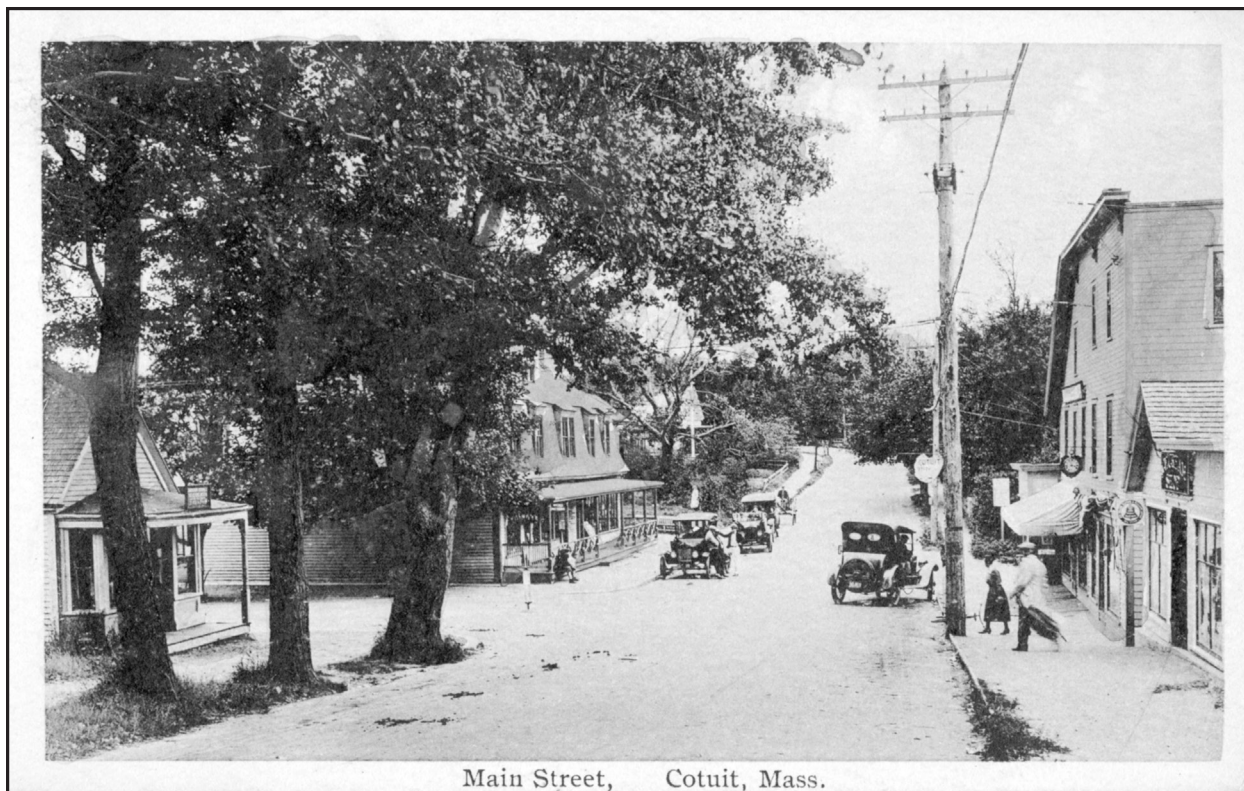


COTUIT FIRE DISTRICT



**Annual Reports
FY 2016**

ELECTED OFFICIALS

Board of Water Commissioners

Theodore Barnicle (Chairperson) 2017

Victor Mastro 2018

Donald Campbell 2019

Prudential Committee

Laurie Hadley 2017

Stanley Goldstein 2018

Frances Parks (Chairperson) 2019

Board of Fire Commissioners

Tom Hadley 2017

Richard Pisano (Chairperson) 2018

Kevin Conley 2019

Moderator

Kenneth Molloy 2019

REPORT OF THE CLERK

ANNUAL ELECTION AND DISTRICT MEETING

MAY 24 AND 25, 2016

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 fire station, 64 High Street, Cotuit, on Tuesday, May 24, 2010, 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> | |
| Frances Parks * | 151 |
| <u>Member, Board of Fire Commissioners, 3 years</u> | |
| Kevin Conley * | 158 |
| Cynthia Gardner | 30 |
| <u>Member, Board of Water Commissioners, 3 years</u> | |
| Donald Campbell * | 155 |
| <u>Moderator</u> | |
| Kenneth Molloy * | 151 |

*Elected

Also in accordance with the foregoing notice and the by-laws of the District, the annual meeting of the Cotuit Fire District was held Wednesday, May 25, 2016, at Freedom Hall, Main Street, Cotuit, at seven-thirty o'clock PM. The meeting was called to order by the Moderator. The Clerk

read the call of the meeting and return of same. The tellers were appointed and sworn in. The following action was taken.

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

Article 2: Upon motion duly made and seconded the District voted to set the annual salaries of the elected officials as follows:

Prudential Committee Members, Members of the Board of Fire Commissioners and Members of the Board of Water Commissioners: **\$1,250.00** each; Moderator: **\$250.00** and Town Collector; **\$1,000.00** as provided under Section 108, of Chapter 41 of the General Laws. **Unanimous**

Article 3: Upon motion duly made and seconded the District voted to raise and appropriate **\$30,000.00** to establish the reserve fund for FY 2017 as provided in Section 5C, Chapter 40 of the General Laws. **Unanimous**

Article 4: Upon motion duly made and seconded the District voted to raise and appropriate **\$75,850.00**, for labor and salaries for the Finance Department; and **\$247,925.00** for the remaining expenses of the Finance Department, to be apportioned approximately as follows: **\$247,925.00** for operations and **\$0.00** for miscellaneous expenses for a total appropriation of **\$323,775.00**. Said appropriation to be expended under the authority of the Prudential Committee.

Unanimous

Article 5: Upon Motion duly made and seconded the District voted to raise and appropriate **\$1,542,547.00** for labor and salaries of the Fire Department; and **\$329,950.00** for the remaining expenses of the Fire Department, to be apportioned approximately as follows: Maintenance, **\$79,500.00**, Operating expenses **\$249,450.00**, and Miscellaneous, **\$1,000.00**, for a total appropriation of **\$1,872,497.00**. Said appropriation to be expended under the authority of the Fire Department. **Unanimous**

Article 6: Upon motion duly made, seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$50,000.00** to rehabilitate Engine #263. Said appropriation to be expended under the authority of the Fire Department. **Unanimous**

Article 7: Upon motion duly made, seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$26,000.00** to replace the Fire Station Heating, Ventilation and Air Conditioning (HVAC) Systems. Said

appropriation to be expended under the authority of Fire Department. **Unanimous**

Article 8: Upon motion duly made, seconded, the District voted to raise and appropriate: **\$26,000.00** for the Water Department for service connections, **\$301,593.00** for labor and salaries; and **\$268,650.00** for the remaining expenses of the Water Department, to be apportioned approximately as follows: **\$76,300.00** for maintenance; **\$140,350.00** for operations; and **\$52,000.00** for miscellaneous expenses for a total appropriation of **\$596,243.00**. Said appropriation to be expended under the authority of the Water Department.

Unanimous

Article 9: Upon motion duly made, seconded, the District voted to raise and appropriate: **\$4,325.00** for the labor and salaries of Public Buildings custodian; and **\$14,660.00** for the remaining expenses of the District's Public Buildings, to be apportioned approximately as follows: Maintenance, **\$9,450.00**, Operating expenses **\$5,110.00**, and Miscellaneous, **\$100.00** for a total appropriation of **\$18,985.00**. Said appropriation to be expended under the authority of the Prudential Committee. **Unanimous**

Article 10: Upon motion duly made, seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$5,000.00** for a structural review of the District's facilities located at 56 High Street in Cotuit. Said appropriation to be expended under the authority of the Prudential Committee. **Unanimous**

Article 11: Upon motion duly made, seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$25,000.00** to locate administrative office space at 56 High Street in Cotuit. Said appropriation to be expended under the authority of the Prudential Committee.

Passed by a Majority.

Article 12: Upon motion duly made and seconded the District voted to raise and appropriate **\$10,100.00** to maintain the street lights of the District for FY 2017. Said appropriation to be expended under the authority of the Prudential Committee. **Unanimous**

Article 13: Upon motion duly made, seconded and amended, the District voted to raise and appropriate **\$19,725.00** for FY 2017 to support the maintenance of the Cotuit Library. Said appropriation to be expended under the authority of the Prudential Committee. **Unanimous**

Article 14: Upon motion duly made, seconded and amended, the District voted to raise and appropriate for FY 2017 the sum of **\$490,488.00** for payment of principal and interest.

Said appropriation to be expended under the authority of the Prudential Committee. **Unanimous**

Article 15: Upon motion duly made, seconded, the District voted for FY 2017 to transfer and appropriate from Certified Free Cash the sum of **\$191,000.00**, the District vote transfer from the OPEB Trust Fund and appropriate the sum of **\$95,416.00**, and that the District vote to raise and appropriate the sum of **\$513,656.00** for a total sum of **\$800,072.00** for the purpose of paying employee and other post-employment benefits. Said appropriation to be expended under the authority of the Prudential Committee.

Unanimous

Article 16: Upon motion duly made and seconded the District voted for FY 2017 to raise and appropriate **\$25,000.00** for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws. Said appropriation to be expended under the authority of the Prudential Committee

Unanimous passed by 2/3rd vote.

Article 17: Upon motion duly made and seconded the District voted rescind **\$10,00.00** of the total \$235,000.00 debt authority authorized to purchase a water restriction under Article 19 of the May 2014 Annual District Meeting and further vote to rescind **\$8,000.00** of the total \$314,000.00 debt authority to purchase real estate located at 56 High Street in Cotuit under Article 1 of the January 2015 Special District Meeting. **Unanimous**

Article 18: Upon motion duly made and seconded the District voted appropriate from Certified Free Cash and transfer the sum of **\$112,000.00** to fund the District's FY 2015 and FY 2016 portions of the new contract with the Firefighter's Bargaining Unit. **Unanimous**

Article 19: Upon motion duly made and seconded the District voted indefinitely postpone Article 19. **Passed by a Majority**

Article 20: Upon motion duly made and seconded the District voted to add to Article VI, of the Cotuit Fire District's Bylaws a Section 5 which will read "The Clerk shall receive all requests for information from the public and determine whether the information requested is appropriate for release, but may seek counsel if necessary." **41 yeas and 1 nay - Passed by 2/3rd vote**

Article 21: Upon motion duly made and seconded the District voted to amend Article VIII, Section 4, of the Cotuit Fire District's Bylaws by deleting the word "certify" in exchange for the word "review". **42 yeas and 1 nay - Passed by 2/3rd vote**

Article 22: Upon motion duly made and seconded the District voted to amend Article IX, Section 1, of the Cotuit Fire District's Bylaws by deleting the word "supervise" in exchange for the words "provide management and oversight of". **Unanimous - Passed by 2/3rd majority vote**

Article 23: Upon motion duly made and seconded the District voted to delete the current Article IX, Section 6 of Cotuit Fire District's Bylaws and replace it with "Fines and penalties will be imposed for unauthorized taking, diverting, corrupting, or defiling of the public water supply or upon an entity who injures, destroys, or interferes with the public water authority's operations, construction, or maintenance, including the unauthorized willful trespass on the water authority's land or facilities. These fines and penalties will be imposed in accord with Massachusetts Session Law Chapter 446 of the Acts of 2012 which amends the following General Law: Section 39G of Chapter 40; Section 9 of Chapter 92A ½; Section 170 Chapter 111; and inserting Section 123A in Chapter 266 and any other applicable Massachusetts State Law." **Unanimous - Passed by 2/3rd majority vote**

Article 24: Upon motion duly made and seconded the District voted to amend Article XI, Section 3, of the Cotuit Fire District's Bylaws by deleting the word "committees" so that the first words shall read "All boards and departments". **Unanimous - Passed by 2/3rd majority vote**

Article 25: Upon motion duly made and seconded the District voted to amend Article XI, Section 6, of the Cotuit Fire District's Bylaws by deleting the words in line 6 "who shall act as chairman" and that in line 8 the words "two members" shall become "two at large members of the District". **Unanimous - Passed by 2/3rd majority vote**

Article 26: Upon motion duly made and seconded the District voted to amend Article XI, Section 10, of the Cotuit Fire District's Bylaws by deleting the final sentence in its entirety. **Unanimously - Passed by 2/3rd majority vote**

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

A True Copy, attest:

Charles W. Eager, Clerk
Cotuit Fire District

Report of the Board of Water Commissioners Fiscal Year 2016

To the Citizens of the Cotuit Fire District:

In FY 2016, the Cotuit Water Department delivered 265,892,000 gallons of drinking water to 2,310 homes, businesses and public buildings.

