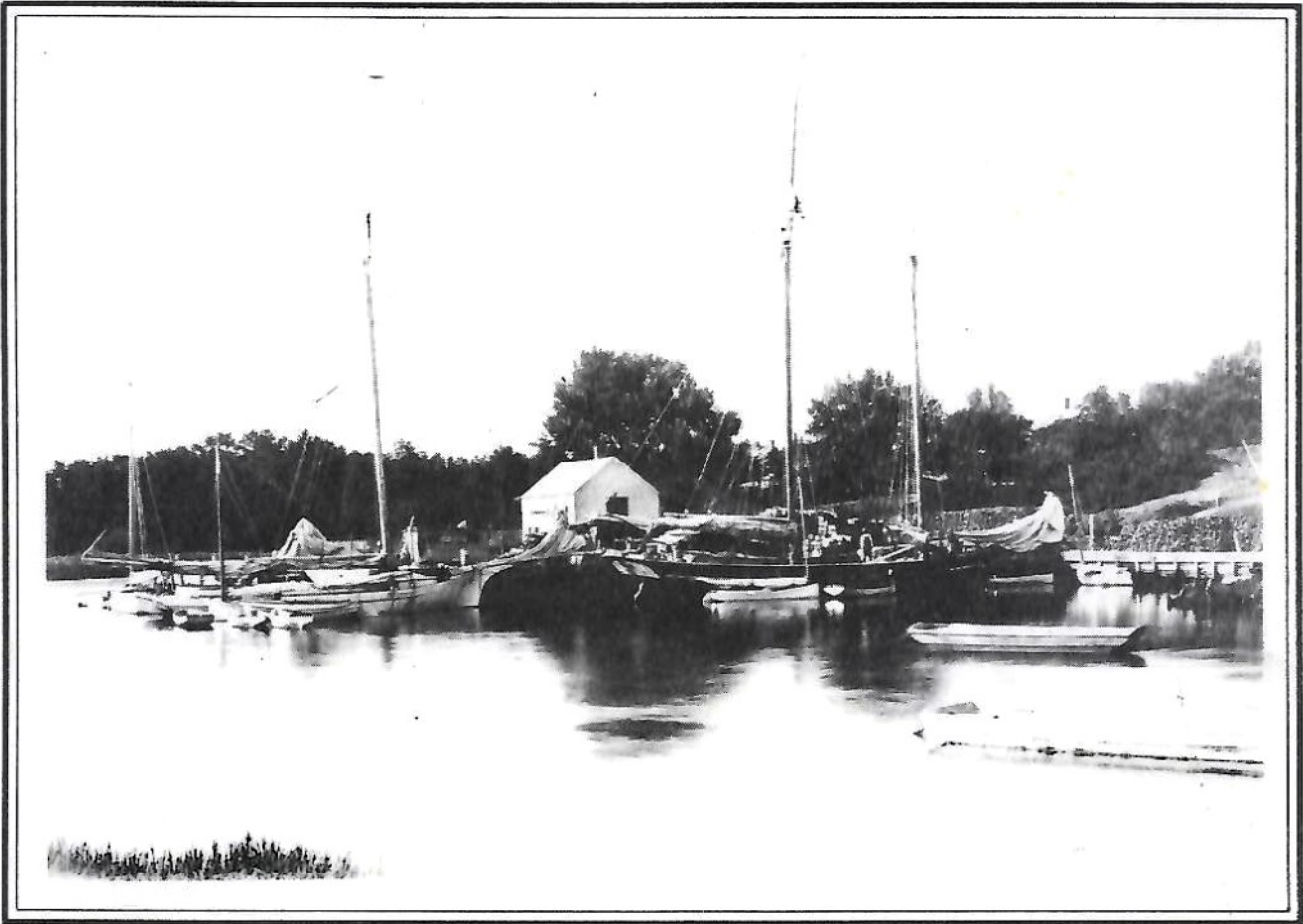


**Cotuit Fire District**  
**1984 Report**



**COVER:**

*Hooper's Landing — piles of cordwood waiting to be loaded.*

**BACK COVER:**

*Map of the Cotuit Fire District area*

## WHAT IS A FIRE DISTRICT

"Fire Districts" were created many years ago by the Massachusetts Legislature to allow isolated villages to provide themselves with water, fire protection, and street lighting. The Cotuit Fire District, created by an enabling act in 1926, conducts its own District meeting and elects its own District officers. It votes its own District taxes to support its needs. (These taxes are added to the Town of Barnstable tax bills and returned to the District.)

Elected officials (along with their phone numbers and the year in which their term of office will expire) of the District for 1984-85 are as follows:

### Moderator

Gwendolyn E. Phillips	428-9590	(1986)
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### Prudential Committee

David C. Crawford, Chairman	428-3005	(1985)
Sterling C. Bush	428-6797	(1986)
William P. Godley	428-8189	(1987)

The Prudential Committee administers the finances of the Fire District and approves budget expenditures voted at district meetings. The annual meeting is held the last Wednesday in May. It is also in charge of Freedom Hall and district street lights. From time to time, the Prudential Committee has appointed committees to investigate and recommend solutions to situations of concern to the citizens. The public is invited to meetings held in Freedom Hall at 7:30 PM the first Monday after the third Wednesday of each month.

