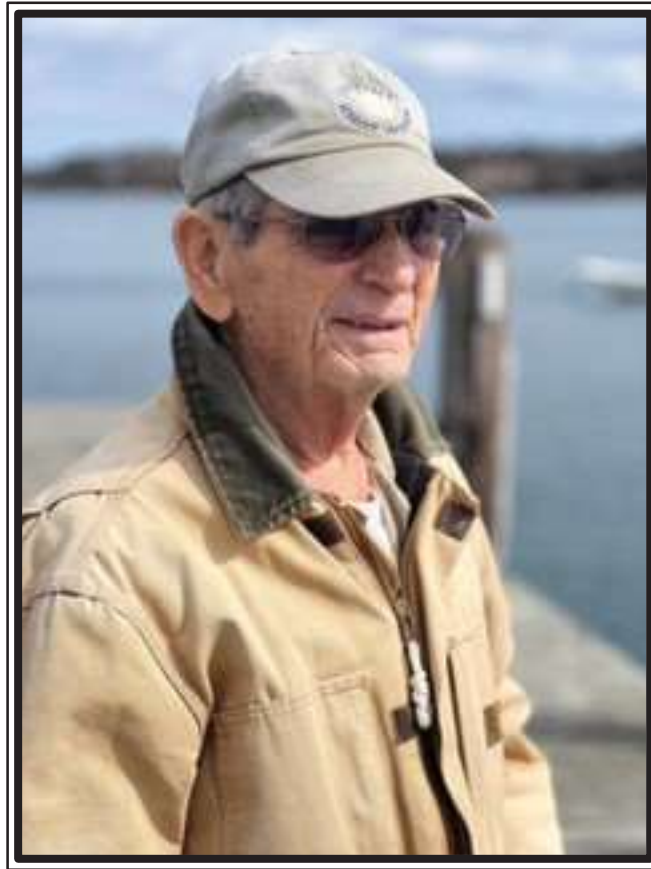
COTUIT FIRE DISTRICT



COTUIT OYSTERS HERE

**Annual Reports
FY 2023**

DEDICATION



Tom Hadley

Tom grew up in Marstons Mills where his family owned the Clear Lake Duck Farm, and he attended Barnstable Schools.

Tom served 20 years in the military including the Marines and the Air Force, where one of his first assignments was driving an ambulance in London. Once retired to Cotuit he was a Barnstable Police Officer and later an assistant manager at the Barnstable Municipal Airport. He was a lifelong member of the Hyannis Yacht Club, a Shriner and a leader in the Cotuit Mariner's Lodge, and a member of Aleppo Shriners Parade Brigade. He served two terms on the Cotuit Fire District Board of Fire Commissioners. He was a self-taught craftsman who delighted people with his beautiful rope work. He was often seen walking his granddaughter's dog Warren and his own dog Maggie around the village.

ELECTED OFFICIALS

Prudential Committee

Mark Lynch	2024
Frances Parks (Chairperson)	2025
Seth Burdick	2026

Board of Fire Commissioners

Richard Pisano	2024
Kevin Conley (Chairperson)	2025
Adam Zais	2026

Board of Water Commissioners

Mark H. Robinson	2024
Scott Horsley (Chairperson)	2025
David Churbuck	2026

Moderator

John C. Gardner	2025
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REPORT OF THE CLERK

ANNUAL ELECTION AND DISTRICT MEETING

May 30 and 31, 2023

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 30, 2023, 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>	
Seth Burdick	66
<u>Member, Board of Fire Commissioners, 3 years</u>	
Adam Zais	64
<u>Member, Board of Water Commissioners, 3 years</u>	
David Churbuck	68

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 31, 2023, at Freedom Hall, 976 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. Action was then 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.

The article passed unanimously – 2/3 majority vote requirement was met.

Article 2: Upon motion duly made and seconded, the District voted for FY 2024 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; and Moderator: **\$250.00**.

The article passed unanimously.

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.

The article passed unanimously – 2/3 majority vote requirement was met.

Article 4: Upon motion duly made and seconded, the District voted to raise and appropriate **\$115,792.00** for labor and salaries for the Finance Department; and **\$289,680.00** for the remaining expenses of the Prudential Committee for the Financial Department to be apportioned approximately as follows: **\$288,680.00** for operations and **\$1,000.00** for miscellaneous expenses for a total appropriation of **\$405,472.00**.

The article passed by a majority.

Article 5: Upon motion duly made and seconded, the District voted to raise and appropriate **\$2,083,340.00** for labor and salaries of the Fire Department; and **\$376,304.00** for the remaining expenses of the Fire Department, to be apportioned approximately as follows: **\$81,070.00** for Maintenance, **\$294,234.00** for Operations, and **\$1,000.00** for miscellaneous expenses for a total appropriation of **\$2,459,644.00**.

The article passed by a majority.

Article 6: Upon motion duly made and seconded, the District voted to borrow and appropriate **\$65,000.00** for additional funds to purchase a replacement ambulance to be expended under the authority of the Fire Commissioners.

The article passed by a 2/3 majority with one nay.

Article 7: Upon motion duly made and seconded, the District voted not to transfer and appropriate the sum of **\$10,000.00** from Certified Free Cash for performance of a cybersecurity review for the Fire Department.

The article did not pass.

Article 8: Upon motion duly made and seconded, the District voted to borrow and appropriate **\$51,000.00** for the purchase of a cardiac monitor.

The article passed unanimously – 2/3 majority vote requirement was met.

Article 9: Upon motion duly made and seconded, the District voted to raise and appropriate **\$35,000.00** for the Water Department for service connections, **\$456,551.00** for labor and salaries; and **\$361,475.00** for the remaining expenses of the Water Department, to be apportioned approximately as follows: **\$97,700.00** for maintenance; **\$262,275.00** for operations; and **\$1,500.00** for miscellaneous expenses for a total appropriation of **\$853,026.00**.

The article passed by a majority with 64 yeas and 23 nays.

Article 10: Upon motion duly made and seconded, the District voted to borrow and appropriate **\$200,000.00** for the repair and upgrading on certain Water Mains.

The article passed by a 2/3 majority with one nay.

Article 11: Upon motion duly made and seconded, the District voted to raise and appropriate: **\$5,999.00** for the labor and salaries for Freedom Hall building maintenance, and **\$20,531.00** for the remaining expenses of the Prudential Committee, as specified in the Budget Handbook distributed at the meeting and to be apportioned approximately as follows: **\$12,525.00** for maintenance, **\$7,906.00** for operations, and **\$100.00** for miscellaneous expenses, for a total appropriation of **\$26,530.00**.

The article passed by a majority.

Article 12: Upon motion duly made and seconded, the District voted to raise and appropriate **\$7,410.00** to maintain the streetlights of the District.

The article passed unanimously.

Article 13: Upon motion duly made and seconded, the District voted to transfer and appropriate **\$26,000.00** from Certified Free Cash to support the maintenance of the Cotuit Library.

The article passed unanimously.

Article 14: Upon motion duly made and seconded, the District voted to raise and appropriate **\$118,970.00** and transfer and appropriate from Certified Free Cash **\$287,632.00** for a total appropriation of **\$406,602.00** for the payment of principal and interest.

The article passed by a majority.

Article 15: Upon motion duly made and seconded, the District voted to raise and appropriate **\$572,902.00**, and transfer and appropriate the \$140,420.00 from Certified Free Cash and transfer and appropriate from the General Stabilization Fund **\$200,000.00** for a total of **\$913,322.00** for the purpose of paying employee health insurances and post-employment benefits.

The article passed by a 2/3 majority with two nays.

Article 16: Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **\$35,000.00** from Certified Free Cash for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws.

The article passed by a majority.

Article 17: Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **\$46,080.00** from Certified Free Cash to the Water Department Stabilization Fund as provided under Article IX, Section 5 of the District By-laws.

The article passed by a majority.