The water quality is analyzed at a state certified laboratory on a monthly basis and water quality continued to exceed all state and federal standards. Drinking Water Quality Reports were sent to every home in the Fire District. Additional copies of the report are available at the Water Department Office. The report can also be viewed online at www.cotuitfiredistrict.org.

In Massachusetts, the Division of Professional Licensure, Board of Certification of Operators of Drinking Water Supply Facilities, certifies operators for both water distribution and treatment systems. There are four levels of certification for water distribution system operators, based on population served, Grades D1 lowest and Grade D4 highest. There are also four levels of certification for water treatment facility operators, based on treatment complexity, Grades T1 the lowest and Grade T4 the highest. The superintendent and senior operator at the Cotuit Water Department are both certified at the Grades required by the Department of Environmental Protection. Two new field operators, James R. Gallagher and Matthew Dwyer have both completed their required T1 and D1 licensing and are now licensed water operators.

We continue to replace old and high use meters in the district. This ongoing program replaces old, 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 proactively replaced.

The Cotuit Fire District was awarded \$2M in funding and \$500,000 in grant money from the USDA for the purpose of improving the Security System and Water System of the District, and for the purchase of Water Conservation Rights for the Lowell Park Land. In February, the West Street Elevated Water Storage Tank was decommissioned and disassembled and construction began on the new 300,000-gallon tank. The project was completed in November and the tank officially went online in December. The Main Street Tank is scheduled to be decommissioned and demolished in the Spring of 2017.

In April, the Water Department received approval from FEMA for a Hazzard Mitigation Grant which was used to install an emergency generator at pump station #5. The generator will help ensure that we can continue to pump and distribute water to the district in the event of a short or long term power outage.

After an extensive RFQ process with the assistance of Green Seal Environmental and scope of project review, the department signed a ground lease agreement with Borrego

Solar for the purpose of developing a 5.7MW Solar Array. This development project not only provides a renewable green energy source that can offset 6,000 tons of Carbon Dioxide, but will serve to reduce operating expenses and generate an additional \$85,000 in lease revenue for the District and up to \$65,000 in tax revenue for the Town of Barnstable.

The Water Department was awarded a Forestry Stewardship Grant from the Massachusetts Department of Conservation and Recreation in the amount of \$2,300. The grant was used to contract a licensed forester, Mr. Phil Benjamin, CEO of Benjamin Forestry Services, to complete an assessment of the current condition of the Water Department property and make various recommendations to further enhance the biological diversity, vigor, productivity and aesthetics of the land while improving water recharge and ensuring the continued protection of the water quality.

The department conducted scheduled maintenance along with service installations and emergency repairs throughout the past year. This work also included the following:

- The annual water main flushing was conducted throughout the spring. This preventive program is important because it allows the department to flush out any naturally occurring minerals that have accumulated in the mains and to check fire hydrant operation.
- The Department replaced the Pulsifeeder pump at Station 5 and repaired the Moyno Pumps at stations 2 and 4 along with the annual Parco maintenance at all 5 stations.
- A system-wide leak detection program was conducted by the department. This is done on an annual basis to ensure that the District remains in compliance with state regulations and to ensure that the system is working at maximum efficiency. No leaks were detected.

In June of 2016, the MassDEP issued a Drought Advisory for the Cape & Islands. The Advisory was subsequently upgraded to a Drought Watch in August and September that was again reduced to an Advisory level in October of 2016. The declaration of a Drought Advisory indicates a level of dry conditions where ground water supplies are below normal for three consecutive months. Due to the advisory level, the Cotuit Water Department has implemented voluntary water conservation actions to help preserve our current water supply. In addition, free indoor and outdoor conservation kits are available at our office. The state continues to monitor and assess the drought situation and will revise conservation measures as necessary and we thank you for assistance in adhering to these conservation measures.

With great sadness, the Board of Water Commissioners recognizes the passing of former Water Superintendent, Leonard Mendes. Mr. Mendes retired in 2001 after 20 years of service with the Water Department.

We would also like to acknowledge the hard work and dedication of our Water Department Staff, 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 infrastructure, our well-fields and our facilities to assure that we can continue to meet the water needs of the village. It has been our pleasure to serve you over the past fiscal year.

Respectfully submitted,

Theodore Barnicle, Chairman
Donald Campbell
Vic Mastro

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, 2016.

EMERGENCY MEDICAL SERVICES (EMS)

Emergency Medical Services (EMS) continues to be the most requested service we provide with over half of our activity related to pre-hospital medical care. All of our personnel are trained at the Basic Emergency Medical Technician (EMT) or Advanced EMT (Paramedic) level. We are considered a health care provider and our ambulance is licensed by the State to provide Advanced Life Support (ALS) care. Medical protocols, regulations and laws guide the care we provide and they are consistent among all ambulance providers. Each year, we receive a comprehensive, annual inspection by the State's Department of Public Health.

FIRE PREVENTION & PUBLIC SAFETY EDUCATION

As always, we encourage residents to install and/or 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. We conduct different types of inspections as required by State law including those on resale properties, new homes and hazardous/flammable storage systems as well as underground tank removals. Throughout the year, we assist residents with a variety of matters related to fire prevention and fire safety.

To help you prepare for emergencies, copies of the "Cape Cod Emergency Preparedness Handbook" are available at the fire station as well as other information on a variety of safety topics is also available. If you have questions regarding fire prevention, code compliance, safety or inspection concerns, please contact us at your earliest convenience.

PERSONNEL

We are continuing our patch collecting and have established several walls of patches of other fire departments in the fire house to showcase all of our dedicated fire and EMS departments in the USA and abroad, “our thanks goes out to Retired Deputy Chief Bennett Dottridge and the Cotuit Firefighters Association.”

We provide EMS, fire suppression and related services, 24 hours a day, 7 days a week, using both full and part time (call) personnel. Many departments have phased out their call personnel, however we continue to supplement our operations with Call Firefighters that are part time staff. All of our personnel are cross-trained to perform both EMS and firefighting duties. Cotuit Fire Rescue Department hired four new call firefighters this year. These Call Firefighters will continue to help and assist our Full Time staff concentrating on the emergency medical service for one year before continuing their education at the Barnstable Fire Academy.

We are continuing to utilize our call department for additional coverage, which affords them an opportunity for added experience. One of our Shift Officers is available during business hours Monday through Friday. The Shift Officer is available to provide information, answer questions or direct you to the resources you may require. If, the Shift Officer is responding to an active call, other members of the department will assist you. Our Fire Chief welcomes your inquiries, suggestions or concerns as they relate to the department’s operation or any matter of importance to your safety and well being.

Our operational strategy continues to offer a prompt initial response by full time personnel with support from off duty full time and call personnel supplying additional help as needed. When possible, we retain all responding personnel for station coverage should a subsequent incident occur while those involved in the initial response are committed. Our available resources can be taxed based on the severity and duration of an incident or the need to respond to additional requests for assistance. We utilize mutual aid from other departments as necessary; thus far, the system has been reliable. We are aware however, that the system is subject to periods of high activity, vehicles out of service and other factors that influence the availability of help outside of our District.

Many incidents require us to “call back” additional staff and our off duty full time and call personnel are summoned. The fire service is somewhat unique in that personnel often respond to staff emergency incidents in addition to their scheduled weekly hours. Active periods require more call back resulting in necessary overtime expenses. Our current policy is to maintain a minimum of three firefighters during the day and three at night, which necessitates the need to cover personnel who are on vacation, out sick or on other approved time off.

As we continually report, maintaining an adequate roster of call firefighters is challenging. Part time personnel often leave as opportunities for full time positions become available in surrounding communities. We realize our call personnel have personal, work and other commitments in addition to their obligations with the department. Though we had once hoped for something different, we have accepted that staffing – both full time and part time – will be an ongoing challenge for our Fire Rescue Department.

We would like to acknowledge and honor Firefighter/EMT Brian Florence for his endless dedication and professionalism throughout his career as a Cotuit Firefighter! “Thank you” Brian for all that you do and have done for our district!

TRAINING

We continue to train on a regular basis in all areas of fire, rescue and EMS. Each year, we build upon existing skills and introduce new ones. Some personnel attend courses at the Massachusetts Fire Academy in Stow, Massachusetts. The Barnstable County Fire Training Academy in Barnstable and the National Fire Academy in Maryland. Training activities also include preparing new Call Firefighters to function in their positions. State and federal laws mandate the periodic review of material such as responding to hazardous material incidents; incident command and certain EMS related training. The recertification of all personnel at their respective levels of EMS training is ongoing through various mandatory and elective courses. To the extent possible, we take advantage of new training opportunities.

APPARATUS AND EQUIPMENT

The frequency of repair for our 1994 fire engine, purchased in the early 90’s, continues to increase, However, our sincere “Thanks” goes out to our District Residents for your continued support to give our aging apparatus an additional rehabilitation this year! This year with the support and assistance from our District Residents we were able to purchase a New Fire Apparatus replacing our 1989 Pierce Apparatus, please stop by anytime to see your new apparatus! We would like to extend our sincere gratitude to the truck committee specially Lieutenant Joseph Pouliot, Lieutenant William Sargent, Lieutenant William McNamara and Lieutenant Brent Lyons on a job well done for bringing us a state of the art Fire Apparatus as well as the district members for their continued support of your Fire Department.

Though we provide preventive and ongoing maintenance, we find repairs and maintenance becoming more significant each year. We continue to review our expenses and adjust our budget accordingly. The realistic service life of our apparatus is less than we expected when they were first purchased. As an example, similar to other neighboring departments, we are experiencing body and frame corrosion due to chemicals used to manage ice and snow.

This year we replaced two of our computers in our network system. Our goal in the network is to keep current with the ongoing computer science demands for the purpose of communication and record keeping. This system includes Internet access, email capabilities for all personnel and a mainframe server to host and back-up all files and information. This allows our network to be secure yet accessible by those who are employed by the Fire Department. All personnel have the capability of email for in-house communications, as well as external communications for professional purposes. The security includes password protection as well as virus protection. To maintain our fire / Emergency responses incidents, we utilize a program called FireHouse Software and Image Trend for the Emergency Medical incidents. These programs allow the department to store and track all our daily activities and Fire and Emergency responses.

