

COTUIT FIRE DISTRICT



ANNUAL REPORTS

F.Y. '86

ORGANIZATION

Moderator

Kevin F. Mullally 1989

Prudential Committee

Agnes C. Murray, Chairman	428-8231	1988
Craig D. Burlingame	428-2905	1987
Gwendolyn E. Phillips	428-9590	1989

Board of Water Commissioners

David C. Pina Chairman	428-5356	1987
Paul H. Wiggins	428-8948	1989
William O. Wool	428-6202	1988

Board of Fire Commissioners

Robert W. Eldred, Chairman	428-2136	1988
Richard T. Gilman	428-5581	1987
Michael C. Lloyd	428-7369	1989

Clerk

Laurie C. Hadley 428-6552 1987

Treasurer

Laurie C. Hadley 428-6552 1988

REGULAR MONTHLY MEETINGS

Prudential Committee	Fire Commissioners
Fire Station, 7:30 PM	Fire Station, 7:30 PM
1st Monday after 3d Wednesday	3d Thursday

Water Commissioners
Water Department, 7:30 PM
3d Wednesday

REPORT OF THE CLERK

SPECIAL MEETING

NOVEMBER 7, 1985

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, Main Street, Cotuit, on Thursday, November 7, 1985. The meeting was called to order at 7:30 PM. The Clerk read the call of the meeting and return of same. The following action was taken:

Article 1: Upon motion duly made and seconded, it was voted to transfer the sum of \$25,000.00 from the Capital Improvement Fund for the purpose of constructing an eight-inch test well and performing a prolonged pump test on proposed well site located north of Route 28, including any cost associated with the test well and prolonged pump test.

Upon motion duly made and seconded, it was voted to adjourn.

This meeting: Transferred \$25,000.00 from Capital Improvement

ANNUAL MEETING

MAY 28, 1986

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, Main Street, Cotuit, Wednesday, May 28, 1986. Election of District officers took place from four to seven PM, and the results were as follows:

	Votes received
Moderator for three years Kevin F. Mullally*	73
Prudential Committee Member for three years Gwendolyn E. Phillips*	85
Prudential Committee Member for one year Craig D. Burlingame*	84
Fire Commissioner for three years Michael C. Lloyd*	87
Water Commissioner for three years David A. Nailor Paul H. Wiggins*	38 58

The meeting was called to order at 7:30 PM. The Clerk read the call of the meeting and the return of same. The following action was taken:

Article 1: Upon motion duly made and seconded, it was voted to 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, 1986, 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 to authorize the treasurer to enter into compensating balance agreements during fiscal 1987, as permitted by General Laws Chapter 44, Section 53f. (Unanimous)

Article 3: Upon motion duly made and seconded, it was voted to accept the reports of the officers and committees of the District as printed in the annual report, with the exception of the Treasurer's report. (Unanimous)

Article 4: 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 5: Upon motion duly made and seconded, it was voted to set the annual salaries of the elected officials as follows: Clerk, \$550.00; Treasurer, \$2,500.00; Prudential Committee Members, 500.00; Members of the Board of Fire Commissioners, \$500.00; Members of the Board of Water Commissioners, \$500.00; and Moderator, \$50.00 per meeting. (Unanimous)

Article 6: Upon motion duly made and seconded, it was voted to raise and appropriate \$15,800.00 for the expenses of the Financial Department. (Unanimous)

Article 7: Upon motion duly made and seconded, it was voted to raise and appropriate \$15,000.00 for group insurance. (Unanimous)

Article 8: Upon motion duly made and seconded, it was voted to raise and appropriate \$9,866.00 for the Barnstable County Retirement assessment. (Majority)

Article 9: Upon motion duly made and seconded, it was voted to raise and appropriate \$78,390.00 for notes and interest. (Unanimous)

Article 10: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$6,000.00 for the maintenance and operation of Freedom Hall. (Unanimous)

Article 11: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$26,500.00 for the purpose of lighting the streets of the District for the fiscal year beginning July 1, 1986. (Majority)

Article 12: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$1,000.00 for the maintenance of the Cotuit Library. (Unanimous)

Article 13: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$117,145.00 for the operation and maintenance of the Fire Department to be apportioned as follows:

Labor and salaries, \$62,576.00; Maintenance, \$11,794.00; Operating expense, \$41,789.00; and Miscellaneous, \$986.00. (Unanimous)

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

Article 15: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$5,250.00 to be paid to the Centerville/ Osterville/Marstons Mills Fire District for fire alarm coverage. (Unanimous)

Article 16: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$10,750.00 to purchase a utility vehicle to be utilized by the Fire Department, and particularly by the Fire Chief/Paramedic, in the performance of his duties. (Unanimous)