Article 18: Upon motion duly made and seconded, the District voted to authorize the Prudential Committee to complete the acceptance of the intergovernmental transfer from the Town of Barnstable of 8.5+ acres of the so-called Cotuit Elementary School property at 140 Old Oyster Road which will also include the acquisition of a Conservation Restriction in an adjacent 5+ acre parcel.

The article passed by a majority.

Article 19: Upon motion duly made and seconded, the District voted to revise the District Bylaws Article XI, Section 11 by deleting “citizens of the District” and replacing it with “individuals.”

The article passed by a 2/3 majority with one nay.

Article 20: Upon motion duly made and seconded, the District voted a non-binding referendum to allow the Prudential Committee to petition to the state legislature for enabling legislation which would allow the Cotuit Fire District to raise and appropriate monies for the operational needs of the Historical Society of Santuit and Cotuit, in the Town of Barnstable. **The non-binding vote was 40 in favor and 13 against.**

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

Motion made, seconded, and passed to close the meeting.

A True Copy, attest:

Charles W. Eager, Clerk
Cotuit Fire District

COTUIT MAY 30, 2023, ELECTION RESULTS

Prudential Committee

Seth Burdick	66 votes
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Blanks	3
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Scatterings	2
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Board of Fire Commissioners

Adam Zais	64 votes
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Blanks	6
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Scattering	1
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Board of Water Commissioners

David Churbuck	68 votes
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Blanks	3
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FY 23 Prudential Committee Annual Report

Freedom Hall continues to be busy with multiple groups and residents using the Hall. Cotuit Center for the Arts has used the hall for rehearsals. Cotuit Bay Shores and Cotuit Center Residents hold their annual meetings in the hall. The hall has also been used for birthday parties, funeral collations, baby and wedding showers, a Plant and Bake sale, and the Library Book Sale. The Boy Scouts also meet at Freedom Hall, as well as a sobriety group.

The streetlight service by Arden Company has been satisfactory to date. We have only had to replace two failed streetlights. The District does not own the poles the lights are on; they are owned by Verizon. If there is not a pole in place, we cannot install a light. Our long-standing policy is to install lights only at intersections.

The Fire Department continues to make good use of the 56 High Street property. The garage has been very useful for storage of equipment. One bay is used by the Civic Association for their signs, road cones, and other items for events.

Negotiations with the Town of Barnstable regarding the transfer of the Cotuit School to the District continue. A conservation restriction document for the woodland portion of the property is being done by Mark Robinson. I want to thank our School Committee negotiating team Jaci Barton, Mark Lynch, and Jim Dannhauser for all the work they have done with the town. My thanks also go to all the volunteers on the Cotuit School subcommittee. The completion date for this project is hopefully in view. A sticking point is the removal of the underground oil tank.

Frances S. Parks

Seth Burdick

Mark Lynch

PRUDENTIAL COMMITTEE

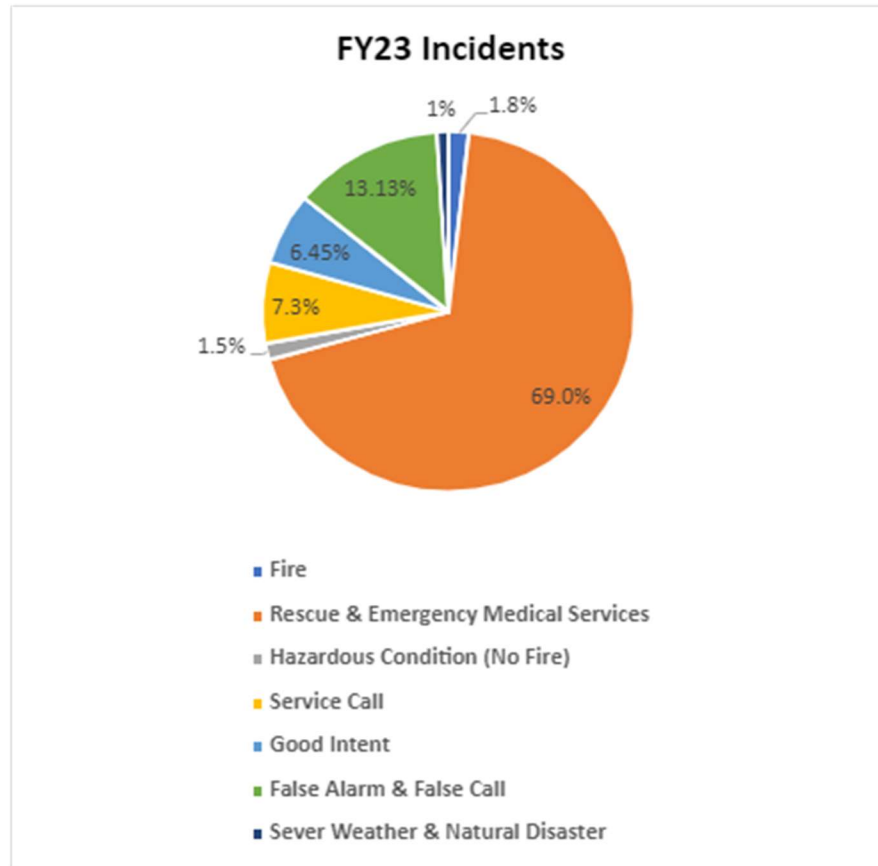
REPORT OF THE BOARD OF FIRE COMMISSIONERS

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The Board of Fire Commissioners is pleased to submit our annual report for the fiscal year ending June 30, 2023.

EMERGENCY RESPONSES FY2023

The Cotuit Fire Department responded to 868 incidents during FY2023.



FIRE PREVENTION & PUBLIC SAFETY EDUCATION

As always, we encourage residents to install and maintain their smoke and carbon monoxide (CO) detectors. Several years ago, legislation was passed requiring homes to have CO detectors on each level and within ten feet of bedroom doors. Landlords are responsible to have this equipment installed in rental units as well. Occasionally, we respond to CO detector activations, finding in some instances, a discharge of CO from sources including vehicle exhaust and heating equipment. CO is poisonous and undetectable by humans; working CO detectors are essential in any home, especially

those using fuels such as propane or natural gas, oil, coal, or wood. Unless otherwise specified by the manufacturer, CO detectors have a 7-year life span, and smoke detectors have a 10-year life span and should be replaced at the end of these periods.

We conduct inspections as required by State law, including resale properties, new homes, hazardous/flammable storage systems, and underground tank removals. In addition, we also offer public safety presentations/training to businesses and residents.

FY2023 saw the start of numerous community risk reduction programs such as the Reassurance Program. This free program offers fire and injury prevention inspections along with a wellbeing call-in program.

If you have questions regarding fire prevention, code compliance, safety, or inspection concerns, please contact us at your earliest convenience.

PERSONNEL

2023 saw the promotion of Shane Clark to the position of Deputy Fire Chief. Deputy Clark began his career with the Cotuit Fire Department in 2002 as a call firefighter. The Cotuit Fire Department team now includes 12 permanent firefighters, a Deputy Chief, and a Chief. All firefighters are certified to the Emergency Medical Technician Paramedic or Basic level. We maintain three firefighters on duty (start of shift) in the station seven days a week, including one officer and at least one paramedic. Our on-duty staff is supplemented with off-duty permanent firefighters, 24/7 response of the Chief and Deputy, and mutual aid assistance as needed. The firefighters and officers have individual areas of responsibility and expertise. These include EMS Officer, (FF/Paramedic Casey Staggs), facilities, training, communications, equipment, protective clothing, technical rescue, hazardous materials, and rescue divers.

TRAINING

Each year, we build upon existing skills and introduce new ones. Personnel attend courses at the Massachusetts Fire Academy in Stow, Massachusetts, training programs provided by Barnstable County Fire Training Academy, and the National Fire Academy in Maryland. Classes include various firefighting classes, hazardous material, incident command, emergency management, and emergency medical operations. Captain Jeremy McPherson coordinates our fire training activity, and EMS Officer Casey Staggs coordinates the emergency medical training. We utilize online, on-duty, interactive training when possible, allowing us to focus our training resources on new critical skills, ensuring our staff is prepared to mitigate foreseen and unexpected emergencies. We also encourage our personnel to attend offsite training opportunities and gather information on industry best practices that can be brought back to Cotuit.

