

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

**2016 ANNUAL REPORT**

**2017 ANNUAL DISTRICT MEETING**



**1926 – 2017**

**ANNUAL ELECTION**

Centerville Fire Station  
Route 28, Centerville  
**MONDAY, MAY 15, 2017**  
**8:00 AM – 7:00 PM**

**ANNUAL MEETING**

West Villages Elementary School  
Osterville-West Barnstable Road  
**TUESDAY, MAY 16, 2017**  
**7:00 PM**





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

Carlton B. Crocker, Chairman Term Expires 2017

John A. Lacoste Term Expires 2018

David V. Lawler Term Expires 2019

**CLERK/TREASURER**

Judith C. Sprague

**ASST. CLERK/TREASURER**

Krystal Abrams

**BOARD OF WATER COMMISSIONERS**

Peter Hansen Term Expires 2017

Kevin Medeiros Term Expires 2018

Scott Crosby, Chairman Term Expires 2019

**WATER SUPERINTENDENT**

Craig A. Crocker

**ASST. WATER SUPERINTENDENT**

Glenn Snell

**BOARD OF FIRE COMMISSIONERS**

Mark Macallister, Chairman Term Expires 2017

Scott Frank Term Expires 2018

Edward P. Riley Term Expires 2019

**FIRE CHIEF**

Michael J. Winn

**DEPUTY CHIEF**

Byron L. Eldridge

**INFORMATION SYSTEMS**

Thrive

**MODERATOR**

Charles Sabatt

Term Expires 2018



## **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 15, and Annual Meeting, May 16, 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, overseeing fiscal expenditures, approving contracts for goods and services, responsible for labor contractual agreements and for the general direction and supervision of the Information Systems Department.

The “outsourcing” of IT functions has provided the District with professional and skilled 24/7 management. Corporate IT Solutions has gone a step further by recently merging with a like company and have changed its corporate name to “Thrive.” We look forward to what this new union will bring to COMM.

But with these changes from the “outside” we still need internal day-to-day, hands-on implementation and maintenance from our own skilled people – Deputy Chief Byron Eldridge and Captain Richard Sargent.

#### **AMBULANCE BILLING**

For the past 18 years the Fire Department has benefited from the proceeds of ambulance billing. The total amount collected as of April 1, 2017 is \$19,771,866.04. In Fiscal Year 2018, those funds will offset the expenses of the ambulance/rescue service by \$1,391,545.51.

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 2018. Comstar has provided the District with information on rate structure and setting patterns.

## **STREETLIGHTS**

We finalized the conversion of the District's streetlights from sodium to LED. 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 – FY2018**

Gasoline and diesel fuel prices bid through the Barnstable County Collaborative were accepted by the District in mid-March. Noonan Brothers with a low bid of .12 for gasoline was again selected to provide COMM with that product. Peterson's diesel bid came in at .095 and that was also selected. That means that whatever the price at the delivery date will be "marked up" above the "Boston low price posted in the Journal of Commerce on that certain delivery date."

### **Natural Gas**

National Grid will again be the supplier of natural gas for fiscal year 2018. Prices are competitive, especially during the summer months when our gas fired hvac equipment uses large amounts of fuel.

### **COMM-CVEC Power Agreement**

The District has entered into a twenty (20) year agreement with Cape and Vineyard Electric Cooperative, Inc. (CVEC) to purchase Net Metering Credits (NMC) for electricity supplied by Syncarpha Capital, developer-provider of a ground mounted Solar Photovoltaic installation in Dartmouth, Massachusetts, that will ultimately provide 3.2 million kilowatts of electric power to COMM annually.

CVEC is a local non-profit energy cooperative that acts as a collective buyer seeking renewable electric generation facilities at competitive prices and passes them along to the District and other municipal entities. CVEC will monitor Net Metering Credit Sales and provide other management services for the District.

## **AUDIT**

Our auditor, Bill Fraher, CPA of Boston, Massachusetts has completed the audit for Fiscal Year 2016. Copies of the audit are available by request at the District office.

