

# COTUIT FIRE DISTRICT



Annual Reports

FY 2025

## ELECTED OFFICIALS

### Prudential Committee

Seth Burdick	2026
Mark W. Lynch (Chairperson)	2027
John Havel	2028

### Board of Fire Commissioners

Adam Zais	2026
Christopher Ross	2027
Kevin Conley (Chairperson)	2028

### Board of Water Commissioners

David Churbuck	2026
Mark H. Robinson (Chairperson)	2027
Scott Horsley	2028

### Moderator

Lallie Lloyd	2028
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# **FISCAL YEAR 2025 COTUIT FIRE DISTRICT PRUDENTIAL COMMITTEE ANNUAL REPORT**

The Prudential Committee of the Cotuit Fire District is responsible for the financial management and general governance of the village of Cotuit. The three-member, elected committee oversees district finances, manages the use and maintenance of Freedom Hall, and addresses matters brought before the district. Cotuit residents are encouraged to attend the Committee's monthly meetings to stay informed on district business.

The Prudential Committee employs two staff members: Ray Pirrone, Treasurer, and Ryan Ouellette, Assistant Treasurer, who also serves as District Clerk. Together, they oversee the District's financial operations, including payroll, accounts payable, financial reporting, and long-term planning.

## **Cotuit School Property**

At the May 4, 2024 Special District Meeting, voters approved an article directing the Prudential Committee to study:

1. The feasibility and estimated cost of restoring and rehabilitating all or a portion of the former elementary school at 140 Old Oyster Road (the "school property") for use by district residents, including funding a professional analysis of the building and potential recreational or other uses of the grounds, with findings to be presented at a public meeting; and
2. The cost of demolishing the school property and restoring the site to a natural state.

In February 2025, the Committee engaged ICON Architecture and Tighe & Bond to conduct the feasibility study. ICON presented its findings on April 25, 2025, outlining three scenarios with associated cost estimates:

- Demolition of the school building and restoration of the site to its natural state: **\$1.86 million**
- Conversion for recreational use: **\$11.1 million**
- Conversion to a community center: **\$14.3 million**

At the Annual District Meeting on May 28, 2025, voters approved the demolition of the building and restoration of the site to a natural state. The financial statements for Fiscal Year 2025 (July 1, 2024, through June 30, 2025) to follow.

Respectfully submitted,

Mark Lynch, Chairman  
Seth Burdick  
John Havel

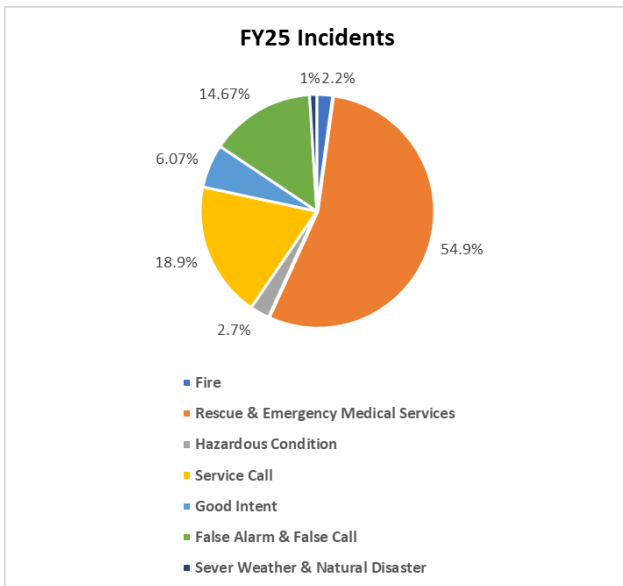
# REPORT OF THE BOARD OF FIRE COMMISSIONERS

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, 2025.

## EMERGENCY RESPONSES FY2025

The Cotuit Fire Department responded to 1,104 incidents during FY2025. This included 606 EMS responses, 13 walk-in medical incidents, 36 motor vehicle crashes, and 16 building fires.



Calendar Year 2025 was the busiest year on record for Cotuit Fire Department.

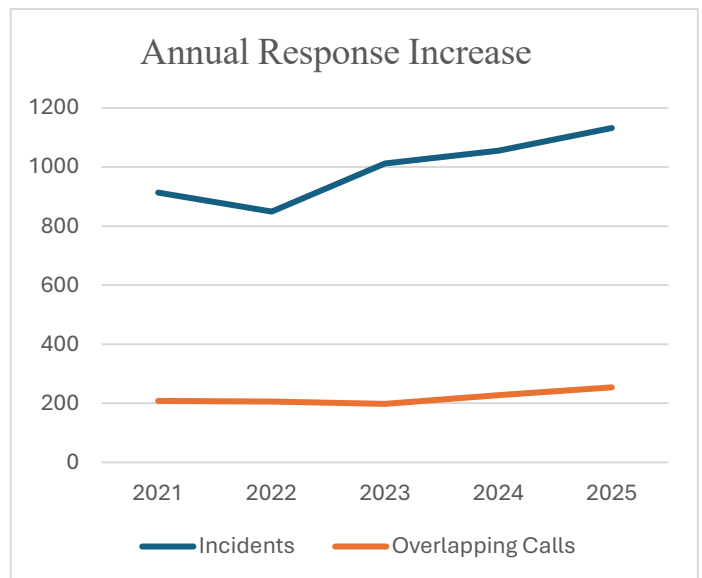
- 1132 incidents in CY 2025
- 7.04% increase over CY2024
- 21% increase in call volume since CY 2021

FY25 saw an increase of 77 responses, a 7% increase compared to FY24.

This increase in responses is consistent with the annual increases over the past five years.

As the number of responses increases, the incidence of multiple calls occurring has also increased.

FY25 had a total of 254 overlapping incidents requiring the response of off duty personnel, or mutual aid, to manage.



## **COMMUNITY RISK REDUCTION**

We continue to enhance our community risk reduction efforts.

Led by EMS Officer Christian Gardiner and Firefighter Paramedic Brian Lee, the Reassurance Program continues to grow and add value to the quality of life for residents of Cotuit. This free program offers fire and injury prevention inspections along with a well-being call-in program. We applied for and received a grant in FY25 that allows us to install lockboxes, provide a File of Life, and other risk reduction materials free of charge to program participants.

Through a partnership with the Cotuit Library, Captain Paramedic Casey Staggs and EMS Officer Gardiner provide regular CPR training to the community.

As always, we encourage residents to install and maintain their smoke and carbon monoxide (CO) detectors. Through a collaborative partnership with the American Red Cross, Cotuit Fire Department personnel can install free smoke and CO alarms to those in need of such assistance.

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. 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. This free service is offered anytime at the fire station.

Cotuit Fire Department personnel 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 and training to businesses and residents.

If you have questions regarding our fire prevention or community risk reduction programs, please contact us at your earliest convenience.

## **PERSONNEL**

Fiscal Year 2025 saw several personnel changes. Captain Brent Lyons retired on November 15, 2024. Firefighter Paramedic Casey Staggs was promoted to the rank of Captain Paramedic on March 7, 2025. Firefighter Paramedic Ryan Higgins was sworn in as a new member on March 7, 2025. The Cotuit Fire Department team includes 12 permanent firefighters, a Deputy Chief, and a Chief. All personnel are certified to the Paramedic or EMT level. We maintain three firefighters on duty in the station 7 days a week, including 1 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, 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 campuses, training programs provided by Barnstable County, and the National Fire Academy. 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 Christian Gardiner 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. Cotuit personnel completed a combined total in excess of 900 hours of training during FY25.

## **APPARATUS AND EQUIPMENT**

Captain Bill McNamara leads the ongoing maintenance and repair program for our vehicles. We waited through FY25 hoping to see the new Ambulance 262. Global supply chains and product availability continued to drive up costs, limit availability, and delayed receipt of apparatus and equipment throughout FY25. Engine 263 was scheduled to be replaced in FY25. Due to the more pressing facility needs, the decision was made to delay the purchase of the needed replacement vehicle.