### Clerk

Laurie C. Hadley	428-6552	(1987)
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### Treasurer

Agnes C. Murray	482-8231	(1985)
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### Board of Water Commissioners

William O. Wool, Chairman	428-5202	(1985)
Paul H. Wiggins	428-8948	(1986)
David C. Pina	428-5356	(1987)

The Water Department is run by three Water Commissioners who make policy and administer the affairs of the Department. They set water rates and plan wells and pumping stations for the future. Public meetings are held at the Water Department, Route 28, the third Wednesday of each month at 7:30 PM.

Board of Fire Engineers

Walter H. Dottridge, Chief	428-6656	(1986)
Stephen C. Hamblin, 1st Assistant	428-6448	(1985)
Leonard W. Peck, 2d Assistant	477-0176	(1987)

The elected Fire Chief and Engineers establish procedures and budgets and manage day-to-day operation of the fire and rescue functions provided by the Department. Public meetings are held the third Thursday of each month at 7:00 PM at the fire station on High Street.

HELP YOUR VILLAGE

Village government (Cotuit Fire District) needs citizens who are willing to give some time in the service of their Village. Our talent bank is a means of compiling names of citizens willing to serve, voluntarily, on committees and as resource people. Names in this file are available for use by the Prudential Committee, Water Commissioners, and Fire Department Engineers.

The talent bank files will be updated periodically. Please complete the questions, indicate your areas of interest, and return to:

Cotuit Fire District Talent Bank  
c/o Prudential Committee  
PO Box 1475  
Cotuit, MA 02635

Name \_\_\_\_\_ Tel \_\_\_\_\_

Address \_\_\_\_\_

Occupation \_\_\_\_\_

Background experience \_\_\_\_\_

List order of preference

___ Conservation	___ Freedom Hall	___ Finance Committee
___ Historical Committee	___ Rescue Service	___ Library
___ Beach Committee	___ Zoning	___ Fire Department
___ Street Lights		___ Youth Issues
___ Architectural Review		___ Independance Day Committee
___ Other _____	_____	_____

## REPORT OF THE CLERK

### ANNUAL MEETING

MAY 30, 1984

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 30, 1984. Election of district officers took place from four to seven PM, and the results were as follows:

Prudential Committee for three years	
William P. Godley*	42
Second Assistant Engineer for three years	
Leonard W. Peck*	47
Water Commissioner for three years	
David C. Pina*	48
Treasurer for one year	
Agnes C. Murray*	48
Clerk for three years	
Laurie C. Hadley*	41
TOTAL VOTES CAST:	59

The meeting was called to order at 7:30 PM. The Clerk read the call of the meeting and the return of same. Phillip Brackett, James McGranachan, Gerald Tallman, and Barbara Martin 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, 1984, 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 vote on Article 4 and any amendments thereto be by secret ballot."

A motion, duly made and seconded, to amend Article 4 to read as follows: "Chief Engineer, \$12,000.00 plus hours worked and \$1,500.00 travel expense; First and Second Assistant Engineers, \$1,200.00 plus hours worked and \$250.00 travel expense" did not pass. (36 in favor, 86 opposed)

Upon motion duly made and seconded, it was voted: "That the District set the annual salaries of its elected officials as follows: a. Clerk, \$550.00; b. Treasurer, \$2,500.00; c. Chief Engineer, \$6,000.00 plus hours worked and \$500.00 professional meeting expense; 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, \$50.00 per meeting." (101 in favor, 19 opposed)

**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. \$123,494.00 for the operation and maintenance of the Water Department, to be apportioned as follows: Labor and salaries, \$61,684.00; Maintenance, \$16,000.00; Operation expenses, \$42,310.00; and Miscellaneous, \$3,500.00; and

c. \$20,000.00 for the Water Department for extensions;

and that the receipts and revenues of the Water Department be applied to these amounts." (Total appropriation, \$163,494.00) (Carried)

**Article 6:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$8,000.00 for various renovations, repairs and improvements to the Water Department office located at 4300 Falmouth Road." (Carried)

**Article 7:** Upon motion duly made and seconded, it was voted: "That the District transfer the sum of \$9,375.69 from the Main Street Tank Painting Account (voted June 30, 1982, Article #3), and \$505.58 from the New Truck Account (voted May 26, 1982, Article #6) for a total of \$9,881.27 for the purchase of one new 3/4 ton four-wheel drive truck and tool boxes; and further authorize the Board of Water Commissioners to trade one 1981 Chevrolet Luv four-wheel drive truck and to apply the proceeds of any such trade to the purchase of said new four-wheel drive truck and tool boxes." (Carried)

**Article 8:** Upon motion duly made and seconded, it was voted: "That the District transfer \$20,684.57 from the Newtown Road Extension Account (voted May 26, 1982, Article #15) to the Fullers Marsh/Main Street Extension Account (voted May 25, 1983, Article #6)." (Carried)

