

COTUIT FIRE DISTRICT

Annual Reports



1983

COTUIT FIRE DISTRICT

Annual Reports for the Year Ending June 30, 1983

Organization

Moderator

Gwendolyn E. Phillips
(Term expires 1986)

Prudential Committee

Sterling C. Bush
David C. Crawford
Frederick H. Boden

Term expires 1986
Term expires 1985
Term expires 1984

Clerk

Laurie C. Hadley
(Term expires 1984)

Treasurer

Agnes C. Murray
(Term expires 1984)

Board of Water Commissioners

Paul H. Wiggins
William O. Wool
David C. Pina

Term expires 1986
Term expires 1985
Term expires 1984

Board of Engineers

Chief

Walter H. Dottridge

Term expires 1986*

First Assistant Engineer

Stephen C. Hamblin

Term expires 1985*

Second Assistant Engineer

Richard T. Gilman

Term expires 1984*

*Unless changed by pending legislation

COTUIT FIRE DISTRICT

Special Meeting

September 28, 1982

In accordance with the foregoing notice and the by-laws of the District, a special meeting of the Cotuit Fire District was held in Freedom Hall on Tuesday, September 28, 1982, at 7:30 PM. The Moderator called the meeting to order. The Clerk read the call of the meeting and the return of same. Maryanne Barth, Marion Robello, James McGranachan, and Margaret Gardner were appointed and duly sworn as tellers. The meeting acted on the following:

Article 1: Upon motion duly made and seconded, it was voted: "That the District set the work wages of the Fire Department personnel as follows:

That the work wages be \$6.00 per hour for the firemen, \$8.00 per hour for the Captains and Lieutenants, \$10.00 per hour for the Engineers, and \$6.00 per hour for labor, retroactive to July 1, 1981." (Carried)

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

LAURIE C. HADLEY, Clerk
Cotuit Fire District

COTUIT FIRE DISTRICT

Special Election

November 9, 1982

PRUDENTIAL COMMITTEE MEMBER FOR SIX MONTHS

*Sterling C. Bush	82 votes
Paul H. Wiggins	18 votes

*Elected
100 votes cast

COTUIT FIRE DISTRICT

Special Meeting

March 28, 1983

In accordance with the foregoing notice and the by-laws of the District, a special meeting of the Cotuit Fire District was held in Freedom Hall on Monday, March 28, 1983, at 7:30 PM. The Moderator called the meeting to order. The Clerk read the call of the meeting and the return of same. Mr. David Nailor, Mr. William Morse, Mr. David Crawford, and Mr. Thomas Aselton were appointed and sworn in as tellers. Thirty-five and more voters being present, the meeting acted on the following:

ARTICLE 1: Upon motion duly made and seconded, it was unanimously voted:

Section I: To rescind all by-laws adopted by the District on October 16, 1967, and any amendments or additions thereto.

Section II: The following by-laws are hereby adopted:

ARTICLE I

Officers

Section 1: The officers of the Cotuit Fire District shall consist of a Moderator, a Prudential Committee of three members, a three-member Board of Water Commissioners, a three-member Board of Engineers of the Fire Department (namely a Chief Engineer, a First Assistant Engineer, and a Second Assistant Engineer), a Clerk, and a Treasurer.

Section 2: One member of the Prudential Committee, one member of the Board of Water Commissioners, one member of the Board of Engineers, and either the Moderator, Clerk, or Treasurer shall be elected annually. All officers of the District shall serve for three years or until their successors are chosen and qualified.

Section 3: The term of office for the officers of the District shall commence at the close of the Annual Meeting.

Section 4: Vacancies in any District office, except Moderator, may be filled by voting by ballot at a special election called for that purpose, or a vacancy may be temporarily filled by appointment by a majority vote of the Prudential Committee, the appointee to serve until the next annual election when candidates for the unexpired portion of the term of that office may be eligible for election, in accordance with the Massachusetts General Laws.

Section 5: Elected officials of the District shall not be eligible for appointment to positions as salaried employees of the District, nor shall any member of the immediate family of an elected official be eligible for such appointment, when a conflict of interest would exist.

ARTICLE 2

District Meetings and Elections

Section 1: The annual meeting shall be held within the District on the last Wednesday in May in each year at 7:30 PM

Section 2: Special meetings of the District shall be called by the Clerk when requested in writing by a majority of the Prudential Committee; by a majority of the Board of Water Commissioners; by a majority of the

Board of Engineers; or by petition of at least one hundred qualified voters of the District, in accordance with the provisions of Chapter 48, Section 66, of the Massachusetts General Laws and as they may be from time to time amended.

Section 3: The Clerk shall give notice of all District meetings by publishing the same in a newspaper printed within the Town of Barnstable not less than seven days prior to the meeting.

Section 4: The warrant for the annual District meeting shall be closed at least thirty days before the date of said meeting. Articles may be inserted into any warrant for an annual meeting by petition of ten registered voters residing within the District. Articles of an emergency nature may be included in the warrant for special meeting called in accordance with Section 2 of this Article upon petition of ten registered voters residing within the District.

