

COTUIT FIRE DISTRICT



**Annual Reports
FY 2021**

ELECTED OFFICIALS

Board of Water Commissioner

Scott Horsley	2022
Thomas Hoppensteadt (Chairperson)	2023
Mark H. Robinson	2024

Prudential Committee

Frances Parks (Chairperson)	2022
Seth Burdick	2023
Mark Lynch	2024

Board of Fire Commissioners

Kevin Conley	2022
Adam Zais	2023
Richard Pisano (Chairperson)	2024

Moderator

Kenneth Molloy	2022
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REPORT OF THE CLERK

ANNUAL ELECTION AND DISTRICT MEETING

May 25 and 26, 2021

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 Cotuit Fire Station, 64 High Street, Cotuit, on Tuesday, May 25, 2021, 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>	
Mark Lynch *	77
<u>Member, Board of Fire Commissioners, 3 years</u>	
Richard Pissano *	71
<u>Member, Board of Water Commissioners, 3 years</u>	
Mark Robinson *	72

*Elected

Also, in accordance with the foregoing notice and the by-laws of the District, the annual meeting of the Cotuit Fire District was held Wednesday, May 26, 2021, at Cotuit Elementary School. 140 Old Oyster Road, Cotuit, at seven-thirty o'clock PM. The meeting was called to order by the Clerk. The Clerk read the call of the meeting and return of same. The Clerk then reported the election results. Then action was taken on the following articles:

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

Article 2: Upon motion duly made and seconded, the District voted for FY 2021 to set the annual salaries of the elected officials as follows: Prudential Committee Members, Members of

the Board of Fire Commissioners and Members of the Board of Water Commissioners: **\$1,250.00** each; Moderator: **\$250.00**. **Unanimous**

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

Article 4: Upon motion duly made and seconded, the District voted to raise and appropriate **\$111,200.00** for labor and salaries for the Finance Department; and **\$251,000.00** for the remaining expenses of the Prudential Committee to be apportioned approximately as follows: **\$250,000.00** for operations and **\$1,000.00** for miscellaneous expenses for a total appropriation of **\$362,200.00**. **Unanimous**

Article 5: Upon amended motion duly made and seconded, the District voted to raise and appropriate **\$1,832,910.00** for labor and salaries of the Fire Department; and **\$337,650.00** for the remaining expenses of the Fire Department, to be apportioned approximately as follows: **\$77,500.00**, for Maintenance, **\$259,150.00**, for Operations and **\$1,000.00**, Miscellaneous expenses for a total appropriation of **\$2,170,560.00**. **Passed by a Majority**

Article 6: Upon motion duly made and seconded, the District voted to transfer and appropriate **\$65,000.00** from Certified Free Cash to acquire and equip a used back-up Ambulance. Said expenditure to be expended under the authority of the Board of Fire Commissioners. **Passed by a Majority**

Article 7: Upon motion duly made and seconded, the District voted to transfer and appropriate from Certified Free Cash the sum of **\$48,000.00** to replace the existing Ford Expedition, VIN No. **1FMJU1G53EEF63307** which vehicle will be donated to the West Barnstable District. The new vehicle acquired will be assigned for use by the Deputy Fire Chief. Said expenditure to be expended by the Board of Fire Commissioners. **Passed by a Majority**

Article 8: Upon motion duly made and seconded, the District voted to raise and appropriate:
\$26,000.00 for the Water Department for service connections, **\$375,029.00** for labor and salaries; and **\$321,750.00** for the remaining expenses of the Water Department, to be apportioned approximately as follows: **\$84,700.00** for maintenance; **\$235,550.00** for operations; and **\$1,500.00** for miscellaneous expenses for a total appropriation of **\$722,779.00**. **Unanimous**

Article 9: Upon motion duly made and seconded, the District voted to raise and appropriate for FY 2021:

\$3,759.00 for the labor and salaries of Freedom Hall Building Maintenance; and
\$20,025.00 for the remaining expenses of the Prudential Committee, to be apportioned approximately as follows:
\$12,500.00, for maintenance, **\$7,425.00**, for operations and, **\$100.00** for miscellaneous expenses for a total appropriation of **\$23,784.00**. **Unanimous**

Article 10: Upon motion duly made and seconded, the District voted to raise and appropriate **\$7,000.00** to maintain the streetlights of the District. Said appropriation to be expended under the authority of the Prudential Committee.
Unanimous

Article 11: Upon motion duly made and seconded, the District voted to transfer and appropriate **\$24,255.00** from Certified Free Cash to support the maintenance of the Cotuit Library.
Unanimous

Article 12: Upon motion duly made and seconded, the District voted to raise and appropriate **\$395,445.00** for payment of principal and interest. **Unanimous**

Article 13: Upon motion duly made and seconded, the District to raise and appropriate **\$708,000.00**, and transfer and appropriate the sum of **\$240,000.00** from Certified Free Cash for a total sum of **\$948,000.00** for the purpose of paying employee and other post-employment benefits. **Majority**

Article 14: Upon motion duly made and seconded, the District voted for FY 2021 to transfer and appropriate the sum of **\$35,000.00** from Certified Free Cash for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws.
Unanimous passes by 2/3 majority

Article 15: Upon motion duly made and seconded, the District voted to transfer and appropriate the sum of **\$45,960.00** from Certified Free Cash to the Water Department Stabilization Fund as provided under Article IX, Section 5 of the District By-laws.
Unanimous passes by 2/3 majority

Article 16: Upon motion duly made and seconded, the District voted to transfer and appropriate a sum of **\$45,000.00** from Certified Free Cash to: (1) enable the Prudential Committee and/or its delegates to consummate the transfer of the 8.5+ acres and the school building known as the Cotuit Elementary School at 140 Old Oyster Road in Cotuit to be known as "the School Property"; and (2) maintain the School Property for Fiscal 2022.
Passed by a Majority

Article 17: Upon motion duly made and seconded, the District voted to transfer and appropriate a sum **\$207,500.00** from Certified Free Cash to: (1) Re-open and fund the District Space Needs project to include consideration of the School Property at 140 Old Oyster Road comprising the School Building and surrounding 8.5 acres in the Study findings; (2) Define the cost of implementing the recommendations of Space Need study and any other specific use of the School Property as determined by the Prudential Committee and/or its delegates; (3) define the cost of demolishing the School Building and returning the area to a green field; (4) fund the cost of a Special District Meeting to determine the District course of action related to the School Property. **Passed by a Majority**

Article 18: Upon motion duly made and seconded, the District voted to close the following articles comprising **\$101,925.00** unencumbered surpluses and no outstanding debt, and transfer said surplus to fund the deficits in Article 2016-06 "Rehab Engine No. 263" for **\$60,888.00** and in Article 2018-06 "Fire Station Roof" For **\$9,912.00** The remaining surplus of **\$31,125.00** to be transferred to Article 2017-13 Office Space Review. The Articles with no debt and unencumbered surplus to be transferred and closed are:

Fire Truck (2018-09)	\$ 3,513.00
Water Truck (2018-13)	6,164.00
Freedom Hall Flooring (2018-15)	10,809.00
Lovells Pond Tank (2008-10)	32,477.00
Main Street Mains (2009-20)	45,362.00
Water System Chemical Upgrade (2017-11)	3,600.00

Passed by a Majority

Article 19: Upon motion duly made and seconded, the District voted to close the Article 1 of the September 3, 2020 Special District Meeting to purchase a Water Department Vehicle and return the unencumbered surpluses of **\$7,430.50** to the Water Department Stabilization Fund. This article has no outstanding debt. **Unanimous passes by 2/3 majority**

Article 20: Upon motion duly made and seconded, the District voted to amend the District Bylaws Article 1, Section 7 to remove the word "resident" and replace it with "registered voter". The section will now read: "Any candidate for District Office must be a registered voter of the Cotuit Fire District.