BUILDING AND GROUNDS

It's been over 24 years since major renovations were completed to our aging building; as some may know, half of the original structure was built in 1938. We are looking ahead at the eventual replacement of roof shingles, up-to-date septic system, parking pavement and direct natural gas line to station generator.

ACTIVITIES

The department's incident activity increased nearly 34 incidents from last year. One major storm occurred during the time frame of this report. It's difficult to determine if this change will be part of a new trend or is something more transient. Changes in activity levels are not uncommon; we look at trends that take place over several years to gain a perspective on any significant patterns of change. We are currently aware however that our costs for incident activity are almost directly in proportion to calls for service and we have had some unforeseen expenses in this area last year and again this year. Costs also reflect the length of incidents (more complicated incidents take more time to resolve) and the number of personnel returning to provide assistance, which changes with their availability. Changes in incident activity are something that cannot be reasonably predicted making budgeting for this part of our operation difficult at best. At the time of this writing, work continues on Cotuit Meadows subdivision north of Falmouth Road (Route 28) near the town line with Mashpee. Second phase has been started. At this time over one hundred (100) new residential units have been added in Cotuit Meadows, the department has seen some continued activity in that area.

The department provides 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.

As in the past, we participated in Kids Day sponsored by the Barnstable Police and Fire Departments. Our department held an Open House on July fourth serving the district members and visitors with Fire House Five Alarm chili. The Cotuit Firefighter's Association provides assistance to the Civic Association for the annual July 4th Parade. Our department held an Open House as part of the Christmas in Cotuit event, serving one hundred pounds of chili to visitors. We also assisted Santa's arrival by Marine 266 to the town pier. The Cotuit Firefighters Association and Local Union 3642 worked very hard last year with the assistance of toys for "fill the Bus" and Homeless for the Holiday's Program outstanding job by both groups especially working together for the common good of our children and adults in our communities.

The Cotuit Firefighters Association also provides a cardio pulmonary resuscitation class on the last Thursday of each month. Please call the Cotuit Fire Rescue Department for CPR/AED class updating. The Cotuit Firefighters Association has been busy presenting CPR/AED and First Aid Classes. We are proud of making this community a heart safe community.

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, and at the Post Office the first Saturday of each month. We continue to offer information, advice on safety issues, and assistance in a variety of ways to our residents and visitors. Residents are always encouraged to drop by the station or call 508-428-2210 with questions, suggestions, or concerns.

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 our level of service. The department recurrently takes on new responsibilities in response to local, state or national trends.

We would also like to acknowledge the dedication and professionalism of our full and part time staff. A listing of fire department members as of June 30, 2016 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.

Respectfully submitted:

Richard Pisano, Chairman

Thomas W. Hadley

Kevin Conley

BOARD OF FIRE COMMISSIONERS

Christopher J. Olsen
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 5 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
As of June 30, 2016

| | | |
|-----------------------|---------------------------------|-----------|
| Olsen, Christopher | Fire Chief/Paramedic | 27 years* |
| Pouliot, Joseph | Fulltime Lieutenant/EMT | 33 years* |
| Sargent, William | Fulltime Lieutenant/Paramedic | 19 years* |
| McNamara, William | Fulltime Lieutenant/EMT | 17 years* |
| Lyons, Brent | Fulltime Lieutenant/EMT | 14 years* |
| Amento, John | Fulltime Firefighter/Paramedic | 10 years |
| Clark, Shane | Fulltime Firefighter /Paramedic | 12 years* |
| Emerson, Peter | Fulltime Firefighter/Paramedic | 5 years* |
| Daly, Kellen | Fulltime Firefighter/Paramedic | 4 year |
| Marczely, Hal | Fulltime Firefighter/Paramedic | 4 year |
| Anderson, Erik | Fulltime Firefighter/Paramedic | 4 year |
| Williamson, Douglas | Fulltime Firefighter/Paramedic | 2 year |
| Anderson, Ty | Call Firefighter/EMT | 8 years* |
| Barth-Pasic, Jennifer | Call Lieutenant/EMT | 32 years |
| Florence, Brian | Call Firefighter/EMT | 8 years |
| Halloran, Katherine | Call Firefighter/EMT | 3 year |
| Marques, Taylor | Call Firefighter/EMT | 3 year |
| Stecchi, Nicolas | Call Firefighter/EMT | 3 year |
| Lee, Brian | Call Firefighter/EMT | 2 year |

*(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 medical information and referral 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!”

FY 2016 REPORT OF THE DISTRICT TREASURER

The Fiscal Year 2016 books are closed and all of the requisite financial statements and annual reports pertaining to that fiscal period were filed on a timely basis. As a result of the District's financial reporting to the MA DOR, it was determined that the district had a "Certified Free Cash" balance of \$728,957 at June 30, 2016. That fund equity is now available for use at this annual district meeting.

The FY 2016 tax rate was set in a timely manner and the district's tax bills were issued on time. We wish to thank Jeff Rudziak, the town's Director of Assessing for his quality efforts during this process. In addition, the collection of taxes was accomplished again this year with the help of Maureen Niemi, the town's elected collector. We thank her for those important efforts on our behalf. Finally, we thank Ms. Toni Sheehan for her fine service as the district's Assistant Treasurer during the past year.

During fiscal year 2016, the Finance Department completed the annual audit of Fiscal Year 2015. The audit process for Fiscal Year 2016 was also commenced before the year ended and it is also now completed.

Thus, the FY 2016 financial data presented within this report is all audited data. All prior years' audits are now available for your review at the fire station or on the fire district's website.

Included with this annual narrative are several FY 2016 year-end financial statements. We have provided you with a limited amount of financial information that is similar to that provided in prior annual reports.

We thank you for this opportunity to be of service and we look forward to the next fiscal year. We are always available to provide information or answer any questions.

Respectfully Submitted:

Michael Daley, Treasurer
Cotuit Fire District

Cotuit Fire District
 Combined Balance Sheet
 All Fund Types and Account Groups
 June 30, 2016

| | Governmental Fund Types | | Proprietary Fund Type | Fiduciary Fund Type | Account Group | | Totals |
|---|-------------------------|----------------------|------------------------|---------------------|----------------------|------------------------|------------------------|
| | General | Special Revenue | | | Capital Projects | Enterprise | |
| ASSETS: | | | | | | | |
| Cash and Investments | \$1,473,255.88 | \$405,950.89 | \$ 1,046,622.75 | \$ - | \$ 263,251.07 | \$ - | \$3,189,080.59 |
| Receivables: | | | | | | | |
| Personal Property Taxes | 743.69 | - | - | - | - | - | 743.69 |
| Real Estate Taxes | 118,205.89 | - | - | - | - | - | 118,205.89 |
| Tax Liens | 49,912.58 | - | - | - | - | - | 49,912.58 |
| Departmental and Other | 75,833.38 | 24.77 | - | - | - | - | 75,858.15 |
| Intergovernmental | 2,348.40 | - | - | - | - | - | 2,348.40 |
| Due from Other Funds | 331,103.00 | - | - | - | - | - | 331,103.00 |
| Prepaid Expenses | - | - | - | - | - | - | - |
| Loans Authorized | - | - | - | - | - | 180,000.00 | 180,000.00 |
| Amounts to be Provided | - | - | - | - | - | 1,405,000.00 | 1,405,000.00 |
| Total Assets | \$ 2,051,402.82 | \$ 405,975.66 | \$ 1,046,622.75 | \$ - | \$ 263,251.07 | \$ 1,585,000.00 | \$ 5,352,252.30 |
| LIABILITIES AND FUND BALANCES: | | | | | | | |
| Liabilities: | | | | | | | |
| Warrants and Accounts Payable | \$ 52,967.76 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 52,967.76 |
| Accrued Payroll and Withholdings | 13,441.50 | - | - | - | - | - | 13,441.50 |
| Allowance for Abatements | 87,530.61 | - | - | - | - | - | 87,530.61 |
| Due to Other Funds | - | 331,103.00 | - | - | - | - | 331,103.00 |
| Deferred Revenue: | | | | | | | |
| Property Taxes | 31,418.97 | - | - | - | - | - | 31,418.97 |
| Tax Liens | 49,912.58 | - | - | - | - | - | 49,912.58 |
| Other | 75,833.38 | - | - | - | - | - | 75,833.38 |
| Other Liabilities | 11,667.59 | - | - | - | - | - | 11,667.59 |
| Loans Authorized & Unissued | - | - | - | - | - | 180,000.00 | 180,000.00 |
| Notes Payable | - | - | 2,819,000.00 | - | - | - | 2,819,000.00 |
| Bonds Payable | - | - | - | - | - | 1,405,000.00 | 1,405,000.00 |
| Total Liabilities | 322,772.39 | 331,103.00 | 2,819,000.00 | - | - | 1,585,000.00 | 5,057,875.39 |
| Retained Earnings & Fund Balances: | | | | | | | |
| Reserved for Endowments | - | - | - | - | - | - | - |
| Reserved for Expenditures | 585,830.82 | - | - | - | - | - | 585,830.82 |
| Designated for Future Years Expenditures | 322,000.00 | - | - | 167,835.07 | - | - | 489,835.07 |
| Designated for Petty Cash | 200.00 | - | - | - | - | - | 200.00 |
| Designated for Deficits | - | - | - | - | - | - | - |
| Undesignated | 820,599.61 | \$ 74,872.66 | (1,772,377.25) | 95,416.00 | - | - | (781,488.98) |
| Total Fund Balances | 1,728,630.43 | 74,872.66 | (1,772,377.25) | 263,251.07 | - | - | 294,376.91 |
| Total Liabilities and Fund Balances | \$ 2,051,402.82 | \$ 405,975.66 | \$ 1,046,622.75 | \$ - | \$ 263,251.07 | \$ 1,585,000.00 | \$ 5,352,252.30 |

COTUIT FIRE DISTRICT
Comparison of Budget To Actual Revenues And Other Souces Of Funds
Fiscal Year ending June 30, 2016

| District Revenue Category/Type | 2016 Revenue And Sources Budget | 2016 Actual Revenue And Sources | Variance Actual Over/(Under) General Fund Budget | Variance Actual Over/(Under) Other Fund Budgets |
|--|---|--|--|---|
| Property Taxes: | | | | |
| Personal Property Taxes | \$ 32,581 | \$ 32,397 | \$ (184) | \$ - |
| Real Estate Taxes | 2,923,040 | 2,909,697 | (13,343) | - |
| Interest on Taxes | 9,000 | 12,481 | 3,481 | - |
| Tax Liens Redeemed | - | 6,339 | 6,339 | - |
| Water Department: | | | | |
| Rates & Services | 467,000 | 527,459 | 60,459 | - |
| Penalties | - | 5,093 | 5,093 | - |
| Antenna Fees | 115,000 | 119,536 | 4,536 | - |
| Basic User Charge | - | 13,200 | 13,200 | - |
| Liens, Water | - | 4,084 | 4,084 | - |
| Fire Department: | | | | |
| Ambulance Fees | 150,000 | 168,061 | 18,061 | - |
| Permits & Inspections | 7,500 | 3,310 | (4,190) | - |
| Other District Revenue: | | | | |
| Rental Income | - | 2,650 | 2,650 | - |
| Intergovernmental | - | - | - | - |
| Bond Proceeds | - | - | - | - |
| Premium on Sale of Bonds | - | - | - | - |
| Interest on Investments | 1,500 | 2,770 | 1,270 | - |
| Insurance Recovery | - | - | - | - |
| Miscellaneous | - | 94,681 | 94,681 | - |
| Transfer From Stabilization Fund To GF | 550,000 | 550,000 | - | - |
| Transfer From GF to Stabilization Fund | 25,000 | 25,000 | - | - |
| Interest on Investments Stabilization Fund | - | 1,513 | - | 1,513 |
| Gifts | - | - | - | - |
| Transfer To GF From OPEB Trust Fund | 77,675 | 77,675 | - | - |
| Transfer From GF to OPEB Trust Fund | 160,000 | 160,000 | - | - |
| Interest on Investments OPEB Trust Fund | - | 2,794 | - | 2,794 |
| Total Revenue | \$ 4,518,296 | \$ 4,718,741 | \$ 196,138 | \$ 4,307 |