Section 5: Annual elections by ballot shall be held on the last Wednesday in May in each year. The polls shall be open from 4:00 PM until 7:00 PM. Each candidate for election to a District office shall file nomination papers with the District Clerk, bearing at least twenty-five signatures of qualified voters of the District at least thirty days prior to the annual meeting and election. There upon, the Clerk shall have prepared printed ballots in accordance with the Massachusetts General laws.

ARTICLE 3

Finances

Section 1: The financial year shall begin the first day of July in each year and shall end with the last day of June following.

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

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

ARTICLE 4

Moderator

The Moderator shall preside at all District meetings and shall have the powers of the Moderator of the Town Meeting.

ARTICLE 5

Prudential Committee

Section 1: It shall be the duty of the Prudential Committee to expend for the purposes prescribed by the District all funds raised and/or borrowed.

Section 2: The Prudential Committee shall receive the proposed budgets and articles of the District officers and departments proposed for inclusion in the warrant for the annual District meeting at the regular meeting of the Prudential Committee held during the month of March in

each year and shall make recommendations thereon to the annual meeting.

Section 3: The Prudential Committee shall be authorized to sign, on behalf of the District, all contracts except Water Department contracts which have been approved by vote of the District at any annual or special meeting or any other documents which do not require specific District approval.

Section 4: The Prudential Committee shall be responsible for lighting the streets of the District, with the overriding consideration relative to placement of said lighting being at street intersections, proximity to fire hydrants where existing pole placement will permit, and illumination of hazardous road conditions.

Section 5: The Prudential Committee shall be responsible for the maintenance and operation of Freedom Hall, including scheduling. They shall establish a schedule of fees for the usage there of, all fees collected being returned to the General Fund.

ARTICLE 6

Clerk

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

Section 2: The Clerk shall cause to be published all annual reports of all officers and committees of the District within ninety days following the close of the fiscal year.

ARTICLE 7

Treasurer

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

Section 2: The Treasurer shall also keep a regular account of all monies received and expended by him or her and shall submit a detailed report immediately after the close of the fiscal year, and at other times as the District may require.

Section 3: The Treasurer shall prepare monthly financial statements for all departments.

ARTICLE 8

Fire Department

Section 1: The Fire Engineers shall be responsible for fire prevention and fire inspections and for extinguishing all fires and carrying out all rescue operations within the District.

Section 2: The Fire Engineers shall be responsible for the maintenance of the fire station and its appurtenances and for maintenance of all fire and rescue apparatus.

Section 3: The Fire Engineers shall maintain a conscientious and disciplined fire department, which through a continuous training program, shall provide the District with an adequate roster of department personnel consisting of qualified rescue squad members and able-bodied firefighters.

Section 4: The Fire Engineers shall be responsible for the annual appointment of additional other officers, fire police, fire fighters, and rescue personnel as may be necessary and consistent with the size of the department and its activities.

Section 5: The Chief Engineer shall have jurisdiction over all other department personnel and shall have authority, when necessary, to enlist aid from men outside the department for fighting fires or for matters involving the public welfare and safety.

Section 6: Should the Chief Engineer fail to respond to a call of fire or other emergency, the senior officer who is present at the scene of the emergency shall assume authority until properly relieved.

Section 7: The hourly rate of pay for all officers, firefighters, rescue personnel, and fire police shall be set by a vote of the District and may only be amended by vote of the District.

ARTICLE 9

Water Department

Section 1: Commissioners, Powers and Duties of: The Board of Water Commissioners shall have the care, custody, management and control of all the property, real and personal, relating to the Water Department; shall have authority to determine and establish from time to time a tariff of water rates and make rules and regulations for the introduction and use of water; and shall certify all bills against the District contracted by their authority. Said Commissioners shall annually make a full report in writing of their acts and expenditures. The Board of Water Commissioners or their assistants may enter upon the premises of any water taker to examine the apparatus to ascertain the use to which the water is applied or to find or stop any waste. They shall in all suitable ways exercise a careful supervision to protect the interest of the water works, and shall have all of the other powers, duties, and responsibilities which are given to Water Commissioners by general laws, by-laws, and those prescribed in Chapter 244 of the Acts of 1935, Sections 5A to 5H inclusive.

Section 2: Main Extensions:

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

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

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

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

Section 3: Miscellaneous

Subsection A: *Basic Use Charge*: In addition to the cost of extending water mains provided under Subsections A through C above, there shall be assessed by the Commissioners and each new consumer shall pay, before water service is provided, a basic use charge, such charge to be determined by the Commissioners from time to time to fairly and reasonably reflect the costs of equipment necessary to provide water to new consumers within the District. The funds raised by the assessment of such basic use charges shall be accounted for by the Commissioners separately and shall only be used for capital improvements of the District's water system. Service for buildings constructed before May 29, 1973, shall be exempt from the basic use charge.