**Article 9:** Upon motion duly made and seconded, it was voted: "That the District authorize the Board of Water Commissioners to dispose of one GMC diesel engine, model #3030-C, Unit #3A-13771, located at the electric station #3 pumping station." (Unanimous)

**Article 10:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$10,000.00 for maintenance for the Fire Department, \$47,700.00 for labor and salaries for the Fire Department, \$35,500.00 for the operating expenses of the Fire Department, and \$1,776.00 for the miscellaneous expenses of the Fire Department for a total appropriation of \$94,976.00." (Unanimous)

**Article 11:** Upon motion duly made and seconded, it was voted: "That the District set the work wages of the Fire Department personnel as follows: Firefighter, \$7.00 per hour; Lieutenant, \$9.00 per hour; Captain, \$9.00 per hour; and Engineers, \$11.00 per hour."

**Article 12:** Upon motion duly made and seconded, this article, to set the salaries of the elected officials of the Fire Department, was indefinitely postponed, the salaries having previously been set by vote on Article 4. (Unanimous)

**Article 13:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$8,000.00 for the purchase of new, and the updating of old, radio equipment (a total of \$621.25 to be transferred from the Special Account for Radios voted under Article 9 of the May 25, 1983, Annual Meeting." (Unanimous)

**Article 14:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$2,500.00 for the purchase of two new self-contained breathing apparatus units and spare tanks." (Unanimous)

**Article 15:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$2,000.00 to replace a swinging door in the downstairs stall of the fire station with an overhead door." (Carried)

**Article 16:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$4,000.00 for the purchase of protective clothing for Fire Department personnel." (Unanimous)

**Article 17:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$4,770.00 to be paid to the Osterville/Centerville Fire District for fire alarm coverage." (Unanimous)

**Article 18:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$1,500.00 for contracted labor for Freedom Hall and \$4,500.00 for operating expenses for Freedom Hall for a total appropriation of \$6,000.00." (Unanimous)

**Article 19:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$26,000.00 for the purpose of

lighting the streets of the District for the fiscal year beginning July 1, 1984." (Carried)

**Article 20:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$1,000.00 for the maintenance of the Cotuit Library." (Unanimous)

**Article 21:** A motion duly made and seconded, that the District raise and appropriate the sum of \$2,000.00 to be expended under the direction of the Prudential Committee for the purpose of mailing notices of all District meetings, annual and special, to each registered voter within the District, did not carry. (43 in favor, 45 opposed)

**Article 22:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate \$8,895.00 for the Barnstable County Retirement assessment, \$90,900.00 for notes and interest, \$15,000.00 for group insurance, and \$17,500.00 for the expenses of the Financial Department, for a total appropriation of \$132,295.00." (Unanimous)

**Article 23:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$20,000.00 for the Stabilization Fund as provided under Section 5B, Chapter 40, of the General Laws of the Commonwealth of Massachusetts." (Unanimous)

**Article 24:** Upon motion duly made and seconded, it was voted: "That the District raise and appropriate the sum of \$5,000.00 to a reserve fund." (Unanimous)

**Article 25:** Upon motion duly made and seconded, this article, to see if the District would vote to appropriate and transfer a sum of free cash in the treasury toward the tax levy of the fiscal year beginning July 1, 1984, was indefinitely postponed, there being no free cash in the treasury.

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

Respectfully submitted

LAURIE C. HADLEY, Clerk  
Cotuit Fire District

This meeting:

Raised and appropriated: \$477,413.75

Transferred from available funds: \$31,187.09

**REPORT OF THE TREASURER**

**FINANCIAL STATEMENT**

**July 1, 1983 -- June 30, 1984**

Receipts

Water Department:	
Receipts and Revenue	\$ 135,451.43
Basic Use Charge	24,075.00
Interest Earned	5,222.19
Taxes - Real Estate & Personal Property	395,738.79
Water Liens	1,034.42
Fees for Use of the Ambulance	180.00
Fees for Use of Freedom Hall	165.00
Fire Dept Inspection Fees	845.00
Tax Title	2,520.66
	<hr/>
	565,232.49
Balance Brought Forward July 1, 1983	\$ 8,336.22
	<hr/>
	\$ 653,568.71

Disbursements

Newtown Road Extension	\$ 791.68
Re-coat Main St Tank	19,175.30
Cardiac Monitor Fund	406.71
Tax Refund	6,240.83
Water Department:	
Service Connections	19,352.64
Labor	54,333.47
Maintenance	15,713.62
Operation	37,860.00
Miscellaneous	2,166.10
Extensions	20,000.00
Fuller's Marsh Road Extension	26,104.57
Fire Alarm Coverage	4,500.00
Fire Department:	
Maintenance	5,553.18
Labor	40,439.10
Operation	28,238.67
Miscellaneous	676.00
Purchase Two Mobile Radios	4,011.75
Repair Scott Air Paks	1,626.16
Purchase Two Scott Air Paks	1,802.86
Purchase Overhead Doors	3,000.00
Freedom Hall:	
Labor	744.33
Operation	5,037.82
Street Lights	23,388.70
Cotuit Library	1,000.00
Barnstable County Retirement Assessment	8,184.00
Notes and Interest	94,501.44
Group Insurance	12,437.93
Financial Department	17,248.64
Cedar & Oak Street Extension	15,384.24
Brittany Drive & Westbury Way	20,112.34
Cotuit Cove Road Extension	13,904.47
Stabilization Fund	5,000.00
Miscellaneous	70.08
	<hr/>
	509,006.63
Balance on Hand June 30, 1984	144,562.08
	<hr/>
	\$ 653,568.71