Article 17: Upon motion duly made and seconded, it was voted to establish an Ambulance Replacement and Emergency Repair Account for the purpose of funding emergency repairs to any current ambulance and reducing future ambulance replacement costs. The account shall be managed in the following manner: All receipts from ambulance billing shall be placed in this account. Initial funding shall be FY 86 ambulance receipts. Any emergency repairs to the ambulance may be authorized by the Board of Fire Commissioners. This amount shall not exceed \$2,000.00. Expenditures for ambulance replacement shall be authorized by vote of the District at either a special or annual District meeting." (Unanimous)

Article 18: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$5,000.00 for a Fire Department Apparatus Emergency Repair Account for the purpose of funding major emergency repairs to any current fire department apparatus. (Unanimous)

The following were appointed and sworn in as tellers: Bennett Dottridge, Daniel Sullivan, Joanna Piantes, Robert Behlman, Charles Hamblin, and Walter Jacobson.

Article 19: Upon motion duly made and seconded, and after two amendments did not carry, it was voted to raise and appropriate \$20,000.00 for the Water Department for service connections; \$153,599.00 for the operation and maintenance of the Water Department to be apportioned as follows: Labor & Salaries, \$82,024.00; Maintenance, \$17,000.00; Operation expense, \$50,075.00; and Miscellaneous, \$4,500.00, for a total appropriation of \$173,599.00, and that the receipts and revenues of the Water Department be applied to these accounts. (Majority)

Article 20: Upon motion duly made and seconded, it was voted to transfer the sum of \$658.82 from the Gifford Land Account (voted 5/30/85, Article 25), and to raise and appropriate the sum of \$4,641.18, for the total sum of \$5,300.00, and to authorize and instruct the Board of Water Commissioners to purchase or take by eminent domain a certain parcel of land situated in the Village of Cotuit, which land is shown on the Town of Barnstable Assessor's Map 24, Parcel 152; said described parcel contains .47 acres, more or less and as shown as Lot 2, Savinelli Lane, Barnstable County (Santuit), Barnstable, Massachusetts, on a plan of land recorded at Barnstable Registry of Deeds in Plan Book 273, page 40, and being more particularly described in a Deed recorded at said Registry in Book 3705, Page 145; said land to be acquired for watershed protection purposes as determined by the Board of Water Commissioners; and to act fully thereon. (Unanimous)

Article 21: Upon motion duly made and seconded, it was voted to transfer the sum of \$1,006.52 from the New Truck Account (voted 5/30/85, Article 7), and to raise and appropriate the sum of \$8,993.48, for a total sum of \$10,000.00 for the purchase of one new one-half-ton, two-wheel-drive truck and tool boxes; and to further authorize the Board of Water Commissioners to dispose of one 1983 Ford Ranger truck, serial number TCK1491538433, either by an outright sell, with the proceeds being deposited in the general fund, or by trading in, and applying the proceeds of any such trade to the purchase of said new truck and tool boxes, whichever they deem to be in the best interest of the District. (Carried)

Article 22: Upon motion duly made and seconded, it was voted to raise and appropriate the sum of \$3,500.00 for the purchase and installation of three two-way radios for the Water Department, including any costs associated with said radios. (Unanimous)

Article 23: Upon motion duly made and seconded, it was voted to raise and appropriate \$2,000.00 for the purpose of updating the water department's distribution system map. (Unanimous)

Article 24: Upon motion duly made and seconded, it was voted that this article be accepted and adopted and that the Water Commissioners be authorized to acquire by purchase, by eminent domain or otherwise, for watershed purposes, the land

situated in the Town of Barnstable, bounded and described as follows:

"A certain parcel of land consisting of approximately 21.4 acres more or less, shown as Lot 25, on a plan of land filed in the Land Registration Office at Boston as Land Court Plan 34636-C together with an easement in Lots 15, 16, and 17 on said plan in an area fifteen (15') feet in width at the northerly end of said lots, the southerly boundary of said easement area being parallel with the northerly sideline of said lots, which easement shall provide that the easement area shall remain in its natural state in perpetuity for the benefit of the Cotuit Fire District, said land being a portion of Lot 1 on a Subdivision Plan 34636-A (Sheet 1), a copy of which is filed in Barnstable County Registry of Deeds in Land Registration Book 377, Page 74."

that the sum of Eight Hundred Fifty Thousand (\$850,000.00) Dollars be hereby appropriated for the acquisition of the land, including expenses incidental and related thereto; that to raise such appropriation the District Treasurer, with the approval of the Water Commissioners and the Prudential Committee, is authorized to borrow the sum of Eight Hundred Fifty Thousand (\$850,000.00) Dollars at one time or from time to time under and pursuant to Chapter 44, Section 9 and Section 7(3), of the General Laws, as amended and supplemented, or any other enabling authority, and to issue notes or bonds of the District therefor; and to the extent that any Federal, State or other funds are or become available for the purposes set forth above, to authorize the Water Commissioners with the approval of the Prudential Committee to apply for and accept such funds. (Unanimous, sixty people having voted in favor, with none opposed)