Memo:

| | |
|---|---------------------|
| General Fund: | \$ 4,529,434 |
| Stabilization Fund: | 26,513 |
| Other Special Revenue Funds: | - |
| OPEB Trust Fund: | 162,794 |
| Totals Revenues And Financing Sources: | \$ 4,718,741 |

| Article FY 2016 | Group / Line Item | Beginning Encumbrance | 05/15 ADM FY 2015 | ADM 2016 | Reserve Fund Transfers | Final FY 2016 | Paid 2016 | FAA Adjustments | Warrants Payable | Expended 2016 | Encumb 2016 | Cont Approp | Total 2016 | 2016 Turnback |
|---------------------------|--|--------------------------|----------------------|-------------|------------------------------|------------------|--------------|--------------------|---------------------|------------------|----------------|----------------|---------------|------------------|
| Finance Department | | | | | | | | | | | | | | |
| 4 | Salary & Wages Elected Officials | - | 12,500.00 | - | - | 12,500.00 | 11,666.67 | - | - | 11,666.67 | - | - | 11,666.67 | 833.33 |
| 4 | Salary & Wages Asst Treas | - | 20,000.00 | - | - | 20,000.00 | 19,331.49 | - | 488.06 | 19,819.55 | - | - | 19,819.55 | 180.45 |
| 4 | Salary & Wages Clerk | - | 2,500.00 | - | 250.00 | 2,750.00 | 2,750.00 | - | - | 2,750.00 | - | - | 2,750.00 | - |
| | Total Payroll | - | 35,000.00 | - | 250.00 | 35,250.00 | 33,748.16 | - | 488.06 | 34,236.22 | - | - | 34,236.22 | 1,013.78 |
| 4 | Telephone | - | 850.00 | - | - | 850.00 | 847.44 | - | - | 847.44 | - | - | 847.44 | 2.56 |
| 4 | Payroll Service | - | 10,750.00 | - | - | 10,750.00 | 10,789.37 | - | 202.53 | 10,991.90 | - | - | 10,991.90 | (241.90) |
| 4 | Legal Services | - | 7,500.00 | - | - | 7,500.00 | 2,100.00 | - | - | 2,100.00 | - | - | 2,100.00 | 5,400.00 |
| 4 | Audit Services | - | 12,250.00 | - | - | 12,250.00 | 12,434.00 | - | - | 12,434.00 | - | - | 12,434.00 | (184.00) |
| 4 | Treasury Services | - | 40,000.00 | - | - | 40,000.00 | 32,725.00 | - | 2,975.00 | 35,700.00 | 6,300.00 | - | 42,000.00 | (2,000.00) |
| 4 | Stenographer Services | - | 1,200.00 | - | - | 1,200.00 | 976.00 | - | - | 976.00 | - | - | 976.00 | 224.00 |
| 4 | Bonded Debt Costs | - | 2,000.00 | - | 1,800.00 | 2,000.00 | 1,800.00 | - | - | 1,800.00 | - | - | 1,800.00 | 200.00 |
| 4 | Website | - | 4,100.00 | - | 4,100.00 | 5,700.00 | 5,700.00 | - | 500.00 | 6,200.00 | - | - | 6,200.00 | (2,100.00) |
| 4 | Bank Fees | - | 500.00 | - | 500.00 | 20.19 | 20.19 | - | - | 20.19 | - | - | 20.19 | 479.81 |
| 4 | Legal Advertisement | - | 1,100.00 | - | - | 1,736.00 | 1,736.00 | - | - | 1,736.00 | - | - | 1,736.00 | (636.00) |
| 4 | Postage | - | 750.00 | - | 750.00 | 719.18 | 719.18 | - | - | 719.18 | - | - | 719.18 | 30.82 |
| 4 | Office Supplies | - | 1,500.00 | - | 1,500.00 | 1,062.17 | 1,062.17 | - | 232.00 | 1,294.17 | 250.00 | - | 1,544.17 | (44.17) |
| 4 | Computer/Copy Expense | - | 7,000.00 | - | 7,000.00 | 4,036.00 | 4,036.00 | - | - | 4,036.00 | - | - | 4,036.00 | 2,964.00 |
| 4 | Dues & Memberships | - | 150.00 | - | - | 150.00 | 50.00 | - | - | 50.00 | - | - | 50.00 | 100.00 |
| 4 | Insurance - Building/Liability | - | 88,000.00 | - | - | 88,000.00 | 71,785.00 | - | - | 71,785.00 | - | - | 71,785.00 | 16,215.00 |
| 4 | Insurance - Vehicles | - | 35,300.00 | - | - | 35,300.00 | 26,314.00 | - | - | 26,314.00 | - | - | 26,314.00 | 8,986.00 |
| 4 | Insurance - Workers Comp | - | 48,500.00 | - | - | 48,500.00 | 57,523.00 | - | 385.71 | 57,914.71 | - | - | 57,914.71 | (9,414.71) |
| 4 | Unemployment Insurance | - | 5,000.00 | - | - | 5,000.00 | 194.00 | - | - | 194.00 | - | - | 194.00 | 4,806.00 |
| 4 | Payroll Taxes | - | 35,000.00 | - | - | 35,000.00 | 30,617.07 | - | 565.94 | 31,183.01 | - | - | 31,183.01 | 3,816.99 |
| 4 | Employee Assistance Program | - | 3,950.00 | - | - | 3,950.00 | 3,950.00 | - | - | 3,950.00 | - | - | 3,950.00 | - |
| 4 | Assessing / Tax Collection | - | 6,800.00 | - | - | 6,800.00 | 6,808.00 | - | - | 6,808.00 | - | - | 6,808.00 | (8.00) |
| 4 | Annual Report | - | 1,500.00 | - | - | 1,500.00 | 1,022.95 | - | - | 1,022.95 | - | - | 1,022.95 | 477.05 |
| 4 | Election Ballot Cost | - | 200.00 | - | - | 200.00 | 145.00 | - | - | 145.00 | - | - | 145.00 | 55.00 |
| 4 | Election Cost | - | 800.00 | - | - | 800.00 | 360.00 | - | 237.00 | 597.00 | - | - | 597.00 | 203.00 |
| 4 | Employee Bonds | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 4 | Miscellaneous Expense | - | 50.00 | - | - | 50.00 | - | - | - | - | - | - | - | 50.00 |
| | Total Other Expenses | - | 314,750.00 | - | - | 314,750.00 | 273,720.37 | - | 5,098.18 | 278,818.55 | 6,550.00 | - | 285,368.55 | 29,381.45 |
| 3 | Reserve Fund | - | 35,000.00 | - | (1,250.00) | 33,750.00 | - | - | - | - | - | - | - | 33,750.00 |
| | Total Finance Department/General Government | - | 384,750.00 | - | (1,000.00) | 383,750.00 | 307,468.53 | - | 5,586.24 | 313,054.77 | 6,550.00 | - | 319,604.77 | 64,145.23 |
| Fire Department | | | | | | | | | | | | | | |
| 5 | Salary & Wages - Chief | - | 107,812.00 | - | - | 107,812.00 | 105,754.47 | - | 1,645.96 | 107,400.43 | - | - | 107,400.43 | 411.57 |
| 5 | Salary & Wages - Perm Full Time | - | 810,683.00 | - | - | 810,683.00 | 782,749.80 | - | 15,295.04 | 798,044.84 | - | - | 798,044.84 | 12,638.16 |
| 5 | Salary & Wages - Admin Assist | - | 16,000.00 | - | - | 16,000.00 | 15,500.00 | - | 300.00 | 15,800.00 | - | - | 15,800.00 | 200.00 |
| 5 | Salary & Wages - Incident Perm | - | 65,000.00 | - | - | 65,000.00 | 41,710.00 | - | 385.38 | 42,095.38 | - | - | 42,095.38 | 22,904.62 |
| 5 | Salary & Wages - Training FT | - | 52,809.00 | - | - | 52,809.00 | 28,715.98 | - | - | 28,715.98 | - | - | 28,715.98 | 24,093.02 |
| 5 | Salary & Wages - Vacation Coverage | - | 92,000.00 | - | - | 92,000.00 | 74,899.59 | - | 1,563.54 | 76,463.13 | - | - | 76,463.13 | 15,536.87 |
| 5 | Salary & Wages - Sick Coverage | - | 87,000.00 | - | - | 87,000.00 | 49,295.60 | - | 2,236.61 | 51,532.21 | - | - | 51,532.21 | 35,467.79 |
| 5 | Salary & Wages - Personal Coverage | - | 20,000.00 | - | - | 20,000.00 | 14,612.76 | - | 2,763.61 | 17,376.37 | - | - | 17,376.37 | 2,623.63 |
| 5 | Salary & Wages - Holiday Pay | - | 26,000.00 | - | - | 26,000.00 | 24,822.73 | - | - | 24,822.73 | - | - | 24,822.73 | 1,177.27 |
| 5 | Salary & Wages - Full Time Injury | - | - | 112,000.00 | - | 112,000.00 | 193,096.30 | - | 2,220.96 | 195,317.26 | - | - | 195,317.26 | (83,317.26) |
| 5 | Salary & Wages - Other Union | - | 4,000.00 | - | - | 4,000.00 | 291.56 | - | - | 291.56 | - | - | 291.56 | 3,708.44 |
| 5 | Salary & Wages - Emerg Labor | - | 25,000.00 | - | - | 25,000.00 | - | - | - | - | - | - | - | 25,000.00 |
| 5 | Salary & Wages - Longevity Pay | - | 16,200.00 | - | - | 16,200.00 | 6,350.00 | - | - | 6,350.00 | - | - | 6,350.00 | 9,850.00 |
| 5 | Salary & Wages - Call FF Staffing | - | 55,500.00 | - | - | 55,500.00 | 1,508.70 | - | - | 1,508.70 | - | - | 1,508.70 | 53,990.30 |
| 5 | Salary & Wages - Incident CF | - | 37,000.00 | - | - | 37,000.00 | 20,685.99 | - | 175.70 | 20,861.69 | - | - | 20,861.69 | 16,140.31 |
| 5 | Salary & Wages - Call Training | - | 18,000.00 | - | - | 18,000.00 | 13,434.84 | - | 520.64 | 13,955.48 | - | - | 13,955.48 | 4,044.52 |
| 5 | Salary & Wages - Call FF Injury | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 5 | Salary & Wages - Other FT | - | 10,000.00 | - | - | 10,000.00 | 24,759.29 | - | - | 24,759.29 | - | - | 24,759.29 | (14,759.29) |
| 5 | Salary & Wages - Overtime | - | - | - | - | - | 23,776.33 | - | - | 23,776.33 | - | - | 23,776.33 | (23,776.33) |
| 5 | Salary & Wages - Prior Year | - | - | - | - | - | 21,975.73 | - | - | 21,975.73 | - | - | 21,975.73 | (21,975.73) |
| 5 | Salary & Wages - Prior Year OT | - | - | - | - | - | 12,316.36 | - | - | 12,316.36 | - | - | 12,316.36 | (12,316.36) |
| 5 | Salary & Wages - Temp Coverage | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Total Payroll | - | 1,443,004.00 | 112,000.00 | - | 1,555,004.00 | 1,456,255.03 | - | 27,107.44 | 1,483,362.47 | - | - | 1,483,362.47 | 71,641.53 |