Passes by 2/3 majority (50 in favor and 4 opposed)

Article 21: Upon motion duly made and seconded, the District vote to amend the District Bylaws Article VIII, Section 3 to add the word "to" to the second sentence after "appointments are". The section will now read: The Fire Commissioners, through their appointed officers, shall maintain a conscientious and disciplined fire department, which, through a continuous training program, shall provide the District with an adequate roster of qualified rescue/firefighter personnel. They shall also be

responsible for the appointed officers, fire police, firefighters, and rescue personnel as may be necessary and consistent with the size of the department and its activities; such appointments are to be made after consultation with the Fire Chief.

Unanimous passes by 2/3 majority

Article 22: Upon motion duly made and seconded, the District voted to amend the District Bylaws Article XIII, Section 7 to add after "Fire Chief" the following words "or the Deputy Chief". The section will now read: Should the Fire Chief or the Deputy Chief not be available to respond to a fire, rescue, or other call, the senior officer present shall assume authority until properly relieved. **Fails to get 2/3 majority and is defeated (28 in favor and 23 opposed)**

Article 23: Upon motion duly made and seconded, the District voted to amend the District Bylaws Article IX, Section 2 to remove the phrase in the third sentence "or their assistants" and replace it with "or the Water Superintendent and Water Department employees". The sentence will now read: The Water Commissioners or the Water Superintendent and Water Department employees may enter upon the premises of any water taker to examine apparatus to ascertain the use to which the water is applied or to find or stop any waste.

Unanimous passes by 2/3 majority

Article 24: Upon amended motion duly made and seconded, the District voted to amend the District Bylaws Article XI, Section 1 to remove the word in the first sentence "required" and replace it with "expected" and add at the end of the sentence the words "but in no event fewer than 10 monthly meetings per calendar year". The sentence will now read: All elected boards and committees shall be expected to hold at least one regular monthly meeting, but in no event fewer than 10 monthly meetings per calendar year. **Passes by 2/3 majority (40 in favor and 11 opposed)**

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

A True Copy, attest:

Charles W. Eager, Clerk
Cotuit Fire District

Prudential Committee

On behalf of the residents of the Village, the Prudential Committee would like to thank the Firefighters and the Water Department and Treasurer's Office employees for all their hard work during the COVID-19 pandemic. I would like to especially thank Lisa Haven and Ray Pirrone for their work ensuring the District received federal and state grants available to help defray COVID-related costs and supplement low Medicaid reimbursements for ambulance services. As anyone who has completed government forms knows, the application process can be very exacting and time consuming.

The Town of Barnstable approached the District with a proposal of transferring part of the Cotuit School property to the District. The Prudential Committee formed a Cotuit School sub-committee with representatives from each of the District's committees, the Civic Association and village citizens-at-large. The most important consideration regarding the use of the property is its proximity to the District's water well field. Various suggested uses for the property include housing District offices, a new fire station, and a community center or simply converting it to open space. A negotiating committee was formed to meet with officials of the Town to discuss the particulars. At the present time we are waiting for the Town of Barnstable to take the proposed transfer to its Town Council.

The District's streetlights are serviced by Siemens Mobility, Inc. Siemens has informed all Cape Towns and Fire Districts that it will be breaking up into two entities and will no longer be available to service our streetlights. Through the Cape Light Compact, the Towns and Districts have signed an extension with Siemens to allow us the time to find a new service company.

COVID-related restrictions continue to limit public gatherings at Freedom Hall. A few groups, including the Boy Scouts, have been meeting in the hall or remotely via online conferencing services such as Zoom. When committees meet at Freedom Hall and allow remote access via Zoom, the sound quality is challenging and improving it is a work in progress.

The Prudential Committee would like to thank Mr. Paul Haenle for stepping in to fill the position vacated by Mr. Silvio Genao, who resigned when he moved outside of the District. Mr. Mark Lynch joined the committee after the annual election.

Seth Burdick

Mark William Lynch

Frances S. Parks

Report of the Board of Water Commissioners Fiscal Year 2021

To the Citizens of the Cotuit Fire District:

In FY 2021, the Cotuit Water Department delivered 202,034,000 gallons of drinking water to 2,347 homes, businesses, and public buildings. This volume is down approximately 22% from the prior year. The District implemented voluntary water conservation restrictions in response to the Level I Drought Advisory posted by MassDEP for Cape Cod. This policy recommended irrigation conservation measures, as well as limiting outdoor water usage to two days per week per household. The impact of these measures and other public outreach campaigns is clearly demonstrated in the reduction of consumption from FY2020 as noted above. Despite the decrease in pumpage, the revenue generated from water usage, solar credits and ground leases remains stable, showing a 28% increase over FY2020.

Several issues were addressed by the Cotuit Water Commissioners during this past fiscal year: 1) continued implementation and adjustments to the water rates, 2) implementation of an irrigation policy, 3) preservation of our water quality and quantity by completing a hydrogeological study associated with the pumping stations that investigated water flow and drawdown as well as water source protection strategies, and 4) significant progress towards the completion of our security systems.

The new water rates are continuing to provide significant revenue to the District, shifting the true cost of the water system to consumers. The new rates were designed to be progressive with higher rates associated with more consumption, thus encouraging water conservation. A base rate was established that provides a typical single-family home with adequate drinking water for normal household consumption (including drinking, cooking, bathing, washing) for an annual cost in the range of \$100 - \$200. Higher rates are charged for additional water use, in many cases for outdoor irrigation of lawns. Another rate tier was added to support our local prepared food providers which accommodates their higher usage without penalty due to the goods and services they provide to the district residents. These rates, developed in FY2021, will become effective in FY2022.

On May 20, 2020, Board of Water Commissioners voted to put a 90-day moratorium in place banning new in-ground automatic irrigation systems connected to the public water supply. After extensive outreach and discussion, including a public workshop on August 26, 2020, the Board voted to ban the installation of new in-ground automatic irrigation systems. As a result of FY21 discussions regarding conservation and the proposed irrigation regulation, The Water Commission voted unanimously to implement the regulation at the August 2021 meeting. The intent of this policy is to provide increased sustainability of the public water supply and to reduce environmental impacts associated with the peak pumping. During the summer period Cotuit's water demands peak – in part due to the surge in our summer population, but also due to lawn irrigation. The practices associated with lawn and garden irrigation result in significant drawdown of the aquifer as water is transpired by the target plants and evaporation is high due to the warm ambient air temperatures. This increased demand strains the physical water supply

system, and results in the drawdown of the water table and subsequent dewatering of surface water features. For example, during the summer months, flow in the Little River ceases and the stream bed goes dry.

The Water Department continues to comply with, and stay ahead of, water quality testing requirements. Water quality is analyzed at a state certified laboratory on a monthly basis and the water quality continued to exceed all state and federal standards. There are elevated Sodium (Na) levels being detected in the supply and the Department has notified users through our annual Drinking Water Quality Report which is sent to every home in the District. Additional copies of the report are available at the Water Department Office. The report can also be viewed online at www.cotuitfiredistrict.org/waterdepartment. Sodium is of concern for sensitive individuals and is being investigated through a Source Water Protection Plan that the Commissioners are pursuing. Primary sources of Sodium include road and other impervious surface salt applications, and septic system leaching, both of which are being targeted for reduction through identification of reduced salt application zones and innovative practices. Starting in 2019, the Superintendent began discussions with MassDEP regarding Perfluorooctanesulfonic acids (PFOS) testing to be analyzed by the State at no cost to the District. Samples taken and laboratory analysis have identified that the District's water continues to be less than the 20 parts per trillion regulatory threshold established as a safe level by the State and Federal government. Additional sampling and testing has provided data below that threshold and we will continue to monitor concentrations and trends into the future.