Subsection B: *Wasting or Taking of Water without Authority, Penalty*: Any person who shall draw off or cause to be drawn off water from any water pipe, conduit, hydrant, fountain, or watering trough connected with the water works of the District or shall turn off the water in any such water pipes, conduit, hydrant, fountain, or watering trough without license or authority of the Water Commissioners, or open any hydrant in the District except in case of fire or by authority of said Commissioners or of the Chief Engineer or the Fire Department, shall forfeit and pay for each offense a sum of not less than twenty-five nor more than two hundred dollars.

**ARTICLE 10
Amendments**

Section 1: Acceptance of these by-laws, by a two-thirds majority vote of those present and voting, shall void all previous by-laws of the Cotuit Fire District.

Section 2: The by-laws may be altered or amended at the annual meeting or at any other District meeting regularly called for such purpose, by a two-thirds majority of those present and voting.

**ARTICLE 11
General**

Section 1: All boards and committees shall be required to hold at least one regular monthly meeting. A majority of the elected board shall constitute a quorum at each meeting. The Clerk shall post all regularly scheduled meetings in accordance with Massachusetts General Laws.

Section 2: No contract for the purpose or installation of equipment, supplies, or materials, on behalf of any board or committee, the actual or estimated cost of which is four thousand dollars or more, shall be awarded unless bids have been invited by advertising in a newspaper in the Town of Barnstable at least seven days before the specified time for opening said bids.

Section 3: All boards, departments, and committees shall prepare their annual budgets in a minimum of four general categories, to include maintenance, labor and salaries, operating expenses, and miscellaneous; and will submit these budgets prior to the annual meeting in accordance with Article 5, Section 2, of these by-laws.

Section 4: The Prudential Committee, the Board of Water Commissioners, and/or the Board of Fire Engineers shall have the authority to set a sum of money from time to time to be used as a reward for information given which results in the arrest and conviction of anyone vandalizing District property, said sum not to exceed five hundred dollars.

Section 5: The Prudential Committee, the Board of Water Commissioners, and the Board of Fire Engineers shall promulgate rules and regulations pertaining to personnel matters applicable to any permanent personnel over whom they have authority.

Section III: The change in terms of the Moderator, Clerk, and Treasurer effected under Article I, Section 1, of the by-laws adopted under Article I, Section II, of this warrant, shall be accomplished as follows:

At the first annual District meeting after the effective date of these by-laws, the Moderator shall be elected for a term of three years; at the second annual District meeting following said effective date, the Clerk shall be elected for a term of three years; and at the third annual District meeting after the effective date of these by-laws, the Treasurer shall be elected for a term of three years."

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

LAURIE C. HADLEY, Clerk
Cotuit Fire District

COTUIT FIRE DISTRICT

Annual Meeting

May 25, 1983

In accordance with the foregoing notice and the by-laws of the District, the annual meeting of the Cotuit Fire District was held in Freedom Hall on Wednesday, May 25, 1983. Election of District Officers took place from four to seven PM, and the results were as follows:

Moderator for three years	
Gwendolyn E. Phillips	121 votes
Prudential Committee	
Sterling C. Bush (3 years)	120 votes
David C. Crawford (2 years)	92 votes
Chief Engineer	
Walter H. Dottridge	113 votes
Water Commissioner	
Paul H. Wiggins	60 votes
Scattered	8 votes
Treasurer	
Agnes C. Murrery	116 votes
Clerk	
Laurie C. Hadley	106 votes

135 ballots cast

The following question, which appeared on the ballot, was carried by a vote of 75 in favor, 58 opposed:

"Shall the Prudential Committee be authorized and directed to petition the General Court to enact legislation substantially as printed below:

Section 1. Section one of chapter three hundred twenty-eight of the acts of nineteen hundred and twenty-six is hereby amended adding at the end thereof the following paragraph:

Notwithstanding any other provisions of this section, the administration of fire protection operations in the district hereby created shall be vested in a board of three fire commissioners, none of whom shall be an active firefighter of the district, who shall be elected by the voters of the district by ballot to serve three-year terms so arranged that the term of office of one commissioner shall expire each year. The board shall annually appoint a fire chief, who shall not be subject to chapter thirty-one of the general laws and, subject to appropriation by the district, shall fix the compensation for said position. The fire chief shall, subject to the approval of the board, have all of the powers of fire chiefs under the general laws. The board shall have similar powers and duties to the board of water commissioners of the district with respect to its operations and employees, insofar as apt. In any case of a dispute over an interpretation of this paragraph, the prudential committee of the district shall determine the same, and that determination shall be final.

Section 2. The terms of office of the board to be elected under section one of this act shall be established at the 1984 annual district meeting as follows: the term of office of the candidate receiving the highest number of votes shall be elected for three years; the candidate receiving the next highest number of votes, two years; and the candidate third highest, one year. Eligibility of candidates shall be established in the same manner as for candidates for the position of water commissioner."