We maintain the following emergency vehicles.

<u>Scheduled Replacement</u>	<u>Apparatus</u>	<u>Purchase date</u>
FY2023 (replaced in FY26)	Ambulance A1	9/30/2015
FY2029	14' Inflatable Boat M2	1/9/2008
FY2028	Engine/Pumper E2	6/30/1994
FY2029	Deputy Chief Car C2	6/30/2021
FY2029	Utility/Forestry F1	11/1/2018
FY2030	Chief Car C1	10/01/2020
FY2036	Engine/Pumper E1	6/30/2016
FY2039	29' Metal Shark Boat M1	1/1/2014
TBD	Shared Ambulance A5	7/21/2023

## BUILDING AND GROUNDS

We are incredibly thankful to the Citizens of Cotuit for approving the architectural and engineering design phase of the firehouse expansion and renovation project in FY25. 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 has been 35 years since our station had major renovations. The firehouse is undersized to accommodate the apparatus and needs of the modern-day fire and emergency medical services. The FY25 funding was utilized to design a firehouse that will meet the needs of our community well into the future.



## 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.

We would also like to acknowledge the dedication and professionalism of our team. A listing of fire department members as of June 30, 2025, 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 508-428-2210 with questions, suggestions, or concerns.

Respectfully submitted:

Kevin Conley, Chairman

Christopher Ross

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 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

Fiscal Year 2025

Brown, Sean	Fire Chief/EMT
Clark, Shane	Deputy Chief/Paramedic
Amento, John	Captain/EMT
Lyons, Brent*	Captain/EMT
McNamara, Bill	Captain/EMT
McPherson, Jeremy	Captain/Paramedic
Staggs, Casey	Captain/Paramedic
Deeg, Thomas	Firefighter/Paramedic
Emerson, Pete	Firefighter/Paramedic
Gardiner, Christian	Firefighter/Paramedic
Higgins, Ryan**	Firefighter/Paramedic
Kuenzel, Eric	Firefighter/Paramedic
Lee, Brian	Firefighter/Paramedic
Melanson, Scott	Firefighter/Paramedic
Williamson, Doug	Firefighter/Paramedic

\*Retired 11/15/24

\*\*Hired 3/7/25



Cotuit Fire District  
Department of Fire, Rescue  
and Emergency Services

**MISSION STATEMENT**

The members of the Cotuit Fire Department are privileged to provide exceptional service to our community by protecting lives, property and the environment.

**VISION STATEMENT**

The Cotuit Fire Department will constantly strive to grow and evolve our services to provide for the ever-changing needs of the community.

**CORE VALUES**

**Integrity**

Honesty, Accountability and Ethical Decision Making in all Actions

**Compassion**

Acting With Care and Empathy Towards Others

**Respect**

To Value the Worth of Every Individual and Treat Them with Dignity

## **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”*

# **Report of the Board of Water Commissioners Fiscal Year 2025**

To the Citizens of the Cotuit Fire District:

The elected Board of Water Commissioners, which oversees the Water Department operations and staff, continues to take measures to ensure that our water supply is adequate to meet our fire protection and drinking water needs for our 2,328 households and businesses in our village. Cotuit relies on a small wellfield (247 acres total) compared to most water suppliers that have 1000+ acres to locate their production wells.

This year we pumped 167.6 million gallons of water – 2.5 million more than we pumped in FY2024. Demand is still down 18% from the 2022 peak, but this relatively dry winter hasn't recharged the aquifer back to where it typically stands in the early spring.

This past year was the first full year with our new water rates in place. We adjusted our rates to accomplish two purposes: to ensure that everyone has affordable access to a minimum amount of drinking water, we reduced our rate by half for the first 20,000 gallons per year from \$80 to \$40. As an offset, we increased the rates by 15% for the top tiers of heavy users. The impact is that 60% of customers experience no increase in rates, but 100% will enjoy a small reduction for the initial 20,000 gallons used.

It appears that the new, highly graduated rates have not resulted in either a loss of revenue to the District or a reduction in water demand. Drought conditions that have continued this year seem to have more impact on water use than cost or conservation measures. This indicates to the Commissioners that lawn irrigation continues to be the largest component of discretionary water use. We have not instituted mandatory conservation measures but continue to monitor the situation to see if drought and overuse may require more drastic measures for our small and fragile water supply. We note that the Massachusetts Department of Environmental Protection, which oversees public water suppliers, has lowered our Water Withdrawal Permit from 640,000 gallons per day to 630,000 gallons per day, indicating concern for our limited supply and the effect of pumping on surface water bodies and the natural environment.

The Water Department operations are fully supported by water revenues and other income sources, not the District tax. Operationally, we have instituted billing twice per year, though meters are read quarterly. Our new remote readers have made this work more efficient, and we can detect customer leaks more easily.

Our infrastructure of pipes, pumps and tanks is kept in good operating order. In the coming year, the Commission will work with staff on an analysis of the age, materials and diameter of the water mains. We replaced 700 feet of mains and repaving on Lewis Pond Road with a cost of \$250,000. We have more than 53 miles of mains in the village, so orderly replacement of sections as needed will have to be conducted. Well and pump tests were conducted at all five pumping stations; results were satisfactory. As a result of mice nesting, a costly repair was needed on a backup generator at Well Station #1. We use a combination of remote computer monitoring of our five well houses and daily visits by staff.

We are pleased to report that Cotuit's water quality continues to meet all state and federal regulations. The water department staff continuously tests the water for a broad range of potential contaminants that include naturally occurring substances such as iron and manganese, as well as "artificial" contaminants

such as the so-called “forever” chemicals known as PFAS (Perfluoroalkyl and polyfluoroalkyl substances).

In compliance with MassDEP requirements, the Water Department completed and submitted a comprehensive Lead Service Line Inventory in October 2024. Following additional records review and field verification, all service line materials within the system were fully identified. A revised inventory was subsequently submitted to MassDEP and formally approved in November 2025. Based on this completed inventory, it has been determined that the District’s water system does not contain any lead service lines, nor any service lines requiring replacement. The finalized Lead Service Line Inventory is available for public review on the District’s website under the Water Department page.

The board continues to collaborate with our elected state officials to amend the Fire District’s enabling legislation, allowing the water department to collaborate with private property owners on improvements to protect our sole water source. As of this report, the proposed amendment has been approved by the House, the Senate and signed into law by Gov. Maura Healey.

The Board of Water Commissioners extends its gratitude to the Cotuit Water Department staff for their hard work and outstanding customer service to the people of Cotuit. Despite the challenges of maintaining a full staff, they have gone above and beyond to ensure uninterrupted service and continued water quality. We sincerely appreciate their dedication.

And we would be remiss if we did not call out our Superintendent Chris Wiseman, Cotuit native, who has been an employee of the Department for 37 years. His working knowledge of the water system, his leadership of staff, and his friendly interactions with our customers are exemplary. He is a credit to the District and to our village. Thank you, Chris!

Mark H. Robinson, Chair

Scott W. Horsley, Commissioner

Davd Churbuck, Commissioner

## FY 2025 REPORT OF THE DISTRICT TREASURER

The Fiscal Year 2025 (FY 25) books of Cotuit Fire District (CFD) are closed and all the requisite financial reports for that period have been filed and accepted by the Massachusetts Department of Revenue (DOR). Our firm of independent accountants, Roselli Clark and Associates, are completing the audit of FY 25 and their report will be on the District web site. [www.cotuitfiredistrict.org](http://www.cotuitfiredistrict.org)

The CFD management oversight resulted in underspending the FY 25 Budget appropriations by \$383,641 or 6.7%. In addition, higher local receipts – primarily water rates and interest earned – generated \$389,043 more revenue than estimated in the FY25 Budget. These two positive variances were the major drivers in DOR’s certification of CFD’s Free Cash of \$699,966 for FY25. This Certified Free Cash plus Stabilization Funds of \$1,102,551 (including \$306,438 for Water Department expenditures) are available for funding the FY 27 appropriations at the May Annual District Meeting.