**BALANCE SHEET**  
**June 30, 1984**  
**GENERAL ACCOUNTS**

**ASSETS**

Cash  
 Petty Cash - Water Dept  
 Accounts Receivable:  
   Taxes:  
     1984 Personal Prop  
     1984 Real Estate  
     1983 Personal Prop  
     1983 Real Estate  
     1982 Personal Prop  
     1982 Real Estate  
     1981 Personal Prop  
     1981 Real Estate  
     1980 Personal Prop  
     1980 Real Estate  
   Water Liens

\$ 144,562.08  
   50.00  
   4,583.28  
   73,943.81  
   635.49  
   2,864.89  
   184.67  
   3,822.84  
   287.73  
   2,178.32  
   134.20  
   1,648.38  
   118.69  
   90,402.30

Water:  
 Rates and Services

13,571.24

\$ 248,585.62

**LIABILITIES AND RESERVES**

Tailings (unclaimed checks) \$ 399.65  
 Special Appropriation Balances:  
   1965 Land Purchase 2,054.12  
   New Water Dept Truck (84) 9,881.27  
   Fullers Marsh Rd Extn 18,755.42  
   Purchase 2 Mobile Radios (83) 652.25  
   Repair Scott Air Paks (83) 373.84  
   Cedar & Oak St Extn 1,315.76  
   Brittany Dr & Westbury Way Ext 1,887.66  
   Cotuit Cove Rd Extn 4,095.53  
   Capital Imprvmnts, Water System 85,656.90  
   Cardiac Monitor Fund 947.08  
   Overlay Reservd for 84 Abatement 437.31  
   Overlay Reservd for 83 Abatement 1,195.85  
   Reserve Fund, Overlay Surplus 11,714.88  
   Revenue Reserved until Collected:

Taxes 90,402.30  
 Water 13,571.24  
 Reserve for petty cash advance 50.00  
 Surplus Revenue (free cash) 5,254.56

\$ 248,585.62

INVESTMENT ACCOUNT

Stabilization Fund 30,777.98

VALUATION OF THE DISTRICT

Real Estate	\$ 146,207,500.00
Personal Property	<u>6,819,700.00</u>
 TOTAL VALUATION	 \$ 153,027,200.00

DISTRICT INDEBTEDNESS -- NOTES AND INTEREST

Notes issued for new well & station, April 1, 1972, for \$85,000.00 at 4% int. Balance 6/30/84	\$ 13,000.00
Federal loan dated July 9, 1980, for major water improvement project for \$300,000.00 at 5% int. Balance 6/30/84	235,713.00
Federal loan dated February 24, 1982, for Cotuit Coves/Sandalwood project for \$226,000.00 at 5% int. Balance 6/30/84	202,800.00
Notes issued for Newtown Road water extn, August 20, 1982, for \$110,000.00 at 8.35% int. Balance 6/30/84	<u>88,000.00</u>
 TOTAL DEBT ACCOUNTS	 \$ 539,513.00

Respectfully submitted

AGNES C. MURRAY  
Treasurer

## REPORT OF THE PRUDENTIAL COMMITTEE

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

During the fiscal year ending June 30, 1984, the following improvements were started on Freedom Hall:

Wiring was checked for safety, the rusting oil tank was replaced, building security was improved by changing all the locks. The public address system was refurbished, and dimmers were added to the house lights.

A thorough review of all Fire District insurance was begun and is still in progress.

The supplier of oil for Fire District buildings was changed to take advantage of the savings provided by the county purchase contract.

Leonard Peck was appointed to fill the unexpired term of Richard Gilman (second assistant fire engineer) who resigned during his term.

A consultant was engaged to review operations of the fire/rescue service and suggest areas for improvement.

The Annual Meeting of 1983 requested that the Prudential Committee secure from the General Court (state legislature) a revision in the enabling act to allow a reorganization of the Fire Department, involving elected commissioners who would appoint the fire chief and assistants. The hearing committee of the legislature requested that a second District information meeting be held. This was done by Representative Tom Lynch; as of the end of the fiscal year, the legislature had not acted.

The Prudential Committee meets the first Monday after the third Wednesday of each month, at 7:30 PM, in Freedom Hall. All residents of the District are invited and **urged** to attend.

Respectfully submitted

STERLING C. BUSH, Chairman

FREDERICK H. BODEN

DAVID C. CRAWFORD

## BOARD OF FIRE ENGINEERS

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The Board of Engineers submits herewith its Annual Report for the fiscal year July 1, 1983, to June 30, 1984.