APPARATUS AND EQUIPMENT

Captain Bill McNamara leads the ongoing maintenance and repair program for our vehicles. Although we received the vehicle in early FY24, Ambulance 275 is now in service at the Cotuit Fire Department. This vehicle is a resource shared with the Sandwich Fire Department. The maintenance costs are split with Sandwich. We maintain the following emergency vehicles:

Vehicle ID	Description	Purchase date	Scheduled Replacement
262	Ambulance	6/30/2015	FY2023 (on order)
265	Engine/Pumper	6/30/2016	FY2036
263	Engine/Pumper	6/30/1994	FY2025
260	Utility	11/1/2018	FY2027
261	Chief Car	10/1/2020	FY2026
266	Boat (29' Metal Shark)	1/1/2014	FY2039
268	Boat (14' Inflatable)	1/9/2008	FY2026
275	Ambulance (shared resource)	7/21/2023	TBD
269	Deputy Chief Car	6/30/2021	FY2030

BUILDING AND GROUNDS

Our Station was constructed with the shell of the old Elizabeth Lowell High School in 1938. In 1990 the station was renovated and expanded. It had been almost 30 years since our station had major renovations. Needed repairs were started in FY2017 and included a new septic system, a repaved parking lot, and a new roof. Funds were approved in an article at the 2019 District meeting to continue repairs and bring the building in compliance with federal regulations. Despite these improvements, the aging structure and internal systems continue to have component failures and increasing maintenance requirements. The firehouse is undersized to accommodate the apparatus and needs of the modern-day fire and emergency medical services. Efforts are underway to determine the feasibility of a new firehouse.

ACTIVITIES

The department continues to provide assistance to residents and others by offering Home Inspections, File of Life packets, as well as Lock Box (Supra key box) installations. Please contact this department for more information. We continue our partnership with the Barnstable County Hazardous Materials Program and Cape Cod Healthcare in providing residents with a safe method to dispose of “sharps” – needles, syringes, and lancets — used by medical patients in home care situations. Sharps should not be disposed of in household trash and are not accepted at household hazardous-waste collections. Participation is FREE to residents who can bring full containers to the fire station for disposal and receive empty containers for personal use.

We are pleased to continue providing blood pressure screening at the station. Hundreds of people have taken advantage of this free service offered anytime at the fire station. We continue to offer information, advice on safety issues, and assistance in a variety of ways to our residents and visitors.

COMMENTS

We are proud to serve the community and help oversee the important job of providing emergency services. We continue to review our operations and assess what, if any, changes may be necessary to maintain the highest level of service. Our team takes pride in efficiently using the resources you provide us to provide this level of service.

We would also like to acknowledge the dedication and professionalism of our team. A listing of fire department members as of June 30, 2023 is provided after the narrative portion of this report. We offer our appreciation and thanks to these members of your fire and rescue department for their ongoing efforts to protect and serve our community.

We thank the Prudential Committee, Treasurer, Clerk, Board of Water Commissioners, and the employees of the Water Department for their continued cooperation and support.

Residents are always encouraged to drop by their fire station or call at 508-428-2210 with questions, suggestions, or concerns.

Respectfully submitted:

Kevin Conley, Chairman

Richard Pisano

Adam Zais

BOARD OF FIRE COMMISSIONERS

Sean W. Brown
FIRE CHIEF

Shane Clark
DEPUTY FIRE CHIEF

Public Safety Information

Please consider taking action to make your family safer . . .

- **Install carbon monoxide (CO) detectors in your home!**

State law requires CO detectors in every home. Detectors must be installed within 10 feet of each bedroom door and on each habitable level; all must have battery back-up. We recommend locating a detector in unfinished basements as well. Contact us for additional information.

- **Install and maintain smoke detectors throughout your home!**

Test your smoke detectors regularly and replace them every five years (or less), even if they appear to work properly. Environmental exposure to dust and moisture can reduce a detector's effectiveness. We can test your detector's operation free of charge.

- **Take advantage of our "File for Life" program!**

If you need to call our ambulance service, having current medical information available helps us to provide better care. Our "File for Life" program allows you to keep medical information available in a red pouch affixed to your refrigerator with a magnetic backing; these are available free at the fire station.

- **Please post your house number!**

Town regulations require the use of house numbers. If your number can't be seen from the street, a sign must be placed near the driveway or road entrance. Trim any foliage that might obstruct your number from view. If you have detached structures, such as a guest cottage or other habitable space on your property, a separate house number may be necessary. We can provide more specific information in accordance with the town's house number regulations.

- **Maintain adequate access to your property!**

Tree limbs and brush overhanging driveways on private roads can delay or prevent us from reaching your home quickly. Our fire apparatus is larger and wider than the average passenger vehicle and requires more overhead room; damage can occur when clearance is not sufficient. We can furnish information on how to provide adequate access to your property.

- **Install a lock box if you have a medical or fire alarm!**

If you have a fire and/or medical alarm, live alone, or live away part of the year, you may want to consider using a "lock box". Lock boxes securely store keys to your property for responders to use in an emergency. Information is available at the fire station. Residents with fire and/or medical alarms are requested to update contact and other information.

Cotuit Fire, Rescue and Emergency Services
Department Roster & Years of Service
2022- 2023

Brown, Sean	Fire Chief/EMT	30 years
Clark, Shane	Deputy Chief/Paramedic	21 years
McNamara, Bill	Fulltime Lieutenant/EMT	25 years
Lyons, Brent	Fulltime Lieutenant/EMT	22 years
Amento, John	Fulltime Lieutenant/EMT	18 years
McPherson, Jeremy	Fulltime Lieutenant/Paramedic	14 Years
Emerson, Peter	Fulltime Firefighter/Paramedic	13 years
Williamson, Douglas	Fulltime Firefighter/Paramedic	11 years
Staggs, Casey	Fulltime Firefighter/Paramedic	10 years
Lee, Brian	Fulltime Firefighter/Paramedic	7 years
Gardiner, Christian	Fulltime Firefighter/Paramedic	6 years
Melanson, Scott	Fulltime Firefighter/Paramedic	13 years
Kuenzel, Eric	Fulltime Firefighter/Paramedic	6 years
Deeg, Thomas	Fulltime Firefighter/Paramedic	12 years

*(Time shown is cumulative for those members with both part time and full time in the Fire Service)



Cotuit Fire District
Department of Fire, Rescue
and Emergency Services



Mission Statement

**To provide the village of Cotuit with the
highest quality of Fire, Rescue and
Emergency services through personnel who
are prepared and equipped to function in a
safe, prudent, and compassionate manner.**

In order to accomplish our mission, we shall . . .

- Provide training and education to personnel so that they may have the necessary knowledge and skill to provide the best possible service.
- Furnish well-maintained tools and equipment for personnel to accomplish their tasks in a safe and efficient manner.
- Encourage personnel to participate in the growth and development of the department.
- Offer education and information to the public to increase awareness, improve personal safety, and reduce unnecessary loss and suffering.
- Act in a responsible manner with respect to financial and administrative decisions using good judgment and appropriate business practices.
- Be a resource to assist our residents and visitors in time of need.
- Strive to be a valued and respected member of the community.

Cotuit Fire District - Fire, Rescue and Emergency Services

Partial List of Services

Emergency Medical Services (EMS):

- Basic and Advanced Life Support Treatment and Transportation
- Response to Medical Alarms and verifying the well-being of residents.
- Response to Motor Vehicle and related accidents requiring EMS services.
- First Aid and advice, including providing medical information and referrals for non-life-threatening problems.
- Blood Pressure screening offered both in station and in the community.
- Marine rescue (ocean and inland waters) for boats/persons in trouble, and coordination of efforts with the Coast Guard and other agencies.
- Response to ice rescues and “unusual” situations which require specialized techniques and equipment.