We continue to replace old and high use meters in the district. This ongoing program replaces functionally obsolete meters with more accurate models that use the latest technology for measurement and reading. Meters that have processed more than 1,000,000 gallons of water or are more than 10 years old are being replaced before failure.

The department conducted regularly scheduled maintenance along with service installations and emergency repairs throughout the past year. The annual preventative leak detection, maintenance and master meter calibration were conducted on the water mains and at all five pumping stations. The annual water main flushing program was completed in the spring to remove naturally occurring debris and settlement from the system.

Water Department staff pursues professional development by completing continuing education classes necessary to maintain their Distribution and Treatment licenses. They have also completed classes which include MassDEP regulations, new and emerging contaminants, preventative maintenance, OSHA health and safety requirements as well as CPR, Emergency Response and Risk & Resiliency assessments.

Our goals for the coming year include the implementation of our Source Water Protection Plan with the objective of preserving water quality, addressing potential sources of contamination and promoting water conservation. The commissioners are also actively supporting the District's efforts to protect properties associated with the Cotuit Elementary School property. This property is directly upgradient from, and within, the wellhead protection area to one of our water supply wells. We remain committed to making sure that any future uses of that property will protect the water quality on behalf of our residents.

The commissioners wish to acknowledge the dedicated service, expertise, and support of former Commissioner, Donald Campbell who passed away in May of 2021. His efforts continue to have a positive impact on the District's water programs.

The commissioners 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 ensure that we can continue to meet the water needs of the village. We also offer a special thanks to the Board of Fire Commissioner and the District Administrative teams for their support. It has been our pleasure to serve you over the past fiscal year.

Respectfully submitted,

Tom Hoppensteadt, Chairman
Scott Horsley, Commissioner
Mark Robinson, Commissioner

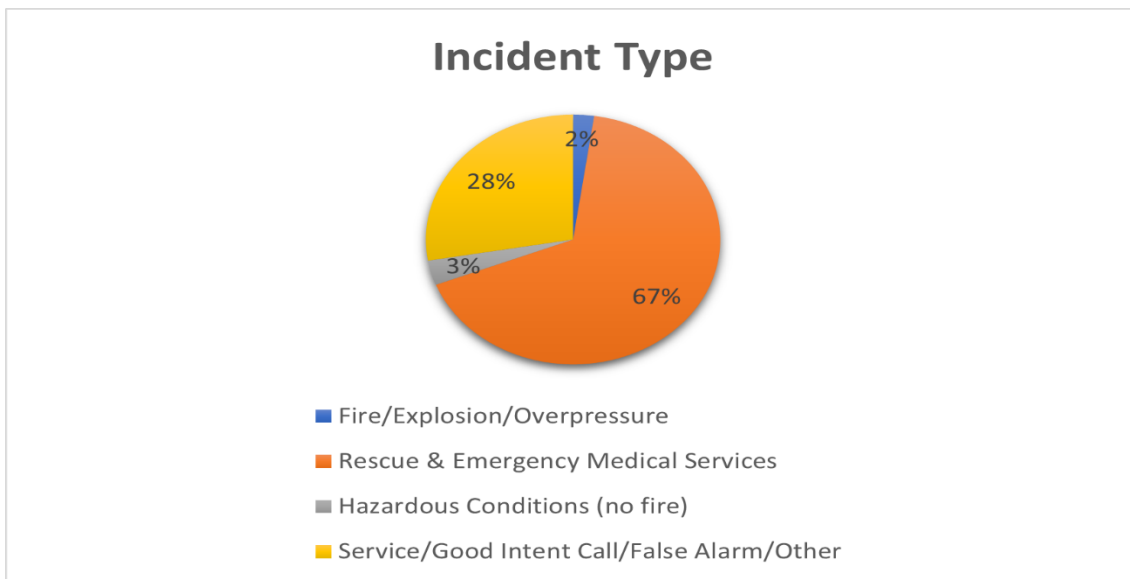
REPORT OF THE BOARD OF FIRE COMMISSIONERS

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, 2021.

EMERGENCY RESPONSES FY2021

The Cotuit Fire Department responded to a total of 783 incidents during FY2021.



FIRE PREVENTION & PUBLIC SAFETY EDUCATION

As always, we encourage residents to install and maintain their smoke and carbon monoxide (CO) detectors. Several years ago, legislation was passed requiring homes to have CO detectors on each level and within ten feet of bedroom doors. Landlords are responsible to have this equipment installed in rental units as well. Occasionally, we respond to CO detector activations, finding in some instances, a discharge of CO from sources including vehicle exhaust and heating equipment. CO is poisonous and undetectable by humans; working CO detectors are essential in any home, especially those using fuels such as propane or natural gas, oil, coal or wood. Unless otherwise specified by the manufacturer, CO detectors have a 7-year life span and Smoke detectors have a 10-year life span and should be replaced at the end of this period. Cotuit

Fire has received an annual Senior safe grant. These funds are used to provide free smoke and CO detectors to seniors and for other senior safety items and services.

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

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

PERSONNEL

The changes made to the organizational structure during 2020 continued to provide additional benefits to the District. We replaced the Administrative Assistant position with a new Deputy Fire Chief position. This change enabled us to provide better managerial support and importantly to supplement staffing during overlapping responses. The Cotuit Fire Department team now includes 12 permanent firefighters, a Deputy Chief, and a Chief. All firefighters are certified to the Emergency Medical Technician Paramedic or Basic level. We maintain three firefighters on duty (start of shift) in the station 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, (FF/Paramedic Casey Staggs), facilities, training, communications, equipment, protective clothing, technical rescue, hazardous materials, and rescue divers.

TRAINING

Each year, we build upon existing skills and introduce new ones. Personnel attend courses at the Massachusetts Fire Academy in Stow, Massachusetts, the Barnstable County Fire Training Academy in Barnstable, and the National Fire Academy in Maryland. Classes include various firefighting classes, hazardous material, incident command, emergency management and emergency medical operations. Deputy Joseph Pouliot coordinates our fire training activity and EMS Officer Casey Staggs coordinates the emergency medical training. We utilize online, on-duty, interactive training when possible allowing us to focus our

training resources on new critical skills, ensuring our staff is prepared to mitigate foreseen and unexpected emergencies. Our previous focus on the online training as a cost-effective tool has enabled us to function more effectively during the pandemic.

APPARATUS AND EQUIPMENT

Deputy Chief Joseph Pouliot with the assistance of Lieutenant William McNamara lead the ongoing maintenance and repair program for our vehicles. We maintain the following emergency vehicles;

<u>Vehicle ID</u>	<u>Description</u>	<u>Purchase date</u>	<u>Scheduled Replacement</u>
262	Ambulance	6/30/2015	FY2023
265	Engine/Pumper	6/30/2016	FY2036
263	Engine/Pumper	6/30/1994	FY2025
267	Brush Breaker	6/30/2001	FY2024
260	Utility	11/1/2018	FY2027
261	Chief Car	10/1/2020	FY2026
266	Boat (29' Metal Shark)	1/1/2014	FY2039
268	Boat (14' Inflatable)	1/9/2008	FY2024
269	Deputy Chief Car	6/30/2021	FY2030

BUILDING AND GROUNDS

Our Station was constructed with the shell of the old Elizabeth Lowell High School in 1938. In 1990 the Station was renovated and expanded. It had been almost 30 years since our station had major renovations. Needed repairs were started in FY2017 including, a new septic system, re-paving of the parking lot, and a new roof. Funds were approved in an article at the 2019 District meeting to continue repairs and bring the building in compliance with federal regulations. These projects include moving offices from areas which do not comply with federal regulations, replace rotted doors and upgrade security, a new kitchen, flooring and paint. Several of these projects have been completed with the remainder to be completed in early 2022.