## **CAPITAL IMPROVEMENTS – REAL PROPERTY**

Article 21, of the May 2015 Annual District Meeting, asked voters to approve \$190,000.00 for repairs and maintenance of the fire stations of the District. That article was approved.

Last years' Prudential Committee report indicated much of the work that had been completed during that fiscal period and other projects on a short list that would start as the District moved into fiscal 2017. Most of the projects in the past year were at Headquarters station. The twenty five year old building and grounds were most in need, and so, that was the focus of much of the work. (Those projects are explained in more detail in the Fire Commissioners Report contained in this annual report.)

The financials (thru 3/17/17) look like this: The project account began with an appropriation of \$190,000.00. In Fiscal 2016 and 2017 it shows total expenditures of \$71,787.59 and an account balance of \$118,212.41.

## **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 \$1,561,920.38 towards this long-term liability that represents our commitment of paying our employees' health care benefits in retirement. Investing efforts have generated \$115,104.25 since inception through March 31, 2017.

## **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.

At present, the firefighters, dispatcher personnel, Fire Department union for civilian employees and Water Department employees are under contract.

## **NEW INITIATIVES**

District retirement assessments are leveling off as their investments have shown profitable returns. The benefit cost of current and retired employees has been spiraling as health insurance premiums have increased by double digits. 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. The District is looking into other alternatives that might help alleviate this unfunded liability. 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.

### **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.

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-hour, 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.

Our IT vendor, Corporate IT, has merged with a similar company, Thrive, this year and now has an increased workforce to be able to serve the needs of its customers. We will continue this relationship to serve our IT needs in the coming year.

The District-wide Computer Committee has met and continues with guiding the District's future needs, to oversee the budget and make recommendations to the system.

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

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 FY18 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 2017**

- Upgrade of server software
- Upgrade of servers
- Continued upgrade of workstations
- Ongoing development of the district website
- Outsourcing of IT support
- Upgrading of Firewalls



PROJECTS PROPOSED FOR FISCAL YEAR 2018

- Upgrading of CAD Mapping
- Upgrading of software
- Upgrading of hardware
- Upgrading system security

Respectfully submitted for the  
INFORMATION SYSTEMS,

Byron L. Eldridge, Deputy Chief

**May 17, 2016**  
**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 ninetieth 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 17, 2016 at 7:00 p.m.

Moderator, Charles M. Sabatt, called the meeting to order at 7:28 p.m. after attaining a quorum. Judith C. Sprague, District Clerk, then read the call and return of the Warrant. 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 voted to raise and appropriate the sum of \$27,500.00 for potential payments of past years debts.

**ARTICLE #3.** Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$3,750,519.75 and to transfer from income of the Water Department \$672,823.25 for a total appropriation of \$4,423,343.00 for Fiscal Year 2017 for the ordinary operating expenses of the Prudential Committee Operation, to be expended under the direction 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 \$1,943,870.00 for the ordinary operating expenses of the Water Department for Fiscal Year 2017.

**ARTICLE #5.** Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$6,169,570.64 and transfer from the income of the Ambulance Account the sum of \$1,347,823.53 for a total appropriation of \$7,517,394.17 for the ordinary operating expenses of the Fire Department for Fiscal Year 2017.

**ARTICLE #6.** Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$217,000.00 for Fiscal Year 2017 for the ordinary operating expenses of the Information Systems Department, to be expended under the direction of the Prudential Committee.

**ARTICLE #7.** 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 \$240,332.67, to pay

maturing debt of the Fire District incurred by or for the Water Department; and to raise and appropriate the sum of \$319,253.00 and transfer from the free cash of the District the sum of \$170,647.00 for a total sum of \$489,900.00 for other maturing District bonds and notes, to make a grand total of \$730,232.67 for Maturing Debt, as it becomes due and payable during Fiscal Year 2017.

**ARTICLE #8.** 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 \$41,491.35, to pay accruing interest on the debt of the Fire District incurred by or for the Water Department; and to raise and appropriate from available funds the sum of \$3,984.65 for accruing interest on debt of the District incurred other than by or for the Water Department, making a total of \$45,476.00, for the payment of Accruing Interest on bonds and notes as it becomes due and payable during Fiscal Year 2017.