Fire Suppression and Hazardous Materials:

- Response to and containment/extinguishment of home, vehicle, boat, woodland, equipment, and other types of fire.
- Response to and mitigation of hazardous conditions including hazardous materials incidents and unsafe conditions.
- Response to automatic fire, smoke, carbon monoxide, and other related detection devices while providing assistance to the owner/occupant.

General Emergency and Non-Emergency Services:

- Investigate and assist in a variety of public concerns including Carbon Monoxide alarms, equipment malfunctions, water leaks, gas/electric/utility problems, and other public safety matters.
- Provide assistance to other agencies including police, water dept., local, state, and federal agencies and other fire departments.
- Enforce local, state, and federal laws where applicable including mandated fire prevention laws/regulations and open-burning laws.
- Conduct various safety inspections of homes and businesses; offer advice and information on a variety of safety concerns.
- Conduct inspections and issue permits for smoke detector installations, fuel storage (liquid and gas), and compliance inspections, and other areas as provided by fire prevention and building code regulations.
- Provide emergency standby and/or response for special events, natural disasters and during peak periods of emergency activity.
- We respond to the public’s need whenever our resources and personnel may be of assistance, emergency or non-emergency, day or night, often when other agencies or departments have said “no” or are unable to help.

Committed to improving the quality of life in Cotuit by working to provide professional fire, rescue, and emergency services . . . we are “few serving many.”

Report of the Board of Water Commissioners Fiscal Year 2023

To the Citizens of the Cotuit Fire District:

In FY 2023 the Cotuit Water Department delivered 167,470,000 gallons of drinking water to 2,361 homes, businesses, and public buildings. This volume is down by almost 35 million gallons from the prior year. We believe that the 17% reduction in pumping is related to a combination of new water rates and water conservation efforts that we have promoted over the last several years.

Providing water that is secure, reliable, and high quality is the primary focus of the Water Department. We also strive to be transparent for our customers and to provide a variety of options for everyone's ease of access to water and all that we do. To those ends, during FY23, the Cotuit Water Commissioners took several steps to ensure that our customers would continue to receive ample volumes of high-quality water, and that we remain proactive in our management approaches. Notable due to their complexity and required concerted collaboration among the Commissioners and Department staff members are three highlights listed below.

1. To maintain a reliable water supply, we encouraged conservation by continuing to implement irrigation regulations. Irrigation does not require potable, high-quality drinking water. Our system is restricted by State regulations in terms of the volume that we can pump and distribute; so, it is our belief that this use is the best suited for reductions. This led to altering our rate structure as well as eliminating any future connections for automatic in-ground irrigation systems. The rate increase targeted what we consider to be non-essential irrigation and other outdoor water users — those that exceed using 60,000 gallons in a six-month period. According to our records, more than 100 private irrigation wells have been installed by homeowners within the District. This has helped conserve our water supply.
2. We continue to work towards implementing the Source Water Protection Plan (SWPP). Primary threats to our water supply include wastewater from septic systems, lawn fertilizers, and road salt. Approximately 500 septic systems are located within the Zone 2 protection areas of our wells and that contribute wastewater into the groundwater. Wastewater has caused increased concentrations of nitrates in our wells; but the concentrations still comply with federal and state drinking water standards. Septic systems also contribute a broad range of contaminants of emerging concern (CECs), including polyfluoroalkyl substances (PFAS), pharmaceuticals, and flame retardants. We are looking into options for upgrading or replacing septic systems with newer innovative and alternative technologies that may remove these pollutants. The objective of our plan is to preserve water quality by addressing potential sources of contamination while promoting water conservation. The plan includes identifying potential contaminants and their sources, evaluating existing test wells, and recommending additional sites for test wells, all of which will enable the Water Department to monitor ground water as it flows into our wellfield. Additional test wells will be installed in FY24 as a result of this initial study.

3. We remain active in our support of the District and its efforts to protect properties associated with the Cotuit Elementary School. This property is directly upgradient from, and within, the wellhead protection area of one of our water-supply wells. We remain committed to ensuring that any future uses of that property will protect and preserve water on behalf of our residents.

The new water rates are continuing to provide significant revenue to the District, shifting the true cost of the water system to consumers. The rates were designed to be progressive, with higher rates (tiers) associated with higher consumption, thus encouraging water conservation. A base rate was established that provides a typical single-family home with adequate drinking water for normal household consumption (including drinking, cooking, bathing, and washing) for an annual cost in the range of \$100 - \$200. Higher rates are charged for additional water consumption; in most cases these are outdoor uses such as irrigation, washing cars and other external properties, and filling pools. Another rate tier was added to support our prepared-food providers by accommodating their higher usage without penalty due to the goods and services they provide to the community. Our revised rates became effective on January 1, 2022.

The Water Department continues to comply with, and stay ahead of, water quality testing requirements. Water quality is analyzed monthly at a state-certified laboratory, and our water quality continues to exceed all State and Federal standards. There are elevated Sodium (Na) levels being detected in the supply, and the Department has notified users through our annual Drinking Water Quality Report that is sent to every home in the District. Additional copies of the report are available at the Water Department Office. The report can also be viewed online at www.cotuitfiredistrict.org/waterdepartment. Sodium is of concern for sensitive individuals and is being investigated through our SWPP. Primary sources of Sodium include road and other impervious surface-salt applications and septic-system leaching, both of which are being targeted for reduction through innovation, including identification of reduced salt application zones and practices that switch ice treatments to those that do not contain Sodium. Our outreach efforts have included direct mailing to all property owners as well as contacts and discussions with the State and Town regarding their use of Sodium Chloride on our roadways.

We continue to replace old and high-use meters in the district. This ongoing program replaces functionally obsolete meters with more accurate models that use the latest technology for measurement and reading. Meters that have processed more than 1,000,000 gallons of water or are more than 10 years old are being replaced before they fail. This will help consumers better understand and more accurately track their water use over the course of a year, as well as reduce the risk of leaks resulting from worn equipment.

As part of our Standard Operating Procedures, the Department conducted regularly scheduled maintenance along with service installations and emergency repairs throughout the past year. The annual preventative leak detection, maintenance, and master meter calibration were conducted on the water mains and at all five pumping stations. Additionally, our annual water main flushing program was completed in the spring to remove naturally occurring debris and sediments from the system. All of those activities support our goals of providing secure, reliable, and high-quality water to all consumers.

We consider professional development to be essential, and our staff members have embraced this by completing continuing education classes necessary to maintain their Distribution and Treatment licenses and advance their expertise in water management systems. They have also pursued classes which include MassDEP regulations, new and emerging contaminants, preventative maintenance, OSHA health and safety requirements, and CPR, Emergency Response and Risk & Resiliency assessments. Their continued efforts to better support our community are outstanding and commendable.

The commissioners would like to acknowledge the hard work and dedication of our Water Department staff members, who are on-call 24/7, to ensure the effective and efficient delivery of high-quality drinking water and exceptional service to the residents of the Cotuit Fire District. Our mission is not only to provide quality drinking water for today's use, but to plan for the future needs of the village. We are constantly assessing our groundwater, infrastructure, well-fields, and facilities to ensure that we can continue to meet the water needs of the village. We also offer a special thanks to the Prudential Committee, Fire Commissioners, and the District Administrative teams for their support. It has been our pleasure to serve you over the past fiscal year.

Respectfully submitted,

Scott Horsley, Chairman
David Churbuck, Commissioner
Mark Robinson, Commissioner

FY 2023 REPORT OF THE DISTRICT TREASURER

The Fiscal Year 2023 (FY23) books are closed, and all the requisite financial statements and reports for that period have been filed with the Massachusetts Department of Revenue (DOR). Our firm of independent accountants, Roselli, Clark, and Associates, have completed the audit of FY23, and their report is available for you online at the District website:
www.cotuitfiredistrict.org/prudential/budget-reports/.

The operations of the Cotuit Fire District FY23 resulted in underspent Budget appropriations of \$196,908 (or 4.3%). In addition, local receipts – primarily water rates and ambulance services – generated \$512,044 more local revenue than was estimated in the FY23 Budget. These two positive variances resulted in the District's Certified Free Cash of \$764,846 for FY23. This Free Cash plus money from other funds of \$946,370, for a total of \$1,711,216 (including \$156,748 for exclusive Water Department use) are available for use at the May 2024 Annual District Meeting.

