

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS
FIRE DISTRICT
WWW.COMMFIREDISTRICT.COM**

2018 ANNUAL REPORT

2019 ANNUAL DISTRICT MEETING



**



1926 – 2019

ANNUAL ELECTION

Centerville Fire Station

Route 28, Centerville

MONDAY, MAY 20, 2019

8:00 AM – 7:00 PM

ANNUAL MEETING

Centerville Fire Station

Route 28, Centerville

TUESDAY, MAY 21, 2019

7:00 PM



**** Photo by Britt Crosby**

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT
DISTRICT OFFICERS
PRUDENTIAL COMMITTEE**

Carlton B. Crocker, Chairman Term Expires 2020

John A. Lacoste Term Expires 2021

David V. Lawler Term Expires 2019

CLERK/TREASURER

ASST. CLERK/TREASURER

Judith C. Sprague Krystal Abrams

BOARD OF WATER COMMISSIONERS

Peter Hansen Term Expires 2020

Kevin Medeiros Term Expires 2021

Scott Crosby, Chairman Term Expires 2019

WATER SUPERINTENDENT

ASST. WATER SUPERINTENDENT

Craig A. Crocker Glenn Snell

BOARD OF FIRE COMMISSIONERS

Mark Macallister, Chairman Term Expires 2020

Edward P. Riley Term Expires 2019

FIRE CHIEF

DEPUTY CHIEF

Michael J. Winn Byron L. Eldridge

INFORMATION SYSTEMS

Thrive

MODERATOR

Charles Sabatt Term Expires 2021



CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

REPORT OF THE PRUDENTIAL COMMITTEE

The Prudential Committee of the Centerville-Osterville-Marstons Mills Fire District consists of three elected members who are responsible for the general management of District affairs. The Committee serves as the Chief Executive Officers of the District.

We encourage your active participation in the District election, May 20, and Annual Meeting, May 21, and remind resident voters to partake in the democratic process with your direct voice.

DUTIES

The duties of the Prudential Committee include, but are not limited to, calling elections and District Meetings, securing short and long term borrowing, overseeing fiscal expenditures, approving contracts for goods and services, negotiations for contractual labor agreements and provides for the general direction and supervision of the Information Technology Department.

COMM currently outsources the information systems to corporate entity, Thrive.

AMBULANCE BILLING

For the past 19 years the Fire Department has benefited from the proceeds of ambulance billing. The total amount collected as of April 1, 2019 is \$22,581,835.37. In Fiscal Year 2019, those funds will offset the expenses of the ambulance/rescue service by \$1,432,035.83.

Comstar, the District's billing provider, continues to recommend the District adjust the rates which COMM will continue to do. Rates must be adjusted annually to reflect increases in operating costs for Fiscal Year 2019. Comstar has provided the District with information on rate structure and setting patterns.

STREETLIGHTS

We are seeing continued savings in our monthly usage due to the high efficiency, low energy usage of the LED lights. As always we continue to advise you that if you see a malfunctioning streetlight to contact the Prudential Office at (508) 790-2375 extension 2 to report the outage with the pole number and the location.

ENERGY OPTIONS

Gasoline and Diesel – FY2020

Gasoline and diesel fuel prices bid through the Barnstable County Collaborative were accepted by the District on April 9, 2019. Noonan Brothers with a bid of .0793 for gasoline (lower than last years' price) was accepted by the District for FY2020 with diesel fuel at a price of .08, also lower than last years' bid of .085.

Natural Gas

National Grid will supply natural gas for the District again this fiscal 2020 period. In general the supply price of natural gas is unpredictable throughout the yearly cycle, but National Grid is a dependable provider of its transmission and delivery.

CVEC Power Agreement-Net Metering Credits

The Fire/Water District is in its third year of a 20 year agreement with Cape and Vineyard Electric Cooperative, Inc. (CVEC) to purchase net metering credits (NMC) for electricity supplied by Syncarpha Capital, a developer-provider of a ground mounted solar photovoltaic installation in Dartmouth, Massachusetts that provides 3.2 million kilowatts of net metering credits to COMM annually.

Net Metering Credit payments to COMM began in November 2016. From that date through March 16, 2019 the total was \$219,314.03, of that combined total \$122,662.89 was in fiscal year 2019. Distribution of funds within the District were: Streetlights \$7,474.56, Fire Department \$25,139.18 and Water Department \$90,049.15.

Electric Supply

In October 2018 the Centerville Osterville Marstons Mills Fire and Water District entered into an agreement with Master Electric Energy (ENGIE Resources, LLC) for its electric supply through November 2021. The three year agreement cost per kilowatt hour is set at .09972.

AUDIT

Our auditor, Bill Fraher, CPA of Boston, Massachusetts has completed the audit for Fiscal Year 2018. Copies of the audit are available by request at the District office.

CAPITAL IMPROVEMENTS

Voters at the May 2015 Annual District Meeting supported an article to fund repairs and maintenance to the three fire stations/buildings and grounds. In fiscal year 2019 \$10,754 has been used as of March 31, 2019. Those projects include a plomovent system improvement, fork lift equipment to comply with OSHA regulations, new radio speakers, station two bathroom

changes including fixtures, tiles, sheetrock, etc., and exterior pressure washing of headquarters station.

Remaining projects for this fiscal year include partially funding a federal/state mandated OSHA program and new required equipment. Also planned is interior work at headquarters preparing and supporting a new security system.

The balance in this account is \$82,889 except for the OSHA and security expenses.

OPEB TRUST UPDATE

COMM Fire District has been investing the long-term portion of its OPEB liability since May 14, 2014 with Bartholomew & Company, Inc. based in Worcester, MA. COMM Fire District has set aside \$2,115,575.08 towards this long-term liability that represents our commitment of paying our employees' health care benefits in retirement. Investing efforts have generated \$344,231.47 since inception through March 31, 2019.

LABOR RELATIONS

The very purpose of the COMM District is to service and protect the health, safety and property of the District's citizens, and to provide them with clean, flowing, potable water. This is accomplished only through the dedicated and professional services of the District's employees. Our labor force is our most important asset to ensure emergency response and assistance to the citizens and to ensure a safe and clean water supply.

The COMM Firefighters, Dispatchers, Civilian Union Employees and Water Department Employees are all under contract for the next fiscal year starting July 1, 2019.

NEW INITIATIVES

District retirement assessments are leveling off as their investments have shown profitable returns. The benefit cost of current and retired employees is a zero rate increase this year due to the efficient management by the Cape Cod Municipal Health Group. The Prudential Committee has established a reserve account, OPEB Liability Trust Fund, beginning in fiscal year 2014 with Bartholomew & Company, to help reduce the unfunded liability of the retirees' future benefits. The Water Department is contributing a portion of the Trust monies attributed to their employees. We are using a very conservative investment policy to protect any funds put into the fund for the future. This initiative is a necessary step based on GASB (Government Accounting Standards Board) 45 Statement in order to maintain the District's Triple A bond rating, thus ensuring taxpayers affordable interest rates on our capital improvement programs into the future. The Prudential Office is changing and updating its financial and payroll software and integrating the Water Department's utilities programs into one complete package. Hopefully, within the next fiscal year we will be adding online water bills and payments along with other improvements to the District initiatives.

COMMENTS

We would like to thank our Clerk/Treasurer Judith Sprague, Assistant Clerk/Treasurer Krystal Abrams, Fire Chief Michael J. Winn, Deputy Chief Byron Eldridge, and the Board of Fire Commissioners, Joseph Desrosiers, Fire Custodian, Water Superintendent Craig A. Crocker, and the Board of Water Commissioners. This year the Annual District Meeting for May 2019 will be held at the Headquarters Meeting Hall at the Centerville Station.

Respectfully submitted,

THE PRUDENTIAL COMMITTEE
Carlton B. Crocker, Chairman
John A. Lacoste
David V. Lawler

PRUDENTIAL OPERATIONS PERSONNEL

Judith C. Sprague, Clerk/Treasurer (June 2003)
Krystal Abrams, Assistant Clerk/Treasurer (May 2016)



CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT REPORT OF INFORMATION SYSTEMS

The District's computer system continues to be a valuable resource for all District departments. The IT Department's mission is to provide the Fire District with a communications infrastructure capable of handling current and future technology requirements. It is imperative that the system be capable of providing accurate and timely information in emergency situations.

The District continues with day to day operations contracted to an outside vendor to allow better overall management, security, service and control. This provides the District computer system with 24 hr, state of the art monitoring and management. The employees have 24/7 access to service and troubleshooting help. The service also provides up to date security and virus protection.

The District has made and will continue to make upgrades and changes as needed to keep the system running smoothly and up to date. The projects completed in the past fiscal year are noted below.

In the next fiscal year the District will install new financial and billing software for the Clerk/Treasurer and the Water Department and with approval of this year's District Meeting the Fire Department will purchase and install new Reporting, CAD and personnel management software. These upgrades will continue to improve overall service and accountability to our customers and employees.

This next fiscal year The District will continue with upgrades and improvements to the system and infrastructure to continue the goal of having an up to date and efficient system. The next year's projects for FY 20 are listed below.

THE CURRENT IT NETWORK CONSISTS OF THE FOLLOWING:

- 47 workstations, 15 of which are mobile.
- 10 servers, including 1 main server, 1 back-up server and 8 virtual servers.
- 4 firewalls, one firewall to handle each facility, water dept. and 3 fire stations.
- 1 firewall dedicated to the email server only.