Article 25: Upon motion duly made and seconded, it was voted to 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 26: Upon motion duly made and seconded, it was voted appropriate the sum of \$5,000.00 to a reserve fund. (Unanimous)

Article 27: Upon motion duly made and seconded, this article, "to appropriate and transfer a sum of free cash in the Treasury toward the tax levy of the fiscal year beginning July 1, 1986," was indefinitely postponed. (Unanimous)

Article 28: Upon motion duly made and seconded, this article, "to limit the budget of the Cotuit Fire District to an increase of no more than four percent of the budget of the previous year. An override of this so-called cap will be allowed in

an emergency by a vote of two-thirds of those present and voting at a special or annual District meeting," did not carry.

Article 29: Upon motion duly made, seconded, and amended, it was voted to pursue the possibility of combining the Cotuit Water Department with the Centerville-Osterville-Marstons Mills Water Department; and further, to form a committee, to be made up of one member of the Board of Water Commissioners, one member of the Board of Fire Commissioners, one member of the Prudential Committee, and four voters of the District to be appointed by the Moderator; said committee to report back to the voters of the District no later than the annual District meeting held in May, 1987; or at a special District meeting called for the purpose, prior to May, 1987; with a plan for implementation of any recommendation for the voters approval. (Majority)

Article 30: Upon motion duly made and seconded, it was voted to authorize and direct the Prudential Committee to petition the General Court to enact legislation amending Chapter Three hundred twenty-eight of the acts of Nineteen hundred and twenty-six by adding thereto wording substantially as follows:

"Section 1. Any holder of an elective office in the Cotuit Fire District may be recalled, and removed therefrom by the qualified voters of the District as herein provided.

"Section 2. Any qualified voter of the Cotuit Fire District may file with the District Clerk an affidavit containing the name of the officer sought to be recalled and a statement of the grounds of recall. Said District Clerk shall thereupon deliver to the voter making such affidavit a sufficient number of copies of petition blanks demanding such recall, printed forms of which (s)he shall keep on hand. The blanks shall be issued by the District Clerk with his/her signature and official seal attached thereto; they shall be dated and addressed to the Prudential Committee of the District, shall contain the name of the person sought to be recalled, the grounds of recall as stated in said affidavit, and shall demand the election of a successor to such office. A copy of the petition shall be entered in a record book to be kept by the District Clerk. Said recall petition shall be returned and filed with said District Clerk within twenty (20) days after the filing of the affidavit. Said petition before being returned and filed shall be signed by twenty (20%) percent of the qualified voters of the District, and to every signature shall be added the place of residence of the signer, giving the street and number. The said recall petition shall be submitted, at or before five o'clock (5:00 p.m.) in the afternoon of the Monday preceding the day on which it must be filed, to the Registrar of voters of the Town of Barnstable, and the Registrars shall forthwith certify thereon the numbers of signatures which are names of voters in said District.

"Section 3. If the petition shall be found and certified by the District Clerk to be sufficient, (s)he shall submit the same with his/her certificate to the Prudential Committee

without delay and the Prudential Committee shall forthwith give written notice to said officer of the receipt of said certificate and shall, if the officer sought to be removed does not resign within five (5) days thereafter, thereupon order an election to be held on a date fixed by them not less than twenty-five (25) days after the date of the District Clerk's certification that a sufficient petition is filed; provided, however, that if any other District election is to occur within sixty (60) days after the date of said certificate, said Prudential Committee may, in their discretion, postpone the holding of said recall election to the date of such other election. If a vacancy occurs in said office after a recall election has been so ordered, the election shall nevertheless proceed as in this section provided.

"Section 4. Any officer sought to be recalled may be a candidate to succeed him/herself, and, unless (s)he requests otherwise in writing, the District Clerk shall place his/her name on the official ballot without nomination. The nomination of other candidates, the publication of the warrant for the recall election, and the conduct of the same, shall all be in accordance with the provisions of law relating to elections, unless otherwise provided in this act. A majority of those voting at the recall election shall be sufficient to recall such elected officer.

"Section 5. The incumbent shall continue to perform the duties of his/her office until the recall election. If then re-elected, (s)he shall continue in office for the remainder of his/her unexpired term, subject to recall as before, except as provided in section seven. If not re-elected in the recall election, (s)he shall be deemed removed upon the qualification of his/her successor, who shall hold office during the unexpired term. If the successor fails to qualify within five (5) days after receiving notification of his/her election, the incumbent shall thereupon be deemed removed and the office vacant.