While there was a decline in this year's property tax rate, the average household tax bill increased. The 2024 tax rate of \$1.23 reflects a 5.4% decrease from the 2023 rate of \$1.30. This decrease was attributable to the 12.7% increase in District property values that offset a 6.6% increase in net appropriations funded by the tax levy. All of this resulted in an increase in the average household tax bill of 6.3% to \$1,249.30.

This tax rate was set in a timely manner with the assistance of R. Lane Partridge, the Director of Assessing for the Town of Barnstable, and we thank him for that assistance. In addition, we want to thank Sean O'Brien, Town Treasurer/Collector, and the Assistant Collector, Gislaine Morse, for the collection of taxes and their many other efforts on behalf of the District. Finally, we want to thank Lisa Haven, District Assistant Treasurer, for her excellent work for the District throughout the year.

The reports following this summary are included as part of this narrative. These reports comprise the results of the District's financial activities for FY23 and year-end balance. These reports are prepared using the modified cash basis, the mandated Massachusetts method for District reporting. The above-mentioned audit report is based on Generally Accepted Accounting Principles (GAAP) for Municipalities. There are differences between these two methods. GAAP statements use the full accrual method (i.e., counting revenue when billed, rather than when collected, as in the modified cash basis), and includes retirement liabilities and fixed assets with the related depreciation. The modified cash method omits those liabilities and assets. For your reference, the District's retirement liabilities are an unfunded pension of \$4,447,803 and a post-retirement medical insurance of \$185,846. The District's net fixed assets total \$7,929,352, on which \$375,276 depreciation applies.

Thank you for this opportunity to be of service, and I look forward to serving you in the next fiscal year. I am always available to provide additional information or to answer questions.

Respectfully submitted,
Ray Pirrone
District Treasurer

Cotuit Fire District
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2023
(Unaudited)

	Governmental Fund Types			Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Trust and Agency	Long-term Debt	(Memorandum Only)
<u>ASSETS</u>						
Cash and cash equivalents	1,636,258.99	833,735.50	882,882.21	260.24		3,353,136.94
Investments				2,034,437.17		2,034,437.17
Receivables:						
Personal property taxes	3,951.81					3,951.81
Real estate taxes	99,600.38					99,600.38
Allowance for abatements and exemptions	(63,173.45)					(63,173.45)
Tax liens	140,373.57					140,373.57
User fees	87,889.74					87,889.74
Utility liens added to taxes	2,172.22					2,172.22
Departmental	79,573.00					79,573.00
Due from other governments	40,501.90					40,501.90
Other receivables	1,147.94					1,147.94
Amounts to be provided - payment of bonds					2,728,840.00	2,728,840.00
Total Assets	2,028,296.10	833,735.50	882,882.21	2,034,697.41	2,728,840.00	8,508,451.22
<u>LIABILITIES AND FUND EQUITY</u>						
Liabilities:						
Accounts payable	39,268.55					39,268.55
Accrued payroll	90,466.27					90,466.27
Withholdings	11,375.98					11,375.98
Due to/from other funds	400.00			(400.00)		0.00
Due to other governments	67,964.51					67,964.51
Other liabilities	2,479.40					2,479.40
Deferred revenue:						
Real and personal property taxes	40,378.74					40,378.74
Tax liens	140,373.57					140,373.57
User fees	87,889.74					87,889.74
Utility liens added to taxes	2,172.22					2,172.22
Departmental	121,222.84					121,222.84
Notes payable			150,000.00			150,000.00
Bonds payable					2,728,840.00	2,728,840.00
Total Liabilities	603,991.82	0.00	150,000.00	(400.00)	2,728,840.00	3,482,431.82
Fund Equity:						
Reserved for encumbrances	60,153.76					60,153.76
Reserved for expenditures	535,132.00	200,000.00	87,123.05	2,035,097.41		2,857,352.46
Reserved for continuing appropriations	0.00		333,125.16			333,125.16
Reserved for petty cash	1,000.00					1,000.00
Undesignated fund balance	828,018.52	633,735.53	312,634.00			1,774,388.05
Total Fund Equity	1,424,304.28	833,735.53	732,882.21	2,035,097.41	0.00	5,026,019.43
Total Liabilities and Fund Equity	2,028,296.10	833,735.53	882,882.21	2,034,697.41	2,728,840.00	8,508,451.25

COTUIT FIRE DISTRICT
Comparison of General Fund Budget to Actual Revenues
& Other Fund Actual Revenues
Fiscal Year ending June 30, 2023

District Revenue Category/Type	GENERAL FUND			Other Funds
	2023 Revenue and Sources Budget	2023 Revenue and Sources Actual	Variance Actual Over/(Under) Budget	Actual
General Fund				
Property Taxes				
Personal Property Taxes	41,100	36,186	(4,914)	
Real Estate Taxes	2,979,300	2,817,892	(161,408)	
Interest on Taxes	11,500	10,394	(1,106)	
Tax Liens Redeemed	-	6,900	6,900	
Water Department				
Rates, Services & Meter Fees	1,007,220	1,462,471	455,251	
Penalties	5,000	18,539	13,539	
Antenna Fees	49,000	47,509	(1,491)	
Solar Credits	10,000	52,798	42,798	
Liens, Water	-	6,281	6,281	
Other Department Revenue	-	10,495	10,495	
Fire Department				
Ambulance Fees	226,000	296,200	70,200	
Permits and Inspections	2,000	2,500	500	
Other Department Revenue	-	15,467	15,467	
Other District Revenue				
Rental Income	-	1,100	1,100	
Interest on Investments	2,500	49,647	47,147	
Solar Credits		4,496	4,496	
Miscellaneous		6,790	6,790	
Special Revenue Fund				
Grant revenue offsetting expenditures				56,465
Gifts				1,200
Stabilization Fund				
Investment earnings				18,036
OPEB Trust				
Investment earnings				199,375
Total Revenue	\$ 4,333,620	\$ 4,845,664	\$ 512,044	\$ 275,076

Memo:

General Fund	\$	4,845,664
Other Funds		<u>275,076</u>
Total Revenues	\$	<u>5,120,740</u>

COTUIT FIRE DISTRICT
STATEMENT OF NET FUNDED AND FIXED DEBT
Fiscal Year ending June 30, 2023

LONG TERM DEBT

USDA Loan

Balance July 1, 2022	\$ 1,736,840
less: Principal Payment	52,632
Balance June 30, 2023	<u>\$ 1,684,208</u>

Refunded Debt

Balance July 1, 2022	1,280,000
less: Principal Payment	240,000
Balance June 30, 2023	<u>1,040,000</u>

Long term interest Paid in FY2023	\$ 97,478.00
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Total FY2023 Long Term Debt Service Payments	<u>\$ 143,863.00</u>
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SHORT TERM DEBT (Bond Anticipation Notes)

Short Term Interest paid in FY2023	\$ -0-
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TOTAL FY23 SHORT TERM DEBT BEGINNING BALANCE	\$ -0-
----------------------------------------------	--------

TOTAL FY23 SHORT TERM DEBT RETIRED	\$ -0-
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TOTAL FY23 SHORT TERM DEBT ISSUED	<u>\$ 150,000</u>
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TOTAL FY23 SHORT TERM DEBT ENDING BALANCE	\$ 150,000
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Debt Summary as of June 30, 2023

Long Term Debt Outstanding	\$ 2,724,208
Short Term Debt Outstanding	150,000
Total Debt Outstanding at June 30, 2023	<u>\$ 2,874,208</u>