The department has responded to 276 calls during the year, an increase of some 36 calls from fiscal year 1982/83. There has also been a dramatic increase in department inspections from a total of 123 in FY 82/83 to 199 in FY 83/84. (A breakdown of calls is shown in Table I.)

Due to increased emergency calls and increased inspections, as well as new state rules and regulations, the workload of the department has increased dramatically in the last few years. The amount of office work (reports, forms, etc) has become a burden to all our men, especially the Chief who is required to spend more and more time in the station taking care of the proper day-to-day operations of the department. We strongly recommend a considerable pay increase to compensate him for his time. The position of Fire Chief is requiring more administrative duties and is not the part-time job it once was.

The Board of Engineers are concerned that the proposed Fire Commissioners already approved once by the people of the Fire District will hinder the operations of the department instead of helping it. We feel that there are still too many unanswered questions, and too many areas that are not easy to understand, such as the elimination of our engineers. We feel that if we are still uneasy about the idea, because of our lack of understanding of what exactly has been proposed, then the people may not necessarily understand the implications of how a change to Fire Commissioners may affect fire and rescue services in Cotuit. The way in which our district operates, in our opinion, Fire Commissioners would only create problems not solve them.

Our biggest problem at present is our lack of emergency medical technicians (EMTs) and paramedics. Currently the department has only six EMTs and one Cape & Islands certified paramedic. Many times we have had to request a paramedic mutual aid from a neighboring department when our paramedic has been unavailable. There have been times when we've requested an EMT; and we have to report that there have been times when we've requested an ambulance mutual aid to Cotuit because our manpower shortage did not allow us to staff our own ambulance. In fact, there have been times when we've had only one or two department members respond to an emergency call.

With the new regulations from the Department of Public Health, Office of Emergency Medical Services, regarding advanced life support which go into effect on November 18, 1984, requiring Nationally Registered Paramedics, two paramedics on some types of calls, and increased recertification requirements, the Board is concerned about how the department will be able to offer advanced life support in the future.

Unless we can get people in or out of the department to become certified as EMTs or paramedics, then we have no other alternative but to hire additional permanent personnel.

We are happy to report that we have two people who will be taking the EMT course, and two more will be taking the paramedic course; but this will not help us in our present dilemma.

Our records indicate that this year, again because of manpower problems, we have had more mutual aid come into Cotuit than ever before. We are presently working on agreements with other departments on automatic responses for different types of calls. This will alleviate some problems, especially on fire calls, in that other departments will automatically respond to help us. In turn, we will do the same for them.

We have been fortunate in that we have not had a serious fire incident during the daytime hours when our manpower level is at its lowest.

At the request of the Prudential Committee, we have begun work on a five-year plan to address the future needs of the Fire Department. Among these are apparatus replacement, station needs, and of course manpower problems.

Over the last few years we have begun a self-contained breathing apparatus replacement program. This is updating some of our air packs that are 10, 20, and 30 years old with new packs. We've also updated much of our radio equipment, although the Board would like additional radios and a new base station replaced in the near future.

Our equipment, considering its age, is in relatively good shape. The much needed bar work on our brushbreaker has again been delayed due to other mechanical problems with the apparatus. The tank on the breaker will have to be replaced as it is now rusting out due to its age.

We seem, at least for the time being, to have alleviated the electrical problem with our ambulance.

The department has been looking for a mechanic to set up a proper maintenance program for us and to take care of oil changes, tune ups, etc, when the vehicles are in need of it. There are few mechanics around who are familiar with fire apparatus, and those available in the area are so overworked that it is difficult to find one who can spend the proper amount of time on the vehicles. In the past, the department has sent some of the trucks out for some of the various repairs, but we feel a proper maintenance program would help catch some of these problems, and hiring a mechanic is less expensive than sending the vehicles out.

The Board of Engineers recommends that the District upgrade its insurance policies to include malpractice insurance for our EMTs. In the past, we have had it for our paramedics, but the time has come to protect our EMTs from liability as well.

Our ambulance billing will start on July 1, 1984. We have received assistance on proper billing procedures and can now go about it the proper way.

In reviewing our future needs, we feel that the department should purchase large diameter hose, which is more efficient than what we presently have; and because of the type hose we're considering, it could be put back onto the trucks wet, thereby eliminating much hose that had to be stored in the station. Much of our hose goes back to the 1950's and 60's. We are also going to replace nozzles and fittings with new, more efficient replacements. Again, some of it needs replacement because of its age. Some of our fittings go back to the 30's and 40's.

The Board is also considering installation of a burglar alarm in the station. With the amount of equipment, supplies, and important records now kept in the station, we feel that the time has come to protect those items that the people have spent thousands of dollars on.

The department has saved much money by purchasing items through military surplus and the Barnstable County Purchasing Department. We are continuing to look for additional ways to save money.

We are working with the town and other departments such as the DPW, Recreation, and Police, in solving parking problems at the Loop Beach and Town Dock as well as traffic problems. This does not seem like a job for the Fire Department, but traffic and parking problems create a difficulty for our apparatus in responding to fire and rescue emergencies. In some cases, the apparatus cannot even get through some congested areas.