"Section 6. Ballots used in a recall election in the Cotuit Fire District shall submit the following propositions in the order indicated:

For the recall of (name of officer)

Against the recall of (name of officer)

Immediately at the right of each proposition there shall be a square in which the voter by making a cross mark (X) may vote for either of such propositions. Under the proposition shall appear the words 'Candidates' and the direction 'Vote for One' and beneath this the names of the candidates nominated as hereinbefore provided. In case of machine voting, or punch card balloting, or other forms of balloting, appropriate provision shall be made to allow the same intent of the voter.

"Section 7. No recall petition shall be filed against an officer of said District within six (6) months after (s)he

takes office, nor in the case of an officer subjected to a recall election and not removed thereby, until at least six (6) months after that election.

"Section 8. No person who has been recalled from an office in the District or who has resigned from office while recall proceedings were pending against him/her, shall be appointed to any District office within two (2) years after such removal by recall or resignation.

"If a majority of the votes cast on the recall question is in the affirmative, then the candidate that received the highest number of votes in the special election to fill the vacancy shall be elected. If a majority of the votes on the question is in the negative, the ballots for candidates to fill the potential vacancies need not be counted." (Unanimous)

Article 31: Upon motion duly made and seconded, it was voted to amend the by-laws of the District as follows: By adding to Article 5, "Section 6", to Article 8, "Section 8", and to Article 9, "Section 3, Subsection C": "The Clerk of the Committee/ Commission shall post the minutes of each meeting as kept in accordance with Chapter 39, Section 23B, of the Massachusetts General Laws, or a summary thereof, on the official bulletin board located in the Post Office, School Street, Cotuit, within three weeks of said meeting." (32 in favor, 4 opposed)

Article 32: Upon motion duly made and seconded, it was voted to amend the by-laws of the District as follows: By adding to Article I: "Section 6: Any candidate for District office must be a resident of the Cotuit Fire District." (Unanimous)

The meeting was adjourned.

This meeting: Raised and appropriated \$510,934.66
Transferred from special appropriations \$1,665.34
Approved borrowing of \$850,000.00

Respectfully submitted

LAURIE C. HADLEY, Clerk

REPORT OF THE TREASURER

BALANCE SHEET

General Accounts

June 30, 1985

ASSETS

Cash		\$ 257,421.00
Petty Cash		50.00
Accounts Receivable		
Taxes - Personal Property, 1985	\$ 1,707.00	
- Real Estate, 1985	25,604.00	
- Personal Property, Prior years	2,801.00	
- Real Estate, Prior years	18,979.00	
Water Liens	610.00	
Water Dept Rates & Services	12,382.00	
Total Accounts Receivable		<u>62,083.00</u>
Total Assets		<u>\$ 319,554.00</u> =====

LIABILITIES AND RESERVES

Tailings - Unclaimed checks		\$ 606.00
Special Appropriation Balances:		
Insurance Consultant	\$ 750.00	
1965 Land Purchase	2,054.00	
Fullers Marsh Road Extension	6,050.00	
Repair Scott Airpaks (83)	159.00	
Water Dept Truck	1,007.00	
Water Dept Radio Equipment	57.00	
Fire Dept Overhead Doors	926.00	
Fire Dept Protective Clothing	220.00	
Total Special Appropriations		<u>11,223.00</u>
Deferred Revenue:		
Water Rates & Services	\$ 12,382.00	
Taxes	49,091.00	
Total Deferred Revenue		<u>61,473.00</u>
Reserved Funds		135,753.00
Surplus Revenue		<u>110,499.00</u>
Total Liabilities and Reserves		<u>\$ 319,554.00</u> =====

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1984, through June 30, 1985

Beginning Cash Balance, July 1, 1984 \$ 144,562.00

Cash Receipts:

Taxes - Real Estate & Personal Property \$394,279.00

Water Department:

Receipts & Revenue 155,381.00

Basic Use Charge 38,175.00

Water Liens 1,063.00

Interest Earned 1,161.00

Ambulance Fees 1,913.00

Fire Dept Inspection Fees 1,000.00

Freedom Hall Usage Fees 200.00

Miscellaneous 266.00

Total Receipts 604,438.00

Cash Disbursements:

Fire Department \$ 102,639.00

Water Department 192,460.00

Street Lights 24,024.00

Notes and Interest 90,818.00

Financial Department 19,940.00

Barnstable County Retirement 8,895.00

Group Insurance 12,305.00

Stabilization Fund 20,000.00

Freedom Hall 4,475.00

Interest to Stabilization Fund 3,206.00

Fire Alarm Coverage 4,770.00

Cotuit Library 1,000.00

Cardiac Monitor Fund 636.00

Tax Refunds 6,408.00

Total Disbursements 491,579.00

Cash Balance, June 30, 1985 \$ 257,421.00
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VALUATION OF THE DISTRICT - FY 1985