PROJECTS COMPLETED FOR FISCAL YEAR 2019

- Upgrade of hardware.
- Upgrading of Mobile Data Terminals.
- Continued upgrade of workstations.
- Ongoing development of the district website.
- Outsourcing of IT support.

PROJECTS PROPOSED FOR FISCAL YEAR 2020

Upgrade of Internet services and system interconnectivity through a fiber optic solution.
Upgrading of software, including installation, training and implementation of new software solutions for Treasurer, Water Department and Fire Department.

Continued upgrading of system security.

Respectfully Submitted for the
INFORMATION SYSTEMS,
Byron L. Eldridge, Deputy Chief

May 15, 2018

**NOTICE OF THE ANNUAL MEETING
AND
ANNUAL MEETING WARRANT
Centerville-Osterville-Marstons Mills Fire District
Town of Barnstable
Commonwealth of Massachusetts**

In accordance with the foregoing Warrant, the ninety second Annual District Meeting of the Centerville-Osterville-Marstons Mills Fire District was held at the West Villages Elementary School, Osterville-West Barnstable Road, Marstons Mills, Massachusetts, on Tuesday, May 15, 2018 at 7:00 p.m.

Moderator, Charles M. Sabatt, called the meeting to order at 7:29 p.m. after verifying with the District Clerk that a quorum had been met and the Warrant had been duly posted and recorded. With voters present and having a copy of the Warrant for this meeting, a motion was made and seconded to omit the reading of the individual Articles of the Warrant.

Acting Under:

ARTICLE #1. Upon a motion duly made and seconded, it was unanimously voted to accept the Reports of the Prudential Committee, Information Systems, Fire Commissioners, and Water Commissioners.

ARTICLE #2. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$2,969.25 for unpaid bills for the prior fiscal year.

ARTICLE #3. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$4,057,877.52 and transfer from the income of the Water Department \$813,448.48 for a total appropriation of \$4,871,326.00 for Fiscal Year 2019 for the ordinary operating expenses of the Prudential Committee.

ARTICLE #4. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from the income of the Water Department the sum of \$2,020,000.00 for the ordinary operating expenses of said Water Department for Fiscal Year 2019.

ARTICLE #5. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$6,339,993.31 and transfer from Ambulance funds the sum of \$1,377,913.50 for a total of \$7,717,906.81 for the ordinary operating expenses of the Fire Department for Fiscal Year 2019.

ARTICLE #6. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$223,000.00 for Fiscal Year 2019 for the ordinary operating expenses of the Information Systems Department.

ARTICLE #7. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from Water Surplus the sum of \$244,720.22, to pay maturing debt of the Fire District incurred by or for the Water Department; and to raise and appropriate the sum of

\$150,000.00 for other District bonds and notes making a total of \$394,720.22 for Maturing Debt, as it becomes due and payable during Fiscal Year 2019.

ARTICLE #8. Upon a motion duly made and seconded, it was unanimously voted to transfer from the income of the Water Department and appropriate the sum of \$36,087.40 for Maturing Interest on the debt of the Fire District incurred by or for the Water Department; and to raise and appropriate the sum of \$7,150.00 making a total of \$43,237.40, for the payment of Accruing Interest on bonds and notes as it becomes due and payable during Fiscal Year 2019.

ARTICLE #9. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$36,785.00 for the Town of Barnstable for costs of tax collections, property assessment, data processing and treasury expenses on behalf of the District, for the fiscal year ending June 30, 2019.

ARTICLE #10. Upon a motion duly made and seconded, it was unanimously voted to authorize the Prudential Committee to employ an outside auditor to audit the books and accounts of the District, including those of the Treasurer and Water Department; or to request an audit under the provisions of Chapter 44, Section 35, General Laws of Massachusetts, for the Fiscal Year ending June 30, 2018.

ARTICLE #11. Upon a motion duly made and seconded, it was unanimously voted to authorize the Treasurer to enter into compensating balance agreements during Fiscal Year 2019, as permitted by the Massachusetts General Laws, Chapter 44, Section 53F, as amended.

ARTICLE #12. Upon a motion duly made and seconded, it was unanimously voted to indefinitely postpone this article.

ARTICLE #13. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$250,000.00 for the Other Post-Employment Benefits (OPEB) Liability Trust for the District's unfunded liability as described by the Government Accounting Standards Board (GASB) 45 statement with the approval of the Prudential Committee.

ARTICLE #14. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$25,000.00 to purchase and implement hardware and software upgrades to the District network computer system.

ARTICLE #15. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from the water surplus account the sum of \$436,099.80 for the labor and materials necessary for water service installations, repairs to the water system, leak detection, tree/brush removal, meter replacements, hydrant relocations, replacement of undersize and older piping, water main extensions, and other related upgrades on Crystal Lake Road and others within the system, said funds to be expended under the direction of the Board of Water Commissioners, with the approval of the Prudential Committee.

ARTICLE #16. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from the Water Surplus account the sum of \$49,500.00 for the purchase of one (1) four wheel drive dump truck and related equipment, and to sell or trade a 2002 F450 utility truck, whichever is in the best interest of the District, said funds to be expended under the direction of the Board of Water Commissioners with the approval of the Prudential Committee.

ARTICLE #17. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from the Water Surplus account the sum of \$239,983.23 for the labor and materials necessary to construct a pumping/corrosion control facility, including engineering, radio control equipment, utilities, extending water mains, installing bituminous concrete and all other appurtenant items, said funds to be expended under the direction of the Board of Water Commissioners with the approval of the Prudential Committee.

ARTICLE #18. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from the Water Surplus account the sum of \$75,000.00 for deposit to the Other Post-Employment Benefits (OPEB) Liability Trust Fund on account of the Water Department's unfunded liability as described by the Government Accounting Standards Board (GASB) 45 Rule with the approval of the Prudential Committee.

ARTICLE #19. Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from water surplus account the sum of \$17,500.00 and re-appropriate from Article #24 from the May 19, 2016 Annual District Meeting the remaining balance of \$13,601.84 for a total sum of \$31,101.84 for the purchase of one (1) four wheel drive pickup truck and related equipment, and to sell or trade a 2008 Chevrolet truck and 2010 Chevrolet truck whichever is in the best interest of the District, said funds to be expended under the direction of the Board of Water Commissioners with the approval of the Prudential Committee:

ARTICLE #20. Upon a motion duly made and seconded, it was unanimously voted to authorize the Board of Water Commissioners, with the approval of the Prudential Committee, to enter into a lease agreement with New Cingular Wireless PCS, LLC, with its principle offices in Delaware, which lease negotiated by the Board of Water Commissioners and Prudential Committee for the installment and maintenance of wireless communication equipment and facilities under and upon the land and improvements located at Old Stage Road, Centerville, Parcel 107, Map 190, all in accordance with the Response for Proposal received from the proposed lessee and dated April 13, 2018:

ARTICLE #21. Upon a motion duly made and seconded, it was unanimously voted to borrow the sum of \$350,000.00 to purchase one (1) new ambulance and necessary stretcher with loading system, said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee.

ARTICLE #22. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$170,000.00 to fund necessary upgrades to EMS equipment required for the delivery of pre-hospital emergency care and transportation, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee.

ARTICLE #23. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$65,000.00 for the purchase of five (5) Self-Contained Breathing Apparatus (SCBA) and eight (8) comprehensive bunker gear, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee.

ARTICLE #24. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$55,000.00 to purchase a new four-wheel drive sport utility vehicle assigned to the EMS Officer, said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee.

ARTICLE #25. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$125,000.00 to purchase necessary state mandated digital radios the department operates daily, said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee.

ARTICLE #26. Upon a motion duly made and seconded, it was voted by a majority with one abstention to amend the District By-Laws by deleting Article III Section 4 the language, "Seventy-Five (75) registered voters of the Centerville-Osterville-Marstons Mills Fire District shall constitute a quorum for the purposes of the annual meeting; provided however that such quorum shall not apply to such parts of any meeting which are devoted exclusively to the election of District officers and fifty (50) registered voters of the District shall constitute a quorum for the purpose of a special meeting.", and insert in place thereof: "Fifty (50) registered voters of the Centerville-Osterville-Marstons Mills Fire District shall constitute a quorum for the purposes of the annual meeting; provided however that such quorum shall not apply to such parts of any meeting which are devoted exclusively to the election of District officers and twenty-five (25) registered voters of the District shall constitute a quorum for the purpose of a special meeting."

Upon a motion duly made and seconded, it was unanimously voted to adjourn the Annual District Meeting at 8:08 p.m.