**ARTICLE #9.** Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate 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, 2017, said funds to expended under the direction of the Prudential Committee.

**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, 2016.

**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 2017, 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 \$300,000.00 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 \$300,000.00 for the Stabilization Fund for a future purchase of a high cost fire department vehicle.

**ARTICLE #15.** 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, said funds to be expended under the directions 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 \$291,000.00 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 #17.** Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from system development charges the sum of \$52,500.00 and re-appropriate from Article #18 from the May 20, 2012 Annual District Meeting and from Article #20 from May 19, 2013 Annual District Meeting the remaining balances of \$5,597.50 and \$592.05, respectively, for a total sum of \$58,689.55 for the labor and materials necessary for the improvement of electrical, mechanical, software, process controls and other related equipment to the Supervisory Control And Data Acquisition (SCADA) system, 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 authorize and empower the Board of Water Commissioners with the approval of the Prudential Committee to purchase and/or acquire by gift and/or take by eminent domain pursuant to the provision of C. 169 Acts of 1937 or as otherwise permitted by law, for the purpose of collecting, storing, holding, purifying, treating, protecting and preserving the purity of any pond, spring, stream or ground water sources thereof used for public water supply and for conveying the same to any part of the District, the fee interest in the parcels of land located in Marstons Mills at Hi River Road, shown on Map 60 as Parcels 032-036 (10.95 acres +/-), and more particularly described in deeds recorded in Barnstable County Registry of Deeds Book 25750 and 27986 Page 233 & 239 and 162, respectively, a copy of which is on file in the office of the Clerk/Treasurer; and to transfer from available funds and appropriate the sum of \$297,331.12 for the aforesaid purchase and all costs and expenses incidental to and associated therewith; including survey, engineering, legal and other costs, fee or expenses associated therewith said purchase being subject to all applicable rules and regulations of the Department of Environmental Protection and General Laws as the same way be applicable, said funds to be expended under the direction of the Board of Water Commissioners 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 the water surplus account the sum of \$38,000.00 for 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.

**ARTICLE #20.** Upon a motion duly made and seconded, it was unanimously voted to transfer and appropriate from the water surplus account the sum of \$55,000.00 and re-appropriate from Article #26 from May 19, 2015 Annual District Meeting the remaining balance of \$10,718.22 for a total of \$65,718.22 for the purchase of one four wheel drive utility truck and one full size van and related equipment, and to sell or trade a 2006 Chevrolet truck and a 2006 Chevrolet van, 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 #21.** 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 Industrial Communications Tower & Wireless LLC, with its principle offices at 40 Lone Street, Marshfield, MA 02050, which lease negotiated by the Board

of Water Commissioners and Prudential Committee for the installation and maintenance of wireless communication equipment and facilities under and upon land and improvements located at 1138 Main Street, Osterville, Map 119 lot 9, for a term not to exceed ten years, all in accordance with the Response for Proposal received from the proposed lessee and dated March 30, 2016.

**ARTICLE #22.** Upon a motion duly made and seconded, it was unanimously voted to borrow the sum of \$300,000.00 for the purchase of a new ambulance and related equipment for the District, 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 \$56,663.51 and re-appropriate Article #25 from the May 12, 2012 Annual District Meeting the sum of \$3,336.49 for a total of \$60,000.00 to purchase a new four wheel drive SUV, lights, radios and related equipment, said funds to be expended under the direction of the Board of Fire Commissioners with 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 \$51,200.00 for the purchase of five SCBA (Self-Contained Breathing Apparatus), five comprehensive sets of bunker gear and standardized helmet front pieces ensuring the ability to quickly and consistently identify our members on an emergency scene, 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 \$28,043.37 and re-appropriate from Article #27 from the May 15, 2012 Annual District Meeting the sum of \$21,956.63 for a total sum of \$50,000.00 for the labor and materials necessary for the purchase and installation of a new emergency standby generator and related equipment to be installed at the Marstons Mills Fire Station 3, 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 unanimously voted to raise and appropriate the sum of \$25,000.00 for the purchase of fifty three sets of wildland firefighting gear to outfit the firefighters with proper protection for fighting wildfires, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee.