In FY25 there was a 31.5% increase in outstanding debt of the District. Long term debt was paid down \$282,632 but Short-Term Debt increased \$1,272,197. The Short-Term Debt increase was due to the \$1.3 million feasibility and design project for the new Fire Station. With approval at last May’s Annual District Meeting, the new Fire Station has moved to the Construction phase in 2026.

In 2026 there was a 13.2% increase in the appropriations - driven notably by the school building demolition. The increased appropriations plus a 3.0% increase in house values resulted in a 14.6% increase in the Tax Rate to \$2.07 from \$1.41. Thus, the average Cotuit house of \$1,046,872 will incurred a tax bill of \$1,476.09 in 2026, an 18.1% increase.

This tax rate was set with the assistance of John Curran, Barnstable Director Assessing, and we thank him for that assistance. We also want to thank Sean O’Brien, Town Treasurer/Collector, and the Assistant Collector, Gislaine Morse, for the collection of taxes and their other efforts on behalf of the District. Finally, we want to thank Lisa Haven, former District Assistant Treasurer, for her years of service as we welcome Ryan Ouellette to his new role as Clerk and Assistant Treasurer.

The attached reports are included as part of this narrative. These reports summarize the results of the District’s financial activities for FY 25 and the resultant year-end balances. These reports are prepared using the “modified cash basis” of accounting and reporting - the required method for fire districts in Massachusetts. The above auditor report is based on Generally Accepted Accounting Principles (GAAP) for Municipalities. GAAP reporting methodology recognizes revenue when billed versus paid under the MA accounting rules and incorporates fixed assets and unfunded retirement liabilities of the District among other changes.

For your reference, the District’s retirement liabilities are an unfunded pension of \$4,011,176 and a post-retirement medical insurance liability of \$ 356,275. The Districts’ net fixed assets total \$7,798,100 after additions of \$275,768 and depreciation of \$396,464.

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, 2025  
(Unaudited)**

	Governmental Fund Types			Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Capital Projects	Trust and Agency	Long-term Debt	(Memorandum Only)
<b>ASSETS</b>						
Cash and cash equivalents	1,580,229.20	49,810.36	1,620,409.69	3,773,433.59		7,023,882.84
Investments						0.00
Receivables:						
Personal property taxes	4,365.14					4,365.14
Real estate taxes	10,247.79					10,247.79
Allowance for abatements and exemptions	(136,658.83)					(136,658.83)
Tax liens	100,267.46					100,267.46
User fees	109,929.55					109,929.55
Utility liens added to taxes	4,246.98					4,246.98
Departmental	32,008.56					32,008.56
Due to/from other funds	(400.00)			400.00		0.00
Amounts to be provided - payment of bonds					2,158,576.00	2,158,576.00
<b>Total Assets</b>	<b>1,704,235.85</b>	<b>49,810.36</b>	<b>1,620,409.69</b>	<b>3,773,833.59</b>	<b>2,158,576.00</b>	<b>9,306,865.49</b>
<b>LIABILITIES AND FUND EQUITY</b>						
Liabilities:						
Warrants payable	116,146.83					116,146.83
Accrued payroll	131,433.16					131,433.16
Withholdings	13,012.21					13,012.21
Other liabilities	2,963.68					2,963.68
Real and personal property taxes	(122,045.90)					(122,045.90)
Tax liens	100,267.46					100,267.46
User fees	109,929.55					109,929.55
Utility liens added to taxes	4,246.98					4,246.98
Departmental	32,008.56					32,008.56
Other receivables						0.00
Notes payable			1,968,197.00			1,968,197.00
Bonds payable					2,158,576.00	2,158,576.00
<b>Total Liabilities</b>	<b>387,962.53</b>	<b>0.00</b>	<b>1,968,197.00</b>	<b>0.00</b>	<b>2,158,576.00</b>	<b>4,514,735.53</b>
Fund Equity:						
Reserved for encumbrances	53,143.47					53,143.47
Reserved for expenditures	425,003.00					425,003.00
Reserved for continuing appropriations		46,477.11	(368,158.33)	2,974,026.82		2,652,345.60
Reserved for petty cash	1,000.00					1,000.00
Reserved for debt service			14,171.02			14,171.02
Undesignated fund balance	837,126.85	3,333.25	6,200.00	799,806.77		1,646,466.87
<b>Total Fund Equity</b>	<b>1,316,273.32</b>	<b>49,810.36</b>	<b>(347,787.31)</b>	<b>3,773,833.59</b>	<b>0.00</b>	<b>4,792,129.96</b>
<b>Total Liabilities and Fund Equity</b>	<b>1,704,235.85</b>	<b>49,810.36</b>	<b>1,620,409.69</b>	<b>3,773,833.59</b>	<b>2,158,576.00</b>	<b>9,306,865.49</b>

**COTUIT FIRE DISTRICT**  
**Comparison of General Fund Budget to Actual Revenues**  
**& Other Fund Actual Revenues**  
**Fiscal Year ending June 30, 2025**

District Revenue Category/Type	GENERAL FUND			Other Funds
	2025 Revenue and Sources Budget	2025 Revenue and Sources Actual	Variance Actual Over/(Under) Budget	Actual
<b>General Fund</b>				
<b>Property Taxes</b>				
Personal Property Taxes	50,304	55,100	4,796	
Real Estate Taxes	3,677,599	3,690,270	12,671	
Interest on Taxes		13,180	13,180	
Tax Liens Redeemed	8,000	36,445	28,445	
<b>Water Department</b>				
Rates, Services & Meter Fees	917,800	1,112,507	194,707	
Penalties	11,353	14,039	2,686	
Antenna Fees	45,000	50,401	5,401	
Solar Credits	5,200	44,536	39,336	
Liens, Water		7,438	7,438	
Other Department Revenue		931	931	
<b>Fire Department</b>				
Ambulance Fees	249,000	293,896	44,896	
Permits and Inspections	1,000	2,680	1,680	
Other Department Revenue		226	226	
<b>Other District Revenue</b>				
Rental Income		1,255		
Interest on Investments	10,000	78,567	68,567	
Solar Credits		5,199	5,199	
Miscellaneous			-	
<b>Special Revenue Fund</b>				
Grant revenue offsetting expenditures				128,939
Insurance recovery & gifts				13,200
<b>Stabilization Fund</b>				
Investment earnings				35,969
<b>OPEB Trust</b>				
Investment earnings				310,335
<b>Total Revenue</b>	<b>\$ 4,975,256</b>	<b>\$ 5,406,670</b>	<b>\$ 430,159</b>	<b>\$ 488,443</b>

Memo:

General Fund	5,406,670
Other Funds	488,443
<b>Total Revenues</b>	<b>\$ 5,895,113</b>

**COTUIT FIRE DISTRICT  
STATEMENT OF NET FUNDED AND FIXED DEBT  
Fiscal Year ending June 30, 2025**

**LONG TERM DEBT**

**USDA Loan**

Balance July 1, 2024	\$	1,636,208
less: Principal Payment	\$	52,632
<b>Balance June 30, 2025</b>	<b>\$</b>	<b>1,583,576</b>

**Refunded Debt**

Balance July 1, 2024	\$	805,000
less: Principal Payment	\$	230,000
<b>Balance June 30, 2025</b>	<b>\$</b>	<b>575,000</b>

Long term interest Paid in FY 25	\$	68,610
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<b>TOTAL FY 25 LONG TERM DEBT SERVICE PAYMENTS</b>	<b>\$</b>	<b>351,242</b>
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**SHORT TERM DEBT (Bond Anticipation Notes)**