Our concerns also include the boat landing at Ropes Beach. This is the only place we can launch our rescue boat, and often it is too crowded and not accessible. There is also a response time delay if we have to respond to waters off Oregon or Vineyard Road. We believe a rubber rescue boat that can be carried on our apparatus or patrol truck when needed, and launched by personnel just about anywhere, may be the answer.

The 1916 Ford Model T (Chemical Company No 1), with the help of the Cotuit Firemen's Association, through fund raisers, and donations from local citizens, has been sent to Dublin, New Hampshire, for complete restoration. The "T" is due back around June 1, 1985.

Last, we would like to report that in April of 1984, Chief Dottridge and Lieutenant Rogers met with West Barnstable Fire Chief John Jenkins. Chief Jenkins had been hired by the Prudential Committee as a consultant to the fire department. The Board would like to report on Chief Jenkins' findings, observations, and comments. Listed are some of these which should be of interest to those in the district.

1. Chief Dottridge keeps an excellent set of financial records, with breakdowns of each vehicle, in order to keep track of costs and maintenance.
2. The department has an obvious lack of EMTs and has only one paramedic. More of both categories are needed for adequate provisions of advanced life support services, and the provisions of basic life support.
3. The district does not appear to have a comprehensive insurance plan, which incorporates all district functions.
4. There is no malpractice insurance to cover EMTs and paramedics.
5. The proposed conversion to Fire Commissioners rather than a Board of Engineers is creating havoc within the department, and a definite decline in morale.
6. Firefighters and rescue personnel are a precious commodity; don't skimp and cut corners where their safety is concerned. Buy the best!
7. The department needs to provide a 10-year plan (at a minimum) for capital outlay and major purchases. This should definitely be done in close cooperation with the Prudential Committee and Board of Water Commissioners so that all district functions (fire, water, Freedom Hall, etc) will be kept up to date and in good repair, while maintaining a stable budget. Avoid the peaks and valleys!
8. The department should add to and replace as needed self-contained breathing apparatus. Today's toxic world mandates this!
9. The current Board of Fire Engineers structure should be maintained. Fire Commissioners with no background in the fire service will not help the department, only hinder it.

Chief Jenkins also had a number of other comments that pertained to the department. The Chief found both Chief Dottridge and Lieutenant Rogers to be well informed and extremely cooperative. Cotuit seems to be having much the same problems that other departments have experienced: Past chiefs who really didn't want to spend much money nor plan for the future properly. Chief Dottridge seems to be doing a good job under difficult circumstances. One can't blame him for being defensive if he is led to believe that the idea of Commissioners is an avenue to get rid of him.

Volunteers and call people are hard to get, and even harder to keep. They must be treated properly, and given a pat on the back once in a while. Maintaining good morale is very difficult, but extremely important.

The Board of Engineers were very happy with Chief Jenkins' report and have looked into a number of other suggestions he made. We felt that it was important that the people of the district share in his report.

In closing the Board of Engineers would first like to apologize for the length of this report. A number of issues have come up in the last

year, and we have used this forum to make you aware of some of them along with recommendations on a number of other issues.

We have had an extremely busy year, not only with fire and rescue calls, but with the constant problems that come up on a day-to-day basis to run the Fire Department.

Recently we've put out applications to our call members to apply for a new position in the department of "Training Officer" to assist the Captain and Lieutenants in fire and rescue training programs and to take some of the workload off the Engineers so that they may have time to address other areas that require their attention.

The Board of Engineers would like to take this time to thank all of our officers and men for their hard work in the past year. Thanks is nowhere near enough to give the men and women of the Cotuit Fire Department the credit they deserve for all their hours of training, recertification, and of course responding to emergency calls.

We would also like to remind the people of the District that the Board of Engineers meets once a month. This is an open meeting and we invite you to voice your concerns or assist us with solutions. The District is growing very fast. We need to know what problems you have, and we need help in answering your questions. Our meeting is for these purposes.

Respectfully submitted

WALTER H. DOTTRIDGE, Chief

STEPHEN C. HAMBLIN  
First Assistant Engineer

LEONARD W. PECK  
Second Assistant Engineer

**TABLE I**  
**TOTAL CALLS**

Fires	58
Rescues	189
Investigations	29
<b>TOTAL</b>	<b>276</b>

RUN BREAKDOWN - FIRES

Appliance fires	1
Automatic fire alarms	14
Brush fires	6
Building fires	5
BWOP	2
Cellar pumping	2
Chimney fires	1
Electrical	2
False alarm for fire	1
Gas barbecue fires	0
Hazardous materials	0
Mutual aid for fires	2
Natural gas leak	11
Oil burner malfunction	1
Oil/gasoline spills	2
Rubbish fires	2
Station standby (due to storms, power failures, etc)	0
Vehicle fires	2
Other: not classified	2
<b>TOTAL</b>	<b>58</b>

RESCUE BREAKDOWN

Boat rescue	3
Beach rescue	3
Bicycle accident	1
Emergency transportation	9
False alarms	0
House rescues	116
Medical alarms	4
Medical assistance at home	10
Medical assistance at station (first aid)	3
Motor vehicle accidents	9
Mutual aid for rescue	21
Pedestrian accidents	0
Other: not classified	10
<b>TOTAL</b>	<b>189</b>