ACTIVITIES

The department continues to provide assistance to residents and others by offering Home Inspections, File of Life packets as well as Lock Box (supra key box) installations. Please contact this department for more information. We continue our partnership with the Barnstable County Hazardous Materials Program and Cape Cod Healthcare in providing residents with a safe method to

dispose of “sharps” – needles, syringes and lancets used by medical patients in home care situations. Sharps should not be disposed of in household trash and are not accepted at household hazardous waste collections. Participation is FREE to residents who can bring full containers to the fire station for disposal and receive empty containers for personal use.

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

COVID

During the ongoing pandemic, the Department continued to maintain an adequate supply of personal protective equipment to keep our staff, patients, and our citizens safe. Our increasing of stock prior to national shortages and our established relationships with manufactures enabled us to ensure an adequate supply of necessary PPE for continued operations.

We continued to use technology as means of communicating with the public. We have utilized Zoom to provide access and input to our District Committee Meetings and made these recordings available to the public. We We will continue to utilize these means of communication after COVID to better reach our citizens.

We will continue to support our community through the pandemic in any way we can and look forward to visitors at the Fire Station and an end to social distancing.

COMMENTS

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

We would also like to acknowledge the dedication and professionalism of our team. A listing of fire department members as of June 30, 2021 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.

Additionally, although these events occurred after the close of the fiscal year, the following events are worth noting. In the Fall of 2021, Deputy Chief Joe Pouliot was regrettably placed on long term Injured on Duty status, with a likely retirement date in early '22. Deputy Chief Pouliot has served the Department faithfully for 38 years, serving multiple roles. He participated in the transition from a call department to the current full time professional department that serves the District today. His many roles over those years were carried out with professionalism, skill and even handedness. Our thanks and best wishes go with him.

Also in the Fall of 2021, Chief Paul Rhude announced his intention to retire. He continued to serve on a part time basis to assist in the hiring of an Interim Chief, (Michael Small, December 31, 2021) and in the search for a new permanent Fire Chief. We want to express our deepest appreciation for Chief Rhude's years of service to the District. He spearheaded the development of 21st Century technology in the functioning of the Department. He also oversaw the response to the Covid pandemic in the department and the District, providing critical resources to staff and the community. It has been our honor to work with him and we wish him the best in the coming years.

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

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

Respectfully submitted:

Richard Pisano,

Chairman

Kevin Conley

Adam Zais

BOARD OF FIRE COMMISSIONERS

Paul Rhude, FIRE CHIEF

(Report prepared by Interim Fire Chief Michael Small, January 11, 2022)

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
2020- 2021

Rhude, Paul	Fire Chief/EMT	33 years
Pouliot, Joseph	Deputy Chief/EMT	38 years
McNamara, William	Fulltime Lieutenant/EMT	22 years
Lyons, Brent	Fulltime Lieutenant/EMT	19 years
Amento, John	Fulltime Lieutenant/EMT	15 years
Clark, Shane	Fulltime Lieutenant/Paramedic	17 years
Emerson, Peter	Fulltime Firefighter/Paramedic	10 years
Williamson, Douglas	Fulltime Firefighter/Paramedic	8 years
McPherson, Jeremy	Fulltime Firefighter/Paramedic	11 years
Staggs, Casey	Fulltime Firefighter/Paramedic	8 years
Lee, Brian	Fulltime Firefighter/Paramedic	5 years
Gardiner, Christian	Fulltime Firefighter/Paramedic	3 years
Scott Melanson	Fulltime Firefighter/Paramedic	10 years
Eric Kuenzel	Fulltime Firefighter/Paramedic	3 years

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



Cotuit Fire District
Department of Fire, Rescue
and Emergency Services



Mission Statement

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

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

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

Cotuit Fire District - Fire, Rescue and Emergency Services

Partial List of Services

Emergency Medical Services (EMS):

- Basic and Advanced Life Support Treatment and Transportation
- Response to Medical Alarms and verifying the well being of residents.
- Response to Motor Vehicle and related accidents requiring EMS services.
- First Aid and advice including 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 2021 Report of the District Treasurer

The Fiscal Year 2021 (FY 21) books are closed, and all the requisite financial statements and reports have been filed with the appropriate authorities including the State Department of Revenue (DOR). Our firm of Independent Accountants, Roselli Clark and Associates, have completed the annual audit. Their report is available on the District Web Site. The DOR statements, such as the attached statements, differ from the audit report statements. The primary differences are the use of a full accrual basis and the inclusion of fixed assets of \$8.3 million and long-term retirement liabilities of \$3.7 million in the audit statements.

Taking advantage of the lower interest rates in FY 21, the District executed a debt refinancing which reduced the District's total debt burden by \$460,000 to \$3,356,736. This 12% reduction was achieved by using the interest rate differentials to eliminate \$970,000 of short-term debt and fund \$135,000 of new capital spending by accepting a \$500,000 increase in long-term debt. This move from short to long-term debt locked in the current lower interest rates going forward.

The financial results from FY 21 operations were favorable despite the continuing impact of the COVID-19 pandemic. District revenue was \$670,405 higher than Budget due primarily to increased water revenue of \$433,503 attributable to the new, higher rates. There was also higher than budgeted revenue from real estate taxes, and grants. In expenditures, the District underspent overall appropriations of \$5,034,732 by \$388,393. These savings arose from reduced training and deferred vacations in the Fire Department; and from lower engineering project expense in the Water Department; both were COVID-19 related.

As a result of the gains in revenue and savings in expenditures, the District achieved certified free cash of \$1,254,329 for the year. These funds along with the Stabilization funds of \$251,432 and certain closed capital projects are available for appropriation at the Annual District Meeting.

The tax rate of \$1.70 for 2022 was set in November 2021 and the District's tax bills were issued timely in January 2022. This 2022 tax rate represents a 12.4% decline from 2021. This decline was primarily due to a 46% increase in water revenue and a 9.8% increase in property valuations.

We want to thank, R. Lane Partridge, Town of Barnstable Director of Assessing, for his efforts in setting the District tax rates. We also want to thank Debra Blanchette, Town Treasurer/Collector, for her, and her staff, for their diligent work in the collection of those taxes. Finally, we want to thank Lisa Haven, Assistant Treasurer, for her excellent work for the District.

As part of this narrative, I have attached several FY 21 year-end DOR based financial statements and statistical reports. I thank you for the opportunity to serve the District.

Respectfully submitted,
Ray Pirrone, Treasurer
Cotuit Fire District

COTUIT FIRE DISTRICT
Combined Balance Sheet - All Fund Types and Account Groups
as of June 30, 2021
(Unaudited)

ASSETS

Cash and cash equivalents
Receivables:
 Personal property taxes
 Real estate taxes
 Allowance for abatements and exemptions
 Tax liens
 User fees
 Utility liens added to taxes
 Departmental
 Due from other governments
Amounts to be provided - payment of bonds
Total Assets

	Governmental Fund Types		Fiduciary Fund Types	Account Groups	Totals
	General	Special Revenue	Trust and	Long-term Debt	(Memorandum Only)
	2,246,961.18	244,345.20	1,836,418.99		4,817,403.94
	1,304.35				1,304.35
	23,864.11				23,864.11
	(61,215.33)				(61,215.33)
	119,452.89				119,452.89
	50,609.35				50,609.35
	711.76				711.76
	61,012.11				61,012.11
	8,049.22				8,049.22
				3,304,104.00	3,304,104.00
	2,450,749.64	244,345.20	1,836,418.99	3,304,104.00	8,325,296.40