Short Term Interest paid in FY 2025	\$	34,634
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Total FY 25 Short Term Debt Beginning Balance	\$	696,000
Total FY 25 Short Term Debt Retired	\$	85,803
Total FY 25 Short Term Debt Issued	\$	1,358,000
<b>TOTAL FY 25 SHORT TERM DEBT ENDING BALANCE</b>	<b>\$</b>	<b>1,968,197</b>

**DEBT SUMMARY AS OF JUNE 30, 2025**

Long Term Debt Outstanding	\$	2,158,576
Short Term Debt Outstanding	\$	1,968,197
<b>TOTAL DEBT OUTSTANDING AT JUNE 30, 2025</b>	<b>\$</b>	<b>4,126,773</b>

COTUIT FIRE DISTRICT  
FY 2025 BUDGET EXPENDITURE DETAIL

Article FY 2025	Group / Line Item	Beginning Encumbrance	ADM/SDM	Reserve Fund Transfers	Final FY2025	Expended FY2025	Encumb FY2025	Cont Approp	Total FY2025	FY2025 Turnback
<b>Finance Department</b>										
2	Salary & Wages Elected Officials	-	11,500.00	-	11,500.00	11,500.00		-	11,500.00	-
4	Salary & Wages Finance	-	106,666.00	-	106,666.00	102,533.89		-	102,533.89	4,132.11
4	Salary & Wages Clerk	-	4,149.00	-	4,149.00	3,586.50	120.24	-	3,706.74	442.26
4	<b>Total Payroll</b>	-	122,315.00	-	122,315.00	117,620.39	120.24	-	117,740.63	4,574.37
4	Telephone	-	1,492.00	-	1,492.00	527.57		-	527.57	-
4	Legal services	-	6,000.00	-	6,000.00	3,431.48		-	3,431.48	-
4	Audit Services	-	20,000.00	-	20,000.00	19,200.00	2,600.00	-	21,800.00	(2,600.00)
4	Website	-	600.00	-	600.00	500.00		-	500.00	-
4	Bond Advisory Services	-	9,500.00	-	9,500.00	8,800.00	7,103.20	-	15,903.20	(7,103.20)
4	Bank Fees	-	50.00	-	50.00	-		-	-	-
4	Payroll Service	-	4,600.00	-	4,600.00	2,719.78		-	2,719.78	-
4	Legal Advertisement	-	1,750.00	-	1,750.00	65.45		-	65.45	-
4	Postage	-	1,430.00	-	1,430.00	789.20		-	789.20	-
4	Office Supplies	-	1,200.00	-	1,200.00	(44.77)		-	(44.77)	-
4	Computer/Copy Expense	-	13,600.00	-	13,600.00	11,951.95		-	11,951.95	-
4	Dues & Memberships	-	200.00	-	200.00	50.00		-	50.00	-
4	Insurance - Property & Liability	-	140,000.00	-	140,000.00	129,165.04		-	129,165.04	-
4	Insurance - Workers Comp	-	40,000.00	-	40,000.00	37,292.33		-	37,292.33	-
4	Unemployment Insurance	-	6,000.00	-	6,000.00	-		-	-	6,000.00
4	Payroll Taxes	-	44,200.00	-	44,200.00	44,303.31	110.58	-	44,413.89	(213.89)
4	Employee Assistance Program	-	4,160.00	-	4,160.00	3,950.00		-	3,950.00	210.00
4	Town Administrative Services	-	7,600.00	-	7,600.00	6,808.09		-	6,808.09	791.91
4	Annual Report	-	4,100.00	-	4,100.00	4,396.65		-	4,396.65	(296.65)
4	Election Cost	-	1,700.00	-	1,700.00	1,227.15		-	1,227.15	472.85
4	Miscellaneous Expense	-	1,000.00	-	1,000.00	1,106.32		-	1,106.32	(106.32)
4	<b>Total Other Expenses</b>	-	309,182.00	-	309,182.00	276,239.55	9,813.78	-	286,053.33	(2,845.30)
	Prior Year Encumbrance	7,144.58	-	-	-	7,144.58		-	7,144.58	(0.20)
	<b>Total Finance Department/General Government</b>	<b>7,144.58</b>	<b>431,497.00</b>	<b>-</b>	<b>431,497.00</b>	<b>401,004.52</b>	<b>9,934.02</b>	<b>-</b>	<b>410,938.54</b>	<b>1,728.87</b>
3	<b>Reserve Fund</b>	-	<b>45,000.00</b>	<b>(42,000.00)</b>	<b>3,000.00</b>			-	-	<b>3,000.00</b>
<b>Fire Department</b>										
5	Salary & Wages - Chief	-	178,605.00	-	178,605.00	153,134.01		-	153,134.01	25,470.99
5	Salary & Wages - Deputy Chief	-	133,250.00	-	133,250.00	133,244.80		-	133,244.80	5.20
5	Salary & Wages - Perm Full Time	-	1,270,000.00	-	1,270,000.00	1,231,505.00		-	1,231,505.00	38,495.00
5	Salary & Wages - Admin Assist	-	-	-	-	-		-	-	-
5	Salary & Wages - EMS Office	-	-	-	-	-		-	-	-
5	Salary & Wages - Incident Perm	-	156,000.00	-	156,000.00	110,229.52		-	110,229.52	45,770.48
5	Salary & Wages - Training FT	-	90,000.00	-	90,000.00	35,993.68		-	35,993.68	54,006.32
5	Salary & Wages - Vacation Coverage	-	134,000.00	-	134,000.00	127,705.88		-	127,705.88	6,294.12
5	Salary & Wages - Sick Coverage	-	108,000.00	-	108,000.00	129,571.42		-	129,571.42	(21,571.42)
5	Salary & Wages - Personal Coverage	-	38,690.00	-	38,690.00	47,800.56		-	47,800.56	(9,110.56)
5	Salary & Wages - Holiday Pay	-	63,000.00	-	63,000.00	69,152.40		-	69,152.40	(6,152.40)
5	Salary & Wages - Full Time Injury	-	60,000.00	-	60,000.00	109,529.88		-	109,529.88	(49,529.88)
5	Salary & Wages - Other Union	-	2,000.00	-	2,000.00	-		-	-	2,000.00
5	Salary & Wages - Emerg Labor	-	25,000.00	-	25,000.00	4,343.76		-	4,343.76	20,656.24
5	Salary & Wages - Longevity Pay	-	12,190.00	-	12,190.00	11,800.00		-	11,800.00	390.00
5	Salary & Wages - ED Incentive	-	-	-	-	-		-	-	-
5	Salary & Wages -FEMA	-	-	-	-	48,141.66		-	48,141.66	(48,141.66)
5	Salary & Wages - Hazmat	-	-	-	-	-		-	-	-