The meeting was called to order at eight PM. The clerk read the call of the meeting and the return of same. William Morse, Donald Turnbull, Bruce Burlingame, and James Leclair were appointed tellers and were duly sworn. The following action was taken:

Article 1: Upon motion duly made and seconded, it was voted: "That the District shall authorize the Treasurer, with the approval of the Prudential Committee, to borrow money from time to time in anticipation of the revenue of the fiscal year beginning July 1, 1983, in accordance with the provisions of the General Laws, Chapter 44, Section 4; and to issue a note or notes therefore, payable within one year; and to renew any note or notes as may be given for a period of less than one year in accordance with the General Laws, Chapter 44, Section 17." (Unanimous)

Article 2: Upon motion duly made and seconded, it was voted; "That the District accept the reports of the officers and committees of the District as printed." (Unanimous)

Article 3: Upon motion duly made and seconded, this article to receive and act upon the accounts of all persons to whom the District may be indebted, was indefinitely postponed, there being no unpaid bills. (unanimous)

Article 4: Upon motion duly made and seconded, it was voted: "That the District set the annual salaries of its elected officials as follows:

- a. Clerk - \$400.00;
- b. Treasurer - \$1,000.00;
- c. Chief Engineer - \$5,824.00, plus hours worked. First and Second Assistant Engineers - \$750.00, plus hours worked;
- d. Prudential Committee Members - \$250.00;
- e. Members of the Board of Water Commissioners - \$500.00; and
- f. Moderator - \$25.00 per meeting

(Carried)

Article 5: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate:

- a. \$20,000.00 for the Water Department for service connections;
- b. \$112,056.00 for the operation and maintenance of the Water Department, to be apportioned as follows:
 - Labor & Salaries, \$55,696.00
 - Maintenance, \$16,000.00
 - Operation Expenses, \$37,860.00
 - Miscellaneous, \$2,500.00; and
 - \$20,000.00 for the Water Department for extensions; and the receipts and revenues of the Water Department be applied to these accounts. (unanimous) (Total appropriation: \$152,056.00)

Article 6: Upon motion duly made and seconded, it was voted: "That the District transfer the sum of \$9,983.76 from the Sandalwood Cotuit Coves Extension Account (voted May 12, 1980: Articles 8 and 9: combined April 6, 1981, Article 1), \$8,853.82 from the Waquoit Road Extension Account (voted May 26, 1982, Article 14), \$455.09 from the Elm Street Extension Account (voted May 26, 1982, Article 16,) \$4,882.75 from the Cherry Tree Road Extension Account (voted June 30, 1982, Article 4), for a total of \$24,175.42 to be used to install water mains in a portion of Fuller's Marsh Road and Main Street, as the Board of Water Commissioners shall determine, including any costs associated with said extension." (Unanimous)

Article 7: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$4,500.00 to be paid to the Centerville Osterville Fire District for fire alarm coverage, for the fiscal year beginning July 1, 1983." (Unanimous)

Article 8: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate

- a. \$5,350.00 for maintenance for the Fire Department
- b. \$43,224.00 for labor and salaries for the Fire Department
- c. \$30,125.00 for the operating expenses of the Fire Department
- d. \$876.00 for miscellaneous expenses for the Fire Department for a total appropriation of \$79,575.00." (Unanimous)

Article 9: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$4,664.00 for the purchase of two mobile radios for the Fire Department." (Unanimous)

Article 10: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$2,000.00 to be used for repairs to Scott Airpacks presently in use by the Fire Department." (Unanimous)

Article 11: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$1,850.00 to purchase two new Scott Airpacks for the Fire Department." (Unanimous)

Article 12: Upon motion duly made and seconded, this article, to see if the District will vote to raise and appropriate a sum of money to be used to replace the fence on the south side of the fire station, was indefinitely postponed. (Unanimous)

Article 13: Upon motion duly made and seconded, this article, to see if the District will vote to raise and appropriate a sum of money to be used for repairs to the overhead doors at the fire station, was indefinitely postponed. (Unanimous)

Article 14: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$3,000.00 to purchase new electrical, automatic overhead door openers for the fire station." (Carried)

Article 15: Upon motion duly made and seconded, it was voted: "That the District accept from the Commonwealth of Massachusetts one surplus pick-up truck to be used by the Fire Department." (Carried)

Article 16: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$1,500.00 for the labor for Freedom

Hall and \$4,200.00 for operating expenses for Freedom Hall, for a total appropriation of \$5,700.00." (Unanimous)

Article 17: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$24,000.00 for the purpose of lighting the streets of the District for the fiscal year beginning July 1, 1983." (Unanimous)

Article 18: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$1,000.00 for the maintenance of the Cotuit Library." (Unanimous)

Article 19: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate:

- a. \$8,184.00 for the Barnstable County Retirement Assessment,
- b. \$94,515.00 for notes and interest,
- c. \$10,100.00 for group insurance, and
- d. \$17,669.00 for the expenses of the Financial Department for a total appropriation of \$130,468.00 for the Financial Department." (Unanimous)

Article 20: Upon motion duly made and seconded, it was voted: "That the District transfer from free cash in the treasury:

- a. \$4,600.00 to be added to that appropriated under Article 11 of the May 26, 1982, Annual Meeting, for the purpose of lighting the streets of the District;
- b. \$4,000.00 to be added to that appropriated under Article 13, section a, of the May 26, 1982, Annual Meeting, to pay for group insurance;
- c. \$225.00 to pay for a partial audit of the District's accounts; and
- d. \$1,500.00. \$500.00 to be added to the sum appropriated for operating expenses and maintenance, and \$1,000.00 to be added to the sum appropriated for labor under Article 9, of the May 26, 1982, Annual Meeting, for a total appropriation of \$10,325.00." (Unanimous)

Article 21: Upon motion duly made and seconded, it was voted: "That the District vote to raise and appropriate \$16,700.00 for the purpose of laying and relaying water mains of not less than six inches but less than sixteen inches in diameter and appurtenances along 435 feet of Cedar Street and along a 400-foot portion of Oak Street, including any and all costs associated with said extension." (Unanimous)

Article 22: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$22,000.00 for the purpose of laying and relaying 1,100 feet of water mains of not less than six inches but less than sixteen inches in diameter and appurtenances in Brittany Drive and Westbury Way, including any and all costs associated with said extension." (Unanimous)

Article 23: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$18,000.00 for the purpose of laying and relaying 900 feet of water mains of not less than six inches but less than sixteen inches in diameter and appurtenances along a portion of Cotuit Cove Road, including any and all costs associated with said extension." (Unanimous)

Article 24: A motion duly made and seconded, to amend the by-laws of the District by adding to Article 8, Fire Department, the following: 'Section 8: A fee shall be charged for use of the ambulance, said fee to be set by a vote of the District and amended only by a vote of the District. All fees collected shall be returned to the General Fund.' did not carry. (29 in favor, 33 opposed)

Article 25: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$5,000.00 for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws of the Commonwealth of Massachusetts." (Unanimous)

Article 26: Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$3,000.00 to a reserve fund." (Unanimous)

Article 27: Upon motion duly made and seconded, it was voted: "That the District appropriate and transfer from free cash in the treasury \$25,000.00 to be applied toward the tax levy of the fiscal year beginning July 1, 1983." (Unanimous)

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

LAURIE C. HADLEY, Clerk
Cotuit Fire District

This meeting:	
Raised and appropriated	\$473,513.00
Transferred from available funds:	\$ 59,500.42

Report of The Prudential Committee

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The period covered by this report, July 1982 through June 1983, was marked by a sad event—the accidental death of Michael K. Aselton, who had been a member of the Prudential Committee since May of 1982. Mike Aselton had been a conscientious and valuable member.

Sterling Bush was elected a member of the Prudential Committee in November, 1982, to fill the unexpired term of Bruce Burlingame, who had resigned. David Crawford was elected to fill the unexpired term of Michael Aselton on May 25, 1983. At the election of May 25, 1983, Sterling Bush was elected to a full three-year term.

The most significant event during this period was the approval, by District vote on March 28, 1983, of new by-laws for the Cotuit Fire District. A major change is also in the works to eliminate the position of Fire Chief as an elected position and the creation of a Board of three Fire Commissioners, who would be elected by the District. The Board of Fire Commissioners would select and appoint the Fire Chief. The new by-laws have been approved by the State Attorney General. A petition is awaiting introduction into the Legislature for action to incorporate the change in the governing body of the fire department into our enabling act.

The Prudential Committee meets the first Monday after the third Wednesday of each month at 7:30 PM in Freedom Hall. All residents of Cotuit are invited and urged to attend these meetings as a means of arriving at more informed and representative decisions and keeping the residents better informed about District affairs.

Respectfully submitted,

Frederick H. Boden
Sterling C. Bush
David C. Crawford
Prudential Committee

Report Of The Treasurer

Financial Statement
July 1, 1982 — June 30, 1983

Receipts

Payroll Deductions	\$	20,956.05
Sales Tax		440.78
Water Department:		
Receipts and Revenue		121,688.10
Basic Use Charge		13,050.00
Interest Earned		10,271.88
Taxes - Real Estate & Personal Property		128,815.48
Water Liens		50.00
Fees for Use of the Ambulance		4,047.00
Fees for Use of Freedom Hall		69.76
Newton Road Extension		110,000.00
Balance in Travel Petty Cash Returned		416.43
Transfer to Tank Painting Account		20,000.00
Interest — Stabilization Fund		2,295.04
		<hr/>
		432,100.52
Balance Brought Forward, July1, 1982		173,195.97
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	\$	605,296.49

Disbursements

Payroll Deductions	\$	20,956.05
Sales Tax Payable		440.78
Water Department:		
Maintenance and Operation		99,949.00
Service Connections		19,969.04
Extensions		19,158.24
Purchase Water Dept. Truck		4,042.98
Fire Alarm Coverage		4,000.00
Fire Department:		
Maintenance & Operation		22,877.92
Supplies & Equipment		6,992.12
Labor		20,824.00
Freedom Hall		4,743.37
Street Lights		22,434.01
Cotuit Library Association		1,000.00
Barnstable County Retirement Assessment		5,721.00
Notes and Interest		65,407.55
Group Insurance		6,764.26
Financial Department		14,675.50
Cherry Tree Road Extension		11,867.25
Waquoit Road Extension		16,146.18
Newtown Road Extension		88,523.75
Elm Street Extension		5,544.91