LIABILITIES AND FUND EQUITY

Liabilities:
 Warrants payable
 Accrued payroll
 Withholdings
 Due to/from other funds
 Other liabilities
Deferred revenue:
 Real and personal property taxes
 Tax liens
 User fees
 Utility liens added to taxes
 Departmental
 Vacation and sick leave liability
Total Liabilities
Fund Equity:
 Reserved for encumbrances
 Reserved for continuing appropriations
 Reserved for expenditures
 Reserved for petty cash
 Reserved for premiums
 Undesignated fund balance
Total Fund Equity
Total Liabilities and Fund Equity

	48,614.25				48,614.25
	80,284.90				80,284.90
	1,074.90				1,074.90
	7,670.50	(7,670.50)			0.00
	1,069.40				1,069.40
	(36,046.87)				(36,046.87)
	119,452.89				119,452.89
	50,609.35				50,609.35
	711.76				711.76
	69,061.33				69,061.33
				3,304,104.00	3,304,104.00
	342,502.41	(7,670.50)	0.00	3,304,104.00	3,638,935.91
	34,188.11				34,188.11
	756,515.00	471,436.72			471,436.72
	2,000.00				2,000.00
	1,315,544.12	18,242.73	1,836,418.99		18,242.73
	2,108,247.23	252,015.70	1,836,418.99		3,403,978.81
		252,015.70		0.00	4,686,361.37
	2,450,749.64	244,345.20	1,836,418.99	3,304,104.00	8,325,297.28

COTUIT FIRE DISTRICT
Comparison of Budget to Actual Revenues and Other Sources of Funds
Fiscal Year ending June 30, 2021

District Revenue Category/Type	2021 Revenue and Sources Budget	2021 Revenue and Sources Actual	Variance Actual Over/(Under) General Fund Budget	Variance Actual Over/(Under) Other Fund Budgets
Property Taxes				
Personal Property Taxes	45,372	45,611	239	
Real Estate Taxes	3,096,195	3,173,143	76,948	
Interest on Taxes	11,500	18,958	7,458	
Tax Liens Redeemed		26,171	26,171	
Water Department				
Rates & Services	940,443	1,373,946	433,503	
Penalties		16,490	16,490	
Antenna Fees	44,557	49,868	5,311	
Solar Credits	4,828	14,269	9,441	
Fees Water			-	
Liens, Water		2,847	2,847	
Other Department Revenue		3,908	3,908	
Fire Department				
Ambulance Fees	226,000	261,670	35,670	
Permits and Inspections	2,000	3,050	1,050	
Other Department Revenue		457	457	
Other District Revenue				
Rental Income		275	275	
Intergovernmental				
Bond Proceeds				-
Grants		41,378	41,378	
Interest on Investments	3,000	8,230	5,230	401,533
Solar Credits		1,710	1,710	
Miscellaneous		2,319	2,319	
Transfer from Stabilization Fund to GF				
Interest on Investments - Other Funds				-
Gifts				-
Investment Earnings - OPEB Trust Fund				-
Total Revenue	\$ 4,373,895	\$ 5,044,300	\$ 670,405	\$ 401,533

Memo:

General Fund	\$ 5,044,300
Other Funds	865
OPEB Trust Fund	400,668
Total Revenues and Financing Sources	\$ 5,445,833

Combined Appropriations and Expenditures
For the Fiscal year 2021

Article FY 2021	Group / Line Item	Beginning Encumbrance	ADM/SDM 5/26/2021	Reserve Fund Transfers	Final FY2021	Expended 2021	Encumb 2021	Re-fi- classification	Cont Approp	Total 2021	2021 Turnback
Finance Department											
4	Salary & Wages Elected Officials	-	11,500.00	-	11,500.00	11,338.32	-	-	-	11,338.32	161.68
4	Salary & Wages Finance	-	93,597.00	10,500.00	104,097.00	103,761.92	-	-	-	103,761.92	335.08
4	Salary & Wages Clerk	-	2,800.00	-	2,800.00	2,800.00	-	-	-	2,800.00	-
	Total Payroll	-	107,897.00	10,500.00	118,397.00	117,900.24	-	(49,813.25)	-	117,900.24	496.76
4	Telephone	-	1,200.00	-	1,200.00	1,078.00	-	-	-	1,078.00	122.00
4	Legal services	-	6,000.00	-	6,000.00	9,542.50	-	-	-	9,542.50	(3,542.50)
4	Audit Services	-	17,000.00	-	17,000.00	16,100.00	-	-	-	16,100.00	900.00
4	Website	-	600.00	-	600.00	-	-	-	-	-	600.00
4	Bond Advisory Services	-	6,500.00	50,000.00	56,000.00	51,313.25	1,000.00	(49,813.25)	-	2,500.00	4,000.00
4	Bank Fees	-	50.00	-	50.00	-	-	-	-	-	50.00
	Payroll Service	-	4,600.00	-	4,600.00	3,159.19	-	-	-	3,159.19	1,440.81
4	Legal Advertisement	-	1,750.00	-	1,750.00	341.04	-	-	-	341.04	1,408.96
4	Postage	-	750.00	-	750.00	918.14	-	-	-	918.14	(168.14)
4	Office Supplies	-	1,000.00	-	1,000.00	413.64	-	-	-	413.64	586.36
4	Computer/Copy Expense	-	10,000.00	-	10,000.00	10,415.16	-	-	-	10,415.16	(415.16)
	Covid19 Expenses	-	-	-	-	1,712.02	-	-	-	1,712.02	(1,712.02)
4	Dues & Memberships	-	190.00	-	190.00	50.00	-	-	-	50.00	140.00
4	Insurance - Property & Liability	-	117,500.00	-	117,500.00	117,382.00	-	-	-	117,382.00	118.00
4	Insurance - Workers Comp	-	53,365.00	-	53,365.00	26,356.00	-	-	-	26,356.00	27,009.00
4	Unemployment Insurance	-	1,000.00	-	1,000.00	-	-	-	-	-	1,000.00
4	Payroll Taxes	-	37,100.00	-	37,100.00	32,030.02	85.96	-	-	32,115.98	4,984.02
4	Employee Assistance Program	-	3,950.00	-	3,950.00	3,950.00	-	-	-	3,950.00	-
4	Town Administrative Services	-	13,600.00	-	13,600.00	6,808.00	-	-	-	6,808.00	6,792.00
4	Annual Report	-	1,000.00	-	1,000.00	5,134.64	-	-	-	5,134.64	(4,134.64)
4	Election Cost	-	1,700.00	-	1,700.00	1,835.24	-	-	-	1,835.24	(135.24)
4	Miscellaneous Expense	-	1,000.00	-	1,000.00	(19.20)	-	(49,813.25)	-	(19.20)	1,019.20
	Total Other Expenses	-	279,855.00	50,000.00	329,355.00	288,519.64	1,085.96	(49,813.25)	-	239,792.35	40,062.65
Prior Year Encumbrance											
		3200	-	-	3,200.00	3,200.00	-	-	-	3,200.00	-
Total Finance Department/General Government											
		3,200.00	387,752.00	60,500.00	450,952.00	409,619.88	1,085.96	(49,813.25)	-	360,892.59	40,559.41
3	Reserve Fund	-	60,000.00	(10,500.00)	49,500.00	-	-	-	-	-	49,500.00
Fire Department											
5	Salary & Wages - Chief	-	139,994.00	-	139,994.00	139,994.14	-	-	-	139,994.14	(0.14)
5	Salary & Wages - Deputy Chief	-	115,000.00	-	115,000.00	115,004.59	-	-	-	115,004.59	(4.59)
5	Salary & Wages - Perm Full Time	-	953,920.00	-	953,920.00	962,183.32	-	-	-	962,183.32	(8,263.32)
5	Salary & Wages - ES Officer	-	10,000.00	-	10,000.00	1,787.79	-	-	-	1,787.79	8,212.21
5	Salary & Wages - Admin Assist	-	-	-	-	-	-	-	-	-	-