A TRUE COPY ATTEST:

Clerk/Treasurer, Judith C. Sprague
Centerville-Osterville-Marstons Mills Fire District

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT
CENTERVILLE, MASSACHUSETTS

SUPPLEMENTARY INFORMATION

COMPOSITION OF TREASURER'S CASH

Year Ended June 30, 2018

Composition of cash including cash equivalents and term deposits

at end of year:

Petty Cash	\$	750
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Interest bearing deposits with rate of interest:

Rockland Trust - Money Market	0.10%	3,125,247
Rockland Trust – Payroll Account	0.10%	46,897
Rockland Trust – Vendor Account	0.10%	14,435
Harbor One – Capital Projects	1.00%	16,842
Cape Cod Five Cents Savings Bank - Term deposit	1.49%	33,688
Century Bank – Money Market	1.00%	1,797,903
Cooperative Bank of Cape Cod – Cert. of Deposit	1.65%	503,090
Bristol County Savings Bank – Money Market	0.75%	370,992
Bartholomew & Co. – OPEB Trust	N/A	1,743,873
Cape Cod Five Cents Savings Bank – Cert. of Deposit	.95%	503,147
Harbor One – Cert. of Deposit	2.00%	500,794
Cape Cod Five Cents Savings Bank – Money Market	.75%	408,895
Total Cash		<u>\$ 9,066,553</u>

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

Balance Sheet – Government Funds

June 30, 2018

	General Fund	Ambulance Fund	Total
Assets			
Cash and cash equivalents	\$2,196,726	\$1,577,457	\$3,774,183
Receivables:			
Property Taxes	315,048	0	315,048
Tax liens and foreclosures	120,077	0	120,077
Departmental	6,838	769,125	775,963
Less: allowance for abatements	(54,162)	0	(54,162)
Less: allowance for uncollectibles	0	(287,139)	(287,139)
Due from other governments	0	0	0
 Total assets	 \$2,584,527	 \$2,059,443	 4,643,970
 Liabilities			
Warrants and accounts payable	\$ 53,890	\$0	\$53,890
Accrued payroll and withholdings	61,626	0	61,626
Notes payable	0	0	0
 Total liabilities	 115,516	 0	 115,516
 Deferred Inflows of Resources			
Unavailable revenue	295,785	481,986	777,771
 Fund Balances			
Restricted	0	1,577,457	1,577,457
Committed	0	0	0
Assigned	828,700	0	828,700
Unassigned	1,344,526	0	1,344,526
 Total fund balances	 2,173,226	 1,577,457	 3,750,683
Total liabilities, deferred inflows of Resources and fund balances	\$2,584,527	\$2,059,443	\$4,643,970

Centerville-Osterville-Marstons Mills Fire District

Statement of Revenues, Expenditures and Changes in Fund Balance
Government Funds
For the Year Ended June 30, 2018

	<u>General</u> <u>Fund</u>	<u>Ambulance</u> <u>Fund</u>	<u>Non-major</u> <u>Governmental</u> <u>Funds</u>	<u>Total</u>
Revenues:				
Property taxes	11,475,633	-	-	11,475,633
Departmental charges for services	2,260	1,522,825	-	1,525,085
Licenses and permits	24,301	-	-	24,301
Intergovernmental	93,351	-	4,594	97,945
Investment income	26,068	-	581	26,649
Other	<u>45,528</u>	<u>-</u>	<u>25,176</u>	<u>70,704</u>
Total revenues	<u>11,667,141</u>	<u>1,522,825</u>	<u>30,351</u>	<u>13,220,317</u>
Expenditures:				
Current:				
Prudential Operations	3,769,751	-	-	3,769,751
Fire Operations	7,753,730	-	359,389	8,113,119
Debt Service	2,693	-	-	2,693
Information Systems	<u>188,515</u>	<u>-</u>	<u>-</u>	<u>188,515</u>
Total expenditures	<u>11,714,689</u>	<u>-</u>	<u>359,389</u>	<u>12,074,078</u>
Excess (deficiency) of				
revenue over expenditures	<u>(47,548)</u>	<u>1,522,825</u>	<u>(329,038)</u>	<u>1,146,239</u>
Other financing sources (uses):				
Operating transfers in	1,421,236	-	300,000	1,721,236
Operating transfers out	<u>(300,000)</u>	<u>(1,391,546)</u>	<u>-</u>	<u>(1,691,546)</u>
Total other financing sources (uses)	<u>1,121,236</u>	<u>(1,391,546)</u>	<u>300,000</u>	<u>29,690</u>
Net changes in fund balances	1,073,688	131,279	(29,038)	1,175,929
Fund balance, beginning of year	<u>1,099,538</u>	<u>1,446,178</u>	<u>(192,785)</u>	<u>2,352,931</u>
Fund balance, end of year	<u>2,173,226</u>	<u>1,577,457</u>	<u>(221,823)</u>	<u>3,528,860</u>

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

Notes to Financial Statements

June 30, 2018

Note 6. Capital Assets

Capital asset activity for the year ended June 30, 2018 was as follows:

	<u>Beginning Balances</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balances</u>
<u>Governmental activities</u>				
Capital assets not being depreciated:				
Land and land improvements	\$384,746			\$384,746
Total capital assets not being depreciated	384,746	0	0	384,746
Capital assets being depreciated:				
Buildings and improvements	11,282,358	0	0	11,282,358
Equipment	5,081,309	659,832	179,901	5,561,240
Total capital assets being depreciated	16,363,667	659,832	179,901	16,843,598
Less accumulated depreciation for:				
Buildings and improvements	(4,618,338)	(282,071)	0	(4,900,409)
Equipment	(3,671,757)	(391,704)	(179,901)	(3,883,560)
Total depreciation	(8,290,095)	(673,775)	(179,901)	(8,783,969)
Capital assets being depreciated, net	8,073,572	(13,943)	0	8,059,629
Total governmental activities capital assets, net	<u>\$8,458,318</u>	<u>\$(13,943)</u>	<u>0</u>	<u>\$8,444,375</u>
<u>Business-type activities</u>				
Capital assets not being depreciated:				
Land and land improvements	\$3,438,497	0	0	\$3,438,497
	3,438,497	0	0	3,438,497
Capital assets being depreciated:				
Buildings and improvements	1,420,049	58,867		1,478,916
Equipment	926,311	15,461		941,772
Infrastructure	24,001,299	97,000		24,098,299
Total capital assets being depreciated	26,347,659	171,328		26,518,987
Less accumulated depreciation for:				
Buildings and improvements	(796,920)	(35,645)		(832,565)
Equipment	(692,763)	(59,090)		(751,853)
Infrastructure	(12,860,617)	(434,542)		(13,295,159)
Total accumulated depreciation	(14,350,300)	(529,277)		(14,879,577)
Capital assets being depreciated, net	11,997,359	(357,949)		11,639,410
Total business-type activities capital assets, net	\$15,435,856	\$(357,949)		\$15,077,907

Depreciation expense was charged to functions as follows:

Governmental activities:

Fire Operations

Business-type activity:

Water

\$673,775

The annual requirements to amortize all general obligation bonds and loans outstanding as of June 30, 2018, including interest, are as follows:

Year Ending June 30	Governmental Activities			Business-type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2019	0	0	0	112,720	31,978	144,698
2020	0	0	0	114,980	29,701	144,681
2021	0	0	0	117,285	27,378	144,663
2022	0	0	0	119,636	25,009	144,645
2023	0	0	0	122,035	22,592	144,627
2024-2028	0	0	0	647,867	74,981	722,848
2029-2031	0	0	0	420,729	12,733	433,462
Totals	\$0	\$0	\$0	\$1,655,252	\$224,372	\$1,879,624

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DEPARTMENT
2019**

BOARD OF FIRE COMMISSIONERS

Scott Frank, Fire Commissioner
Mark Macallister, Fire Commissioner
Edward Riley, Fire Commissioner

FIRE DEPARTMENT PERSONNEL

Michael Winn, Chief (E) 2013
Byron Eldridge, Deputy Chief (E) 1985
Joseph Desrosiers, Custodian 2016
David Scott, Mechanic 2006
Louise O'Neil, Administration 2007
Sandra Mackey, Administration 2012
Kathleen Thut, Administration 2013
Rev. Robert Anthony, Fire Chaplin

PERMANENT FIREFIGHTERS

Aalto, Roger Lt. (P) 1991	Long, Thomas (E) 2000
Adams, R. Christopher Lt. (E) 1999	MacNeely, Martin FPO (E) 1988
Anderson, Richard (P) 2014	Malone, Matthew (P) 2010
Arrascue, Enrique Lt. (P) 2006	McGonigle, John (P) 2014
Bengston, Eric Lt. (P) 1994	Miskiv, George Lt. (E) 2000
Burchell, Thomas Capt. (P) 1997	Miskiv, Thomas Lt. (E) 1998
Carney, Michael (P) 2002	Morrison, Brian Capt. (E) 2000
Carpenter, Daniel (P) 1999	Mullin, Scott (P) 2013
Coombs, Steven (P) 2013	O'Melia, Robert (E) 1994
Cox, Patrick (P) 2015	Osgood, Daniel Lt. (E) 2000
Dalbec, Edward (P) 2005	Perry, Michael (P) 2015
Davern, Jason, Lt./EMS Officer (P) 1999	Reed, Andrew (E) 1996
DeGraan, Thomas (P) 2005	Riley, Charles (E) 2007
Deneen, Kathleen (P) 2014	Rogers, Christopher (E) 2009
Dillon, Matthew Lt. (P) 2004	Rogers, Michael (E) 2005
Engligh, John (P) 2014	Sabatinelli, Eric Lt. (I) 1999
Ferola, David (P) 1999	Sahl, Richard (E) 2001
Gelinas, David Jr. (E) 2005	Sargent, Richard Capt. (P) 1989
Goodearl, Thomas Lt. (P) 1998	Sassone, Louis Lt. (P) 2004
Greene, Sean Capt. (E) 1991	Schneckloth, Charles (E) 1995
Grossman, Michael FPO (E) 1990	Scott, Ryan (E) 2017
Henson, Roger (E) 1997	Simmons, Michael (E) 1991
Hill, Patrick, Lt. (E) 2007	Smith, Bradley (P) 2011
Hunter, Zachary (P) 2010	Travers, Adam (P) 2015
Lehane, Shawn (E) 1999	Travis, Jason (P) 2014
	Williams, Gordon (E) 2000