| Article FY 2016 | Group / Line Item | Beginning Encumbrance | 05/15 ADM FY 2015 | ADM 2016 | Reserve Fund Transfers | Final FY 2016 | Paid 2016 | FAA Adjustments | Warrants Payable | Expended 2016 | Encumb 2016 | Cont Approp | Total 2016 | 2016 Turnback |
|--------------------|--|--------------------------|----------------------|-------------|------------------------------|------------------|--------------|--------------------|---------------------|------------------|----------------|----------------|---------------|------------------|
| 5 | Electricity | - | 12,500.00 | - | - | 12,500.00 | 10,336.69 | - | 762.42 | 11,099.11 | - | - | 11,099.11 | 1,400.89 |
| 5 | Heating | - | 6,550.00 | - | - | 6,550.00 | 2,744.20 | - | - | 2,744.20 | - | - | 2,744.20 | 3,805.80 |
| 5 | Gasoline/Diesel | - | 12,000.00 | - | - | 12,000.00 | 5,981.41 | - | - | 5,981.41 | 647.27 | - | 6,628.68 | 5,371.32 |
| 5 | Training - FT | - | 12,000.00 | - | - | 12,000.00 | 2,892.99 | - | 1,166.00 | 4,058.99 | - | - | 4,058.99 | 7,941.01 |
| 5 | Training - Call | - | 4,000.00 | - | - | 4,000.00 | 600.00 | - | - | 600.00 | - | - | 600.00 | 3,400.00 |
| 5 | Repairs/Maint - Buildings | - | 14,500.00 | - | - | 14,500.00 | 18,704.40 | - | - | 18,704.40 | 110.00 | - | 18,814.40 | (4,314.40) |
| 5 | Repairs/Maint - Grounds | - | 3,500.00 | - | - | 3,500.00 | 4,662.94 | - | - | 4,662.94 | - | - | 4,662.94 | (1,162.94) |
| 5 | Repairs/Maint - Vehicles | - | 26,000.00 | - | - | 26,000.00 | 10,575.87 | - | - | 10,575.87 | 136.98 | - | 10,712.85 | 15,287.15 |
| 5 | Repairs/Maint - Radio Equip | - | 4,000.00 | - | - | 4,000.00 | 1,844.00 | - | - | 1,844.00 | - | - | 1,844.00 | 2,156.00 |
| 5 | Maint - Protective Clothing | - | 14,000.00 | - | - | 14,000.00 | 15,282.86 | - | - | 15,282.86 | - | - | 15,282.86 | (1,282.86) |
| 5 | Maint - Uniforms FT | - | 10,000.00 | - | - | 10,000.00 | 7,411.25 | - | - | 7,411.25 | 1,066.60 | - | 8,477.85 | 1,522.15 |
| 5 | Maint - Uniforms Call | - | 3,000.00 | - | - | 3,000.00 | 794.15 | - | - | 794.15 | - | - | 794.15 | 4,205.85 |
| 5 | Repairs/Maint - Office Equip | - | 5,000.00 | - | - | 5,000.00 | 2,636.37 | - | - | 2,636.37 | - | - | 2,636.37 | 363.63 |
| 5 | Repairs/Maint - Other | - | 500.00 | - | - | 500.00 | - | - | - | - | - | - | - | 500.00 |
| 5 | Telephone | - | 3,500.00 | - | - | 3,500.00 | 3,454.42 | - | - | 3,454.42 | - | - | 3,454.42 | 45.58 |
| 5 | 911 Dispatch | - | 37,500.00 | - | - | 37,500.00 | 37,182.77 | - | - | 37,182.77 | - | - | 37,182.77 | 317.23 |
| 5 | Telephone Lines - Other | - | 4,000.00 | - | - | 4,000.00 | 2,886.34 | - | 299.60 | 3,185.94 | 41.23 | - | 3,227.17 | 772.83 |
| 5 | Internet | - | 1,800.00 | - | - | 1,800.00 | 1,675.40 | - | - | 1,675.40 | - | - | 1,675.40 | 124.60 |
| 5 | Legal Services | - | 35,000.00 | - | - | 35,000.00 | 13,866.94 | - | - | 13,866.94 | 3,412.30 | - | 17,279.24 | 17,270.76 |
| 5 | Professional Services | - | 8,000.00 | - | - | 8,000.00 | 200.00 | - | - | 200.00 | - | - | 200.00 | 7,800.00 |
| 5 | Ambulance Billing Services | - | 10,000.00 | - | - | 10,000.00 | 9,234.90 | - | - | 9,234.90 | 809.15 | - | 10,044.05 | (44.05) |
| 5 | CMED Fees | - | 4,000.00 | - | - | 4,000.00 | 1,790.24 | - | - | 1,790.24 | - | - | 1,790.24 | 2,209.76 |
| 5 | Physicals/PA Tests | - | 3,400.00 | - | - | 3,400.00 | - | - | - | - | - | - | - | 3,400.00 |
| 5 | Administrative Expense | - | 18,000.00 | - | - | 18,000.00 | 14,329.55 | - | - | 14,329.55 | 4,580.40 | - | 18,909.95 | (909.95) |
| 5 | Office Supplies | - | 3,500.00 | - | - | 3,500.00 | 560.22 | - | - | 560.22 | 222.73 | - | 782.95 | 2,717.05 |
| 5 | Fire/Rescue Equipment | - | 10,000.00 | - | - | 10,000.00 | 7,304.58 | - | - | 7,304.58 | - | - | 7,304.58 | 2,695.42 |
| 5 | Building Supplies | - | 6,000.00 | - | - | 6,000.00 | 4,698.14 | - | - | 4,698.14 | 503.69 | - | 5,201.73 | 798.27 |
| 5 | Ambulance Supplies | - | 38,500.00 | - | - | 38,500.00 | 28,287.70 | - | - | 28,287.70 | 1,671.12 | - | 29,958.82 | 8,541.18 |
| 5 | Dues & Memberships | - | 2,000.00 | - | - | 2,000.00 | 1,588.80 | - | 51.83 | 1,640.63 | 175.00 | - | 1,815.63 | 184.37 |
| 5 | Training & Education | - | 10,000.00 | - | - | 10,000.00 | 4,665.51 | - | - | 4,665.51 | - | - | 4,665.51 | 5,334.49 |
| 5 | Fire Prevention Education | - | 1,200.00 | - | - | 1,200.00 | 1,141.09 | - | - | 1,141.09 | - | - | 1,141.09 | 58.91 |
| 5 | Information Technologies | - | 6,000.00 | - | - | 6,000.00 | 4,461.41 | - | - | 4,461.41 | 1,241.23 | - | 5,702.64 | 297.36 |
| 5 | Miscellaneous Expense | - | 1,000.00 | - | - | 1,000.00 | - | - | - | - | - | - | - | 1,000.00 |
| 5 | Prior Year Encumbrances | 23,031.65 | - | - | - | 23,031.65 | - | - | - | - | - | - | 23,031.65 | - |
| ADM14-06 | Purchase New Turnout Gear | 6,213.36 | - | - | - | 6,213.36 | - | - | - | - | - | - | 6,213.36 | - |
| STM15-03 | Labor Negotiations/Mediation | 25,000.00 | - | - | - | 25,000.00 | 8,463.54 | - | - | 8,463.54 | - | 2,377.55 | 10,841.09 | 14,158.91 |
| ADM15-07 | Purchase New Ambulance | 5,813.00 | - | - | - | 5,813.00 | 2,252.60 | - | - | 2,252.60 | - | - | 2,252.60 | 3,560.40 |
| ADM16-06 | Purchase New Pumper Truck | - | 550,000.00 | - | - | 550,000.00 | 218,897.00 | - | - | 218,897.00 | - | 331,103.00 | 550,000.00 | - |
| ADM16-06 | Purchase New Chief Vehicle | - | 37,000.00 | - | - | 37,000.00 | 33,070.00 | - | - | 33,070.00 | - | - | 33,070.00 | 3,930.00 |
| | Total Other Expenses | 60,058.01 | 917,950.00 | - | - | 978,008.01 | 513,723.29 | - | 2,279.85 | 516,003.14 | 14,617.60 | 333,480.55 | 864,101.29 | 113,906.72 |
| | Total Fire Department/Public Safety | 60,058.01 | 2,360,954.00 | 112,000.00 | - | 2,533,012.01 | 1,969,978.32 | - | 29,387.29 | 1,999,365.61 | 14,617.60 | 333,480.55 | 2,347,463.76 | 185,548.25 |
| | Water Department | | | | | | | | | | | | | |
| 7 | Salary & Wages Superintendent | - | 87,013.00 | - | - | 87,013.00 | 86,342.28 | - | 1,338.64 | 87,680.92 | - | - | 87,680.92 | (687.92) |
| 7 | Salary & Wages Operators | - | 138,368.00 | - | - | 138,368.00 | 133,337.28 | - | 2,196.77 | 135,534.05 | - | - | 135,534.05 | 2,833.95 |
| 7 | Salary & Wages Office Manager | - | 43,775.00 | - | - | 43,775.00 | 44,112.40 | - | 673.47 | 44,785.87 | - | - | 44,785.87 | (37.40) |
| 7 | Salary & Wages Overtime | - | 22,300.00 | - | - | 22,300.00 | 20,958.02 | - | 108.00 | 21,066.02 | - | - | 21,066.02 | 1,233.98 |
| | Total Payroll | - | 291,456.00 | - | - | 291,456.00 | 284,076.51 | - | 4,316.88 | 288,393.39 | - | - | 288,393.39 | 3,062.61 |
| 7 | Electricity | - | 75,000.00 | - | - | 75,000.00 | 65,065.89 | - | 8,884.34 | 73,950.23 | - | - | 73,950.23 | 1,049.77 |
| 7 | Heating | - | 2,500.00 | - | - | 2,500.00 | 1,573.20 | - | - | 1,573.20 | - | - | 1,573.20 | 926.80 |
| 7 | Gasoline/Diesel | - | 11,000.00 | - | - | 11,000.00 | 5,965.92 | - | 597.19 | 6,563.11 | - | - | 6,563.11 | 4,436.89 |
| 7 | Chemicals | - | 22,500.00 | - | - | 22,500.00 | 19,033.64 | - | 482.00 | 19,495.64 | - | - | 19,495.64 | 3,004.36 |
| 7 | Repairs/Maint - Mains | - | 13,500.00 | - | - | 13,500.00 | 10,340.63 | - | 1,571.64 | 11,912.27 | 579.16 | - | 12,491.43 | 1,008.57 |
| 7 | Repairs/Maint - Stations | - | 35,000.00 | - | - | 35,000.00 | 21,235.11 | - | 303.10 | 21,538.21 | 5,254.98 | - | 26,793.19 | 8,206.81 |
| 7 | Repairs/Maint - Buildings | - | 5,000.00 | - | - | 5,000.00 | 150.00 | - | - | 150.00 | 4,500.00 | - | 4,650.00 | 350.00 |
| 7 | Repairs/Maint - Testing | - | 7,250.00 | - | - | 7,250.00 | 3,818.00 | - | 330.00 | 4,148.00 | - | - | 4,148.00 | 3,102.00 |
| 7 | Repairs/Maint - Grounds | - | 4,500.00 | - | - | 4,500.00 | 3,329.76 | - | 395.00 | 3,724.76 | - | - | 3,724.76 | 1,170.24 |
| 7 | Repairs/Maint - Vehicles | - | 3,000.00 | - | - | 3,000.00 | 3,724.00 | - | - | 3,724.00 | - | - | 3,724.00 | (724.00) |
| 7 | Uniforms | - | 2,000.00 | - | - | 2,000.00 | 1,797.99 | - | 125.00 | 1,922.99 | - | - | 1,922.99 | 77.01 |
| 7 | Meter Replacement | - | 10,000.00 | - | - | 10,000.00 | - | - | - | - | - | - | - | 10,000.00 |
| 7 | Telephone | - | 4,000.00 | - | - | 4,000.00 | 3,572.12 | - | - | 3,572.12 | 285.71 | - | 3,857.83 | 142.17 |