Article FY 2021	Group / Line Item	Beginning Encumbrance	ADM/SDM 5/26/2021	Reserve Fund Transfers	Final FY2021	Expended 2021	Encumb 2021	Re-fi Re-classification	Cont Approp	Total 2021	2021 Turnback
5	Salary & Wages - EMS Office	-	-	-	-	-	-	-	-	-	-
5	Salary & Wages - Incident Perm	-	35,000.00	-	35,000.00	49,056.40	-	-	-	49,056.40	(14,056.40)
5	Salary & Wages - Training FT	-	75,000.00	-	75,000.00	32,678.15	-	-	-	32,678.15	42,321.85
5	Salary & Wages - Vacation Coverage	-	110,637.00	-	110,637.00	101,003.29	-	-	-	101,003.29	9,633.71
5	Salary & Wages - Sick Coverage	-	100,000.00	-	100,000.00	46,797.23	-	-	-	46,797.23	53,202.77
5	Salary & Wages - Personal Coverage	-	30,875.00	-	30,875.00	54,481.43	-	-	-	54,481.43	(23,606.43)
5	Salary & Wages - Holiday Pay	-	47,898.00	-	47,898.00	44,777.80	-	-	-	44,777.80	3,120.20
5	Salary & Wages - Full Time Injury	-	80,000.00	-	80,000.00	38,153.87	-	-	-	38,153.87	41,846.13
5	Salary & Wages - Other Union	-	2,000.00	-	2,000.00	2,564.43	-	-	-	2,564.43	(564.43)
5	Salary & Wages - Emerg Labor	-	25,000.00	-	25,000.00	-	-	-	-	-	25,000.00
5	Salary & Wages - Longevity Pay	-	11,650.00	-	11,650.00	9,050.00	-	-	-	9,050.00	2,600.00
5	Salary & Wages - Other FT	-	25,000.00	-	25,000.00	30,324.23	-	-	-	30,324.23	(5,324.23)
Total Payroll		-	1,806,316.00	-	1,761,974.00	1,629,877.67	2,021.00	-	-	1,629,877.67	136,138.33
5	Electricity	-	14,000.00	-	14,000.00	10,492.20	-	-	-	10,492.20	3,507.80
5	Heating	-	6,550.00	-	6,550.00	4,864.96	-	-	-	4,864.96	1,685.04
5	Gasoline/Diesel	-	12,000.00	-	12,000.00	9,662.08	-	-	-	9,662.08	2,337.92
5	Repairs/Maint - Buildings	-	17,000.00	-	17,000.00	11,444.34	-	-	-	11,444.34	5,555.66
5	Repairs/Maint - Grounds	-	3,500.00	-	3,500.00	705.10	-	-	-	705.10	2,794.90
5	Repairs/Maint - Vehicles	-	26,000.00	-	26,000.00	36,438.78	-	-	-	36,438.78	(10,438.78)
5	Repairs/Maint - Radio Equip	-	5,000.00	-	5,000.00	4,866.71	-	-	-	4,866.71	133.29
5	Maint - Protective Clothing	-	14,000.00	-	14,000.00	12,373.53	-	-	-	12,373.53	1,626.47
5	Maint - Uniforms FT	-	12,000.00	-	12,000.00	17,335.25	-	-	-	17,335.25	(5,335.25)
5	Telephone	-	3,500.00	-	3,500.00	2,813.26	-	-	-	2,813.26	686.74
5	911 Dispatch	-	37,500.00	-	37,500.00	36,634.67	-	-	-	36,634.67	865.33
5	Telephone Lines - Other	-	4,500.00	-	4,500.00	2,089.71	1,990.92	-	-	4,080.63	419.37
5	Legal Services	-	46,000.00	-	46,000.00	7,569.44	-	-	-	7,569.44	38,430.56
5	Physicals/PA Tests	-	3,400.00	-	3,400.00	2,039.21	1,900.00	-	-	3,939.21	(539.21)
5	CMED Fees	-	4,000.00	-	4,000.00	2,312.70	-	-	-	2,312.70	1,687.30
5	Ambulance Billing	-	12,000.00	-	12,000.00	7,767.30	-	-	-	7,767.30	4,232.70
5	Administrative Expense	-	18,000.00	-	18,000.00	14,858.00	90.00	-	-	14,948.00	3,052.00
5	Office Supplies	-	3,500.00	-	3,500.00	1,135.16	-	-	-	1,135.16	2,364.84
5	Fire/Rescue Equipment	-	10,000.00	-	10,000.00	4,570.25	-	-	-	4,570.25	5,429.75
5	Building Supplies	-	8,000.00	-	8,000.00	2,552.70	-	-	-	2,552.70	5,447.30
5	Ambulance Supplies	-	38,500.00	-	38,500.00	32,115.25	-	-	-	32,115.25	6,384.75
5	Dues & Memberships	-	2,500.00	-	2,500.00	800.00	-	-	-	800.00	1,700.00
5	Training & Education	-	22,000.00	-	22,000.00	17,542.02	1,830.00	-	-	19,372.02	2,627.98
5	Fire Prevention Education	-	1,200.00	-	1,200.00	47.08	-	-	-	47.08	1,152.92
5	Information Technologies	-	23,000.00	-	23,000.00	18,966.19	-	-	-	18,966.19	4,033.81
5	Miscellaneous Expense	-	1,000.00	-	1,000.00	(38.81)	-	-	-	(38.81)	1,038.81
Total Other Expenses		-	348,650.00	-	348,650.00	261,957.08	5,810.92	-	-	267,768.00	80,882.00
	Prior Year Encumbrances	20,534.49	-	-	20,534.49	17,371.49	-	-	-	17,371.49	3,163.00
	Prior Year Expense	-	761.01	-	761.31	761.01	-	-	-	761.01	-
Total Fire Department/Public Safety		20,534.49	2,155,727.01	-	2,131,919.80	1,909,967.25	7,831.92	-	-	1,915,778.17	220,183.33
Article		Beginning	ADM/SDM	Reserve Fund	Final	Expended	Encumb	Re-fi	Cont	Total	2021