Full-time Fire Personnel	15,236.16
Stabilization Fund	5,000.00
Recoat Water Tank	31,449.01
Cardiac Monitor Fund	518.10
Tax Refunds	170.05
Interest Added — Stabilization Fund	2,295.04
Unclaimed Tailings	29.00
Partial Audit	225.00
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Balance On Hand, June 30, 1983	516,960.27
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	\$ 605,296.49

BALANCE SHEET — June 30, 1983
GENERAL ACCOUNTS

Assets

Cash		\$ 88,336.22
Petty Cash — Water Dept.		7.87
Accounts Receivable:		
Taxes:		
1983 Personal Property	8,767.64	
1983 Real Estate	152,518.73	
1982 Personal Property	184.67	
1982 Real Estate	4,697.16	
1981 Personal Property	287.73	
1981 Real Estate	2,241.95	
1980 Personal Property	134.20	
1980 Real Estate	1,648.38	
1982 Water Liens	145.69	
1981 Water Liens	210.95	
Tax Title	2,075.36	
	<hr/>	172,912.46
Water:		
Rates & Services		9,784.89
1983 Personal Property Taxes received during July & August 1983		5,384.68
1983 Real Estate Taxes received during July & August 1983		120,226.76
	<hr/>	\$ 396,652.88

Liabilities and Reserves

Tailings — unclaimed checks	339.65
Special Appropriations Balances:	
1965 Land Purchase	2,054.12
Recoat Main Street Tank	28,550.99
Newtown Road Extension	21,476.25

Fullers Marsh Road Extension	24,175.42
Water Dept. Truck	505.58
Cardiac Monitor Fund	1,353.79
Capitol Improvements - Water System	61,581.90
Reserved to reduce 1984 Tax Levy	25,000.00
Overlay Reserved for Abatement 1983	13,133.09
Reserve Fund - Overlay Surplus	11,714.00
Revenue Reserved Until Collected:	
Taxes	172,912.46
Water	9,784.89
Reserve for petty cash advance	7.87
Surplus Revenue (free cash)	<u>24,062.87</u>
	396,652.88

	Investment Account	
Stabilization Fund		23,292.23
	Valuation of the District	
Real Estate		143,330,500.
Personal Property		<u>7,447,200.</u>
Total Valuation		150,777,700.
Tax Rate		\$1.88 per thousand

District Indebtedness - Notes and Interest

Notes issued for New Well & Station April 1, 1972 for \$85,000. at 4% interest. Balance 6-30-83	\$	19,000.00
Federal loan dated July 9, 1980 for Major Water Improvement Project for \$300,000.00 at 5% interest. Balance 6-30-83		257,142.00
Federal loan dated February 24, 1982 for Cotuit Coves - Sandalwood Project for \$226,000.00 at 5% interest Balance 6-30-83		214,400.00
Notes issued for Newtown Road Water Extension August 20, 1982 for \$110,000.00 at 8.35% interest. Balance 6-30-83		110,000.00
Total Debt Accounts	\$	<u>600,542.00</u>

Respectfully submitted,
Agnes C. Murray
Treasurer

Report Of The Board of Engineers

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The Board of Engineers submits herewith its Annual Report for the fiscal year of July 1, 1982 to June 30, 1983.

The department has responded to 240 calls during the year, an increase of twenty seven calls from fiscal year 1981/1982.

Total Calls - 7/1/82 to 6/30/83

Fires	47
Rescues	169
Investigations	24
Total all calls:	240

Inspections

Oil Burners/Tanks	43
Fire alarms	44
(Does not include requests from residents to check home fire alarms or correct placement of them, only those required under Mass. law.)	
Wood/coal stoves	23
Rocket permits	2
Tank trucks	2
Public Buildings	9
Total inspections:	123
Permits for Open Air Fires -	385

Total Calls - 7/1/82 to 6/30/83

House Rescue	100
Mutual Aid	26
Auto Accidents	17
Pedestrian Accidents	0
Boat Rescues	2
Beach Rescues	1
Bicycle Accidents	1
Emergency transportations	12
Medical Alarms	3
False Alarms	1
Medical Assistance at home	3
Medical Assistance in station (first aid)	3
Total calls	169

9/20/82 to 6/30/83 -Assistance to public by taking Blood pressures in station - 61

Rescue Breakdowns 82/83

E.K.G. Monitor	35
IV / Meds	30
Mast Trousers	2
Persons transported for house rescue	83
Persons transported for emeg. transport	12
Estimated persons treated at auto accidents (no trans.)	13
Persons transported from auto accidents	22
Persons refusing transport or treatment (all calls)	16
Persons transported for mutual aid calls	28
Total number of persons transported by the rescue	161

Run Breakdowns - Fires

1. Buildings	7
2. Grass and Brush	7
3. Mutual aid for fire	9
4. Power outages	0
5. Automatic Fire Alarms	12
6. Gas leaks	1
7. Oil Burner Problems	1
8. Chimney fires	2
9. Automobile fires	1
10. Oil and gas spills	1
11. Appliance fires	3
12. Gas Bar-B-Que Fires	0
13. Electrical fires	0
14. Rubbish fires	0
15. Cellar pumping	2
16. Station stand by	1
17. Station Alarm prob.	0
18. False alarms	0
Total All	47

DRILLS

Includes total number of fire and rescue drills and/or classes that this department sponsored in fiscal 82/83.