| Article FY 2016 | Group / Line Item | Beginning Encumbrance | 05/15 ADM FY 2015 | ADM 2016 | Reserve Fund Transfers | Final FY 2016 | Paid 2016 | FAA Adjustments | Warrants Payable | Expended 2016 | Encumb 2016 | Cont Approp | Total 2016 | 2016 Turnback |
|--------------------|--------------------------------------|--------------------------|----------------------|-------------|------------------------------|------------------|--------------|--------------------|---------------------|------------------|----------------|----------------|---------------|------------------|
| 7 | Consumption Assessment | - | 1,750.00 | - | - | 1,750.00 | 1,721.74 | - | - | 1,721.74 | - | - | 1,721.74 | 28.26 |
| 7 | Legal | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 7 | Engineering | - | 50,000.00 | - | - | 50,000.00 | 70,780.02 | - | - | 73,045.16 | 11,944.78 | - | 84,989.94 | (34,989.94) |
| 7 | Legal Advertisement | - | 4,900.00 | - | - | 4,900.00 | 3,114.30 | - | 2,285.14 | 3,114.30 | - | - | 3,114.30 | 1,785.70 |
| 7 | Postage | - | 3,500.00 | - | - | 3,500.00 | 2,985.53 | - | - | 2,985.53 | - | - | 2,985.53 | 514.47 |
| 7 | Printing | - | 4,000.00 | - | - | 4,000.00 | 4,291.35 | - | - | 4,291.35 | - | - | 4,291.35 | (291.35) |
| 7 | Office Supplies | - | 800.00 | - | - | 800.00 | 481.55 | - | - | 481.55 | - | - | 481.55 | 318.45 |
| 7 | Computer/Copy Expense | - | 5,800.00 | - | - | 5,800.00 | 5,138.38 | - | - | 5,138.38 | - | - | 5,138.38 | 661.62 |
| 7 | Building Supplies | - | 500.00 | - | - | 500.00 | 210.76 | - | - | 210.76 | 20.04 | - | 210.76 | 289.24 |
| 7 | Tools/Hardware | - | 1,500.00 | - | - | 1,500.00 | 776.52 | - | 116.83 | 893.35 | - | - | 913.39 | 586.61 |
| 7 | Dues & Licenses | - | 1,500.00 | - | - | 1,500.00 | 1,446.80 | - | - | 1,446.80 | - | - | 1,446.80 | 53.20 |
| 7 | Training & Education | - | 2,000.00 | - | - | 2,000.00 | 1,554.58 | - | - | 1,554.58 | - | - | 1,554.58 | 445.42 |
| 7 | Miscellaneous Expense - Conservation | - | 1,000.00 | - | - | 1,000.00 | 1,554.58 | - | 2,182.00 | 2,182.00 | - | - | 2,182.00 | (1,182.00) |
| 7 | Service Connections | - | 26,000.00 | - | - | 26,000.00 | 44,034.54 | - | - | 44,034.54 | - | - | 44,034.54 | - |
| FY 2015 | Prior Year Encumbrances | 44,034.54 | - | - | - | 44,034.54 | 26,000.00 | - | - | 44,034.54 | - | - | 44,034.54 | - |
| ADM13-17 | Water Meter Replacement | 15,683.58 | - | - | - | 15,683.58 | 15,683.58 | - | - | 15,683.58 | - | - | 15,683.58 | - |
| ADM13-18 | Pump Replacement/Well Treatment | 30,000.00 | - | - | - | 30,000.00 | 30,000.00 | - | - | 30,000.00 | - | 30,000.00 | 30,000.00 | - |
| ADM14-08 | Water Meter Replacement | 25,000.00 | - | - | - | 25,000.00 | 11,663.58 | - | - | 11,663.58 | - | - | 11,663.58 | - |
| ADM15-09 | Pump Replacement/Well Treatment | 30,000.00 | - | - | - | 30,000.00 | 30,000.00 | - | - | 30,000.00 | - | - | 30,000.00 | - |
| ADM16-09 | New Water Truck | - | 30,000.00 | - | - | 30,000.00 | 27,191.00 | - | - | 27,191.00 | - | - | 27,191.00 | 2,809.00 |
| | Total Other Expenses | 144,718.12 | 328,500.00 | - | - | 473,218.12 | 356,285.49 | - | 17,232.24 | 373,517.73 | 22,584.67 | 73,336.42 | 469,438.82 | 3,779.30 |
| | Total Water Department | 144,718.12 | 619,956.00 | - | - | 764,674.12 | 640,362.00 | - | 21,549.12 | 661,911.12 | 22,584.67 | 73,336.42 | 757,832.21 | 6,841.91 |
| 11 | Public Buildings | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Salary & Wages | - | 3,500.00 | - | 1,000.00 | 4,500.00 | 4,043.78 | - | 321.36 | 4,365.14 | - | - | 4,365.14 | 134.86 |
| | Total Payroll | - | 3,500.00 | - | 1,000.00 | 4,500.00 | 4,043.78 | - | 321.36 | 4,365.14 | - | - | 4,365.14 | 134.86 |
| 11 | Electricity | - | 1,600.00 | - | - | 1,600.00 | 1,116.33 | - | - | 1,116.33 | 4.81 | - | 1,121.14 | 478.86 |
| 11 | Water | - | 75.00 | - | - | 75.00 | 77.40 | - | - | 77.40 | - | - | 77.40 | (2.40) |
| 11 | Heat - Oil/Gas | - | 5,500.00 | - | - | 5,500.00 | 1,674.12 | - | - | 1,674.12 | 13.25 | - | 1,687.37 | 3,812.63 |
| 11 | Repairs/Maint - Buildings | - | 9,500.00 | - | - | 9,500.00 | 2,730.77 | - | 112.00 | 2,842.77 | - | - | 2,842.77 | 6,657.23 |
| 11 | Repairs/Maint - Grounds | - | 1,400.00 | - | - | 1,400.00 | 11,000.75 | - | - | 11,000.75 | - | - | 11,000.75 | (9,600.75) |
| 11 | Repairs/Maint - Boiler | - | 850.00 | - | - | 850.00 | 301.32 | - | - | 301.32 | 296.54 | - | 597.86 | 252.14 |
| 11 | Telephone | - | 600.00 | - | - | 600.00 | 555.64 | - | - | 555.64 | 50.66 | - | 606.30 | (6.30) |
| 11 | Alarm Service | - | 350.00 | - | - | 350.00 | 660.00 | - | - | 660.00 | - | - | 660.00 | (310.00) |
| 11 | Building Supplies | - | 200.00 | - | - | 200.00 | 15.50 | - | - | 15.50 | - | - | 15.50 | 184.50 |
| 11 | Custodial Supplies | - | 300.00 | - | - | 300.00 | 220.89 | - | - | 220.89 | - | - | 220.89 | 79.11 |
| 11 | Miscellaneous Expense | - | 100.00 | - | - | 100.00 | 86.65 | - | - | 86.65 | - | - | 86.65 | 13.35 |
| FY 2015 | Prior Year Encumbrance | 49.49 | - | - | - | 49.49 | 49.49 | - | - | 49.49 | - | - | 49.49 | - |
| ADM16-12 | Paint & Repairs | - | 30,000.00 | - | - | 30,000.00 | 13,151.86 | - | - | 13,151.86 | - | - | 16,848.14 | 30,000.00 |
| | Total Other Expenses | 49.49 | 50,475.00 | - | - | 50,524.49 | 31,640.72 | - | 112.00 | 31,752.72 | 365.26 | 16,848.14 | 48,966.12 | 1,558.37 |
| | Total Public Buildings | 49.49 | 53,975.00 | - | 1,000.00 | 55,024.49 | 35,684.50 | - | 433.36 | 36,117.86 | 365.26 | 16,848.14 | 53,331.26 | 1,693.23 |
| 13 | Street Lights - Electricity | - | 13,400.00 | - | - | 13,400.00 | 7,828.62 | - | - | 7,828.62 | 657.36 | - | 8,485.98 | 4,914.02 |
| 13 | Street Lights - Maintenance | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 13 | Street Lights - Insurance | - | - | - | - | - | - | - | - | - | - | - | - | - |
| FY 2015 | Prior Year Encumbrance | - | - | - | - | - | - | - | - | - | - | - | - | - |
| | Total Street Lights | - | 13,400.00 | - | - | 13,400.00 | 7,828.62 | - | - | 7,828.62 | 657.36 | - | 8,485.98 | 4,914.02 |
| | Total Public Works | 144,767.61 | 687,331.00 | - | 1,000.00 | 833,098.61 | 683,875.12 | - | 21,982.48 | 705,857.60 | 23,607.29 | 90,184.56 | 819,649.45 | 13,449.16 |
| 14 | Public Library | - | 19,000.00 | - | - | 19,000.00 | 19,000.00 | - | - | 19,000.00 | - | - | 19,000.00 | - |
| | Debt Service | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 15 | Long Term Principal | - | 105,000.00 | - | - | 105,000.00 | 105,000.00 | - | - | 105,000.00 | - | - | 105,000.00 | - |
| 15 | Long Term Interest | - | 63,500.00 | - | - | 63,500.00 | 63,500.00 | - | - | 63,500.00 | - | - | 63,500.00 | - |
| 15 | Short Term Principal | - | 160,200.00 | - | - | 160,200.00 | 157,000.00 | (1,000.00) | - | 156,000.00 | - | - | 156,000.00 | 4,200.00 |
| 15 | Short Term Interest | - | 3,150.00 | - | - | 3,150.00 | 3,237.21 | - | - | 3,237.21 | - | - | 3,237.21 | (87.21) |
| | Total Debt Service | - | 331,850.00 | - | - | 331,850.00 | 328,737.21 | (1,000.00) | - | 327,737.21 | - | - | 327,737.21 | 4,112.79 |