**ARTICLE #27.** Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$35,000.00 for the purchase of a new Life Pak 15 monitor/defibrillator for use in the Fire Department ALS vehicles, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee.

**ARTICLE #28.** Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$7,000.00 to purchase a new 30 horsepower outboard motor and related equipment and to sell or trade the existing 30 horsepower motor currently in use, whichever is in the best interest of the District, said funds to be expended under the direction of the Fire Commissioners, with the approval of the Prudential Committee.

**Upon a motion duly made and seconded, it was unanimously voted to adjourn the Annual District Meeting at 8:06 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, 2016

Composition of cash including cash equivalents and term deposits  
at end of year:

Petty Cash		\$ 750
Interest bearing deposits with rate of interest:		
Rockland Trust - Money Market	0.05%	2,748,868
Rockland Trust – Payroll Account	0.05%	31,917
Rockland Trust – Vendor Account	0.05%	45,244
TD Bank – Capital Projects	0.15%	16,607
Cape Cod Five Cents Savings Bank - Term deposit	1.49%	32,564
Century Bank – Money Market	0.30%	1,820,662
Cape Cod Five Cents Savings Bank – Cert. of Deposit	0.25%	1,321,191
Bristol County Savings Bank – Money Market	0.25%	364,593
Bartholomew & Co. – OPEB Trust	N/A	1,166,147
Cape Cod Five Cents Savings Bank – Money Market	0.20%	405,353
Cooperative Bank of Cape Cod – Cert. of Deposit	0.65%	<u>501,203</u>
Total Cash		<u>\$ 8,455,099</u>

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT**

Statement of Net Position

June 30, 2016

<u><b>ASSETS</b></u>	<u><b>Governmental Activities</b></u>	<u><b>Business- type Activities</b></u>	<u><b>Total</b></u>
Current Assets:			
Cash and cash equivalents	\$4,544,876	\$2,814,426	\$7,359,302
Receivables, net of allowance for un-collectibles	782,497	1,185,802	1,968,299
Total current assets	<u>5,327,373</u>	<u>4,000,228</u>	<u>9,327,601</u>
Non-Current Assets:			
Capital Assets:			
Assets not being depreciated	384,746	3,438,497	3,823,243
Assets being depreciated, net	8,560,995	12,275,226	20,836,221
Total non-current assets	<u>8,945,741</u>	<u>15,713,723</u>	<u>24,659,464</u>
Total assets	<u>14,273,114</u>	<u>19,713,951</u>	<u>33,987,065</u>
<u>Deferred Outflows of Resources</u>			
Deferred amounts related to pensions	<u>1,007,698</u>	<u>140,938</u>	<u>1,148,636</u>
<u><b>LIABILITIES</b></u>			
Current liabilities:			
Warrants and accounts payable	\$ 40,023	\$30,324	\$70,347
Accrued payroll and withholdings	41,905	20,430	62,335
Other accrued liabilities	0	46,605	46,605
Accrued interest payable	1,125	17,179	18,304
Notes payable	289,900	396,000	685,900
Compensated absences	55,398	0	55,398
Bonds payable	200,000	108,333	308,333
Total current liabilities	<u>628,351</u>	<u>618,871</u>	<u>1,247,222</u>
Noncurrent liabilities:			
Compensated absences	377,470	6,900	384,370
Other post-employment benefits	7,787,158	1,469,536	9,256,694
Net pension liability	12,409,973	1,735,670	14,145,643
Bonds payable	0	1,765,756	1,765,756
Total noncurrent liabilities:	<u>20,574,601</u>	<u>4,977,862</u>	<u>25,552,463</u>
Total liabilities	<u>21,202,952</u>	<u>5,596,733</u>	<u>26,799,685</u>
Net investment in capital assets	8,480,158	13,498,005	21,978,163
Restricted for:			
Ambulance services	1,892,733	0	1,892,733
Grants and other	109,795	0	109,795
Unrestricted	<u>(16,445,655)</u>	<u>754,441</u>	<u>(15,691,214)</u>
Total net position	<u><u>\$(5,962,969)</u></u>	<u><u>\$14,252,446</u></u>	<u><u>\$8,289,477</u></u>