Rescue drills:	16		
(Many of these drills were approved by the Office of Emergency Medical Services for EMT recertification credit.)			
Fire drills:	18	Fire Calls	47
Total drills:	34	Investigations	24
			61

In September the department hired it's first permanent firefighter. D. Brady Rogers comes to us with both fire and rescue experience, including having worked for over two years in the emergency room at Cape Cod Hospital.

Having been promoted to Lieutenant this spring, Rogers, besides being available for all types of emergency calls, handles the routine maintenance of the equipment, works with the Chief on all fire and building inspections. Is responsible for the reports and forms that are essential to the proper operation of the fire department. And over sees all rescue training as well as assisting the other officers on fire training for department personnel.

With the increasing number of types of inspections, such as the new resale smoke detector law, there has been a definate increase of the work load of the department.

Add to that the Massachusetts Department of Public Health, Office of Emergency Medical Services new Advanced Life Support regulations that will go into effect in November of 1984, increasing recertification requirements for paramedics, or having more ALS certified people available. This will have an unknown effect on the department's ability to offer Advanced Life Support after this date.

With the small number of EMT's, and only 1 paramedic, we believe we will need more permanent personnel in the future.

We feel that the pay for our call firefighters and EMT's has got to be upgraded to compensate them for increased time needed for training and recertification.

Our ambulance has continued to experience electrical problems and we have consistantly tried other components and operating procedures to alleviate this problem. However, if this continues we may have to upgrade the whole electrical system.

The brushbreaker is still in need of bar and iron work, as well as other mechanical work, which has been put off due to problems with other pieces of apparatus.

The rest of our equipment is in relatively good shape but we do anticipate problems due to the age of some of our equipment.

The ambulance billing fee which was voted in by the district has developed some unforseen problems that has to be worked out by all those involved. There are many aspects of billing which the department can not handle properly.

During the past year the department responded to, if not the biggest, than certainly one of the most costly, fires in the history of the department. You can be proud of your firefighter who responded promptly and professionally to this call. We are also fortunate to have an excellent mutual aid system which allows us to get assistance from other departments, not only at this call, but at any time.

In closing the Board of Engineers would like to thank the Cotuit Fireman's Association in their financial help with new equipment and training classes. This generous support has saved the taxpayers thousands of dollars over the last few years.

We would, of course, like to also thank the members of the department for their dedication to the fire department and rescue squad, but more importantly their dedication to the people of the fire district.

Respectfully submitted,

Walter H. Dottridge, Chief
Stephen C. Hamblin, 1st Asst. Eng.
Richard T. Gilman, 2nd Asst. Eng.

BOARD OF WATER COMMISSIONERS TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The Board of Water Commissioners submit herewith its Annual Report for the fiscal year ending, June 30, 1983.

The Board held 12 regular and 5 special meetings during the past year for a total of 47½ hours.

The Water Department purchased a new two-wheel drive truck from Mid Cape Ford for the low bid of \$3,790., including a tradein of the 1979 two-wheel drive GMC in July, 1982.

The low bid of \$39,500. was awarded to Interstate Contracting & Coating Company, Inc. of Zelienople, PA., for the painting of the Main Street Tank at the special meeting held July 28, 1982.

In August there were two bids awarded; one to Griffin Pipe Products Company of Florence, N.J., for supplying 2000' of 8" ductile iron pipe for \$7.31 a foot, and the other to H.R. Prescott of West Boylston, MA., for supplying hydrants and fittings for a sum of \$8,577.99. This material was needed to complete the inventory for the various extensions voted at the Annual District meeting.

After much deliberation, the Board of Water Commissioners voted on a personnel policy effective September 15, 1982.

At a special meeting held on October 6, 1982, the low bid of \$72,101.25 was awarded to Brentwood Construction Company of Brockton, MA., for the Newtown Road Extension.

During the past year, 80 new services were installed, bringing our total to 1237 accounts. There were also a number of main extensions completed along Newtown Road, Rushy Marsh Road, both sections of Waquoit Road, Elm Street and Cherry Tree Road. The obsolete 2" main on Nickerson Road was also replaced with a new 8" ductile iron main to improve the flow and fire protection for that area.

It was with regret that we accepted the resignation of our secretary/bookkeeper, Mrs. Carol Dottridge. Mrs. Dottridge was replaced by Mrs. Donna Barry, who has since left due to pregnancy. Our new secretary/bookkeeper is Mrs. Sheri Leavenworth, whom we wish to welcome.

We wish to express our appreciation and gratitude for 8 years of dedicated service to Mr. James P. Souza, who retired from the Commission this year.