| Article FY 2016 | Group / Line Item | Beginning Encumbrance | 05/15 ADM FY 2015 | ADM 2016 | Reserve Fund Transfers | Final FY 2016 | Paid 2016 | FAA Adjustments | Warrants Payable | Expended 2016 | Encumb 2016 | Cont Approp | Total 2016 | 2016 Turnback |
|--------------------|---|--------------------------|----------------------|--------------------|------------------------------|---------------------|---------------------|--------------------|---------------------|---------------------|------------------|---------------------|---------------------|-------------------|
| | Employee Benefits/Insurance | | | | | | | | | | | | | |
| 16 | Insurance - Health | - | 310,000.00 | - | - | 310,000.00 | 310,451.97 | - | - | 310,451.97 | - | - | 310,451.97 | (451.97) |
| 16 | Insurance - Life | - | 800.00 | - | - | 800.00 | 416.44 | - | - | 416.44 | - | - | 416.44 | 383.56 |
| 16 | Insurance - Dental | - | 19,000.00 | - | - | 19,000.00 | 17,591.25 | - | - | 17,591.25 | - | - | 17,591.25 | 1,408.75 |
| 16 | Retirement Assessment | - | 221,138.00 | - | - | 221,138.00 | 221,138.00 | - | - | 221,138.00 | - | - | 221,138.00 | - |
| | Total Employee Benefits/Insurance | - | 550,938.00 | - | - | 550,938.00 | 549,597.66 | - | - | 549,597.66 | - | - | 549,597.66 | 1,340.34 |
| | Other Financing Uses | | | | | | | | | | | | | |
| 17 | Trans To Stabilization Fund | - | 25,000.00 | - | - | 25,000.00 | 25,000.00 | - | - | 25,000.00 | - | - | 25,000.00 | - |
| 16 | Trans To OPEB Fund | - | 160,000.00 | - | - | 160,000.00 | 160,000.00 | - | - | 160,000.00 | - | - | 160,000.00 | - |
| | Total Other Financing Uses | - | 185,000.00 | - | - | 185,000.00 | 185,000.00 | - | - | 185,000.00 | - | - | 185,000.00 | - |
| | Total FY 2016 General Fund Appropriations: | 204,825.62 | 4,519,823.00 | 112,000.00 | - | 4,836,648.62 | 4,043,656.84 | (1,000.00) | 56,956.01 | 4,099,612.85 | 44,774.89 | 423,665.11 | 4,568,052.85 | 268,595.77 |
| | Prior Year Articles | | | | | | | | | | | | | |
| 2009-10 | WD Tank Lovell's Pond | 35,614.07 | - | - | - | 35,614.07 | 3,135.78 | - | - | 3,135.78 | - | 32,478.29 | 35,614.07 | - |
| 2010-20 | Water Main Extension | 31,953.83 | - | - | - | 31,953.83 | 8,695.84 | - | - | 8,695.84 | - | 23,257.99 | 31,953.83 | - |
| 2010-23 | Emergency Generator | 61,654.54 | - | - | - | 61,654.54 | - | - | - | - | - | 61,654.54 | 61,654.54 | - |
| | Prior Year Carried Forward | 129,222.44 | - | - | - | 129,222.44 | 11,831.62 | - | - | 11,831.62 | - | 117,390.82 | 129,222.44 | - |
| | FY 2016 GF Totals | 334,048.06 | 4,519,823.00 | 112,000.00 | - | 4,965,871.06 | 4,055,488.46 | (1,000.00) | 56,956.01 | 4,111,444.47 | 44,774.89 | 541,055.93 | 4,697,275.29 | 268,595.77 |
| | Special Revenue Fund (Stabilization) | | | | | | | | | | | | | |
| ADM16-06 | Transfer To General Fund (Fire Truck) | - | 550,000.00 | - | - | 550,000.00 | 218,897.00 | - | - | 218,897.00 | - | 331,103.00 | 550,000.00 | - |
| | FY 2016 SRF Totals | - | 550,000.00 | - | - | 550,000.00 | 218,897.00 | - | - | 218,897.00 | - | 331,103.00 | 550,000.00 | - |
| | Capital Articles (Debt) | | | | | | | | | | | | | |
| 2012-20 | Security System | 182,322.50 | - | - | - | 182,322.50 | - | - | - | - | - | 182,322.50 | 182,322.50 | - |
| 2014-10 | New Water Main - Main Street | 51,969.90 | - | - | - | 51,969.90 | 6,607.90 | - | - | 6,607.90 | - | 45,362.00 | 51,969.90 | - |
| 2015-19 | Purchase Water Restriction | 235,000.00 | - | (10,000.00) | - | 225,000.00 | 225,000.00 | - | - | 225,000.00 | - | - | 225,000.00 | - |
| SDM15-01 | Purchase High Street Property | 9,000.00 | - | (8,000.00) | - | 1,000.00 | - | 1,000.00 | - | 1,000.00 | - | - | 1,000.00 | - |
| ADM16-10 | Construct 1/Demo 2 Water Tanks | - | 2,100,000.00 | - | - | 2,100,000.00 | 1,101,061.75 | - | - | 1,101,061.75 | - | 998,938.25 | 2,100,000.00 | - |
| | FY 2016 CPF Totals | 478,292.40 | 2,100,000.00 | (18,000.00) | - | 2,560,292.40 | 1,332,669.65 | 1,000.00 | - | 1,333,669.65 | - | 1,226,622.75 | 2,560,292.40 | - |
| | Trust Fund Articles (OPEB Transfer) | | | | | | | | | | | | | |
| 16 | OPEB Transfer To General Fund | - | 77,675.00 | - | - | 77,675.00 | 77,675.00 | - | - | 77,675.00 | - | - | 77,675.00 | - |
| | OPEB Banking Fees | - | - | - | - | 247.37 | 247.37 | - | - | 247.37 | - | - | 247.37 | (247.37) |
| | FY 2016 Trust Fund Totals | - | 77,675.00 | - | - | 77,675.00 | 77,922.37 | - | - | 77,922.37 | - | - | 77,922.37 | (247.37) |
| | TOTAL 2016 ALL FUNDS | 812,340.46 | 7,247,498.00 | 94,000.00 | - | 8,153,838.46 | 5,684,977.48 | - | - | 5,741,933.49 | 44,774.89 | 2,098,781.68 | 7,885,490.06 | 268,348.40 |

**COTUIT FIRE DISTRICT
STATEMENT OF NET FUNDED AND FIXED DEBT
YEAR ENDED JUNE 30, 2015**

LONG-TERM DEBT

LOVELL'S ROAD STORAGE TANK

| | | |
|---|-----------|------------------|
| BALANCE JULY 1, 2015 | \$ | 1,510,000 |
| less: PRINCIPAL PAYMENT | \$ | 105,000 |
| BALANCE JUNE 30, 2016 | \$ | <u>1,405,000</u> |
| Long Term Interest Paid in FY 2016 | \$ | 63,500 |
| TOTAL FY 2016 LONG TERM DEBT SERVICE PAYMENTS: | \$ | 168,500 |

SHORT-TERM DEBT (BOND ANTICIPATION NOTES):

WATER SYSTEM SECURITY (\$200,000 Authorized 05/24/2011 - Partially Issued FY 15)

| | | |
|---|-----------|---------------|
| BALANCE JULY 1, 2015 | \$ | 20,000 |
| plus: NEW ISSUES | \$ | - |
| less: PAY-DOWN AT MATURITY | \$ | - |
| BALANCE JUNE 30, 2016 | \$ | <u>20,000</u> |
| Short Term Interest Paid in FY 2016 | \$ | 99 |
| FY 16 WATER SYSTEM SECURITY SHORT TERM DEBT SERVICE: | \$ | 99 |

WATER PUMPSTATION ROADS (\$275,000 Authorized 05/24/2011 - Issued FY 13)

| | | |
|--|-----------|----------------|
| BALANCE JULY 1, 2015 | \$ | 165,000 |
| plus: NEW ISSUES | \$ | - |
| less: PAY-DOWN AT MATURITY | \$ | 55,000 |
| BALANCE JUNE 30, 2016 | \$ | <u>110,000</u> |
| Short Term Interest Paid in FY 2016 | \$ | 820 |
| FY 16 WATER PUMP STATION ROADS SHORT TERM DEBT SERVICE: | \$ | 55,820 |

WATER MAINS MAIN STREET (\$200,000 Authorized 05/29/2013 - Issued FY 14)

| | | |
|---|-----------|----------------|
| BALANCE JULY 1, 2015 | \$ | 160,000 |
| plus: NEW ISSUES | \$ | - |
| less: PAY-DOWN AT MATURITY | \$ | 40,000 |
| BALANCE JUNE 30, 2016 | \$ | <u>120,000</u> |
| Short Term Interest Paid in FY 2016 | \$ | 796 |
| FY 16 WATER MAINS SHORT TERM DEBT SERVICE: | \$ | 40,796 |

PURCHASE WATER RESTRICTION (\$235,000 Authorized 05/28/2014 - Issued FY 16)

| | | |
|---|-----------|----------------|
| BALANCE JULY 1, 2015 | \$ | - |
| plus: NEW ISSUES | \$ | 225,000 |
| less: PAY-DOWN AT MATURITY | \$ | - |
| BALANCE JUNE 30, 2016 | \$ | <u>225,000</u> |
| Short Term Interest Paid in FY 2016 | \$ | - |
| WATER RESTRICTION SHORT TERM DEBT: | \$ | - |

**COTUIT FIRE DISTRICT
STATEMENT OF NET FUNDED AND FIXED DEBT
YEAR ENDED JUNE 30, 2015**

BUY HIGH ST REAL ESTATE (\$314,000 Authorized 01/22/2015 - Partially Issued FY 15)

| | | |
|---|-----------|----------------|
| BALANCE JULY 1, 2015 | \$ | 306,000 |
| plus: NEW ISSUES | \$ | - |
| less: PAY-DOWN AT MATURITY | \$ | 62,000 |
| BALANCE JUNE 30, 2016 | <u>\$</u> | <u>244,000</u> |
| Short Term Interest Paid in FY 2016 | \$ | 1,522 |
| WATER RESTRICTION SHORT TERM DEBT: | <u>\$</u> | <u>63,522</u> |

DEMO 2 TANKS & BUILD NEW TANK (\$2,100,000 Authorized 05/27/2015 - Issued FY 16)

| | | |
|--------------------------------------|-----------|------------------|
| BALANCE JULY 1, 2015 | \$ | - |
| plus: NEW ISSUES | \$ | 2,100,000 |
| less: PAY-DOWN AT MATURITY | \$ | - |
| BALANCE JUNE 30, 2016 | <u>\$</u> | <u>2,100,000</u> |
| Short Term Interest Paid in FY 2016 | \$ | - |
| TANK PROJECT SHORT TERM DEBT: | <u>\$</u> | <u>-</u> |

| | | |
|--|------------------|-----------------------|
| TOTAL FY 16 SHORT TERM DEBT BEGINNING BALANCE: | \$ | 651,000 |
| TOTAL FY 16 SHORT TERM DEBT PAID DOWN: | \$ | (157,000) |
| TOTAL FY 16 NEW SHORT TERM DEBT ISSUED: | <u>\$</u> | <u>2,325,000</u> |
| TOTAL FY 16 SHORT TERM DEBT ENDING BALANCE: | <u>\$</u> | <u>2,819,000</u> |
| TOTAL FY 16 SHORT TERM DEBT SERVICE PAYMENTS: | <u>\$</u> | <u>160,237</u> |
| TOTAL FY 16 ALL DISTRICT DEBT SERVICE PAYMENTS: | <u><u>\$</u></u> | <u><u>328,737</u></u> |