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5	Salary & Wages - Other FT	-	29,000.00	-	29,000.00	(1.75)	-	-	(1.75)	29,001.75
5	Salary & Wages - ES Officer	-	10,000.00	-	10,000.00	5,055.00	-	-	5,055.00	4,945.00
5	<b>Total Payroll</b>	-	2,309,735.00	-	2,309,735.00	2,217,205.82	-	-	2,217,205.82	92,529.18
5	Electricity	-	21,000.00	-	21,000.00	15,549.32	-	-	15,549.32	5,450.68
5	Heating	-	10,000.00	-	10,000.00	8,444.93	-	-	8,444.93	1,555.07
5	Gasoline/Diesel	-	24,000.00	-	24,000.00	14,403.28	131.78	-	14,535.06	9,464.94
5	Repairs/Maint - Buildings	-	19,000.00	-	19,000.00	16,297.18	-	-	16,297.18	2,702.82
5	Repairs/Maint - Grounds	-	3,500.00	-	3,500.00	1,333.98	-	-	1,333.98	2,166.02
5	Repairs/Maint - Vehicles	-	37,000.00	-	37,000.00	48,184.61	59.96	-	48,244.57	(11,244.57)
5	Repairs/Maint - Radio Equip	-	7,000.00	-	7,000.00	29,539.73	12,197.95	-	41,737.68	(34,737.68)
5	Maint - Protective Clothing	-	14,420.00	-	14,420.00	11,769.95	-	-	11,769.95	2,650.05
5	Maint - Uniforms FT	-	13,000.00	-	13,000.00	10,527.41	825.70	-	11,353.11	1,646.89
5	Telephone	-	8,239.00	-	8,239.00	4,569.42	-	-	4,569.42	3,669.58
5	911 Dispatch	-	37,500.00	-	37,500.00	36,634.67	-	-	36,634.67	865.33
5	Telephone Lines - Other	-	-	-	-	-	-	-	-	-
5	Professional Services	-	15,000.00	-	15,000.00	-	-	-	-	15,000.00
5	Legal Services	-	30,000.00	-	30,000.00	4,893.75	1,768.75	-	6,662.50	23,337.50
5	Physicals/PA Tests	-	3,400.00	-	3,400.00	917.72	-	-	917.72	2,482.28
5	CMED Fees	-	3,000.00	-	3,000.00	1,505.28	-	-	1,505.28	1,494.72
5	Ambulance Billing	-	12,000.00	-	12,000.00	9,291.24	1,090.11	-	10,381.35	1,618.65
5	Administrative Expense	-	14,000.00	-	14,000.00	4,442.95	-	-	4,442.95	9,557.05
5	Office Supplies	-	3,605.00	-	3,605.00	2,461.86	-	-	2,461.86	1,143.14
5	Fire/Rescue Equipment	-	10,300.00	-	10,300.00	11,519.08	118.87	-	11,637.95	(1,337.95)
5	Building Supplies	-	8,500.00	-	8,500.00	7,857.07	-	-	7,857.07	642.93
5	Ambulance Supplies	-	50,000.00	-	50,000.00	48,633.22	268.99	-	48,902.21	1,097.79
5	Dues & Memberships	-	2,500.00	-	2,500.00	2,258.33	-	-	2,258.33	241.67
5	Training & Education	-	22,000.00	-	22,000.00	19,531.03	-	-	19,531.03	2,468.97
5	Fire Prevention Education	-	2,000.00	-	2,000.00	1,163.72	-	-	1,163.72	836.28
5	Information Technologies	-	23,690.00	-	23,690.00	30,874.84	899.00	-	31,773.84	(8,083.84)
5	Miscellaneous Expense	-	1,000.00	-	1,000.00	1,903.62	1,302.00	-	3,205.62	(2,205.62)
5	<b>Total Other Expenses</b>	-	395,654.00	-	395,654.00	344,508.19	18,663.11	-	363,171.30	32,482.70
	Prior Year Encumbrances	46,040.47			46,040.47	46,040.47		-	46,040.47	-
	<b>Total Fire Department/Public Safety</b>	<b>46,040.47</b>	<b>2,705,389.00</b>	<b>-</b>	<b>2,751,429.47</b>	<b>2,607,754.48</b>	<b>18,663.11</b>	<b>-</b>	<b>2,626,417.59</b>	<b>125,011.88</b>
15			8,800.00	-	8,800.00	6,434.80	446.56	-	6,881.36	1,918.64
15	Street Lights - Maintenance		1,900.00	-	1,900.00	692.43		-	692.43	1,207.57
15			10,700.00	-	10,700.00	7,127.23	446.56	-	7,573.79	3,126.21
			-	-	-	-	-	-	-	-
	<b>Total Street Lights</b>	<b>-</b>	<b>10,700.00</b>	<b>-</b>	<b>10,700.00</b>	<b>7,127.23</b>	<b>446.56</b>	<b>-</b>	<b>7,573.79</b>	<b>3,126.21</b>
	<b>Water Department</b>									
10	Salary & Wages Superintendent	-	144,744.06	-	144,744.06	144,185.60	-	-	144,185.60	558.46
10	Salary & Wages Operators	-	213,625.94	-	213,625.94	186,736.80	-	-	186,736.80	26,889.14
10	Salary & Wages Office Manager	-	84,800.00	-	84,800.00	84,468.80	-	-	84,468.80	331.20
10	Salary & Wages Overtime	-	17,200.00	-	17,200.00	16,803.85	-	-	16,803.85	396.15
10	Salary & Wages On Call	-	13,000.00	-	13,000.00	19,125.00	-	-	19,125.00	(6,125.00)
	<b>Total Payroll</b>	-	473,370.00	-	473,370.00	451,320.05	-	-	451,320.05	22,049.95
10	Electricity	-	95,000.00	-	95,000.00	79,827.59	-	-	79,827.59	15,172.41
10	Heating	-	3,100.00	-	3,100.00	2,733.61	-	-	2,733.61	366.39
10	Gasoline/Diesel	-	14,500.00	-	14,500.00	7,566.80	545.90	-	8,112.70	6,387.30

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10	Chemicals	-	30,000.00		30,000.00	19,056.69	813.00	-	19,869.69	10,130.31
10	Repairs/Maint - Mains	-	18,500.00		18,500.00	18,257.46		-	18,257.46	242.54
10	Repairs/Maint - Stations	-	50,000.00		50,000.00	44,109.53	16,163.53	-	60,273.06	(10,273.06)
10	Repairs/Maint - Buildings	-	5,000.00		5,000.00	865.75		-	865.75	4,134.25
10	Repairs/Maint - Testing	-	15,100.00		15,100.00	14,191.22	1,483.50	-	15,674.72	(574.72)
10	Repairs/Maint - Grounds	-	8,500.00		8,500.00	7,170.00	870.00	-	8,040.00	460.00
10	Repairs/Maint - Vehicles	-	5,000.00		5,000.00	2,436.32		-	2,436.32	2,563.68
10	Uniforms	-	2,250.00		2,250.00	1,925.50		-	1,925.50	324.50
10	Telephone	-	2,800.00		2,800.00	2,569.74	119.98	-	2,689.72	110.28
10	Consumption Assessment	-	1,925.00		1,925.00	1,921.24		-	1,921.24	3.76
10	Engineering/Legal	-	50,000.00		50,000.00	16,673.56	2,969.75	-	19,643.31	30,356.69
10	Legal Advertisement	-	4,500.00		4,500.00	1,765.12		-	1,765.12	2,734.88
10	Postage	-	7,600.00		7,600.00	4,867.16		-	4,867.16	2,732.84
10	Printing	-	8,000.00		8,000.00	4,997.90		-	4,997.90	3,002.10
10	Office Supplies	-	1,250.00		1,250.00	315.85		-	315.85	934.15
10	Computer/Copy Expense	-	21,000.00		21,000.00	18,659.23	112.80	-	18,772.03	2,227.97
10	Building Supplies	-	1,000.00		1,000.00	144.22		-	144.22	855.78
10	Tools/Hardware	-	1,500.00		1,500.00	777.75		-	777.75	722.25
10	Meter Replacement	-	10,000.00		10,000.00	9,087.72		-	9,087.72	912.28
10	Dues & Licenses	-	3,300.00		3,300.00	2,010.53		-	2,010.53	1,289.47
10	Training & Education	-	5,000.00		5,000.00	2,302.32		-	2,302.32	2,697.68
10	Miscellaneous Expense	-	1,500.00		1,500.00			-	-	1,500.00
10	Service Connections	-	35,000.00		35,000.00	35,071.48		-	35,071.48	(71.48)
Perm	USDA Maintenance	-	15,500.00		15,500.00	15,500.00		-	15,500.00	-
	<b>Total Other Expenses</b>	-	416,825.00		416,825.00	314,804.29	23,078.46	-	337,882.75	78,942.25
	Prior Year Encumbrances	31,012.14			31,012.14	30,986.68		-	30,986.68	25.46
	<b>Total Water Department</b>	<b>31,012.14</b>	<b>890,195.00</b>	<b>-</b>	<b>921,207.14</b>	<b>797,111.02</b>	<b>23,078.46</b>	<b>-</b>	<b>820,189.48</b>	<b>101,017.66</b>
<b>Public Buildings</b>										
14	Salary & Wages		6,211.00	1,000.00	7,211.00	6,236.79		-	6,236.79	974.21
	<b>Total Payroll</b>	-	6,211.00	1,000.00	7,211.00	6,236.79	-	-	6,236.79	974.21
14	Electricity		2,100.00	-	2,100.00	1,515.01		-	1,515.01	584.99
14	Water		400.00	-	400.00	215.75	38.00	-	253.75	146.25
14	Heat - Oil/Gas		2,600.00	-	2,600.00	3,012.56	19.52	-	3,032.08	(432.08)
14	Repairs/Maint - Buildings		3,000.00	-	3,000.00	1,899.99		-	1,899.99	1,100.01
14	Repairs/Maint - Grounds		7,500.00	-	7,500.00	2,135.00		-	2,135.00	5,365.00
14	Repairs/Maint - Boiler		1,000.00	-	1,000.00	1,952.23	963.80	-	2,916.03	(1,916.03)
14	Telephone		2,330.00	-	2,330.00	2,542.06		-	2,542.06	(212.06)
14	Alarm Service		850.00	-	850.00	810.00		-	810.00	40.00
14	Building Supplies		1,200.00	-	1,200.00	31.29		-	31.29	1,168.71
14	Custodial Supplies		100.00	-	100.00	100.00		-	100.00	-
14	Miscellaneous Expense		100.00	-	100.00	27.69		-	27.69	72.31
	<b>Total Other Expenses</b>	-	21,180.00	-	21,180.00	14,241.58	1,021.32	-	15,262.90	5,917.10
	Prior Year Encumbrance	36.19			36.19	36.19		-	36.19	-
	<b>Total Public Buildings</b>	<b>36.19</b>	<b>27,391.00</b>	<b>1,000.00</b>	<b>28,427.19</b>	<b>20,514.56</b>	<b>1,021.32</b>	<b>-</b>	<b>21,535.88</b>	<b>6,891.31</b>
	<b>Total Public Works</b>	<b>31,012.14</b>	<b>928,286.00</b>	<b>1,000.00</b>	<b>960,334.33</b>	<b>824,752.81</b>	<b>24,546.34</b>	<b>-</b>	<b>849,299.15</b>	<b>111,035.18</b>
16	Public Library	-	26,780.00	-	26,780.00	26,780.00		-	26,780.00	-
<b>Debt Service</b>										