Real Estate	\$ 149,758,400.00
Personal Property	<u>6,866,300.00</u>
TOTAL VALUATION	\$ 156,624,700.00

TAX RATE \$2.25

INVESTMENT ACCOUNT

Stablization Fund	\$ 53,984.06
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DISTRICT INDEBTEDNESS

Notes issued for new well & station dtd April 1, 1972, for \$85,000.00 at 4% Balance 6/30/85	\$ 7,000.00
Federal loan for major water improve- ment project dtd July 9, 1980, for \$300,000.00 at 5% Balance 6/30/85	214,284.00
Federal loan for Cotuit Coves/Sandal- wood Project dtd February 24, 1982, for \$226,000.00 at 5%. Balance 6/30/85	191,200.00
Notes issued for Newtown Road water extension dtd August 20, 1982, for \$110,000.00 at 8.3% Balance 6/30/85	<u>66,000.00</u>
TOTAL DEBT ACCOUNTS	4 478,484.00

BALANCE SHEET

General Accounts

June 30, 1986

ASSETS

Cash		\$ 164,365.46
Petty Cash		50.00
Accounts Receivable		
Taxes - Personal Property, 1986	\$ 10,090.02	
- Real Estate, 1986	193,331.15	
- Personal Property, Prior years	2,784.25	
- Real Estate, Prior years	15,018.68	
Water Liens	638.01	
Water Dept Rates & Services	13,683.04	
Tax Title	6,944.38	
Overlay for Abatement Deficit	2,290.85	
Total Accounts Receivable		<u>244,780.38</u>
Total Assets		\$ 409,195.84 =====

LIABILITIES AND RESERVES

Tailings - Unclaimed checks		\$ 605.76
Special Appropriation Balances:		
Insurance Consultant	\$ 750.00	
1965 Land Purchase	2,054.12	
Computer Equipment	1,046.16	
Fire Dept Radio Equip	57.11	
Protective Clothings (Jackets)	220.30	
Overhead Doors	551.00	
Fuller's Marsh Road Extension	1,138.76	
Test Wells	4,204.59	
Water Dept Truck	1,006.52	
Gifford Land Purchase	658.82	
Total		<u>11,687.38</u>
Deferred Revenue:		
Water Rates & Services	\$ 14,321.05	
Abatement Deficit	2,290.85	
Taxes & Tax Title	228,168.48	
Total Deferred Revenue		<u>244,780.35</u>
Reserved Funds		146,460.01
Surplus Revenue		<u>5,662.34</u>
Total Liabilities and Reserves		\$ 409,195.84 =====

CASH RECEIPTS AND DISBURSEMENTS

July 1, 1985, through June 30, 1986

Beginning Cash Balance, July 1, 1985 \$ 257,421.70

Cash Receipts:

Taxes - Real Estate & Personal Property	\$ 179,181.19
Water Department:	
Receipts & Revenue	194,868.19
Basic Use Charge	23,375.00
Water Liens	305.75
Interest Earned	9,156.29
Ambulance Fees	4,039.00
Fire Dept Inspection Fees	935.00
Freedom Hall Usage Fees	200.00
Miscellaneous	73.23

Total Receipts \$ 412,133.65

Cash Disbursements:

Fire Department	\$ 113,832.01
Water Department	221,304.78
Street Lights	21,503.93
Notes and Interest	86,980.83
Financial Department	13,981.36
Barnstable County Retirement	7,239.00
Group Insurance	10,387.47
Stabilization Fund	16,000.00
Computer Equipment	1,953.84
Freedom Hall	4,236.77
Fire Alarm Coverage	5,000.00
Cotuit Library	1,000.00
Cardiac Monitor Fund	311.08
Tax Refunds	1,458.82

Total Disbursements 505,189.89

Cash Balance, June 30, 1986 \$ 164,365.46

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VALUATION OF THE DISTRICT - FY 1985

Real Estate	\$ 289,982,200.00
Personal Property	<u>8,408,300.00</u>
TOTAL VALUATION	\$ 298,390,500.00

TAX RATE \$1.20

INVESTMENT ACCOUNT

Stablization Fund	\$ 73,852.34
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DISTRICT INDEBTEDNESS

Federal loan for major water improve- ment project dtd July 9, 1980, for \$300,000.00 at 5% Balance 6/30/86	\$ 192,855.00
Federal loan for Cotuit Coves/Sandal- wood Project dtd February 24, 1982, for \$226,000.00 at 5%. Balance 6/30/86	179,600.00
Notes issued for Newtown Road water extension dtd August 20, 1982, for \$110,000.00 at 8.3% Balance 6/30/86	<u>44,000.00</u>
TOTAL DEBT ACCOUNTS	\$ 416,455.00

Respectfully submitted

LAURIE C. HADLEY
Treasurer

REPORT OF THE PRUDENTIAL COMMITTEE

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT

The Prudential Committee herewith submits its report for the fiscal year ending June 30, 1986.