DISPATCHERS

Brouillette, Amy (EMD) (E) 2016
Monroe, William (EMD) (E) 2000

(E) Emergency Medical Technician
(P) Paramedic

(I) EMT – Intermediate
(EMD) Emergency Medical Dispatcher



Greetings:

On behalf of the Fire Commissioners and the dedicated women and men of the Centerville-Osterville-Marstons Mills (COMM) Fire District, I thank you for your continued support of your fire department. 2018 was a very busy and tragic year. Calendar year 2018 was the busiest year in our department's history. The COMM Fire Department responded to 1837 emergency fire calls and 3051 emergency medical responses; averaging 13 calls per day. Sadly one of those calls occurred on April 12, 2018, a day that Cape Cod will never forget as it is the day Yarmouth Police Officer Sean Gannon was murdered in Marstons Mills. Your COMM firefighters responded to assist Officer Gannon with extreme bravery and courage. While the outcome of that response is tragic and senseless, the efforts of your responders that afternoon is the greatest example of selflessness I have experienced in my 28 years of public service. I am simply so proud to work with all of the members of Centerville-Osterville-Marstons Mills Fire Department. ***(Cover photo: COMM Firefighters receiving Firefighter of the Year awards in Worcester. Photo courtesy of Britt Crosby.)***

As I write, significant efforts are underway to utilize the 2017 Annual Meeting approved appropriation to bolster the Department's station security systems. I feel it is imperative that we do everything possible to protect the men and women employed and the assets of COMM Fire; upgrading our stations security with door access control points and video surveillance equipment will assist us in that mission.

We eagerly await the arrival of our new ambulance that was approved at last year's Annual Meeting. Our life cycle of these advanced life support vehicles is 6 years of front line service and then into a reserve status for 2 additional years. Each ambulance serves the community for a total of 8 years. In closing I thank you again for your support. Our mission statement says the following ***"To provide the finest possible fire, rescue and emergency medical services, whether routine or emergent, to all that reside in, work in or visit the Centerville-Osterville-Marstons Mills Fire District."*** And I want you to know that we work hard to ensure that happens every day.

Fire Prevention

During 2018 the COMM Fire Department Fire Prevention Division saw a decrease in the number of inspections (-5.5%) but a substantial increase in permits issued which was up 28% vs 2017. The two most common types of inspection and permits were: (1) the sale of existing homes and (2) the construction of additions, renovations, or new homes. Permits for the sale of existing homes were up 35% and fire alarm permits for new homes, renovations, and additions were also up 35% in 2018. Most of the increase this past year in these two permit types can be attributed to a procedural change in how inspections are conducted and not necessarily attributed to an increase in house sales or new construction activity within the District.

Commercial building activity did pick up in 2018 but it continues to be a small amount of the overall construction within the District. Most of the commercial projects in the District continue to be teardown rebuild, renovations, or tenant fit outs of existing retail spaces because of the very limited amount of commercially-zoned raw land available.

Total number of inspections/events in 2018: 2896

Total number of permits issued in 2018: 1216

Senior Safe Program

COMM Fire completed its 5th year of involvement with the Senior Safe Program; conducting home fire-safety visits for the residents of Centerville, Osterville and Marstons Mills who are 65 years of age or over. During these visits, the entire home is checked for safety-related concerns and if needed, carbon monoxide alarms, smoke alarms and lock boxes are installed. The Commonwealth of Massachusetts provides a grant to offset the costs of this program but the demand greatly exceeds the monies provided. If you or anyone you know is in need or interested in learning more information about this valuable service, please contact COMM Fire at 508-790-2375 extension 1.

Beginning balance (grant funding)	\$1,735.00
Total Expenditures	\$15,119.26

Due to the extreme success and demand of the program District funds are used to fund the program.

Number of seniors reached:	265
Number of home visits:	203
Number of smoke alarms installed:	51
Number of carbon monoxide alarms installed:	96
Number of lock boxes:	62
Number of house numbers installed:	17
Number of batteries replaced:	802

Emergency Medical Services

The Department currently operates with 24 EMT/Basic, 1 EMT/Advanced and 27 EMT/Paramedics out of 3 fire stations. We continue to utilize 4 International/Horton Class 1 ambulances, one Advanced Life Support equipped fire engine and one full-time EMS supervisor.

2018 saw a total of 3423 EMS calls. The average response time, from notification to arrival on scene is 5 minutes or less. The majority of these calls were considered Advanced Life Support (48.5%) vs. Basic Life Support (25.7%) with the remaining incidents being refusal of transport. 51.8% of EMS calls were in Centerville, 30.8% were in Marstons Mills, 14.3% were in Osterville and the remaining were mutual aid assistance to neighboring communities outside of COMM. 98.8% of transports were to Cape Cod Hospital. The remaining transports were to Falmouth and Boston-area hospitals. 68.8% of patients are over 55 years old and there was nearly a 50% split between men and women. 15% of all requests for medical aid are due to falls. COMM FD encourages all seniors to check their homes for trip hazards and consider using grab rails and handles to help prevent falls.

Ambulance revenue received in the previous fiscal year, July 1, 2017 through June 30, 2018 was \$1,524,546.41.

In reaction to the tragic events surrounding the death of Sgt. Sean Gannon last April, COMM provided department-wide body armor training (led by Sgt. Riley of BPD with great thanks) and equipped all of the ambulances with ballistic helmets and vests. As a result of funds appropriated in July, 2018, each ambulance also carries an upgraded Lucas Automatic CPR machine, new stretchers and a stretcher load system. New automated external defibrillator machines were purchased to replace older units. The department also increased its inventory of bleeding control supplies (tourniquets and Quick Clot gauze should we experience a need for large quantities of these lifesaving supplies.) Personnel were fortunate to participate in a multi-agency Mass Casualty Incident Drill held at the JBCC in fall of 2018. It tested the capabilities of our military, state and local resources.

We welcome all feedback regarding your experience and interaction with our service and our crews. Feel free to contact me at: jdavern@commfireristrict.com.

Dive Team

Established in 1986, the COMM FD Underwater Search and Recovery team is the oldest continually operating public safety dive unit on Cape Cod. The team is comprised of 15 department members, of which ten are diver/tenders and five are trained specifically as support tenders. The Team trains twelve months per year, in all types of weather conditions, at various water bodies in the District.

The Dive Team utilizes fully-encapsulated systems including full facemasks and dry suits to protect the diver from cold exposure as well as hazardous materials such as body fluids and fuel. The majority of diving evolutions are conducted in low to no visibility conditions due to the heavy mud and silt conditions found in most lakes, ponds, bays and rivers. Tenders direct diving search patterns through wireless communication systems, as well as a tether-based communications language using line pull signals.

The Unit is activated for all reports of missing swimmers, persons through the ice, and boating accidents with reports of victims in the water. The team has made many victim recoveries from drownings due to swimming and boating casualties, jumping accidents, and sunken vessel entrapment.

In a collaborative effort and to maximize resources, the COMM and Hyannis Fire Departments have unified their teams operating procedures, training schedules and response agreements, and are operating as a cohesive unit to protect the residents of the two Districts. Together, the teams work and train closely with the Town of Barnstable Harbormaster's Office, and support the Barnstable Police Department with water-based searches for crime scene evidence.

Divers:

1.) Lt. Chris Adams, Co-Team

Leader/Dive master

2.) Capt. Brian Morrison, Co-Team

Leader/Dive master

3.) Lt. Roger Aalto

4.) FF Shawn Lehane

5.) Lt. Mike Miskiv

6.) Lt. Louis Sassone

7.) Lt. Enrique Arrascue

8.) FF Brad Smith

9.) FF Pat Cox

10.) FF Jack McGonigle

Tenders:

1.) Lt. Tom Goodearl

2.) Lt. Dan Osgood

3.) FF Tom Long

4.) FF Ryan Scott

5.) FF Kate Deneen

Training

COMM firefighters continue to train on a daily basis with an emphasis on fire suppression and emergency medical service skills. In addition, COMM Fire personnel completed mandatory training on HIPPA and privacy requirements, hazardous materials response, workplace harassment, conflict of interest and computer and technology use. Notable training events include an incredible day with Lionel Crowther of the Winnipeg (CAN) Fire Service on fire ground survival and the 3- day Fire Chiefs, of Massachusetts Professional Development Conference that all officers and candidates on the promotional list were invited to attend.

This past year we conducted training in both classroom and hands on practical evolutions. Each month our firefighters received a training schedule which included broad categories such as firefighter skills training, specialized tools & equipment, building familiarization and Standard Operation Guidelines (SOG's) review.

Firefighter Skills: Includes many disciplines such as techniques for search & rescue of fire victims, Self-Contained Breathing Apparatus (our air packs), structural firefighting, vehicle fires, Rapid Intervention Training (specialized training & equipment used for rescue of a downed or missing firefighter), ground ladders (deployment of 14', 24' and 35' ladders for firefighting & rescue). Apparatus reviews including pumper operations, aerial ladder operations and driver training.