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17	Long Term Principal	-	282,632.00	-	282,632.00	282,632.00	-	-	282,632.00	-
17	Long Term Interest	-	68,611.00	-	68,611.00	68,610.46	-	-	68,610.46	0.54
17	Short Term Principal	-	45,000.00	41,000.00	86,000.00	85,803.00	-	-	85,803.00	197.00
17	Short Term Interest	-	35,050.00	-	35,050.00	34,633.93	-	-	34,633.93	416.07
17	<b>Total Debt Service</b>	-	<b>431,293.00</b>	<b>41,000.00</b>	<b>472,293.00</b>	<b>471,679.39</b>	-	-	<b>471,679.39</b>	<b>613.61</b>
<b>Employee Benefits/Insurance</b>										
18	Insurance - Health	-	389,243.00	-	389,243.00	350,930.01	-	-	350,930.01	38,312.99
18	Insurance - Life	-	500.00	-	500.00	325.67	-	-	325.67	174.33
18	Insurance - Dental	-	20,000.00	-	20,000.00	15,931.18	-	-	15,931.18	4,068.82
18	Medical Option	-	86,576.00	-	86,576.00	91,707.93	-	-	91,707.93	(5,131.93)
18	Retirement Assessment	-	473,842.00	-	473,842.00	450,314.61	-	-	450,314.61	23,527.39
	<b>Total Employee Benefits/Insurance</b>	-	<b>970,161.00</b>	-	<b>970,161.00</b>	<b>909,209.40</b>	-	-	<b>909,209.40</b>	<b>60,951.60</b>
<b>Other Financing Uses</b>										
19	Trans To Stabilization Fund	-	35,000.00	-	35,000.00	-	-	-	-	35,000.00
20	Trans To OPEB Fund	-	46,300.00	-	46,300.00	-	-	-	-	46,300.00
21	Trans to Wd Stabilization per bylaws	-	37,100.00	-	37,100.00	-	-	-	-	37,100.00
	<b>Total Other Financing Uses</b>	-	<b>118,400.00</b>	-	<b>118,400.00</b>	-	-	-	-	<b>81,300.00</b>
<b>Total FY 2025 General Fund Appropriations:</b>		<b>84,197.19</b>	<b>5,656,806.00</b>	-	<b>5,733,894.80</b>	<b>5,241,180.60</b>	<b>53,143.47</b>	-	<b>5,294,324.07</b>	<b>383,641.14</b>
									4,856,748.23	
									<b>437,575.84</b>	
<b>Special Revenue Fund</b>										
	Grant Expense	-	-	-	-	67,296.90	-	-	67,296.90	-
	Insurance Recovery Expense	-	-	-	-	1,657.98	-	-	1,657.98	-
		-	-	-	-	-	-	-	-	-
	<b>FY 2025 SpRvFd Totals</b>	-	-	-	-	<b>68,954.88</b>	-	-	<b>68,954.88</b>	-
<b>Stabilization Fund</b>										
	General Stabilization	-	-	-	-	-	-	-	-	-
	WD Stabilization	-	-	-	-	-	-	-	-	-
	<b>FY 2025 StabFd Totals</b>	-	-	-	-	-	-	-	-	-
<b>OPEB Trust Fund</b>										
<b>Capital Fund</b>										
<b>Debt Funded</b>										
	Permanent Fund - USDA Maint reserve	68,608.32	-	-	68,608.32	300.00	-	83,808.32	-	-
	BAN Premium	17,343.00	-	-	17,343.00	-	-	17,343.00	-	-
	Basic Use	200.00	-	-	200.00	-	-	6,200.00	-	-
2015-19	School Property Disposition	340,634.00	-	-	340,634.00	-	-	340,634.00	-	-
2017-13	Space Review	13,008.42	-	-	13,008.42	7,430.00	-	5,578.42	-	-
2021-16	School paroperty Acquisition and Maint.	15,664.39	-	-	15,664.39	2,678.79	-	12,985.60	-	-
2021-17	School Property Use Determination	203,325.96	-	-	203,325.96	130,410.61	-	72,915.35	-	-
2021-5	Lock box start up	5,000.00	-	-	5,000.00	-	-	5,000.00	-	-
2021-7	Digitize & shed records	15,749.79	-	-	15,749.79	-	-	15,749.79	-	-
2021-7	Cyber secutiyy review and new Laptop	4,913.10	-	-	4,913.10	-	-	4,913.10	-	-
2021-9a	New Ambulance used for Stretcher	2,202.11	-	-	2,202.11	-	-	2,202.11	-	-
2021-9	FD New Ambulance FY 23 & FY24	335,000.00	-	-	335,000.00	-	-	335,000.00	-	-