We began the year with William P. Godley, Sterling C. Bush, and Agnes C. Murray on this committee. In March, Bill resigned; and in May, Sterling did not seek re-election. Therefore, by year's end we were an entirely new committee.

Bruce Gilmore, our district counsel for the last several years, resigned in August, 1985. Robert C. Brown was appointed to replace Mr Gilmore as our next counsel.

Freedom Hall was used a great deal by various groups this past year. Groups which have used the building include the Food Co-op, the Boy Scouts, the Cotuit Athletic Association, the Civic Association, and several others.

Freedom Hall has been placed on a list of historical buildings being considered for inclusion in the National Register.

Regarding street lights, during the course of the year, twelve street lights were installed and eighteen were removed.

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 of keeping the residents better informed about District affairs.

Respectfully submitted

CRAIG D. BURLINGAME

AGNES C. MURRAY, Chairman

GWENDOLYN E. PHILLIPS

REPORT OF THE BOARD OF FIRE COMMISSIONERS

TO THE CITIZENS OF THE COTUIT FIRE DISTRICT:

The Board of Fire Commissioners herewith submits its report for the fiscal year ending June 30, 1986.

Fiscal year 1986 was a transitional year for the Fire Department. For the first time in its history, Cotuit had an appointed fire chief. Chief Paul Frazier assumed command in August of 1985 after the retirement of Chief Walter Dottridge. Chief Frazier began his tenure with a promise of dedication and hard work which he carried out through the entire year. As Commissioners, we have been very happy with the development of the Department during the last year. The following are highlights from that year and concerns for the 1987 fiscal year. The areas of interest are Administration, Personnel, Equipment, Buildings and Forecasts. A summary of the year's operational runs is also attached.

ADMINISTRATION

After an orientation period and in-depth review of the Department, Chief Frazier began a complete review of the Policy and Procedures Manual. Many changes were made to provide the personnel a complete picture of their duties and responsibilities.

Greater input was made to the Osterville Fire Department's computer to make more information available about each residence in Cotuit. This information about location, crossing streets, and hydrant locations will expedite response times.

The system of ambulance billing was revised and made more efficient, giving the District a much greater reimbursement for services.

A greater emphasis on the number and quality of the officers in the Department will insure that the on-site commander will be fully capable to respond to any fire or rescue situation.

The insurance coverage on the Department was found to be completely inadequate and a new insurer was found to provide complete coverage.

For the first time, a complete inventory of the Department was completed.

With the help of Tom Hadley, who volunteered his time, the telephone service to the station was reviewed and replaced. It was found that the station was being billed for services never received and not needed.

PERSONNEL

Several members of the Department have received advanced ratings. Brenda Nailor received her certification as an EMT-Intermediate, which allows her to respond to many situations as a second advanced EMT. Jennifer Barth and Richard Sargent received their certificates as EMT-As. David Pierce and Joseph Pouliot completed a six-day firefighter training program. These extra courses, some requiring hundreds of hours, are all done on the firefighters' own time. Their dedication to the Department allows us to offer a higher level of professional assistance to the Village.

The Department accepted with regret the retirement of Deputy Chief Leonard Peck. His experience and counsel will be sorely missed. His almost half century of dedication to the Department and the people of Cotuit stands as a fitting example to the other members of the profession of Firefighters.

EQUIPMENT

After twenty-two months of anticipation, the Cotuit Model T was brought back home. Its restoration had been promised long ago, but even after numerous requests, phone calls, and visits, it was still only partially completed. The "T" is again being restored by the people of Cotuit and hopefully, it will be ready by the 1987 Fourth of July. Special thanks are due to Dick Pierce, Commissioner Dick Gilman, and Chief Paul Frazier for their tireless efforts on our behalf.

A complete review of the maintenance records of the Department's equipment indicated a lack of preventive maintenance. Several serious problems were discovered with the two fire engines (Engines #1 and #2), and were corrected as soon as possible and with available funds.

The ambulance is another story. We have had on-going problems with the electrical system and the engine itself. Its reliability has been degraded to the point that the Commissioners are forced to recommend that the District consider a replacement at the next District meeting. A complete breakdown of the problems experienced and discussions about a replacement will be held later in the year.

BUILDINGS

For the last several years, little or no attention has been paid to the condition of the fire house. It is in serious need of exterior care. Several areas of wood rot are evident, and the whole building is in need of paint. We have also had some

corrosion and leakage problems with the heating system. The underground tank is very old and will have to be fully tested to comply with new directives from the state. We will be listing all the problems and suggested remedies at a future date.