Specialized Tools & Equipment: We train on a many different tools required for many different situations, for example, Jaws of Life tools for vehicle extrication, air bags, forcible entry and lock out of buildings and vehicles, ventilation saws and fans, boat, water and ice rescue, monitoring for carbon monoxide, natural gas emergencies and other hazardous materials.

Buildings Familiarization: Crews assigned to their respective stations in Centerville, Osterville and Marstons Mills conduct "walk-throughs" or "walk-arounds" at a specific building in their response areas in order identify and gather information on the building characteristics as well as the surrounding area as it may regard the fire or emergency scene. Information gathered includes type of occupancy (residential, commercial, schools, church etc.), building size, construction type, access to the property, hydrant locations, potential fire exposures and any other information that is relevant should there be a fire or other emergency at the location. The crews then discuss the material gathered and "game plan" the potential tactics and strategies they may use in the event of an incident occurring. By pre-planning the possible events the firefighters will be better prepared to react when an actual emergency occurs.

Standard Operation Guidelines Review: C.O.M.M. Fire Department has approximately 120 SOG's relating to fire and other emergency responses. These SOG's fall under the following categories: Apparatus Operations, Equipment Operations, Training, Communications & Alarm Responses, Operating Apparatus at Emergency Incidents, Fire Company Operations, Command Operations, Technical Rescue, Hazardous Materials Incidents, Safety and Major Emergency Operations.

Training Hours: In this fiscal year to date we have provided approximately 2,800 man hours of fire & emergency related training and are currently on pace to provide a total of just over 4,000 man hours by June 30th.

As always we very much appreciate the support we receive from our residents and local businesses that help us to learn new methods and maintain our training needs and abilities.

Dispatch

2018 was another record setting year for emergency response runs in the COMM Fire District. Through 12 months COMM units responded to 1837 fire/service related calls and 3051 EMS calls for a total of 4888, which is 330 more than 2017 (also a record-breaking year.) COMM Fire also dispatched a record breaking 920 calls for Cotuit in 2018, up 93 calls as compared to 2017.

Total Dispatch for COMM and Cotuit over the last decade:

2008:	4606
2009:	4532
2010:	4626
2011:	4807
2012:	4600
2013:	5208
2014:	4686
2015:	5229
2016:	4975
2017:	5343
2018:	5808

In closing, 2018 has been a particularly busy year for your COMM Fire Department. It is an honor to serve our three villages and know that we are here for you. Please consider visiting one of our fire stations and introducing yourself to the fantastic women and men who serve; they are an incredible group of people and are honored to meet our citizens.

Respectfully,
Michael J. Winn
Chief of Department

Mark Macallister
Fire Commissioner, Chairman

Edward Riley
Fire Commissioner

Scott Frank
Fire Commissioner, Secretary

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS
WATER DEPARTMENT
P.O. BOX 369 – 1138 MAIN STREET
OSTERVILLE, MASSACHUSETTS 02655
WWW.COMMWATER.COM**



**OFFICE OF
BOARD OF WATER COMMISSIONERS
WATER SUPERINTENDENT
TEL. No. 508-428-6691
FAX No. 508-428-3508**

Scott E. Crosby, Chairman
Peter Hansen, Vice Chairman
Kevin Medeiros, Clerk

2018-2019 PERSONNEL

Craig A. Crocker, Superintendent (1992)*
Glenn E. Snell, Assistant Superintendent (2013)*
Samuel A. Nickerson (1990)*
Kevin J. Ferguson (1994)*
Roger P. Raymond (1998)*
T. Chatham Fawkes (2001)*
Matt Pistone (2002)*
Beth Flick (2004)
Timothy Picard (2005)*
Luke White (2016)*
Serena Chase (2016)
Cristin Van Buren (2018)
Brian Paradise (2018)

* State Certified Drinking Water Operators

CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT REPORT OF THE BOARD OF WATER COMMISSIONERS

The Board of Water Commissioners would like to thank the voters of our District for your continued support in our endeavor to supply the best quality of drinking water possible. We ask that you continue your conservation efforts. They are crucial to protect our future resources and to control the current cost of water. Also, the MASS DEP is proposing to cut our permitted withdrawal amount thus effectively forcing us to impose mandatory restrictions and to possibly restrict new connections. For information and materials on conserving water contact our office at 428-6691 or visit our web site (www.commwater.com).

The goal of the Centerville-Osterville-Marstons Mills Water Department is to contribute to the well-being of our community by supplying affordable high-quality drinking water. We pledge to be a model Water Department providing the best service possible. We strive for excellence through education and communication with our community and within our organization.

Public Relations

The Department mailed out the annual Water Quality Report along with the January 2019 water bills. The report contains information on the safety and quality of water for the year 2018. Please visit our website, District office, village library or call for a copy. If you have any questions or suggestions please feel free to call or write the office.

We publish an annual newsletter to keep ratepayers informed of Department projects and happenings. This newsletter and Water Quality Report are available at the District Offices, Libraries and Post Offices within the villages. Please visit our web site (www.commwater.com) which provides information and services.

Again, for 2019, we ask for your Voluntary Conservation efforts to control the cost of water, to protect the environment and to avoid mandatory water restrictions.

- Please avoid all outside water use between the hours of 6:00 AM and 6:00 PM.
- Residents with automatic irrigation systems residing in homes on the odd numbered sides of streets are asked to water lawns and gardens on MON & WED only. Residents residing on even numbered sides of streets are requested to water lawns and gardens on TUES & THUR only.
- Water only when necessary. Please be aware of the advance weather forecast. If wind and rain is forecast make adjustments to your watering schedule to minimize water consumption.
- Maintain your lawn at a height of at least two (2) inches. This practice will protect roots and retain soil moisture.
- Install rain sensor shutoff devices/ smart controllers on automatic irrigation systems.

Water Conservation kits available at no charge upon request. Use water wisely!

Budget & Water rates

The water rates can be found at www.commwater.com. Once again, we are pleased to present a budget without the need for an increase in water rates. We rely on revenue derived from water rates and fees to operate and fund capital improvements. This policy demands that we make every effort to operate efficiently. Our FY2020 budget reflects increased Department efficiency while continuing with the upkeep of necessary infrastructure improvements and preparing for the future. The budget has prioritized spending in all areas of operations. The FY2020 operation & maintenance budget has increased less than 1%. However, overall total expenditures are down 11% compared to last fiscal year.

Pump Stations and Equipment

In 2018 we recorded withdrawals over a Billion gallons for the year. The equipment performed well with no major problems. In fact, the equipment is in excellent condition due to regular maintenance and scheduled replacement. The annual well cleaning and performance testing has allowed us to identify pumping equipment that is not operating efficiently and correct any problems. For FY2020, we will continue to upgrade and install equipment which will provide for a more reliable central control system. Also, more upgrades are necessary to the thirty-eight year old facility located at the Tower Hill Rd (Osterville) concrete reservoir Tank. Our goal will be to automate operations utilizing the existing building and tank to move the water in and out in a more timely and efficient manner. A study of water quality prior to bringing the new source (Hayden #23) will be performed this year. A new integrated financial and utilities management software and services will be implemented for the District in 2019-20.

Distribution System Expansion & Improvements

Our consumption breakdown is 86% residential, 4% commercial, 6% municipal, and 4% unaccounted. We are pleased to report that the water supply system received a Class 1 rating (highest) from Insurance Services Office Inc. (ISO) from the last conducted Public Protection Classification (PPC) survey. Most insurers use the PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties.

In an effort to make public water supply available, and to enhance fire protection to all residents of the District, the Board of Water Commissioners will continue to install water mains for existing streets and subdivisions that file a petition and meet the requirements. The Board aims to simplify the procedure and facilitate connections to the water system for these residents. To date, public water supply has been made available to over five hundred sixty residential lots over the past ten years.

System improvements have been focused on the streets that the Town has scheduled for reconstruction. We have attempted to coordinate the necessary upgrades prior to this paving. The funds requested will allow us to add/replace necessary piping to those streets.

An emergency interconnection facility was installed by the Hyannis Water system at the intersection of Phinney's Lane and Longview Dr. (Cent.) The facility will allow the sale of water from one system to the other. An agreement is in place for COMM to supply Hyannis, until improvements are completed at some of their wells.

Our annual flushing program is underway. We should have the entire distribution system, completed by June 10. We apologize for the inconvenience of this imperative service.

Cross- Connection Program

The Department will continue the cross-connection program by re-surveying and testing all necessary facilities. A cross-connection occurs whenever a potable drinking water line is directly or indirectly connected to a nonpotable (fire service, irrigation system, cooling systems, boilers, etc.) piece of equipment or piping. An unprotected or inadequately protected cross connection on your premises could contaminate the drinking water in your dwelling, and in neighboring dwellings. The most common potential cross-connection is the garden hose. The Department installs a check valve with all new residential hookups & provides hose bib vacuum breakers to prevent back siphonage. Throughout the District there are 173 testable backflow prevention devices installed in commercial buildings, schools, apartment complexes and other necessary buildings.

Control your costs: home leak detection

It is important for residents to implement a periodic leak-detection survey in their own homes. Most homes have a low-flow indicator on their water meters, which is a small red diamond-shaped dial on the head of the meter. Turn off all water fixtures and look at the red dial. If the dial is moving there is a leak in your home. In most cases the leak is a result of a toilet leak, which over time can add up. The purchase of a moisture sensor on automatic irrigation systems is also a good water saving idea. Residents need to learn as much as possible about how to consciously conserve water and how to make these changes become part of a regular routine. Contact the Department for assistance and free conservation kits or check out our website. ***Please conserve and use water wisely!***

Water Quality Sampling

The Department samples monthly for coliform bacteria throughout the system. The Department also samples for over 80 regulated and unregulated substances throughout the year. Laboratories certified by the Commonwealth of Massachusetts analyze all samples. Sample results are sent to the Massachusetts Department of Environmental Protection for analysis. Please refer to the table of your water quality report to see what is in your drinking water.