FY 2021	Group / Line Item	Encumbrance	5/26/2021	Transfers	FY2021	2021	2021	Re-classification	Approp	2021	Turnback
Public Buildings											
11	Salary & Wages	-	3,735.51	-	3,735.51	504.18	-	-	-	504.18	3,231.33
	Total Payroll		3,735.51	-	3,735.51	504.18	-	-	-	504.18	3,231.33
11	Electricity		2,000.00	-	2,000.00	1,582.40	-	-	-	1,582.40	417.60
11	Water		400.00	-	400.00	308.90	4.00	-	-	312.90	87.10
11	Heat - Oil/Gas		2,400.00	-	2,400.00	2,088.57	-	-	-	2,088.57	311.43
11	Repairs/Maint - Buildings		6,000.00	-	6,000.00	1,187.40	275.00	-	-	1,462.40	4,537.60
11	Repairs/Maint - Grounds		5,000.00	-	5,000.00	5,512.00	-	-	-	5,512.00	(512.00)
11	Repairs/Maint - Boiler		357.00	-	357.00	2,367.41	-	-	-	2,367.41	(2,010.41)
11	Telephone		1,700.00	-	1,700.00	1,621.79	-	-	-	1,621.79	78.21
11	Alarm Service		425.00	-	425.00	680.00	-	-	-	680.00	(255.00)
11	Building Supplies		200.00	-	200.00	31.32	-	-	-	31.32	168.68
11	Custodial Supplies		300.00	-	300.00	-	-	-	-	-	300.00
11	Miscellaneous Expense		100.00	-	100.00	-	-	-	-	-	100.00
	Total Other Expenses	-	18,882.00	-	18,882.00	15,379.79	279.00	-	-	15,658.79	3,223.21
	Prior Year Encumbrance	-	-	-	-	-	-	-	-	-	-
	Total Public Buildings	-	22,617.51	-	22,617.51	15,883.97	279.00	-	-	16,162.97	6,454.54
	Total Public Works	46,760.20	751,614.51	-	798,074.71	729,425.83	29,396.23	-	-	758,822.06	39,252.65
14	Public Library	-	23,265.00	-	23,265.00	23,265.00	-	-	-	23,265.00	-
Debt Service											
15	Long Term Principal	-	152,632.00	900,000.00	1,052,632.00	152,632.00	-	(900,000.00)	-	526,352.00	-
15	Long Term Interest	-	81,198.00	-	81,198.00	81,197.34	-	-	-	81,197.34	0.66
15	Short Term Principal	-	284,500.00	685,500.00	970,000.00	970,000.00	-	(685,500.00)	-	284,500.00	-
15	Short Term Interest	-	21,386.00	-	21,386.00	19,292.22	-	-	-	19,292.22	2,093.78
	Total Debt Service	-	539,716.00	1,585,500.00	2,125,216.00	1,223,121.56	-	(1,585,500.00)	-	911,341.56	2,094.44
Employee Benefits/Insurance											
16	Insurance - Health	-	338,539.00	-	338,539.00	299,923.87	-	-	-	299,923.87	38,615.13
16	Insurance - Life	-	500.00	-	500.00	430.16	-	-	-	430.16	69.84
16	Insurance - Dental	-	19,500.00	-	19,500.00	16,483.37	-	-	-	16,483.37	3,016.63
16	Medical Option	-	41,020.00	-	41,020.00	43,897.50	-	-	-	43,897.50	(2,877.50)
16	Retirement Assessment	-	332,441.00	-	332,441.00	332,441.00	-	-	-	332,441.00	-
	Total Employee Benefits/Insurance	-	732,000.00	-	732,000.00	693,175.90	-	-	-	693,175.90	38,824.10
Other Financing Uses											
17	Trans To Stabilization Fund	-	25,000.00	-	25,000.00	25,000.00	-	-	-	25,000.00	-
16	Trans To OPEB Fund	-	239,000.00	-	239,000.00	239,000.00	-	-	-	239,000.00	-
	Trans to Wd Stabilization per bylaws	-	42,830.00	-	42,830.00	42,830.00	-	-	-	42,830.00	-
	Total Other Financing Uses	-	264,000.00	-	306,830.00	306,830.00	-	-	-	264,000.00	-
FY 2021 General Fund Totals											
		70,494.69	4,914,074.52	1,646,000.00	6,617,757.51	5,295,405.42	38,314.11	(1,635,313.25)	-	4,927,275.28	390,413.93
Article		Beginning	ADM/SDM	Reserve Fund	Final	Expended	Encumb	Re-fi	Cont	Total	2021
FY 2021	Group / Line Item	Encumbrance	5/26/2021	Transfers	FY2021	2021	2021	Re-classification	Approp	2021	Turnback

Special Revenue Fund									
	Safe Grant -21	303.00	-	303.00				303.00	303.00
	Safe Grant -20							(303.00)	-
	Water Department/Vehicle								35,000.20
	Return of Funds to WD Stabilization		35,000.00					7,430.70	(7,430.70)
	FY 2021 Special Revenue Fund Totals	303.00	35,000.00	-	35,303.00	27,872.50	-	-	35,303.20
Stabilization Fund									
	Return of excess funds to WD Stab							7,430.70	7,430.70
	FY 2021 Stabilization Fund Totals	-	-	-	-	-	-	7,430.70	7,430.70
Capital Fund									
	Permanent Fund - USDA Maint reserve	34,221.00	15,500.00		49,721.00	16,900.00		32,821.00	-
	BAN Premium	4,201.00			4,201.00			2,116.42	
	Rehab Engine No. 263	(60,888.00)			(60,888.00)	60,888.00			-
	Space Needs Study	11,562.00			11,562.00	31,124.90		42,687.00	-
	Fire Station Renovations	85,000.00	-		85,000.00	44,305.30		40,694.70	
	Water System Chemical Upgrade	3,600.00			3,600.00	(3,600.00)			-
	Fire Station Roof	(9,912.00)			(9,912.00)	9,912.00			-
	Fire Department Truck	3,513.00			3,513.00	(3,513.00)			-
	Freedom Hall Flooring	10,809.00			10,809.00	(10,809.00)			-
	Water Department Truck	6,164.00			6,164.00	(6,164.00)			-
	Lovells Pond	32,477.00			32,477.00	(32,477.00)			-
	Water Mains	45,362.00			45,362.00	(45,362.00)			-
	Water Tanks	312,634.00			312,634.00	-		312,634.00	-
	Water Security System	75,136.00			75,136.00	32,161.18		42,974.82	-
	Fire Chief Vehicle		45,000.00		45,000.00				-
	FY 2021 Capital Fund Totals	553,879.00	45,000.00	15,500.00	614,379.00	138,366.38	-	473,927.94	-
TOTAL									
		624,676.69	4,994,074.52	1,661,500.00	7,267,439.51	5,461,644.30	38,314.11	(1,627,882.55)	390,413.93

COTUIT FIRE DISTRICT
STATEMENT OF NET FUNDED AND FIXED DEBT
Fiscal Year ending June 30, 2021

LONG TERM DEBT

USDA Loan

Balance July 1, 2020	1,846,736
less: Principal Payment	52,632
Balance June 30, 2021	<u>1,794,104</u>

Refunding Debt

Initial Refunding in Fiscal Year 2021	1,510,000
less: Principal Payment	-
Balance June 30, 2021	<u>1,510,000</u>

Lovell's Road Storage Tank

Balance July 1, 2020	\$ 1,100,000
less Paid off in Refunding	1,100,000
Balance June 30, 2021	<u>\$ -</u>

Long term interest Paid in FY2021	\$ 81,197.00
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Total FY2021 Long Term Debt Service Payments	<u>\$ 1,233,829.00</u>
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SHORT TERM DEBT (Bond Anticipation Notes)

Water System Chemical upgrade

Balance July 1, 2020	\$ 480,000
less Paid off in Refunding	480,000
Balance June 30, 2021	<u>\$ -</u>

Water System Security Upgrade

Balance July 1, 2020	\$ 470,000
less Paid off in Refunding	470,000
Balance June 30, 2021	<u>\$ -</u>

Fire Department Station Roof Replacement

Balance July 1, 2020	\$ 20,000
less Paid off in Refunding	20,000
Balance June 30, 2021	<u>\$ -</u>

Short Term Interest paid in FY 2021	\$ 19,292
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TOTAL FY 21 SHORT TERM DEBT BEGINNING BALANCE	\$ 970,000
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TOTAL FY 21 SHORT TERM DEBT RETIRED	\$ 970,000
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TOTAL FY 21 SHORT TERM DEBT ISSUED	\$ -
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TOTAL FY 21 SHORT TERM DEBT ENDING BALANCE	<u>\$ -</u>
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Debt Summary at June 30, 2021

Long Term Debt Outstanding	\$ 3,304,104
Short Term Debt Outstanding	-
Total Debt Outstanding at June 30,2021	<u>\$ 3,304,104</u>