**Centerville-Osterville-Marstons Mills Fire District**

Statement of Revenues, Expenditures and Changes in Fund Balance

Government Funds

For the Year Ended June 30, 2016

	<u>General Fund</u>	<u>Ambulance Fund</u>	<u>Non-major Governmental Funds</u>	<u>Total</u>
Revenues:				
Property taxes	11,006,474	-	-	11,006,474
Departmental charges for services	2,480	1,381,354	-	1,383,834
Licenses and permits	24,330	-	-	24,330
Intergovernmental	66,356	-	6,504	72,860
Investment income	16,425	-	491	16,916
Other	61,062	-	20,433	81,495
Total revenues	<u>11,177,127</u>	<u>1,381,354</u>	<u>27,428</u>	<u>12,585,909</u>
Expenditures:				
Current:				
Prudential Operations	3,997,217	-	-	3,997,217
Fire Operations	7,025,600	-	23,090	7,048,690
Debt Service	803,167	-	-	803,167
Information Systems	183,142	-	-	183,142
Total expenditures	<u>12,009,126</u>	<u>-</u>	<u>23,090</u>	<u>12,032,216</u>
Excess (deficiency) of revenue over expenditures	<u>(831,999)</u>	<u>1,381,354</u>	<u>4,338</u>	<u>553,693</u>
Other financing sources (uses):				
Operating transfers in	1,211,327	-	-	1,211,327
Operating transfers out	-	(1,184,136)	-	(1,184,136)
Total other financing sources (uses)	<u>1,211,327</u>	<u>(1,184,136)</u>	<u>-</u>	<u>27,191</u>
Net changes in fund balances	379,328	197,218	4,338	580,884
Fund balance, beginning of year	<u>2,446,175</u>	<u>1,410,698</u>	<u>(160,126)</u>	<u>3,696,747</u>
Fund balance, end of year	<u><u>2,825,503</u></u>	<u><u>1,607,916</u></u>	<u><u>(155,788)</u></u>	<u><u>4,277,631</u></u>

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT**

Notes to Financial Statements

June 30, 2016

**Note 6. Capital Assets**

Capital asset activity for the year ended June 30, 2016 was as follows:

	<u>Beginning Balances</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balances</u>
<b><u>Governmental activities</u></b>				
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	5,240,308	64,064	77,981	5,226,391
Total capital assets being depreciated	16,522,666	64,064	77,981	16,508,749
Less accumulated depreciation for:				
Buildings and improvements	(3,922,853)	(242,781)	0	(4,165,634)
Equipment	(3,450,414)	(409,687)	(77,981)	(3,782,120)
Total depreciation	(7,373,267)	(652,468)	(77,981)	(7,947,754)
Capital assets being depreciated, net	9,149,399	(588,404)	0	8,560,995
Total governmental activities capital assets, net	<u>\$9,534,145</u>	<u>\$(588,404)</u>	<u>\$ 0</u>	<u>\$8,945,741</u>
<b><u>Business-type activities</u></b>				
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			1,420,049
Equipment	896,632	52,378	37,382	911,628
Infrastructure	23,730,095	153,500		23,883,595
Total capital assets being depreciated	26,046,776	205,878	37,382	26,215,272
Less accumulated depreciation for:				
Buildings and improvements	(723,117)	(34,907)		(758,024)
Equipment	(680,445)	(70,115)	(37,382)	(713,178)
Infrastructure	(12,032,392)	(436,452)		(12,468,844)
Total accumulated depreciation	(13,435,954)	(541,474)	(37,382)	(13,940,046)
Capital assets being depreciated, net	12,610,822	(335,596)	0	12,275,226
Total business-type activities capital assets, net	<u>\$16,049,319</u>	<u>\$(335,596)</u>	<u>0</u>	<u>\$15,713,723</u>