COTUIT FIRE DISTRICT
FY2016 GROSS WAGES AND BENEFITS DISTRIBUTED

| DEPARTMENT/NAME | POSITION | BASE WAGES PAID | OTHER WAGES PAID | TOTAL WAGES PAID | AVE WEEKLY HRS | COST OF BENEFITS PAID |
|--|------------|----------------------|------------------|------------------|----------------|-----------------------|
| OFFICERS- ELECTED AND APPOINTED | | | | | | |
| Barnicle, | Theodore | Water Commissioner | \$ 938 | \$ - | 938 | N/A |
| Campbell, | Donald | Water Commissioner | 938 | - | 938 | N/A |
| Conley, | Kevin | Fire Commissioner | - | - | - | N/A |
| Eager, | Charles | Clerk | 2,063 | - | 2,063 | N/A |
| Goldstein, | Stanley | Prudential Committee | 938 | - | 938 | N/A |
| Hadley, | Laurie | Prudential Committee | 938 | - | 938 | N/A |
| Hadley, | Thomas | Fire Commissioner | 938 | - | 938 | N/A |
| Malloy, | Kenneth | Moderator | - | - | - | N/A |
| Mastro, | Victor | Water Commissioner | 938 | - | 938 | N/A |
| Mycopck, | Ronald | Fire Commissioner | 417 | - | 417 | N/A |
| Parks, | Francis | Prudential Committee | 938 | - | 938 | N/A |
| Pisano, | Richard | Fire Commissioner | 938 | - | 938 | N/A |
| | | | \$ 9,979 | \$ - | \$ 9,979 | N/A |
| | | | | | | \$ - |
| | | | | | | \$ 9,979 |
| FINANCE DEPARTMENT PERSONNEL | | | | | | |
| Nemi, | Maureen | Collector | \$ 750 | \$ - | 750 | N/A |
| Sheehan, | Antoinette | Assistant Treasurer | 19,396 | - | 19,396 | N/A |
| | | | \$ 20,146 | \$ - | \$ 20,146 | 17.98 |
| | | | | | | \$ - |
| | | | | | | \$ 20,146 |
| PUBLIC BUILDINGS PERSONNEL | | | | | | |
| Hadaway, | Leman | Custodian | \$ 4,486 | \$ - | 4,486 | 3.27 |
| | | | \$ 4,486 | \$ - | 4,486 | 3.27 |
| | | | | | | \$ - |
| | | | | | | \$ 4,486 |

COTUIT FIRE DISTRICT
FY2016 GROSS WAGES AND BENEFITS DISTRIBUTED

| DEPARTMENT/NAME | POSITION | BASE WAGES PAID | OTHER WAGES PAID | TOTAL WAGES PAID | AVE WEEKLY HRS | COST OF BENEFITS PAID | |
|--|--------------------------|------------------------------------|-------------------|-------------------|---------------------|-----------------------|-------------------|
| FIRE DEPARTMENT PERSONNEL | | | | | | | |
| Amento, John | Firefighter/Paramedic | \$ 73,270 | \$ 44,142 | \$ 117,411 | 60.24 | \$ 8,010 | |
| Anderson, Erik | Firefighter/Paramedic | 64,211 | 39,471 | 103,682 | 56.98 | 12,635 | |
| Anderson, Ty | Firefighter/EMT | 43,640 | 10,377 | 54,018 | 55.51 | 6,712 | |
| Clark, Shane | Firefighter/ Paramedic | 70,802 | 48,929 | 119,731 | 62.14 | 17,253 | |
| Daly, Kellen | Firefighter/ Paramedic | 63,300 | 34,696 | 97,996 | 53.49 | 17,046 | |
| Dauley, Christina | Administrative Assistant | 15,600 | - | 15,600 | 15.00 | N/A | |
| Emerson, Peter | Firefighter/Paramedic | 59,808 | 51,522 | 111,330 | 63.91 | 8,054 | |
| Lyons, Brent | Lieutenant/EMT | 64,938 | 43,366 | 108,304 | 57.36 | 20,132 | |
| Marczely, Harold | Firefighter/ Paramedic | 69,325 | 42,159 | 111,484 | 59.93 | 17,090 | |
| McNamara, William | Lieutenant/EMT | 69,819 | 111,471 | 181,290 | 82.05 | 17,090 | |
| McPherson, Jeremy | Firefighter/ Paramedic | 2,373 | 85 | 2,458 | 10.75 | - | |
| Olsen, Christopher | Fire Chief/Paramedic | 107,126 | - | 107,126 | 40.00 | 16,777 | |
| Pierce, David | Firefighter/EMT | - | 2,006 | 2,006 | - | - | |
| Pouliot, Joseph | Lieutenant/EMT | 66,692 | 51,410 | 118,102 | 61.72 | 20,132 | |
| Sargent, William | Lieutenant/Paramedic | 72,707 | 17,401 | 90,108 | 45.52 | 20,088 | |
| Williamson, Douglas | Firefighter/Paramedic | 62,758 | 29,673 | 92,431 | 53.85 | 7,703 | |
| | | TOTALS FIRE DEPT PERSONNEL: | \$ 906,369 | \$ 526,709 | \$ 1,433,078 | 778.46 | \$ 188,725 |
| Call Staff | | | | | | | |
| Barth, Jennifer | Firefighter/EMT | \$ 843 | \$ - | \$ 843 | 0.66 | N/A | |
| Chicoine, Todd | Firefighter/EMT | 1,475 | - | 1,475 | 1.42 | N/A | |
| Florence, Brian | Firefighter/EMT | 1,041 | - | 1,041 | 1.00 | N/A | |
| Goodwin, Derek | Firefighter/EMT | 371 | - | 371 | 0.40 | N/A | |
| Halbert III, John | Firefighter/EMT | 390 | - | 390 | 0.42 | N/A | |
| Halloran, Katherine | Firefighter/EMT | 12,406 | - | 12,406 | 14.13 | N/A | |
| Lee, Brian | Firefighter/EMT | 6,100 | - | 6,100 | 9.31 | N/A | |
| Marques, Taylor | Firefighter/EMT | 6,676 | - | 6,676 | 6.76 | N/A | |
| O'Brien, Niall | Firefighter/EMT | 3,381 | - | 3,381 | 3.25 | N/A | |
| Stecchi, Nicholas | Firefighter/EMT | 2,096 | - | 2,096 | 2.14 | N/A | |
| Waugman, Mark | Firefighter/EMT | 1,582 | - | 1,582 | 2.45 | N/A | |
| | | TOTALS CALL PERSONNEL: | \$ 36,362 | \$ - | 41.94 | \$ - | |
| TOTAL WAGES AND BENEFITS - ALL FIRE DEPARTMENT PERSONNEL: | | | | | | \$ 1,658,164 | |

COTUIT FIRE DISTRICT
FY2016 GROSS WAGES AND BENEFITS DISTRIBUTED

| DEPARTMENT/NAME | POSITION | BASE WAGES PAID | OTHER WAGES PAID | TOTAL WAGES PAID | AVE WEEKLY HRS | COST OF BENEFITS PAID |
|-----------------------------------|-----------------------|-----------------|------------------|------------------|----------------|-----------------------|
| WATER DEPARTMENT PERSONNEL | | | | | | |
| Brown, Jake | Water Operator | \$ 33,320 | \$ 5,530 | \$ 38,850 | 42.37 | \$ 31 |
| Gallagher, James | Water Operator | \$ 34,000 | \$ 8,389 | \$ 42,389 | 42.93 | 384 |
| Hoover, Brian | Senior Water Operator | \$ 61,040 | \$ 10,789 | \$ 71,829 | 42.78 | 17,079 |
| Leger, Jennifer | Office Manager | \$ 42,092 | \$ 1,712 | \$ 43,804 | 40.81 | 6,414 |
| Roche, Patrick | Water Operator | \$ 1,440 | - | \$ 1,440 | 5.00 | 79 |
| Wiseman, Christopher | Water Superintendent | \$ 83,665 | \$ 4,178 | \$ 87,843 | 40.77 | 33 |
| | | \$ 255,557 | \$ 30,599 | \$ 286,156 | 214.65 | \$ 24,020 |

TOTAL WAGES AND BENEFITS - WATER DEPARTMENT PERSONNEL: 310,176.41

OTHER POST EMPLOYMENT BENEFITS

| | | | | | | |
|---------------------|---|-----|-----|-----|-----|------------------|
| Donheiser, Allan | Retired Prudential Committee | N/A | N/A | N/A | N/A | \$ 11,043 |
| Fraizer, Paul | Retired Fire Department | N/A | N/A | N/A | N/A | 16,305 |
| Fenner, Donna | Retired Fire Department | N/A | N/A | N/A | N/A | 8,043 |
| Leavenworth, Sherri | Retired Water Department | N/A | N/A | N/A | N/A | 6,586 |
| Lloyd, Michael | Retired Prudential Committee | N/A | N/A | N/A | N/A | 6,552 |
| Hoffman, Stephen | Retired Fire Department | N/A | N/A | N/A | N/A | 33 |
| Mendes, Leonard | Retired Water Department | N/A | N/A | N/A | N/A | 6,552 |
| Murray, Agnes | Retired Finance Department | N/A | N/A | N/A | N/A | 33 |
| Mycocok, Ronald | Retired Fire Commission | N/A | N/A | N/A | N/A | 5,994 |
| Pierce, Jane | Retired Fire Department | N/A | N/A | N/A | N/A | 20,121 |
| VanEtten, Michael | Retired Fire Department | N/A | N/A | N/A | N/A | 7,062 |
| Ventura, Kenneth | Retired Water Department | N/A | N/A | N/A | N/A | 6,120 |
| | TOTAL OTHER POST EMPLOYMENT BENEFITS (OPEB): | | | | | \$ 94,447 |

TOTAL CFD FY 2016 COST OF WAGES AND BENEFITS: \$ 2,097,398

TOTAL BENEFITS REPORTED ABOVE: \$ 307,192

WAGES REPORTED ABOVE: \$ 1,790,207

CFD FY 16 IRS FORMS 941 WAGES REPORTED: 1,790,207

UNRECONCILED WAGES VARIANCE: \$ -

Prudential Committee

1 July 2015 to 30 June 2016

The landscaping at Freedom Hall was attended to in the spring along with an irrigation system being installed. I like to express our thanks to our neighbors, Mr. and Mrs. Joseph Cerretani for mowing and generally taking care of the exterior of Freedom Hall.

I am pleased to report Freedom Hall is being rented for weddings, baby showers and children's parties. The Tango Club is meeting weekly in Freedom Hall. The Contra Dances and the Civic Association use Freedom Hall monthly. Troup 52 Boy Scouts have their home in the basement. All district committee meetings are held in the hall.

The district web is evolving to keep the residents informed about the operations of the district. Up to date budget reports are now available on line along with the Annual Reports, minutes and audio recordings of the committee meetings.

The Prudential Committee would like to recognize the excellent work of the Treasurer Mr. Daley and Assistant Treasurer Toni Sheehan. All of the audits of the district are now current and the committees are getting timely budget reports.

Frances S. Parks

Laurie Hadley

Stanley Goldstein