Training

Distribution operators are certified by the Massachusetts Board of Certification of Operators of Drinking Water Supply Facilities. The maintenance of these licenses requires training contact hours. Training classes are scheduled through various associations and provide our staff with “hands-on” training from customer service to safety. We would like to congratulate all staff members that continue their professional development.

In addition to thanking District customers, the Board of Water Commissioners extends our thanks and appreciation to our dedicated employees, the Prudential Committee, the Fire Department, the Clerk/Treasurer’s office and the various Town of Barnstable agencies for their welcome assistance and cooperation throughout the year. We are proud of the staff and management of the Department and are confident that consumers will continue to receive the best service we can provide. We also would like to give a special thanks to Judith Winfield for thirty six years of service and to Jamie Hylas for his thirty years of service!

Respectfully submitted,

BOARD OF WATER COMMISSIONERS
Scott E. Crosby, Chairman
Peter Hansen, Vice Chairman
Kevin Medeiros, Clerk

CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT
ANNUAL STATISTICS
2018 ANNUAL PUMPAGE

January	46,342,000
February	36,077,000
March	40,898,000
April	44,560,000
May	83,914,000
June	148,723,000
July	230,767,000
August	208,278,000
September	142,467,000
October	75,174,000
November	41,700,000
December	41,361,000

2018 TOTAL 1,140,261,000 GALLONS

FACTS ABOUT YOUR SYSTEM

Maximum Day: July 1, 2018 – 9,765,000 Gallons

Maximum Week: June 30th – July 7th, 2018 – 53,613,000 Gallons

36 – New Services installed in 2018

12,281 – Service connections

202 – Services repaired/replaced in 2018

(0.098) Miles of new & replaced water main installed in 2018

252.76 – Total miles of water mains

2,008 – Hydrants in service

132 – Hydrants repaired in 2018

4,359 – Work orders issued

662 – Acres of watershed property

32 – Buildings

3 – Storage tanks

19 – Ground water sources

FY2020

Proposed Budgets

And

Articles

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT
PRUDENTIAL OPERATION BUDGET

	Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
	FY2018	FY 2019	FY 2020	OR (DEC)	OR DEC
SALARIES (52 Week Pay Year):					
PRUDENTIAL COMMITTEE	10,000.00	10,000.00	10,000.00	0.00	0.00%
CLERK/TREASURER	85,529.00	88,619.00	91,278.00	2,659.00	3.00%
ASST. TO CLERK/TREASURER	40,560.00	42,848.00	45,760.00	2,912.00	6.80%
ACCOUNTANT/CONSULTANT	0.00	15,000.00	15,000.00	0.00	0.00%
LONGEVITY PAY	1,626.00	1,675.00	1,755.00	80.00	4.78%
PART-TIME	4,500.00	4,500.00	4,500.00	0.00	0.00%
OVERTIME (Office Staff)	2,000.00	2,000.00	2,000.00	0.00	0.00%
TAX COLLECTOR	2,500.00	2,500.00	2,500.00	0.00	0.00%
MODERATOR	300.00	300.00	300.00	0.00	0.00%
Subtotal District Salaries	147,015.00	167,442.00	173,093.00	5,651.00	3.37%
DISTRICT EXPENDITURES:					
GROUP INSURANCE	2,656,767.00	2,768,241.00	2,787,600.00	19,359.00	0.70%
BC/BS	2,294,548.00	2,396,047.00	2,386,865.00	(9,182.00)	-0.38%
MEDEX	134,483.00	137,902.00	159,350.00	21,448.00	15.55%
DENTAL	109,336.00	112,395.00	115,720.00	3,325.00	2.96%
LIFE	2,500.00	2,500.00	2,500.00	0.00	0.00%
MEDICARE	113,200.00	116,397.00	120,165.00	3,768.00	3.24%
SOCIAL SECURITY	2,700.00	3,000.00	3,000.00	0.00	0.00%
RETIREMENT ASSESSMENT	1,338,676.00	1,428,123.00	1,451,979.00	23,856.00	1.67%
INSURANCE	291,050.00	307,020.00	341,727.00	34,707.00	11.30%
FINANCIAL ADVISOR/BANKING	2,500.00	3,000.00	3,000.00	0.00	0.00%
PRINTING & ADVERTISING	11,000.00	12,000.00	12,000.00	0.00	0.00%
STREETLIGHTS	100,000.00	75,000.00	75,000.00	0.00	0.00%
Subtotal District Expenditures	4,399,993.00	4,593,384.00	4,671,306.00	77,922.00	1.70%
CONTINGENCY FUND	40,000.00	40,000.00	40,000.00	0.00	0.00%
EDUCATION & PROF. DUES	9,500.00	9,500.00	4,000.00	(5,500.00)	-57.89%
PROFESSIONAL FEES	48,000.00	50,000.00	50,000.00	0.00	0.00%
TELEPHONE (Local, Long Dist & Computer T-1)	2,000.00	2,000.00	2,000.00	0.00	0.00%
OFFICE SUPPLIES	6,000.00	5,000.00	5,000.00	0.00	0.00%
OFFICE EQUIPMENT & SERVICES	4,000.00	4,000.00	4,000.00	0.00	0.00%
Subtotal Office Expenses	109,500.00	110,500.00	105,000.00	(5,500.00)	-4.98%
PRUDENTIAL/TREASURER OFFICE EXPENSES:	4,656,508.00	4,871,326.00	4,949,399.00	78,073.00	1.60%

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT
INFORMATION SYSTEM BUDGET

	Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
	FY 2018	FY 2019	FY 2020	OR (DEC)	OR DEC
EXPENSES					
COMPUTER SYSTEMS - IT SUPPORT SERVICES	138,000.00	138,000.00	138,000.00	0.00	0.00%
COMPUTER SYSTEMS - INTERNET SERVICE	3,500.00	13,500.00	13,500.00	0.00	0.00%
COMPUTER SYSTEM - SOFTWARE MAINTENANCE	35,500.00	35,500.00	35,500.00	0.00	0.00%
LEGAL & PROFESSIONAL	25,000.00	15,000.00	15,000.00	0.00	0.00%
SUPPLIES	1,000.00	1,000.00	1,000.00	0.00	0.00%
TELEPHONE SYSTEM SERVICE	5,000.00	5,000.00	5,000.00	0.00	0.00%
COMPUTER SYSTEM - EQUIPMENT MAINTENANCE	15,000.00	15,000.00	15,000.00	0.00	0.00%
INFORMATION SYSTEMS BUDGET TOTALS	223,000.00	223,000.00	223,000.00	0.00	0.00%

CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT

MAINTENANCE AND OPERATION BUDGET

Operation & Maintenance	Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
	FY 2018	FY 2019	FY 2020	OR (DEC)	OR DEC
CHEMICAL COSTS	250,000.00	250,000.00	252,000.00	2,000.00	0.80%
D.E.P. ASSESSMENT	9,200.00	10,465.00	9,355.00	(1,110.00)	-10.61%
ELECTRICITY	300,000.00	300,000.00	300,000.00	0.00	0.00%
EQUIPMENT OPERATING EXPENSES	50,000.00	50,000.00	50,000.00	0.00	0.00%
GENERAL OPERATION	105,000.00	110,000.00	112,655.00	2,655.00	2.41%
NEW EQUIPMENT	1,500.00	1,500.00	1,500.00	0.00	0.00%
OFFICE SUPPLIES	48,000.00	48,000.00	50,000.00	2,000.00	4.17%
PUMP STATIONS	130,000.00	140,000.00	144,000.00	4,000.00	2.86%
SUPPLIES & MATERIALS	51,000.00	51,000.00	52,000.00	1,000.00	1.96%
TELEPHONE	11,000.00	11,000.00	11,000.00	0.00	0.00%
WATER SYSTEM	128,000.00	128,000.00	128,000.00	0.00	0.00%
PROFESSIONAL FEES	8,000.00	8,000.00	8,000.00	0.00	0.00%
SALARIES					
SUPERINTENDENT	108,110.00	111,355.00	114,700.00	3,345.00	3.00%
ASST SUPERINTENDENT	85,490.00	88,055.00	91,500.00	3,445.00	3.91%
PUMP STATION OPERATOR	64,450.00	65,500.00	67,650.00	2,150.00	3.28%
METER TECHNICIAN	70,700.00	71,375.00	0.00	(71,375.00)	-100.00%
WATER TECHNICIANS (6)	303,100.00	308,750.00	378,640.00	69,890.00	22.64%
OFFICE PERSONNEL (3)	148,850.00	151,000.00	151,000.00	0.00	0.00%
PART TIME HELP	0.00	0.00	0.00	0.00	0.00%
OVERTIME & LONGEVITY	105,600.00	107,000.00	109,000.00	2,000.00	1.87%
WATER COMMISSIONERS-\$3000 per commissioner	9,000.00	9,000.00	9,000.00	0.00	0.00%
BUDGET TOTALS	1,987,000.00	2,020,000.00	2,040,000.00	20,000.00	0.99%
Prudential Costs, Group Health & Business Ins.	741,110.64	813,448.48	760,701.51	(52,746.97)	-6.48%
TOTAL BUDGET	2,728,110.64	2,833,448.48	2,800,701.51	(32,746.97)	-1.16%