COTUIT FIRE DISTRICT  
FY 2025 BUDGET EXPENDITURE DETAIL

Article FY 2025	Group / Line Item	Beginning Encumbrance	ADM/SDM	Reserve Fund Transfers	Final FY2025	Expended FY2025	Encumb FY2025	Cont Approp	Total FY2025	FY2025 Turnback
2023-8	Cardiac Monitor	1,009.31			1,009.31	1,009.31		1,009.00		
2021-10	FD Management software	5,000.00			5,000.00			5,000.00		
2021-12	WD billing and customer software	6,433.06			6,433.06	-		6,433.06		
2021-16	WD Pump Station Electrical Upgrades	33,956.00			33,956.00			33,956.00		
2024-10	WD Mains upgrade	11,338.39			11,338.39	11,338.39		-		
2025-11	WD Meter reading Software		25,000.00		25,000.00	25,000.00		-	25,000.00	
2025-7	Propective Clothing		33,000.00		33,000.00	32,220.50		779.50	32,220.50	
2025-8	New Fire Station Design		1,300,000.00		1,300,000.00	751,022.92		548,977.08	751,022.92	
2025-12	WD Computers & Related Equipment		8,500.00		8,500.00	8,123.65		376.35	8,123.65	
2025-13	WD Conseervation Restriction		50,000.00		50,000.00	50,000.00		-	50,000.00	
								-		
	Capital Fund Articles	993,234.53	1,416,500.00	-	2,409,734.53	1,019,534.17	-	1,498,860.68	866,367.07	
	<b>FY 2025 CPF Totals</b>	<b>1,079,385.85</b>	<b>1,416,500.00</b>	<b>-</b>	<b>2,495,885.85</b>	<b>1,019,534.17</b>	<b>-</b>	<b>1,606,212.00</b>		<b>-</b>
<b>TOTAL</b>		<b>1,163,583.04</b>	<b>7,073,306.00</b>	<b>-</b>	<b>8,229,780.65</b>	<b>1,019,534.17</b>	<b>53,143.47</b>	<b>1,606,212.00</b>	<b>5,363,278.95</b>	<b>383,641.14</b>

**COTUIT FIRE DISTRICT  
FY 2025 GROSS WAGES AND BENEFITS DISTRIBUTED**

DEPARTMENT/NAME	POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID
<b>OFFICERS ELECTED AND APPOINTED</b>						
Burdick	Seth	Prudential Committee	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Conley	Kevin	Fire Commissioner	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Churbuck	David	Water Commissioner	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Eager	Charles	Clerk	\$ 3,587	\$ -	\$ 3,587	N/A \$ -
Gardner	John	Moderator	\$ 250	\$ -	\$ 250	N/A \$ -
Havel	John	Prudential Committee	\$ 104	\$ -	\$ 104	N/A \$ -
Horsley	Scott	Water Commissioner	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Lynch	Mark	Prudential Committee	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Parks	Frances	Prudential Committee	\$ 1,146	\$ -	\$ 1,146	N/A \$ -
Pirrone	Ray	Treasurer	\$ 37,189	\$ -	\$ 37,189	11 \$ -
Robinson	Mark	Water Commissioner	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Ross	Christopher	Fire Commissioner	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
Zais	Adam	Fire Commissioner	\$ 1,250	\$ -	\$ 1,250	N/A \$ -
			<u>\$ 52,276</u>	<u>\$ -</u>	<u>\$ 52,276</u>	<u>\$ -</u>
<b>TOTAL WAGES AND BENEFITS - ELECTED AND APPOINTED OFFICERS</b>						<b>\$ 52,276</b>
<b>FINANCE DEPARTMENT</b>						
Haven	Lisa	Assistant Treasurer	\$ 63,102	\$ 2,564	\$ 65,666	31.5 \$ 13,987
			<u>\$ 63,102</u>	<u>\$ 2,564</u>	<u>\$ 65,666</u>	<u>\$ 13,987</u>
<b>TOTAL WAGES AND BENEFITS - FINANCE DEPARTMENT PERSONNEL</b>						<b>\$ 79,653</b>
<b>PUBLIC BUILDINGS</b>						
Hadway	Leman	Custodian	\$ 6,237	\$ -	\$ 6,237	3.5 \$ -
			<u>\$ 6,237</u>	<u>\$ -</u>	<u>\$ 6,237</u>	<u>\$ -</u>
<b>TOTAL WAGES AND BENEFITS - PUBLIC BUILDINGS PERSONNEL</b>						<b>\$ 6,237</b>

**COTUIT FIRE DISTRICT  
FY 2025 GROSS WAGES AND BENEFITS DISTRIBUTED**

DEPARTMENT/NAME		POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID
<b>WATER DEPARTMENT</b>							
Duval	Keegan**	Jr. Water Operator	\$ 15,984	\$ 284	\$ 16,268	39.7	\$ 3,436
Dwyer	Matthew	Water Operator	\$ 89,871	\$ 7,060	\$ 96,932	42.6	\$ 29,204
Gallagher	James	Water Operator	\$ 88,996	\$ 8,505	\$ 97,501	42.7	\$ 29,012
Nash	Jennifer	Office Manager	\$ 84,469	\$ 1,706	\$ 86,174	40.5	\$ 31,374
Rodrigues	Timothy**	Jr. Water Operator	\$ 10,260	\$ -	\$ 10,260	38.0	\$ 2,255
Wiseman	Christopher	Water Superintendent	\$ 144,186	\$ -	\$ 144,186	40.0	\$ 31,687
** Partial year employee			\$ 433,766	\$ 17,554	\$ 451,320		\$ 126,968
<b>TOTAL WAGES AND BENEFITS - WATER DEPARTMENT PERSONNEL</b>							<b>\$ 578,288</b>
<b>RETIREEES</b>							
Fenner	Donna	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 3,898
Frazier	Paul	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 3,901
Hoffman	Stephen	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 17
Leavenworth	Sheri	Retired Water Department	N/A	N/A	N/A	N/A	\$ 7,422
Lloyd	Michael	Retired Prudential Committee	N/A	N/A	N/A	N/A	\$ 7,976
Mycock	Ronald	Retired Fire Commission	N/A	N/A	N/A	N/A	\$ 7,139
Olsen	Christopher	Retired Fire Chief	N/A	N/A	N/A	N/A	\$ 12,393
Pierce	David	Retired Fire Department	N/A	N/A	N/A	N/A	\$ (0)
Pierce	Jane	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 31,041
Pouliot	Joe	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 31,054
Sargent	William	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 31,041
VanEtten	Michael	Retired Fire Department	N/A	N/A	N/A	N/A	\$ 3,898
<b>TOTAL OTHER POST EMPLOYMENT BENEFITS (OPEB) -- INSURANCE BENEFITS</b>							<b>\$ 139,779</b>
<b>COTUIT FIRE DISTRICT TOTALS</b>							<b>\$ 3,760,084</b>

**COTUIT FIRE DISTRICT  
FY 2025 GROSS WAGES AND BENEFITS DISTRIBUTED**

DEPARTMENT/NAME		POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID
<b>FIRE DEPARTMENT FULL TIME STAFF</b>							
Amento	John	Lieutenant/EMT	\$ 120,364	\$ 77,072	\$ 197,436	60.7	\$ 38,869
Brown	Sean	Fire Chief	\$ 153,134		\$ 153,134	55.8	\$ 65,930
Clark	Shane	Deputy Chief	\$ 133,245	\$ -	\$ 133,245	40.0	\$ 54,831
Deeg	Thomas	Firefighter/Paramedic	\$ 102,699	\$ 81,280	\$ 183,979	65.8	\$ 32,428
Emerson	Peter	Firefighter/Paramedic	\$ 104,239	\$ 15,287	\$ 119,526	47.0	\$ 35,605
Gardiner	Christian	Firefighter/Paramedic	\$ 108,079	\$ 76,316	\$ 184,395	62.5	\$ 34,627
Higgins	Ryan	Firefighter/Paramedic**	\$ 29,398	\$ 17,679	\$ 47,078	59.1	\$ 14,077
Kuenzel	Eric	Firefighter/Paramedic	\$ 106,576	\$ 70,441	\$ 177,017	62.1	\$ 50,968
Lee	Brian	Firefighter/Paramedic	\$ 110,890	\$ 58,995	\$ 169,884	56.1	\$ 51,927
Lyons	Brent	Lieutenant/EMT**	\$ 69,954	\$ 1,290	\$ 71,244	43.2	\$ 36,249
McNamara	William	Lieutenant/EMT	\$ 112,247	\$ 44,638	\$ 156,885	54.7	\$ 37,991
McPherson	Jeremy	Firefighter/Paramedic	\$ 120,815	\$ 77,938	\$ 198,753	61.1	\$ 37,188
Melanson	Scott	Firefighter/Paramedic	\$ 102,406	\$ 59,567	\$ 161,973	58.4	\$ 34,876
Staggs	Casey	Firefighter/Paramedic/EMS Officer	\$ 116,450	\$ 84,867	\$ 201,317	63.5	\$ 38,926
Williamson	Douglas	Firefighter/Paramedic	\$ 108,340	\$ -	\$ 108,340	42.0	\$ 31,470
<b>TOTAL FIRE DEPT. FT STAFF</b>			<u>\$ 1,598,836</u>	<u>\$ 665,372</u>	<u>\$ 2,264,208</u>		<u>\$ 595,961</u>
<b>TOTAL FIRE-CALL STAFF</b>			<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>
<b>TOTAL WAGES AND BENEFITS - ALL FIRE PERSONNEL</b>							<u>\$ 2,860,169</u>

\*\* Partial year employee

\* The above represents payroll payments made to individuals and net benefits earned based on payroll records.  
Variances between these numbers and final ledger expenditures are due to payments received by the district that offset some of these expenditures.