FORECASTS

The Cotuit Fire Department has undergone some significant changes during the past year. There has been a rededication to the excellence necessary for a professional Fire and Rescue Department. All procedures for the operation of the Department have been reviewed and rewritten. A greater impetus has been placed on training and personnel development. The apparatus has been evaluated and brought up to acceptable standards.

There are areas of concern, however. We no longer have readily available manpower any hour of the day. Members of the Department are forced to work outside Cotuit and are limited in their ability to respond to calls. There are fewer young people willing to offer their services to a village call department. We have found that there are many areas of service, historically provided by the fire department, which have not been available in the Village. We are concerned with fire prevention information, blood pressure screening, children's programs, beach safety, and the monitoring of potential rescue cases. The state continues to place a greater burden on the fire departments by regulating areas which require verification and monitoring by the local fire chief. These include underground oil tank installation, replacement, and testing; changes in smoke detector and oil burner permits; and constant changes in regulations pertaining to ambulance service.

The Commissioners are studying the implications of any permanent changes to the staffing of the Department and will, over the next few months, be soliciting both professional consultations and input from the residents of the Village. We are confident that we can continue to offer the best available fire protection and rescue capacity to the people of Cotuit.

Respectfully submitted

ROBERT ELDRED, Chairman

RICHARD GILMAN

MICHAEL LLOYD

REPORT OF THE BOARD OF WATER COMMISSIONERS

The Cotuit Water Department was formed in 1936 and is administered by a Board of three Water 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 through Friday, from 8:30 AM until 12:30 PM, and from 1:00 PM until 4:00 AM.

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, 1986.

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

Roderick Construction Company, Inc, was awarded the contract for the installation of water mains and services, and also for emergency repairs as required throughout the year.

During the fiscal year, sixty-nine new services were installed.

The bid for materials for the Fullers Marsh/Main Street Extension was awarded to the low bidder. Twelve hundred sixty feet of water main and two hydrants were installed along Main Street.

The contract for the test well project was awarded to F. G. Sullivan Company of Lancaster, Massachusetts, as was the contract for the installation of an eight-inch test well and prolonged pump test.

We are happy to report that the expenditure of these funds found a source of supply with a potential of approximately one and a half million gallons daily. This source, when developed, should supply Cotuit in conjunction with the existing four pumping stations through the saturation point of development.

As noted above, there were numerous special meetings. Many of these meetings were spent in negotiations with owners of the property for its purchase.

We would like to take this time to commend the voters of the District for approving the purchase in preserving both the quality and quantity of water for the residents of the Cotuit Fire District.

After much deliberation and research into the subject, the Commissioners voted to increase the water rates for the first time in over ten years.

Due to a leak around the roof hatch at Electric Station #3, the gravel roof had to be replaced.

A chain-link fence was installed around the propane storage tank because of continuous vandalism.

A chain-link fence was also installed around the Main Street tank at the expense of the Barnstable County Sheriff's Department. This was done to protect a radio repeater which they had been given permission to install on the tank.

Once again, we wish to thank the employees of the Cotuit Water Department for another year well done.

Respectfully submitted

DAVID PINA, Chairman

PAUL WIGGINS

WILLIAM WOOL

From July 1, 1985 through June 30, 1986

RECEIPTS

Water (Minimum) 87,492.11
 Excess water 66,717.56
 On & Off charge 6,847.50
 All others 3,715.72
Total 164,772.89

Service connections \$30,672.05

Tax, Inspection \$20,168.62
 Fee & Conn ch: \$10,503.43

Total receipts 195,444.94
 Capital Improvement 23,375.00
 Accounts receivable 13,683.04
 Water liens 638.01

EXPENDITURES

	<u>APPROPRIATED</u>	<u>SPENT</u>	<u>BALANCE</u>
Labor & Salaries	\$ 62,952.00	\$ 62,087.89	864.11
Maintenance	16,000.00	15,593.56	406.44
Operation	45,130.00	43,183.31	1,946.69
Miscellaneous	1,500.00	863.51	636.49
Service connections	20,000.00	19,193.97	806.03

SPECIAL APPROPRIATIONS

Regular extension account	20,000.00	20,000.00	.00
New truck	9,881.27	8,874.75	.00*
Test Wells	52,000.00	47,795.41	4,204.59
Fuller's Marsh extension	52,070.44	50,931.68	1,138.76
Gifford Land	8,000.00	7,341.18	.00**

*Balance of \$1,006.52 transferred to New Truck Account at Annual District Meeting
 **Balance of \$658.82 transferred to Savinelli Lane Account at Annual District Meeting