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT
FIRE MAINTENANCE AND OPERATION BUDGET

	Appropriated FY 2018	Appropriated FY 2019	Proposed FY2020	AMT OF INC. OR (DEC)	% INC OR DEC
APPARATUS & REPAIR					
A. Personnel & Training	80,850.00	80,850.00	80,850.00	0.00	0.00%
B. Vehicle Repair & Maint	170,000.00	170,000.00	170,000.00	0.00	0.00%
C. Firefighter Equipment	98,000.00	99,000.00	99,000.00	0.00	0.00%
D. EMT Equipment	129,050.00	139,050.00	139,050.00	0.00	0.00%
E. Fire Prevention	7,700.00	7,700.00	7,700.00	0.00	0.00%
TOTAL APPARATUS & REPAIR	485,600.00	496,600.00	496,600.00	0.00	0.00%
BUILDING & UPKEEP					
A. Station & Office Supplies	21,800.00	21,800.00	21,800.00	0.00	0.00%
B. Bldg Services & Contracts	37,300.00	37,300.00	37,300.00	0.00	0.00%
C. Bldg & Grounds Supplies	68,500.00	68,500.00	68,500.00	0.00	0.00%
TOTAL BUILDING & UPKEEP	127,600.00	127,600.00	127,600.00	0.00	0.00%
NATURAL GAS, PROPANE, #2 OIL	57,400.00	57,400.00	57,400.00	0.00	0.00%
ELECTRICITY	88,600.00	88,600.00	88,600.00	0.00	0.00%
TELEPHONE & COMMUNICATIONS	34,000.00	34,000.00	34,000.00	0.00	0.00%
LEGAL SERVICES	20,000.00	25,000.00	25,000.00	0.00	0.00%
AMBULANCE BILLING	52,000.00	52,000.00	52,000.00	0.00	0.00%
TOTAL OTHER DEPT EXPENSES	252,000.00	257,000.00	257,000.00	0.00	0.00%
SALARIES * higher percentage reflects 2 years of salary increases due to contract settlement					
FIRE CHIEF	137,368.32	137,368.32	145,734.05	8,365.73	6.09%
DEPUTY CHIEF	117,893.32	117,893.32	125,073.02	7,179.70	6.09%
ADMINISTRATIVE PERSONNEL	147,000.00	147,000.00	154,000.00	7,000.00	4.76%
PERMANENT FIREFIGHTERS	4,589,500.00	4,589,500.00	4,907,083.65	317,583.65	6.92%
DISPATCHERS	264,966.17	264,966.17	281,102.60	16,136.43	6.09%
PERMANENT FF CALLBK & OT	999,375.00	999,375.00	999,375.00	0.00	0.00%
DISPATCH/ADMIN SICK/VAC/OT	43,050.00	43,050.00	45,671.74	2,621.74	6.09%
HOLIDAY PAY (*Contract Change)	228,962.00	228,962.00	304,181.81	75,219.81	32.85%
FIRE COMMISSIONERS-(\$3000 per commissioner)	9,000.00	9,000.00	9,000.00	0.00	0.00%
CUSTODIAN	41,600.00	41,600.00	41,600.00	0.00	0.00%
MECHANIC	93,641.60	95,992.00	99,362.80	3,370.80	3.51%
MECHANICAL SERVICES & O.T.	9,000.00	9,000.00	9,000.00	0.00	0.00%
TRAINING PROGRAM DEVELOPMENT	31,000.00	31,000.00	31,000.00	0.00	0.00%
SICK BUYBACK	70,000.00	70,000.00	70,000.00	0.00	0.00%
UNIFORM-PERMANENT FF	48,500.00	48,500.00	48,500.00	0.00	0.00%
UNIFORM-DISPATCHERS	1,500.00	1,500.00	1,500.00	0.00	0.00%
BURNING PERMIT (DISPATCH)	2,000.00	2,000.00	2,000.00	0.00	0.00%
TOTAL SALARIES	6,834,356.41	6,836,706.81	7,274,184.67	437,477.86	6.40%
FIRE DEPARTMENT BUDGET TOTALS		7,699,556.41	7,717,906.81	8,155,384.67	5.67%

WATER DEPARTMENT BUDGET & ARTICLES FY2020

EXPENSES		FUNDING								Totals	To Be Funded
		Total Appropriation	Taxation	Water Income (Est)	SDC Est Rec	Water Surplus Fund	Reserve Fund	Transfer from Stabilization	Transfer from Available Funds		
		2,915,681.71		32,000.00		558,014.69		411,197.13		3,916,893.53	
Water Budget		2,040,000.00		2,040,000.00						2,040,000.00	0.00
Maturing Debt		114,980.20		114,980.20						114,980.20	0.00
Maturing Interest		31,928.39			31,928.39					31,928.39	0.00
Indirect Costs (to PC)		760,701.51		760,701.51						760,701.51	0.00
Article #	21	Installations & Improvements	483,014.69			483,014.69				483,014.69	0.00
										0.00	0.00
										0.00	0.00
22	OPEB Liability Trust	75,000.00			75,000.00					75,000.00	0.00
										0.00	0.00
		3,505,624.79	0.00	2,915,681.71	31,928.39	558,014.69	0.00	0.00	0.00	3,505,624.79	0.00
	REMAINING		0.00	0.00	71.61	0.00	0.00	411,197.13	0.00	411,268.74	
District Req'd Reserves	5.00%	3,505,624.79									
		175,281.24									
	11.73%	411,268.74	Stabilization Fund								
		411,268.74									

May 21, 2019

**NOTICE OF THE ANNUAL MEETING
AND
ANNUAL MEETING WARRANT**

Centerville-Osterville-Marstons Mills Fire District

Town of Barnstable

Commonwealth of Massachusetts

To the Clerk of the Centerville-Osterville-Marstons Mills Fire District:

Greetings:

You are hereby required and directed to notify and warn the inhabitants of the Town of Barnstable residing within the territory comprising the Centerville-Osterville-Marstons Mills Fire District, qualified to vote in the District elections and affairs, to meet on Monday, May 20, 2019, at the Centerville Fire Station, 1875 Falmouth Road, Route 28, Centerville, Massachusetts, where the polls shall be open at 8:00 a.m., and close at 7:00 p.m., and then and there to vote upon the following officers, to wit:

One Prudential Committee Member for three years
One Water Commissioner for three years
One Fire Commissioner for three years

And to meet on Tuesday, May 21, 2019, at the Centerville Fire Station Upstairs Meeting Hall, Centerville, Massachusetts, at 7:00 p.m., to act upon the following articles:

ARTICLE #1. To accept the Reports of the Prudential Committee, Information Systems, Fire Commissioners, and Water Commissioners.

**Requested by the Prudential Committee
The Prudential Committee Recommends Acceptance**

ARTICLE #2. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$1,745.87 or some other sum for unpaid bills for the prior fiscal year.

**Requested by the Prudential Committee
Recommended by the Prudential Committee**

Explanation: *This article is to raise monies for medical bills received for on the job injuries of the firefighters after the close of the fiscal year of 2018. This article requires a four fifths majority vote.*

ARTICLE #3. To see if the District will vote to increase the yearly stipend of the elected Chairman of the Prudential Committee from \$4,000.00 to \$5,000.00, or such other sum as the District shall determine.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *The Prudential Chairman puts in a great deal of time for the District. He works an inordinately larger amount of hours than the rest of the board members as well as performing the duties as the Chief Procurement Officer and they feel he should receive a higher amount of compensation because of this. The chairman works almost daily at the office giving his extensive knowledge and expertise to all aspects of running the District.*

ARTICLE #4. To see if the District will vote to raise and appropriate the sum of \$4,188,697.49 and to transfer from income of the Water Department \$760,701.51 or some other sum for the ordinary operating expenses of the Prudential Committee for Fiscal Year 2020, to be expended under the direction of the Prudential Committee, or to take any other action thereon.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *This article represents the budget of the Prudential Committee totaling \$4,949,399.00, as shown in the book.*

ARTICLE #5. To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$2,040,000.00 or some other amount for the ordinary operating expenses of the Water Department for Fiscal Year 2020, or to take any other action thereon.

Requested by the Board of Water Commissioners
Recommended by the Prudential Committee

Explanation: *This article represents the budget of the Board of Water Commissioners totaling \$2,040,000.00 as shown in the book.*

ARTICLE #6. To see if the District will vote to raise and appropriate the sum of \$6,723,348.84 and transfer from the income of the Ambulance Account the sum of \$1,432,035.83 or some other amount for the ordinary operating expenses of the Fire Department for Fiscal Year 2020, or to take any other action thereon.