Cotuit Fire District
Appropriations and Expenditures

Article	Group / Line Item	Fiscal Year 2023									
		Beginning	ADM/SDM	Reserve Fund	Final	Transfers	Expended	Encumb.	Cont.	Total	FY2023
		Appropriations	Appropriations	Transfers	FY2023	FY2023	FY2023	FY2023	Appropriations	FY2023	Turnback
FY2023		Encumbrance									
Finance Department											
2	Salary & Wages Elected Officials	0	11,500	0	11,500		11,604		0	11,604	(104)
4	Salary & Wages Finance	0	94,340	0	94,340		92,465		0	92,465	1,875
4	Salary & Wages Clerk	0	3,728	0	3,728		3,550		0	3,550	178
	Total Payroll	0	109,568	0	109,568		107,619	0	0	107,619	1,949
4	Telephone	0	1,200	0	1,200		1,114		0	1,114	86
4	Legal services	0	6,000	0	6,000		2,031		0	2,031	3,969
4	Audit Services	0	17,500	0	17,500		17,000		0	17,000	500
4	Website	0	7,000	0	7,000		5,560		0	5,560	1,440
4	Bond Advisory Services	0	600		600				0	0	600
4	Bank Fees	0	50	0	50				0	0	50
4	Payroll Service		4,600		4,600		4,149		0	4,149	451
4	Legal Advertisement	0	1,750	0	1,750		862		0	862	888
4	Postage	0	1,430	0	1,430		648		0	648	782
4	Office Supplies	0	1,000	0	1,000		49		0	49	951
4	Computer/Copy Expense	0	13,600	0	13,600		7,935	980	0	8,915	4,685
4	Dues & Memberships	0	190	0	190		50		0	50	140
4	Insurance – Property & Liability	0	123,580	0	123,580		116,292	300	0	116,592	6,988
4	Insurance – Workers Comp	0	32,088	0	32,088		33,293		0	33,293	(1,205)
4	Unemployment Insurance	0	6,000	0	6,000				0	0	6,000
4	Payroll Taxes	0	38,000	0	38,000		40,035		0	40,035	(2,035)
4	Employee Assistance Program	0	4,000	0	4,000		3,950		0	3,950	50
4	Town Administrative Services	0	7,600	0	7,600		6,808		0	6,808	792
4	Annual Report	0	1,500	0	1,500		1,769		0	1,769	(269)
4	Election Cost	0	1,700	0	1,700		365	600	0	965	735
4	Miscellaneous Expense	0	1,000	0	1,000		678	0	0	678	322
	Total Other Expenses	0	270,388	0	270,388		242,588	1,880	0	244,468	25,920
	Prior Year Encumbrance		4,700		4,700		4,700			4,700	0
	Total Finance Department/General Government	0	384,656	0	384,656		354,908	1,880	0	356,787	27,869
3	Reserve Fund	0	45,000	(12,000)	33,000		0		0	0	33,000
Fire Department											
8	Salary & Wages – Chief	0	162,000	0	162,000		153,561		0	153,561	8,439
8	Salary & Wages – Deputy Chief		120,000		120,000		95,156			95,156	24,844
8	Salary & Wages – Perm Full Time	0	1,006,016		1,006,016		1,012,265		0	1,012,265	(6,249)
8	Salary & Wages – EMS Officer	0	10,000	0	10,000		4,772		0	4,772	5,228

Cotuit Fire District
Appropriations and Expenditures

Article		Fiscal Year 2023								
		Beginning	ADM/SDM	Reserve Fund	Final	Transfers	Expended	Encumb.	Cont.	Total
FY2023	Group / Line Item	Appropriations	Appropriations	Transfers	FY 2023	FY2023	FY2023	FY2023	Appropriations	FY2023
		Encumbrance								Turnback
8	Salary & Wages - Incident Perm	0	36,500	1,000	37,500		93,328		0	93,328
8	Salary & Wages - Training FT	0	75,000	0	75,000		68,859		0	68,859
8	Salary & Wages - Vacation Coverage	0	125,248	0	125,248		120,150		0	120,150
8	Salary & Wages - Sick Coverage	0	100,000	0	100,000		145,051		0	145,051
8	Salary & Wages - Personal Coverage	0	34,159	0	34,159		37,198		0	37,198
8	Salary & Wages - Holiday Pay	0	52,223	0	52,223		51,076		0	51,076
8	Salary & Wages - Full Time Injury	0	60,000	0	60,000		0		0	60,000
8	Salary & Wages - Other Union	0	2,000	0	2,000		2,977		0	2,977
8	Salary & Wages - Emerg Labor	0	25,000	0	25,000		6,225		0	6,225
8	Salary & Wages - Longevity Pay	0	11,050	0	11,050		8,550		0	8,550
8	Salary & Wages - ED Incentive	0	55,087		55,087		25,000			25,000
8	Salary & Wages - Other FT	0	25,000	0	25,000		80,738		0	80,738
	Total Payroll	0	1,899,283	1,000	1,900,283		1,904,907	0	0	1,904,907
										(4,624)
8	Electricity	0	17,000	0	17,000		11,540	1,030	0	12,569
8	Heating	0	10,000	0	10,000		7,153		0	7,153
8	Gasoline/Diesel	0	15,000	0	15,000		16,044		0	16,044
8	Repairs/Maint - Buildings	0	17,510	0	17,510		8,019	178	0	8,196
8	Repairs/Maint - Grounds	0	3,500	0	3,500		2,279	208	0	2,487
8	Repairs/Maint - Vehicles	0	26,780	11,000	37,780		52,842		0	52,842
8	Repairs/Maint - Radio Equip	0	5,150	0	5,150		5,584		0	5,584
8	Maint - Protective Clothing	0	14,420	0	14,420		9,574		0	9,574
8	Maint - Uniforms FT	0	12,360	0	12,360		11,917		0	11,917
8	Telephone	0	3,605	0	3,605		5,583		0	5,583
8	911 Dispatch	0	37,500	0	37,500		36,635		0	36,635
8	Telephone Lines - Other	0	4,634	0	4,634		427		0	427
8	Professional Services		15,000		15,000					0
8	Legal Services	0	30,000	0	30,000		18,994		0	18,994
8	Physicals/PA Tests	0	3,400	0	3,400		434		0	434
8	CMED Fees		4,000		4,000		2,202		0	2,202
8	Ambulance Billing		12,360		12,360		9,958		0	9,958
8	Administrative Expense	0	15,000	0	15,000		17,404	45	0	17,449
8	Office Supplies	0	3,605	0	3,605		1,060		0	1,060
8	Fire/Rescue Equipment	0	10,300	0	10,300		9,165	2,092	0	11,257
8	Building Supplies	0	8,240	0	8,240		8,185	793	0	8,978
8	Ambulance Supplies	0	39,656	0	39,656		37,281	663	0	37,944
8	Dues & Memberships	0	2,500	0	2,500		1,035		0	1,035