COTUIT FIRE DISTRICT
FY 2021 GROSS WAGES AND BENEFITS DISTRIBUTED

DEPARTMENT/NAME	POSITION	BASE WAGES PAID	OVERTIME WAGES PAID	TOTAL WAGES PAID	AVE WEEKLY HRS	COST OF BENEFITS PAID
FIRE DEPARTMENT FULL TIME STAFF						
Amento	John	Lieutenant/EMT	\$ 92,760	\$ 21,979	\$ 114,739	49.1 \$ 25,722
Clark	Shane	Firefighter/Paramedic/EMS Officer	\$ 102,600	\$ 35,193	\$ 137,793	52.2 \$ 42,226
Emerson	Peter	Firefighter/Paramedic	\$ 85,721	\$ 25,791	\$ 111,512	51.5 \$ 25,525
Gardiner	Christian	Firefighter/Paramedic	\$ 74,508	\$ 50,993	\$ 125,501	61.9 \$ 19,792
Kuenzel	Eric	Firefighter/Paramedic	\$ 75,094	\$ 32,533	\$ 107,626	54.8 \$ 36,161
Lee	Brian	Firefighter/Paramedic	\$ 77,583	\$ 34,290	\$ 111,873	55.5 \$ 36,029
Lyons	Brent	Lieutenant/EMT	\$ 82,228	\$ 17,593	\$ 99,821	48.5 \$ 39,699
McNamara	William	Lieutenant/EMT	\$ 89,508	\$ 26,818	\$ 116,326	51.0 \$ 26,907
McPherson	Jeremy	Firefighter/Paramedic	\$ 83,128	\$ 30,676	\$ 113,804	53.2 \$ 30,520
Melanson	Scott	Firefighter/Paramedic	\$ 78,843	\$ 18,910	\$ 97,753	48.9 \$ 32,591
Pouliot	Joseph	Deputy Chief/EMT	\$ 115,595	\$ -	\$ 115,595	40.0 \$ 44,771
Rhude	Paul	Fire Chief/EMT	\$ 139,352	\$ -	\$ 139,352	40.0 \$ 18,784
Staggs	Casey	Firefighter/Paramedic/EMS Officer	\$ 82,815	\$ 29,715	\$ 112,530	52.8 \$ 26,351
Williamson	Douglas	Firefighter/Paramedic	\$ 83,128	\$ 16,161	\$ 99,289	47.9 \$ 23,833
TOTAL FIRE DEPT. FT STAFF		<u>\$ 1,262,863</u>	<u>\$ 340,652</u>	<u>\$ 1,603,515</u>		<u>\$ 428,910</u>
FIRE DEPARTMENT CALL STAFF						
Judge	Matthew	Call Firefighter	\$ 3,498	\$ -	\$ 3,498	3.5 \$ -
TOTAL FIRE-CALL STAFF		<u>\$ 3,498</u>		<u>\$ 3,498</u>		<u>\$ -</u>
TOTAL WAGES AND BENEFITS - ALL FIRE PERSONNEL						<u>\$ 2,035,923</u>

COTUIT FIRE DISTRICT

DEPARTMENT/NAME	POSITION	BASE		OVERTIME		TOTAL		AVE	COST OF			
		WAGES	PAID	WAGES	PAID	WAGES	PAID	WEEKLY	BENEFITS	PAYD		
								HRS				
OFFICERS ELECTED AND APPOINTED												
Burdick	Seth	Prudential Committee	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Conley	Kevin	Fire Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Eager	Charles	Clerk	\$	2,800	\$	-	\$	2,800	N/A	\$	-	
Genao	Silvio	Prudential Committee	\$	401	\$	-	\$	401	N/A	\$	-	
Haenle	Paul	Prudential Committee	\$	583	\$	-	\$	583	N/A	\$	-	
Hopensteadt	Thomas	Water Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Horsely	Scott	Water Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Lynch	Mark	Prudential Committee	\$	104	\$	-	\$	104	N/A	\$	-	
Malloy	Kenneth	Moderator	\$	250	\$	-	\$	250	N/A	\$	-	
Parks	Frances	Prudential Committee	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Pirrone	Ray	Treasurer	\$	48,708	\$	-	\$	48,708	18	\$	-	
Pisano	Richard	Fire Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Robinson	Mark	Water Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
Zais	Adam	Fire Commissioner	\$	1,250	\$	-	\$	1,250	N/A	\$	-	
			\$	62,847	\$	-	\$	62,847		\$	-	
											\$	62,847
TOTAL WAGES AND BENEFITS - ELECTED AND APPOINTED OFFICERS												
FINANCE DEPARTMENT												
Haven	Lisa	Assistant Treasurer	\$	46,913	\$	4,682	\$	51,595	33	\$	8,854	
			\$	46,913	\$	4,682	\$	51,595		\$	8,854	
											\$	60,448
TOTAL WAGES AND BENEFITS - FINANCE DEPARTMENT PERSONNEL												
PUBLIC BUILDINGS												
Dauley	Christine	Administrative Assistant	\$	2,601	\$	-	\$	2,601	1.7	\$	-	
			\$	2,601			\$	2,601		\$	-	
											\$	2,601
TOTAL WAGES AND BENEFITS - PUBLIC BUILDINGS PERSONNEL												

COTUIT FIRE DISTRICT
FY 2021 GROSS WAGES AND BENEFITS DISTRIBUTED

DEPARTMENT/NAME	POSITION	BASE		OVERTIME		TOTAL		AVE		COST OF	
		WAGES	PAID	WAGES	PAID	WAGES	PAID	WEEKLY	HRS	BENEFITS	PAID
WATER DEPARTMENT											
Bergman	Sean	\$ 57,907		\$ 2,886		\$ 60,793		28.3		\$ 24,198	
Dwyer	Matthew	\$ 61,767		\$ 4,413		\$ 66,180		42.1		\$ 18,664	
Gallagher	James	\$ 61,622		\$ 4,417		\$ 66,039		42.1		\$ 18,642	
Medeiros	Jonathan	\$ 6,461		\$ -		\$ 6,461		6.2		\$ 3,065	
Nash	Jennifer	\$ 60,211		\$ 1,305		\$ 61,516		40.6		\$ 31,543	
Wiseman	Christopher	\$ 103,390		\$ -		\$ 103,390		40.0		\$ 16,598	
		<u>\$ 351,357</u>		<u>\$ 13,020</u>		<u>\$ 364,377</u>				<u>\$ 112,710</u>	
TOTAL WAGES AND BENEFITS - WATER DEPARTMENT PERSONNEL										<u>\$ 477,087</u>	

RETIRES											
Donheiser	Alan	Retired Prudential Committee	N/A	N/A		N/A		N/A		\$ 8,953	
Fenner	Donna	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 7,426	
Frazler	Paul	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 10,462	
Hoffman	Stephen	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 13	
Leavenworth	Sheri	Retired Water Department	N/A	N/A		N/A		N/A		\$ 7,708	
Lloyd	Michael	Retired Prudential Committee	N/A	N/A		N/A		N/A		\$ 7,641	
Mycock	Ronald	Retired Fire Commission	N/A	N/A		N/A		N/A		\$ 7,074	
Olsen	Christopher	Retired Fire Chief	N/A	N/A		N/A		N/A		\$ 10,449	
Pierce	David	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 13	
Pierce	Jane	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 26,199	
Sargent	William	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 26,199	
VanEtten	Michael	Retired Fire Department	N/A	N/A		N/A		N/A		\$ 3,757	
Ventura	Kenneth	Retired Water Department	N/A	N/A		N/A		N/A		\$ 3,366	

TOTAL OTHER POST EMPLOYMENT BENEFITS (OPEB) -- INSURANCE BENEFITS

\$ 119,262

COTUIT FIRE DISTRICT TOTALS

TOTAL COTUIT FIRE DISTRICT FY 2021 COST OF WAGES AND HEALTH INSURANCE BENEFITS

\$ 2,758,168