Rescue Breakdown - Including Advanced Life Support

EKG Monitor	45	IV/Medications	43
MAST Trousers	4	Persons transported for house rescue	121
Estimated persons treated at auto accidents (not transported)	9	Persons refusing transport or treatment	14
Persons transported for mutual aid calls	14	Total number of persons transported for accidents	24
<b>Total transported by rescue</b>		<b>168</b>	

INSPECTIONS

Oil burners/underground tanks	57
Fire alarms*	98
Wood/coal stoves	23
Rocket permits	0
Tank trucks	2
Public buildings	17
Other	2
<b>Total inspections</b>	<b>199</b>
Permits for open fires	320

DRILLS

(Includes total number of fire and rescue drills and/or classes sponsored by the fire department)	
Rescue drills**	14
Fire drills	18
<b>Total drills</b>	<b>32</b>
Assistance to public by taking blood pressure at station	84

\*Does not include requests from residents to check home fire alarms/smoke detectors or correct placement of them, only those inspections required under Massachusetts law.

\*\*Many of these drills were approved by the Department of Public Health, Office of Emergency Medical Services, for EMT recertification credit.

## BOARD OF WATER COMMISSIONERS

The Cotuit Water Department was formed in 1936 and is administered by a Board of three Commissioners. It supplies water for domestic use and fire protection throughout the village wherever mains have been installed.

Daily operations are maintained by the Superintendent and Assistant Superintendent who are assisted by a secretary. All operations are directed from the office located on Route 28, which is open from Monday to Friday, from 8:30 AM until 12:30 PM and from 1:00 PM until 4:00 PM.

### TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The Board of Water Commissioners submits herewith its Annual Report for the fiscal year ending June 30, 1984.

The Board held twelve regular and five special meetings during the past year.

David C. Pina was unanimously elected chairman.

The Cotuit Water Department adopted the policy of purchasing fuel oil through the purchasing power of the County Cooperative, thus resulting in a savings to the District.

Roderick Construction was awarded the contract for installation of mains and services and emergency repairs.

Materials for the main extensions for Brittany Drive and Westbury Way, Cedar Street, Oak Street, and a portion of Cotuit Cove Road were awarded to the low bidder, and installed and completed during the fiscal year.

The Board of Water Commissioners decided to extend water mains to the Oregon beach area of the village after much discussion with the Fire Department, so as to provide fire protection to the area. Presently, the Fire Department has no way to effectively fight a fire in that area. The materials for this project were purchased from the low bidder as per specifications.

Ron Mycock of Mycock Insurance Agency came before the Board and presented a complete review of the insurance program necessary for the Cotuit

Water Department and implemented the program so as to give maximum protection to the District. He informed the Board that the insurance underwriters were awarding the residents of the Cotuit Fire District a lower insurance rating, due to the quality of the Cotuit Water Department's distribution system, thus resulting in a lower premium to homeowners.

In the 1983-1984 fiscal year, the Cotuit Water Department installed 121 new services, bringing the total to 1,358 accounts. Due to the rapid expansion of the District and the increased work load, the Board of Water Commissioners considered the hiring of another field employee, but tabled the proposal for another year for further assessment.

The Board spent much of its time and deliberation on the best approach to renovating the office, so as to be more heat-efficient and comfortable for the employees, and came up with a plan to be voted on at District meeting.

Much time was also spent dealing with a major condominium development in neighboring Mashpee. The proposed development is located in the initial part of the Cotuit Water Department aquifer recharge area. An excellent communications channel has developed with our neighbors in Mashpee, thus resulting in mutual community interaction. We wish to thank the Mashpee Board of Health for the kind and extensive cooperation and look forward to future cooperative planning for the preservation of the aquifer.

The Board of Water Commissioners received bids for a 3/4-ton, 4-wheel-drive pick-up truck and awarded the bid to Beard Chevrolet, in Hyannis, the low bidder for the vehicle.

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

The Board would also like to thank and commend the Cotuit Water Department employees for their diligent work which has made our system one of the best in Massachusetts.

Respectfully submitted

WILLIAM O. WOOL, Chairman

DAVID C. PINA

PAUL H. WIGGINS

From July 1, 1983, to June 30, 1984

RECEIPTS

Water (Minimum)	\$ 61,810.59	Total receipts	\$ 135,867.00
Excess water	47,838.53	Capital improvements	24,075.00
On & off charge	3,090.00	Accounts Receivable	13,571.24
All others	<u>1,158.68</u>	Water liens	.00
TOTAL	113,897.80	STOCK:	\$8,633.35
Service connections	<u>21,970.00</u>	LABOR, TAX & CN CH:	\$13,336.65