Cotuit Fire District
Appropriations and Expenditures

Article	Group / Line Item	Fiscal Year 2023								
		Beginning	ADM/SDM	Reserve Fund	Final	Transfers	Expended	Encumb.	Cont.	Total
FY2023		Appropriations	Appropriations	Transfers	FY2023	FY2023	FY2023	FY2023	Appropriations	FY2023
		Encumbrance								Turnback
8	Training & Education	0	22,000	0	22,000		22,535	3,513	0	26,048
8	Fire Prevention Education	0	1,236	0	1,236		1,494		0	1,494
8	Information Technologies	0	23,690	0	23,690		24,318	3,938	0	28,255
8	Miscellaneous Expense	0	1,000	0	1,000		406		0	406
	Total Other Expenses	0	359,446	11,000	370,446		322,066	12,458	0	334,524
	Prior Year Encumbrances		33,878		33,878		33,878		0	33,878
	Total Fire Department/Public Safety	0	2,292,607	12,000	2,304,607		2,260,851	12,458	0	2,273,309
18	Street Lights - Electricity		5,500	0	5,500		5,265		0	5,265
18	Street Lights - Maintenance		1,900	0	1,900		527		0	527
			7,400	0	7,400		5,791			5,791
	Total Steet Lights	0	7,400	0	7,400		5,791	0	0	5,791
	Water Department									
11	Salary & Wages Superintendent	0	125,622		125,622		125,635		0	125,635
11	Salary & Wages Operators	0	185,382		185,382		185,414		0	185,414
11	Salary & Wages Office Manager	0	70,770		70,770		70,783		0	70,783
11	Salary & Wages Overtime	0	16,000		16,000		12,508		0	12,508
11	Salary & Wages On Call	0	13,000		13,000		13,250		0	13,250
	Total Payroll	0	410,774	0	410,774		407,591	0	0	407,591
11	Electricity	0	75,000		75,000		68,541		0	68,541
11	Heating	0	2,750		2,750		2,751		0	2,751
11	Gasoline/Diesel	0	14,000		14,000		11,710		0	11,710
11	Chemicals	0	27,000		27,000		23,333	6,258	0	29,591
11	Repairs/Maint - Mains	0	18,500		18,500		5,113	11,120	0	16,233
11	Repairs/Maint - Stations	0	47,000		47,000		37,759	17,451	0	55,209
11	Repairs/Maint - Buildings	0	5,000		5,000		2,056		0	2,056
11	Repairs/Maint - Testing	0	15,000		15,000		6,308	713	0	7,021
11	Repairs/Maint - Grounds	0	8,000		8,000		8,572	870	0	9,442
11	Repairs/Maint - Vehicles	0	3,500		3,500		6,620		0	6,620
11	Uniforms	0	2,250		2,250		2,178		0	2,178
11	Telephone	0	2,800		2,800		2,641		0	2,641
11	Consumption Assessment	0	2,335		2,335		2,331		0	2,331
11	Engineering/Legal	0	50,000		50,000		10,444	5,598	0	16,042
11	Legal Advertisement	0	4,500		4,500		978		0	978
11	Postage	0	6,500		6,500		6,805		0	6,805
11	Printing	0	8,000		8,000		6,443		0	6,443
11	Office Supplies	0	1,000		1,000		449		0	449
11	Computer/Copy Expense	0	16,300		16,300		13,487		0	13,487

Cotuit Fire District
Appropriations and Expenditures

Article	Group / Line Item	Fiscal Year 2023								
		Beginning	ADM/SDM	Reserve Fund	Final	Transfers	Expended	Encumb.	Cont.	Total
FY2023		Appropriations	Appropriations	Transfers	FY2023	FY2023	FY2023	FY2023	Appropriations	FY2023
		Encumbrance								Turnback
11	Building Supplies	0	750		750		935		0	935
11	Tools/Hardware	0	1,500		1,500		793	1,262	0	2,055
11	Meter Replacement	0	10,000		10,000		3,911		0	3,911
11	Dues & Licenses	0	2,200		2,200		2,249		0	2,249
11	Training & Education	0	6,000		6,000		1,138		0	1,138
11	Miscellaneous Expense	0	1,500		1,500		888		0	888
11	Service Connections	0	31,000		31,000		27,831	2,874	0	30,705
11	USDA Maintenance		15,500		15,500	(15,500)	0		0	0
	Total Other Expenses	0	377,885		377,885	(15,500)	256,263	46,146	0	302,408
	Prior Year Encumbrances		44,454		44,454		44,179		0	44,179
	Total Water Department	0	833,113	0	833,113	(15,500)	708,032	46,146	0	754,178
	Public Buildings									
17	Salary & Wages		5,580		5,580		5,778		0	5,778
	Total Payroll	0	5,580	0	5,580		5,778	0	0	5,778
17	Electricity		2,100	0	2,100		1,317		0	1,317
17	Water		400	0	400		140	8	0	148
17	Heat - Oil/Gas		2,600	0	2,600		2,551		0	2,551
17	Repairs/Maint - Buildings		7,350	0	7,350		1,602		0	1,602
17	Repairs/Maint - Grounds		5,250	0	5,250		10,223		0	10,223
17	Repairs/Maint - Boiler		500	0	500		1,034		0	1,034
17	Telephone		1,700	0	1,700		1,622		0	1,622
17	Alarm Service		425	0	425		810	645	0	1,455
17	Building Supplies		210	0	210		1,157		0	1,157
17	Custodial Supplies		315	0	315		101		0	101
17	Miscellaneous Expense		100	0	100				0	0
	Total Other Expenses	0	20,950	0	20,950		20,557	653	0	21,210
	Total Public Buildings	0	26,530	0	26,530		26,336	653	0	26,989
	Total Public Works	0	867,043	0	867,043	(15,500)	740,159	46,799	0	786,957
19	Public Library	0	25,000	0	25,000		25,000		0	25,000
	Debt Service									
20	Long Term Principal	0	292,632	0	292,632		292,632		0	292,632
20	Long Term Interest	0	94,528		94,528		94,479		0	94,479
	Total Debt Service	0	387,160	0	387,160		387,111	0	0	387,111

Cotuit Fire District Appropriations and Expenditures										
Fiscal Year 2023										
Article		Beginning	ADM/SDM	Reserve Fund	Final	Transfers	Expended	Encumb.	Cont.	Total
FY2023	Group / Line Item	Appropriations	Appropriations	Transfers	FY2023	FY2023	FY2023	FY2023	Appropriations	FY2023
		Encumbrance								FY2023 Turnback
Employee/Other Post-Employee Benefits										
21	Insurance - Health	0	356,378	0	356,378		320,064		0	320,064
21	Insurance - Life	0	500	0	500		401		0	401
21	Insurance - Dental	0	20,085	0	20,085		16,332		0	16,332
21	Parental Leave		0				4,000			4,000
21	Medical Option		43,806		43,806		47,138			47,138
21	Retirement Assessment	0	424,877	0	424,877		417,605		0	417,605
	Total Employee Benefits/Insurance	0	845,646	0	845,646		805,539	0	0	805,539
										40,107
Other Financing Uses										
22	Trans To Stabilization Fund	0	435,000	0	435,000	(435,000)	0		0	0
21	Trans To OPEB Fund	0	40,420	0	40,420	(40,420)			0	0
23	Trans to WD Stabilization per bylaws		45,960		45,960	(45,960)	0			0
	Total Other Financing Uses	0	521,380	0	521,380	(521,380)	0	0	0	0
	Total FY 2023 General Fund Appropriations:	0	5,368,492	0	5,368,492	(536,880)	4,573,568	61,137	0	4,634,704
	Debt premium used to reduce debt		12,000		0					196,908
Special Revenue Fund										
	Federal Grant Expense		0		0		38,492			38,492
	State Grant Fire						17,973			17,973
	FY 2023 Special Revenue Fund Totals	0	0	0	0		56,465	0	0	56,465
										0
Stabilization Fund										
	General Stabilization					435,000				435,000
	WD Stabilization				0	45,960	0		0	45,960
	FY 2023 Stabilization Fund Totals	0	0	0	0	480,960	0	0	0	480,960
										0
OPEB Trust Fund										
	Cash & Investments					40,420				40,420
Capital Fund										
	Permanent Fund - USDA Maint reserve	47,670			47,670	15,500	275		62,895	0
	BAN Premium	17,343			17,343				17,343	
	Basic Use	3,600			3,600	3,600			7,200	
	Reserved for Expenditures	68,613	0	0	68,613	19,100	275	0	87,438	
2015-19	Undesignated Fund Balance (Water Tank)	312,634			312,634				312,634	0
2017-13	Space Review	42,687			42,687		276		42,411	0
2020-7	Fire Station Repairs	16,458			16,458	1	8,998		7,461	
2021-6	Back-up Ambulance	65,000			65,000				65,000	
2021-16	School Property Acquisition and Maint.	42,200			42,200		10,500		31,700	0
2021-17	School Property Use Determination	207,500			207,500				207,500	0