We would also like to welcome Mr. Paul Wiggins, who was elected to the Board at this year's Annual District meeting.

In closing, the Board wishes to thank the citizens of the District for their continued cooperation and support.

We would also like to commend the employees of the Department for their hard work in maintaining the system throughout the year.

Respectfully submitted,

DAVID C. PINA
WILLIAM O. WOOL
PAUL H. WIGGINS

MAINTENANCE IN DETAIL
Fiscal Year 1982 — 1983

	Allowed	*Spent	Balance
Superintendent's Salary	\$21,840.00	21,840.00	0
Assistant to Superintendent's Salary	16,640.00	16,640.00	0
Office Help	10,400.00	11,000.00	(600.00)
Office Expense	1,000.00	2,415.80	(1,415.80)
Uniforms	720.00	892.08	(172.08)
Telephones, Pagers, Answering Service	3,000.00	2,758.06	241.94
Mass, N.E., American Water Works	210.00	210.00	0
Maintenance of the System	17,000.00	15,661.06	1,338.94
Truck Expense	2,000.00	1,084.51	915.49
Engine Fuel	500.00	--	500.00
Electricity	16,000.00	17,594.48	(1,594.48)
Station Heating	900.00	753.57	146.43
Meter Repair	1,000.00	276.45	723.55
Building Repair	1,400.00	11.32	1,388.68
Tools & Hardware	700.00	1,421.67	(721.67)
Chemicals	800.00	--	800.00
Insurance	5,000.00	6,570.00	(1,570.00)
Legal & Engineer Hire	750.00	--	750.00
Contingent	2,000.00	820.00—416.43	1,180.00 +416.43
Total:	\$101,860.00	99,532.57	2,327.43

*Spent July 1, 1982, through June 30, 1983. Warrant No. 89.

Including Pay Warrants through Week Ending June 24, 1983.

RECEIPTS

From July 1, 1982 to June 30, 1983

Water (Minimum)	\$ 59,153.17
Excess Water	37,901.49
On & Off Charge	2,320.00
All Others	2,555.06
Total	101,929.72
Service Connections	20,199.16
Total Receipts	122,128.88
Capital Improvement	13,050.00
Accounts Receivable	9,784.89
Water Liens	1,877.68
STOCK	\$8,641.06
Tax, Labor, Cn. Chg.	\$11,558.10

EXPENDITURES

From July 1, 1982 to June 30, 1983

Maintenance & Operation	Appropriated	Spent	Balance
Service Connections	\$101,860.00	\$99,532.57	\$2,327.43
	20,000.00	19,969.04	30.96
SPECIAL APPROPRIATIONS			
Regular Extension Account	20,000.00	19,158.24	841.76
Newtown Road Extension	110,000.00	88,523.75	21,476.25
Waquoit Road Extension	25,000.00	16,146.18	8,853.82*
Cherry Tree Road Extension	16,750.00	11,867.25	4,882.75*
Main Street Tank Painting	60,000.00	31,449.01	28,550.99
West Street Tank Painting	45,000.00		
	\$102.80 transferred to General Treasurer		
New Truck	4,548.56	4,042.98	505.58
Sandalwood-Cotuit Coves	296,948.60	286,964.84	9,983.76*
Elm Street Extension	6,000.00	5,554.91	455.09*

*These accounts totaling \$24,175.42 were transferred to Fuller's Marsh Road (Oregon) Ext. At District Meeting

Record of Water Pumped

Water Pumped from July 1, 1982 thru June 30, 1983	77,864,200 gallons
Largest Day (since July 1, 1982) June 23, 1983	893,200 gallons
Largest Week (since July 1, 1982) July 8, 1982/July 15, 1982	5,232,900 gallons

CONTRACT	COMPANY AWARDED CONTRACT	ORIGINAL PRICE	WITH CHANGE ORDER	SPENT	UNPAID BALANCE
82-1					
Main Street Tank Painting	Interstate Contracting	\$39,500.00		\$21,330.00	\$18,170.00
	Whitman & Howard	Not to exceed \$10,000.00		8,990.50	1,009.50
TOTALS	ALL CONTRACTS ONLY	\$49,500.00		\$30,320.50	\$19,179.50
OTHERS:					
\$3.01 Postage				Appropriation:	\$60,000.00
45.50 Bid Ads				Contracts:	49,500.00
1,080.00 Douglas Ballum				Others:	1,128.51
				Balance:	9,371.49
8 2 - 2					
	Brentwood Construction	\$72,101.25	# 1 \$981.20	\$70,792.14	\$3,627.77
	Whitman & Howard	22,000.00	# 2 1,337.46	17,641.75	4,358.25
			\$74,419.91		
TOTALS	ALL CONTRACTS ONLY	\$94,101.25		\$88,433.89	\$7,986.02
OTHERS:					
\$25.00 Filing Fee-Cons. Comm.				Appropriation:	\$110,000.00
9.63 Ads - Cons. Comm				Contracts:	96,419.91
12.53 Postage				Others:	89.86
42.70 Bid Ads				Balance:	13,490.23