Requested by the Board of Fire Commissioners
Recommended by the Prudential Committee

Explanation: *This article represents the budget of the Fire Department totaling \$8,155,384.67 as shown in the book.*

ARTICLE #7. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$223,000.00 or some other amount for Fiscal Year 2020 for the ordinary operating expenses of the Information Systems Department, to be expended under the direction of the Prudential Committee, or to take any other action thereon.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *This article represents the budget of the Information Systems Department totaling \$223,000.00, as shown in the book.*

ARTICLE #8. To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$114,980.20, to pay maturing debt of the Fire District incurred by or for the Water Department; and to raise and appropriate the sum of \$375,000.00 for other maturing District debt, for an aggregate total of \$489,980.20 for Maturing Debt, as it becomes due and payable during Fiscal Year 2020, or to take any other action thereon.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *This article represents the payments for the maturing debt that will become due during fiscal year 2020.*

ARTICLE #9. To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$31,928.39 to pay accruing interest on the debt of the Fire District incurred by or for the Water Department; and to raise and appropriate the sum of \$16,313.17 for accruing interest on debt of the District incurred other than by or for the Water Department, making a total of \$48,241.56, for the payment of Accruing Interest on debt as it becomes due and payable during Fiscal Year 2020, or to take any other action thereon.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *This article represents the payments for the interest that accrue and become due during fiscal year 2020.*

ARTICLE #10. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$36,785.00 to be paid, in accordance with M.G.L. c.41 Section 108B or other applicable law, to the Town of Barnstable as compensation for assessors, tax collectors and any certified collectors expenses incurred on behalf of the District, for the fiscal year ending June 30, 2020, said funds to be expended under the direction of the Prudential Committee, or take any other action thereon.

Requested by the Prudential Committee

Recommended by the Prudential Committee

Explanation: *The Fire Districts in the Town appropriate \$80,000.00 to the Town of Barnstable each year for their expenses incurred for assessing and tax collection services. This article represents COMM's Proportionate share of that amount.*

ARTICLE #11. To see if the District will vote to authorize the Prudential Committee to either employ an outside auditor to audit the books and accounts of the District, including those of the Treasurer and Water Department; or to request an audit under the provisions of Chapter 44, Section 35, General Laws of Massachusetts, for the Fiscal Year ending June 30, 2019.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *It is prudent and customary to ensure that the public's financial interests are being watched and the auditor ensures that the financial statements are materially correct.*

ARTICLE #12. To see if the District will authorize the Treasurer to enter into compensating balance agreements during Fiscal Year 2020, as permitted by the Massachusetts General Laws, Chapter 44, Section 53F, as amended.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *These are agreements between banking institutions and the District treasurer for services provided by the banks in consideration for funds on deposit. The Commissioner of Revenue of Massachusetts approves this form of agreement for such procedures.*

ARTICLE #13. To see if the District will vote to raise and appropriate pursuant to Massachusetts General Law, Chapter 40, Section 5C, a sum of money to be added to the Reserve Fund to ensure a total Reserve Fund not in excess of 5% of the receipts, rates and service fees from the Fiscal Year ending June 30, 2020, pursuant to Massachusetts General Law, Chapter 40, Section 5C, or take any other action thereon.

Requested by the Prudential Committee
Recommended by the Prudential Committee

Explanation: *This fund is a reserve that may be expended by vote of the Prudential Committee to meet extraordinary or unforeseen obligations and imperatives. While this is not directly appropriated to a particular use, transfers may be voted from time to time of all or any portion of the fund, to meet exigencies. An example of its use in the past has been for emergency repairs.*

ARTICLE #14. To see if the District will vote to raise and appropriate and/or transfer the sum of \$325,000.00 or some other sum for deposit to the Other Post-Employment Benefits (OPEB)

Liability Trust on account of the District's unfunded liability as described by the Government Accounting Standards Board (GASB) 45 statement with the approval of the Prudential Committee, or take any other action thereon.

**Requested by the Prudential Committee
Recommended by the Prudential Committee**

Explanation: *This article would raise funds to fulfill our obligation of reserving monies every fiscal year for the unfunded liability of the District for the Other Post-Employment Benefits Liability Trust Fund, as currently determined by our actuarial study completed for June 30, 2014 to meet the standards of GASB 45.*

ARTICLE #15. To see if the District will vote to raise and appropriate the sum of \$25,000.00 to purchase and implement hardware and software upgrades to the District network computer system, said funds to be expended under the direction of the Prudential Committee, or take any other action thereon.

**Requested by the Prudential Committee
Recommended by the Prudential Committee**

Explanation: *The funding of this article will allow the continued upgrading of older hardware and aging software, as well as continuing to maintain system security.*

ARTICLE #16. To see if the District will vote to raise and appropriate from available funds the sum of \$230,000.00 to complete the purchase of all required Self-Contained Breathing Apparatus (SCBA) and components (compressor), said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee, or take any other action thereon.

**Requested by the Board of Fire Commissioners
Recommended by the Prudential Committee**

Explanation: *The National Fire Protection Association Standard 1582 on Self-Contained Breathing Apparatus (NFPA 1582) requires that Self-Contained Breathing Apparatus (SCBA) be replaced every ten years or two revisions of the 1582 standard. The SCBA currently used by the Fire Department are both over ten years of age and past two revisions. Each year since 2015 COMM has earmarked monies through the article process to lessen the burden on the District when this time-line was met. Self-Contained Breathing Apparatus are approximately \$8,500 per pack and a new filling station/compressor installed is \$60,000.00.*

ARTICLE #17. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$48,000.00 for the purchase of sixteen (16) comprehensive sets of bunker gear, said funds to be expended under the direction of the Board of Fire Commissioners with approval of the Prudential Committee, or take any other action thereon.

Requested by the Board of Fire Commissioners

Recommended by the Prudential Committee

Explanation: *The average cost of a comprehensive set of personal protective equipment (PPE) is approximately \$3,000.00. By industry standard PPE is no longer usable after ten years of service. The COMM Fire District has approximately one hundred (100) sets of personal protective equipment that require replacement. This article will continue the staggered purchasing process and update all members' front line set of PPE.*

ARTICLE #18. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$150,000.00 to purchase new information management software for the COMM Fire District, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee, or take any other action thereon.

**Requested by the Board of Fire Committee
Recommended by the Prudential Committee**

Explanation: *COMM Fire currently uses a software platform that is over twenty (20) years old. In addition to being antiquated the current software does not meet the needs of the organization. The new software would integrate all functions into one and provide a more user-friendly system.*

ARTICLE #19. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$80,000.00 to purchase two (2) new motors and electronics for Marine Boat 310, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee..

**Requested by the Fire Commissioners
Recommended by the Prudential Committee**

Explanation: *The boat served the Provincetown Coast Guard station for fifteen (15) years before being declared surplus. The motors on the boat are at end of serviceable life and are in need of updating. In addition, the electronics package are recycled from the original COMM Fire rescue boat. The new motors and electronic package will ensure our firefighters have the safest tools available for maritime missions.*

ARTICLE #20. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$125,000.00 to purchase necessary state-mandates digital radios the Department operates daily, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee, or take any other action thereon:

**Requested by the Board of Fire Commissioners
Recommended by the Prudential Committee**

Explanation: *The Centerville Osterville Marstons Mills Fire District radio system currently operates off of the Massachusetts State Police 800Mghz trunked radio system. This system is*

currently analog based and will be switching to digital formats within the next five years. COMM Fire anticipates a total project cost of \$500,000.00 to switch all radios from analog to digital and seeks this funding to minimize the financial impact when it is required.

ARTICLE #21. To see if the District will vote to transfer and appropriate from water Surplus account the sum of \$483,014.69 for the labor and materials necessary for water service installations, repairs to the water system, leak detection, tree/brush removal, meter replacements, hydrant relocations, replacement of undersize and older piping, water main extensions and other related upgrades on Huckins Neck Road and others within the system, said funds to be expended under the direction of the Board of Water Commissioners, with the approval of the Prudential Committee, or to take and action thereon.

Requested by the Board of Water Commissioners
Recommended by the Prudential Committee

***Explanation:** This article will allow the Department for sub-contract related water installations and improvements through the public procurement process. This will continue the upgrade and maintenance of the Distribution system as necessary and as identified in the Water System Improvement Plan. The amount requested is based on an estimated number of installations, repairs and the improvements have been coordinated with the Town's re-surfacing plan as necessary. The funds will also maintain staffing levels. Funding for this article is to be transferred and appropriated from water surplus and available funds.*

ARTICLE #22. To see if the District will vote to transfer and appropriate from Water Surplus the sum of \$75,000.00 to the Other Post-Employment Benefits (OPEB) Liability Trust Fund to apply to the Water Department's unfunded liability as described by the Government Accounting Standards Board (GASB) 45 rule with the approval of the Prudential Committee..

Requested by the Board of Water Commissioners
Recommended by the Prudential Committee

***Explanation:** This article will contribute to the fund established for the liability identified by GASB 45. Funding will be transferred and appropriated from water surplus.*

ARTICLE #23. To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$150,000.00 to fund necessary contractual settlements from union negotiations, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee, or take any other action thereon.

Requested by the Board of Fire Commissioners
Recommended by the Prudential Committee

***Explanation:** The funding of this article will pay for a partial amount of the contractual negotiated settlements with the Local 2346 and PFOA 1. This settlement covers a fiscal year increase for both the unions for FY2019*

HEREOF FAIL NOT to make due return of the Warrant and your doings thereon at said meeting. Given under our hands this first day of May, in the Year of our Lord, Two Thousand Nineteen.

Prudential Committee

Carlton B. Crocker, Chairman _____

John Lacoste _____

David V. Lawler _____

A TRUE COPY

ATTEST:

Clerk/Treasurer, Judith C. Sprague
Centerville-Osterville-Marstons Mills Fire District