Cotuit Fire District
Appropriations and Expenditures

Article		Fiscal Year 2023								
		Beginning	ADM/SDM	Reserve Fund	Final	Transfers	Expended	Encumb.	Cont.	Total
		Appropriations	Appropriations	Transfers	FY2023	FY2023	FY2023	FY2023	Appropriations	FY2023
FY2023	Group / Line Item	Encumbrance								
2021	Deputy Chief Vehicle	638			638	(1)	637		0	
5	Lockbox start up		5,000		5,000				5,000	
7	Digitize & shred records		17,000		17,000				17,000	
6	Cyber security review and new Laptop		7,400		7,400		2,487		4,913	
10	FD Management software		5,000		5,000				5,000	
12	WD billing and customer software		16,500		16,500		10,067		6,433	
16	WD Pump Station Electrical Upgrades		65,000		65,000		9,605		55,395	
14	WD Well Testing		20,000		20,000		17,271		2,729	
15	WD Service Truck		75,000		75,000		72,620		2,380	
9	FD New Ambulance		345,000		345,000	(270,000)	72,798		2,202	
24	School Environmental study		28,000		28,000				28,000	
	Short Term Debt						(150,000)		(150,000)	
	Capital Fund Articles	687,117	583,900	0	1,271,017	(270,000)	205,259	0	333,124	
	FY 2023 Capital Fund Totals	755,730	583,900	0	1,339,630	(250,900)	205,534	0	420,562	0
	TOTAL	755,730	5,952,392	0	6,708,122		4,835,566	61,137	420,562	5,172,129
					-					196,908

COTUIT FIRE DISTRICT
FY 2023 GROSS WAGES AND BENEFITS DISTRIBUTED

DEPARTMENT/NAME		POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID
FIRE DEPARTMENT FULL TIME STAFF							
Amento	John	Lieutenant/EMT	\$ 101,030	\$ 92,177	\$ 193,207	69.0	\$ 34,366
Brown	Sean	Fire Chief	\$ 153,561	\$ -	\$ 153,561	40.0	\$ 63,216
Clark	Shane	Deputy Chief*	\$ 114,234	\$ 35,776	\$ 150,009	51.7	\$ 48,733
Deeg	Thomas	Firefighter/Paramedic**	\$ 4,822	\$ 6,487	\$ 11,309	42.0	\$ 1,839
Emerson	Peter	Firefighter/Paramedic	\$ 93,324	\$ 26,440	\$ 119,764	52.4	\$ 32,484
Gardiner	Christian	Firefighter/Paramedic	\$ 89,574	\$ 86,761	\$ 176,334	70.0	\$ 24,941
Kuenzel	Eric	Firefighter/Paramedic	\$ 89,523	\$ 39,222	\$ 128,746	55.8	\$ 43,396
Lee	Brian	Firefighter/Paramedic	\$ 86,422	\$ 48,523	\$ 134,945	44.1	\$ 51,496
Lyons	Brent	Lieutenant/EMT	\$ 89,174	\$ 6,080	\$ 95,254	44.1	\$ 48,183
McNamara	William	Lieutenant/EMT	\$ 97,090	\$ 75,225	\$ 172,315	64.6	\$ 34,417
McPherson	Jeremy	Firefighter/Paramedic	\$ 93,539	\$ 49,556	\$ 143,095	58.5	\$ 30,627
Melanson	Scott	Firefighter/Paramedic	\$ 87,074	\$ 28,117	\$ 115,191	51.6	\$ 31,108
Pouliot	Joseph	Deputy Chief**	\$ 51,956	\$ -	\$ 51,956	40.0	\$ 20,972
Small	Mike	Interim Deputy Chief**	\$ 8,200	\$ -	\$ 8,200	40.0	\$ -
Staggs	Casey	Firefighter/Paramedic/EMS Officer	\$ 96,015	\$ 44,412	\$ 140,427	56.5	\$ 34,122
Williamson	Douglas	Firefighter/Paramedic	\$ 90,074	\$ 20,521	\$ 110,594	50.0	\$ 31,680
TOTAL FIRE DEPT. FT STAFF			<u>\$ 1,345,608</u>	<u>\$ 559,298</u>	<u>\$ 1,904,906</u>		<u>\$ 531,580</u>
TOTAL FIRE-CALL STAFF			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>

* Promoted to Deputy mid-year

** Partial year employee

TOTAL WAGES AND BENEFITS - ALL FIRE PERSONNEL

\$ 2,436,486

DEPARTMENT/NAME			POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID			
OFFICERS ELECTED AND APPOINTED											
Burdick	Seth	Prudential Committee	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Conley	Kevin	Fire Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Churbuck	David	Water Commissioner	\$	104	\$	-	\$	104	N/A	\$	-
Eager	Charles	Clerk	\$	3,550	\$	-	\$	3,550	N/A	\$	-
Gardner	John	Moderator	\$	250	\$	-	\$	250	N/A	\$	-
Hoppensteadt	Thomas	Water Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Horsely	Scott	Water Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Lynch	Mark	Prudential Committee	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Parks	Frances	Prudential Committee	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Pirrone	Ray	Treasurer	\$	36,352	\$	-	\$	36,352	13	\$	-
Pisano	Richard	Fire Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Robinson	Mark	Water Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-
Zais	Adam	Fire Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-
			\$	51,506	\$	-	\$	51,506		\$	-
TOTAL WAGES AND BENEFITS - ELECTED AND APPOINTED OFFICERS										\$	51,506
FINANCE DEPARTMENT											
Haven	Lisa	Assistant Treasurer	\$	56,113	\$	-	\$	56,113	31.5	\$	13,461
			\$	56,113	\$	-	\$	56,113		\$	13,461
TOTAL WAGES AND BENEFITS - FINANCE DEPARTMENT PERSONNEL										\$	69,574
PUBLIC BUILDINGS											
Hadway	Leman	Custodian	\$	5,778	\$	-	\$	5,778	3.5	\$	-
			\$	5,778	\$	-	\$	5,778		\$	-
TOTAL WAGES AND BENEFITS - PUBLIC BUILDINGS PERSONNEL										\$	5,778

COTUIT FIRE DISTRICT
FY 2023 GROSS WAGES AND BENEFITS DISTRIBUTED

DEPARTMENT/NAME		POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID
WATER DEPARTMENT							
Dwyer	Matthew	Sr. Water Operator	\$ 72,065	\$ 4,021	\$ 76,086	41.8	\$ 25,274
Gallagher	James	Sr. Water Operator	\$ 72,272	\$ 4,127	\$ 76,399	41.7	\$ 25,322
Medeiros	Jonathan	Jr. Water Operator	\$ 54,328	\$ 3,394	\$ 57,722	41.5	\$ 21,277
Nash	Jennifer	Office Manager	\$ 70,783	\$ 966	\$ 71,749	40.3	\$ 39,474
Wiseman	Christopher	Water Superintendent	\$ 125,634	\$ -	\$ 125,634	40.0	\$ 29,367
			<u>\$ 395,082</u>	<u>\$ 12,508</u>	<u>\$ 407,590</u>		<u>\$ 140,714</u>
TOTAL WAGES AND BENEFITS - WATER DEPARTMENT PERSONNEL							<u>\$ 548,304</u>
RETIREES							
Fenner	Donna	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 3,852
Frazier	Paul	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 3,852
Hoffman	Stephen	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 13
Leavenworth	Sheri	Retired Water Department	N/A	N/A	N/A	N/A	\$ 7,839
Lloyd	Michael	Retired Prudential Committee	N/A	N/A	N/A	N/A	\$ 7,826
Mycock	Ronald	Retired Fire Commission	N/A	N/A	N/A	N/A	\$ 7,259
Olsen	Christopher	Retired Fire Chief	N/A	N/A	N/A	N/A	\$ 11,129
Pierce	David	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 13
Pierce	Jane	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 27,797
Pouliot	Joe	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 18,557
Sargent	William	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 27,797
VanEtten	Michael	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 3,852
TOTAL OTHER POST EMPLOYMENT BENEFITS (OPEB) -- INSURANCE BENEFITS							<u>\$ 119,785</u>
COTUIT FIRE DISTRICT TOTALS							
TOTAL COTUIT FIRE DISTRICT FY 2023 COST OF WAGES AND BENEFITS							<u>\$ 3,179,928</u>

COTUIT FIRE DISTRICT
POST OFFICE BOX 1475
COTUIT, MASSACHUSETTS 02635