EXPENDITURES

	<u>APPROPRIATED</u>	<u>SPENT</u>	<u>BALANCE</u>
Labor & salaries	\$ 55,696.00	\$ 54,333.47	\$ 1,362.53
Maintenance	16,000.00	15,713.62	286.38
Operation	37,860.00	37,860.00	.00
Miscellaneous	2,500.00	2,089.49	410.51
Service connections	20,000.00	19,352.64	647.36
SPECIAL APPROPRIATIONS			
Regular Extension Account	20,000.00	20,000.00	.00
Newtown Road Extension	110,000.00	89,315.43	.00*
New Truck	4,548.56	4,042.98	.00**
Cotuit Cove Road Extension	18,000.00	13,904.47	4,095.53
Brittany & Westbury Extension	22,000.00	20,112.34	1,887.66
Cedar & Oak Street Extension	16,700.00	15,384.24	1,315.76
Fuller's Marsh Rd (Oregon) Ext	44,859.99	26,104.57	18,755.42
Main Street Tank Painting (82-1)	60,000.00	50,624.31	.00**

\*This account totaling \$20,684.57 was transferred to Fuller's Marsh at District Meeting.

\*\*These accounts totaling \$9,881.27 were transferred to the '84 truck account at District Meeting

DETAIL

FISCAL YEAR 1983-1984

<u>Labor and Salaries</u>	<u>Allowed</u>	<u>Spent</u>	<u>Balance</u>
Superintendent's salary	23,498.00	23,949.88	(451.88)
Assistant Superintendent's salary	18,298.00	18,649.88	(351.88)
Office help	10,900.00	11,025.18	(125.18)
Labor - overtime	3,000.00	708.53	2,291.47
<u>TOTAL</u>	<u>55,696.00</u>	<u>54,333.47</u>	<u>1,362.53</u>
<u>Maintenance</u>			
Maintenance of the system	14,000.00	15,358.15	(1,358.15)
Meter repair	1,000.00	267.90	732.10
Building repair	1,000.00	87.57	912.43
<u>TOTAL</u>	<u>16,000.00</u>	<u>15,713.62</u>	<u>286.38</u>
<u>Operation</u>			
Office expense	1,500.00	2,147.71	(647.71)
Uniforms	1,000.00	1,109.13	(109.13)
Telephones, pagers, answering svc	3,250.00	2,867.75	382.25
Mass NE, American Water Works	210.00	220.00	(10.00)
Truck expense	2,000.00	1,153.72	846.28
Engine fuel	500.00	1,304.98	(804.98)
Electricity	20,000.00	21,331.10	(1,331.10)
Station heating	900.00	754.90	145.10
Tools & hardware	700.00	577.02	122.98
Chemicals	800.00	1,426.90	(626.90)
Insurance	7,000.00	6,560.00	440.00
<u>TOTAL</u>	<u>37,860.00</u>	<u>39,453.21</u>	<u>(1,593.21)</u>
<u>Miscellaneous</u>			
Legal & Engineer Hire	500.00	500.00	500.00
Contingent	2,000.00	572.89-76.61	1,427.11+76.61
<u>TOTAL</u>	<u>2,500.00</u>	<u>496.28</u>	<u>2,003.72</u>
<u>GRAND TOTALS</u>	<u>\$ 112,056.00</u>	<u>\$ 109,996.58</u>	<u>\$ 2,059.42</u>

RECORD OF WATER PUMPED

Water pumped from July 1, 1983, through June 30, 1984 104,692,700 gallons  
 Largest day (since July 1, 1983) 7-16-1983 984,000 gallons  
 Largest week (since July 1, 1983) 7-24/7-31-1983 5,240,800 gallons  
CONTRACT # COMPANY AWARDED ORIGINAL PRICE SPENT UNPAID BALANCE

83-1	Whitman & Howard	\$ 12,000.00	\$ 10,354.87	\$ 1,645.13
OTHERS:	Filing fees	25.00		
	Notice of intent	10.80		
	Bid ads	68.00		
	Griffin pipe	8,858.14		
	E. J. Prescott	4,059.63		
	H. R. Prescott	2,728.13		
				24,175.42
				20,684.57
				44,859.99
				12,000.00
				15,749.70
				26,104.57

TOTAL OTHERS 15,749.70 TOTAL SPENT 26,104.57

**FULLER'S MARSH** BALANCE 18,755.42 BALANCE

APPROPRIATION SPENT

COTUIT COVE ROAD \$ 18,000.00

Whitman and Howard: \$ 1,284.80  
 H. R. Prescott: 994.23  
 Geo Caldwell: 6,399.00  
 Roderick Const: 5,210.82  
 Bid Ads: 15.62  
 TOTAL SPENT \$13,904.47 \$ 4,095.53

BRITTANY DRIVE & WESTBURY WAY \$ 22,000.00

Whitman & Howard: \$ 1,601.61  
 H. R. Prescott: 3,162.26  
 Geo Caldwell: 7,821.00  
 Roderick Const: 7,463.64  
 Bid Ads: 63.83  
 TOTAL SPENT \$20,112.34 \$ 1,887.66

CEDAR STREET & OAK STREET \$ 16,700.00

Whitman & Howard: \$ 1,211.23  
 H. R. Prescott: 2,970.89  
 Geo Caldwell: 5,922.63  
 Roderick Const: 5,220.54  
 Bid Ads: 58.95  
 TOTAL SPENT \$15,384.24 \$ 1,315.76