DETAIL

	<u>Appropriated</u>	<u>Spent</u>	<u>Balance</u>
LABOR & SALARIES			
Superintendents' salary	25,688.00	25,409.06	278.94
Assistant Superintendent's salary	20,488.00	20,488.80	.00
Office help	11,960.00	11,960.00	.00
Labor - overtime	4,816.00	4,230.83	585.17
TOTAL	62,952.00	62,087.89	864.11
MAINTENANCE			
Maintenance of the system	14,000.00	13,793.56	206.44
Meter repair	1,000.00	.00	1,000.00
Building repair	1,000.00	1,800.00	(800.00)
TOTAL	16,000.00	15,593.56	407.44
OPERATION			
Office expense		3,109.97	
Uniforms		819.90	
Phones, pagers, answering svc		3,017.29	
Mass NE, American Water Works		305.00	
Truck expense		1,512.98	
Engine fuel		.00	
Electricity		20,434.51	
Station heating		591.27	
Tools & hardware		2,540.39	
Chemicals		1,197.00	
Insurance		9,655.00	
TOTAL	45,130.00	43,183.31	1,946.69
MISCELLANEOUS			
Legal & Engineer hire		112.50	
Contingent		751.01	
TOTAL	1,500.00	863.51	636.49
GRAND TOTAL	125,582.00	121,999.97	3,582.03

CONTRACT AWARDS

CONTRACT NAME	COMPANY	ORIGINAL PRICE	SPENT	UNPAID BALANCE
Fuller's Marsh Road	Whitman & Howard	\$12,000.00	\$10,354.87	\$1,645.13
OTHERS:			APPROPRIATION:	44,859.99
Filing fees	25.00		Transferred	
Notice of intent	10.80		Cotuit Cove Rd,	
Bid ads	227.80		Cedar & Oak and	
Griffin pipe	11,404.09		Brittany & Westbury	7,210.45
E J Prescott	4,059.63		5/85 at District Mtg	52,070.44
H R Prescott	2,728.13		TOTAL	10,354.87
Roderick Const	19,839.36		CONTRACTS:	40,576.81
G. Caldwell	2,282.00		OTHERS:	50,931.68
TOTAL - OTHERS	40,576.81		TOTAL SPENT	1,128.76
			BALANCE	
Test Wells	F. G. Sullivan	27,000.00	18,955.66	.00
OTHERS:			APPROPRIATION:	27,000.00
Bid Ads	118.58		F. G. Sullivan	18,955.66
Whitman & Howard	7,925.76		OTHERS:	8,044.34
TOTAL - OTHERS	8,044.34		TOTAL SPENT	27,000.00
			BALANCE	.00
Test Wells	F. G. Sullivan	25,000.00*	17,522.34	7,477.66
OTHERS:			APPROPRIATION:	25,000.00
Whitman & Howard	3,273.07		F. G. Sullivan	17,522.34
			OTHERS:	3,273.07
			TOTAL SPENT	20,795.41
			BALANCE	4,204.59

*From Capital Improvement

RECORD OF WATER PUMPED

Water pumped from July 1, 1985 through June 30, 1986	126,274,100	gallons
Largest day (since July 1, 1985)	1,143,400	gallons
Largest week (since July 1, 1985)	5,252,000	gallons
	June 30, 1986	
	Jul 7 thru 13, 1985	

WATER IS LIFE ... DON'T WASTE IT!

	NORMAL USE	CONSERVATION USE
SHOWER	WATER RUNNING 25 GALLONS	WET DOWN, SOAP UP, RINSE OFF 4 GALLONS
BRUSHING TEETH	TAP RUNNING 10 GALLONS	WET BRUSH, RINSE BRIEFLY 1/2 GALLON OR LESS
TUB BATH	FULL 36 GALLONS	MINIMAL WATER LEVEL 10 to 12 GALLONS
TOILET FLUSHING	DEPENDING ON TANK SIZE 5 to 7 GALLONS	USING TANK DISPLACEMENT BOTTLES 4 to 6 GALLONS
DISHWASH- ING	TAP RUNNING 30 GALLONS	WASH and RINSE IN DISHDANS or SINK 5 GALLONS
AUTOMATIC DISHWASH	FULL CYCLE 16 GALLONS	SHORT CYCLE 7 GALLONS
SHAVING	TAP RUNNING 20 GALLONS	FILL BASIN 1 GALLON
WASHING MACHINE	FULL CYCLE, TOP WATER LEVEL 60 GALLONS	SHORT CYCLE, MINIMAL WATER LEVEL 27 GALLONS
OUTDOOR WATERING	AVERAGE HOSE 70 GALLONS PER MINUTE	LOWEST PRIORITY USE LITTLE OR NONE

CONSERVE WATER

*Capt. Phinney's Partying Boat
Hotel Pines Pier
Cotuit, Mass.*

—
1900

Capt. Orin Nickerson's boat just left pier