# REPORT OF THE CLERK

## ANNUAL ELECTION AND DISTRICT MEETING

May 27 and 28, 2025

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, 976 Main Street, Cotuit, MA 02635, on May 27, 2025, between the hours of four o'clock and eight o'clock PM. The results were as follows:

	Votes Received
<u>Member, Prudential Committee, 3 years</u>	
Timothy Burdick	92
John Havel	155
<u>Member, Board of Fire Commissioners, 3 years</u>	
Kevin F. Conley	223
<u>Member, Board of Water Commissioners, 3 years</u>	
Scott Horsley	220
<u>Moderator</u>	
Lallie Lloyd	216

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 28, 2025, at the Federated Church, Hamilton Room, 40 School Street, Cotuit, MA 02635 at seven-thirty o'clock PM. The meeting was called to order by the Moderator. The Moderator identified himself as Jack Gardner and asked all able to please stand for the Pledge of Allegiance. He led the meeting in the Pledge. The Moderator explained the meeting would be governed by the By-laws and the policies in the book "Town Meeting Time." The Moderator then asked the Clerk to read the call of the meeting and return of the same. The Moderator then asked the Clerk to report on the election results. The Clerk then reported the election results. Then action was taken by the District voters 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 fiscal years 2023 and 2024 as printed.

**The article passed unanimously.**

**Article 2:** Upon motion duly made and seconded, the District voted to borrow and appropriate the sum of **\$16,784,600.00** for the completion of the pre-construction phase, construction phase, and equipping of the Fire Station renovation and expansion project.

**The article was passed by a two-thirds majority. (161 Yea — 51 Nay)**

Prior to a motion on Article 3 Patty Daley offered a motion which was seconded to have the District take Article 4 out of order and put it ahead of Article 3.

**The motion failed. (55 Yea — 156 Nay)**

**Article 3:** Upon motion duly made and seconded, the District was asked to raise and appropriate and/or transfer and appropriate from available funds the sum of **\$1,862,000.00** for demolishing and disposing of the structure of the school building located at 140 Old Oyster Road in Cotuit and return the site to nature.

Carol Zais proposed an amendment to the article. She moved to amend the amounts in article 3 to include just the demolition cost **\$634,500.00** and construction cost **\$384,642.00** as shown in the ICON Cotuit Elementary School Feasibility Study, TCI Construction estimated, this comes to a total of **\$1,019,142.00**.

**The amendment failed.**

**Article 3** as proposed, to raise and appropriate and/or transfer and appropriate from available funds the sum of **\$1,862,000.00** for demolishing and disposing of the structure of the school building located at 140 Old Oyster Road in Cotuit and return the site to nature.

**Passes by a majority.**

The Moderator declares **Article 4** moot and removes it from the agenda.

**Article 5:** 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; and Moderator: **\$250.00**.

**The article passed unanimously.**

**Article 6:** Upon motion duly made and seconded, the District voted to raise and appropriate the sum of **\$45,000.00** to establish the reserve fund as provided under Section 5C, Chapter 40 of the General Laws.

**Article passed unanimously.**

**Article 7:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$159,350.00** for the labor and salaries for the District Finance Department; **\$334,600.00** and for the remaining expenses of the Prudential Committee, for a total appropriation of **\$493,950.00**.

**The article passed unanimously.**

**Article 8:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$2,424,021.00** for the labor and salaries of the District Fire Department; and **\$400,154.00** for the remaining expenses of the Fire Department for a total appropriation of **\$2,824,175.00**.

**The article passed by a majority.**

**Article 9:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$517,141.00** for labor and salaries of the District Water Department; and **\$420,365.00** for the remaining expenses of the Water Department, for a total appropriation of **\$937,506.00**.

**The article passed unanimously.**

**Article 10:** Upon motion duly made and seconded, the District voted to borrow and appropriate the sum of **\$75,000.00** to replace a Service Truck and related accessories and the disposal by sale or trade-in the 2016 Dodge Ram 1500, VIN# IC6RR7FT2GS178604.

**The article passed unanimously.**

**Article 11:** Upon motion duly made and seconded, the District voted to transfer and appropriate from available grants the sum of **\$30,000.00** and borrow and appropriate the sum of **\$30,000.00** for a total of **\$60,000.00** for any hardware, software and related expenses to provide Cybersecurity as recommended by our September 2024 independent security review.

**The article passed unanimously.**

**Article 12:** Upon motion duly made and seconded, the District voted to borrow and appropriate the sum of **\$20,000.00** for replacement of the office HVAC system and related expenses.

**The article passed unanimously.**

**Article 13:** Upon motion duly made and seconded, the District voted to raise and appropriate and/or transfer and appropriate the sum of **\$3,500.00** for the replacement of the office printer and copier and related expenses.

**This article passed unanimously.**

**Article 14:** Upon motion duly made and seconded, the District voted to raise and appropriate **\$6,212.00** for labor and salaries and **\$21,392.00** for the remaining expenses of the operation of Freedom Hall for a total appropriation of **\$27,392.00**.

**This article passed unanimously.**

**Article 15:** Upon motion duly made and seconded, the District voted to raise and appropriate and/or transfer and appropriate the sum of **\$10,700.00** to maintain the streetlights of the District.

**The article passed unanimously.**

**Article 16:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$27,583.00** to support the maintenance of the Cotuit Library.

**The article passed unanimously.**

**Article 17:** Upon motion duly made and seconded, the District voted to raise and appropriate and/or transfer and appropriate **\$535,181.00** for payment of principal and interest.

**The article passed unanimously.**

**Article 18:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash **\$316,000.00** and transfer and appropriate from General Stabilization Fund the sum of **\$228,000.00** and raise and appropriate **\$531,444.00** for a total appropriation of **\$1,075,444.00** for the purpose of paying employee current and post-employment benefits.

**The article passed by a majority.**

**Article 19:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$35,000.00** for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws.

**The article passed unanimously.**

**Article 20:** Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$46,420.00** for the Water Department Stabilization Fund as provided under Article IX, Section 5 of the District By-Laws.

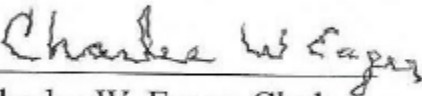
**The article passed unanimously.**

**Article 21:** Upon motion duly made and seconded, the District voted to amend the By-laws by deleting current Section 2 of Article VI and replacing it with new Section 2 "The Clerk shall cause to be published all annual reports of all officers and committees of the District by March 1, of the next fiscal year."

**The article passed unanimously.**

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

A True Copy, attest:



Charles W. Eager, Clerk

Cotuit Fire District

COTUIT FIRE DISTRICT  
POST OFFICE BOX 1475  
COTUIT, MASSACHUSETTS 02635