Depreciation expense was charged to functions as follows:

Governmental activities:	
Fire Operations	<u>\$652,468</u>
Business-type activity:	
Water	<u>\$541,474</u>

The annual requirements to amortize all general obligation bonds and loans outstanding as of June 30, 2016, including interest, are as follows:						
	<b>Governmental Activities</b>			<b>Business-type Activities</b>		
<b>Year Ending</b>						
<b>June 30</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2017	200,000	2,250	202,250	108,333	36,398	144,731
2018	0	0	0	110,505	34,210	144,715
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
2022-2026	0	0	0	622,651	100,389	723,040
2027-2031	0	0	0	687,615	34,927	722,542
2032	0	0	0	0	0	0
<b>Totals</b>	<b>\$200,000</b>	<b>\$2,250</b>	<b>\$202,250</b>	<b>\$1,874,089</b>	<b>\$294,981</b>	<b>\$2,169,070</b>

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DEPARTMENT  
2016**

**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	Lehane, Shawn (E) 1999
Adams, R. Christopher Lt. (E) 1999	Long, Thomas (E) 2000
Anderson, Richard (P) 2014	MacNeely, Martin FPO (E) 1988
Arrascue, Enrique Lt. (P) 2006	Malone, Matthew (P) 2010
Bengston, Eric Lt. (P) 1994	McGonigle, John (P) 2014
Burchell, Thomas Capt. (P) 1997	Miskiv, George Lt. (E) 2000
Carney, Michael (P) 2002	Miskiv, Thomas Lt. (E) 1998
Carpenter, Daniel (P) 1999	Morrison, Brian Capt. (E) 2000
Coombs, Steven (P) 2013	Mullin, Scott (P) 2013
Cox, Patrick (P) 2015	O'Melia, Robert (E) 1994
Dalbec, Edward (P) 2005	Osgood, Daniel Lt. (E) 2000
Davern, Jason, Lt./EMS Officer (P) 1999	Perry, Michael (P) 2015
DeGraan, Thomas (P) 2005	Reed, Andrew (E) 1996
Deneen, Kathleen (P) 2014	Riley, Charles (E) 2007
Dillon, Matthew Lt. (P) 2004	Rogers, Christopher (E) 2009
Engligh, John (P) 2014	Rogers, Michael (E) 2005
Ferola, David (P) 1999	Sabatinelli, Eric Lt. (I) 1999
Gardner, James Lt. (P) 1985	Sahl, Richard (E) 2001
Gelinas, David Jr. (E) 2005	Sargent, Richard Capt. (P) 1989
Goodearl, Thomas Lt. (P) 1998	Sassone, Louis (P) 2004
Greene, Sean Capt. (E) 1991	Schneckloth, Charles (E) 1995
Grossman, Michael FPO (E) 1990	Simmons, Michael (E) 1991
Henson, Roger (E) 1997	Smith, Bradley (P) 2011
Hill, Patrick (E) 2007	Travers, Adam (P) 2015
Hunter, Zachary (P) 2010	Travis, Jason (P) 2014
	Williams, Gordon (E) 2000

**DISPATCHERS**

Gifford, Jeffrey (EMD) (E) 1984 (Retired)	Motte, Laurie (EMD) (E) 1999
Monroe, William (EMD) (E) 2000	Pierce, Richard (EMD) 2011
Brouillette, Amy (EMD) (E) 2016	

(E) Emergency Medical Technician  
(P) Paramedic

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



Greetings:

On behalf of the Fire Commissioners and the dedicated men and women of the Centerville-Osterville-Marstons Mills Fire District, I thank you for the continued support of your fire department.

This has been a record setting year for our department as our personnel delivered two healthy baby girls!!! These young ladies have become the 2<sup>nd</sup> and 3<sup>rd</sup> baby girls delivered by our EMT and Paramedics over the last two years. To deliver one baby is a miracle, to deliver 3 babies is miraculous!! The delivery of these babies is incredible for both our department and our community!!

While we delight in having assisted with the births of new babies, our department was rocked by the tragic death of our former Barnstable High School intern student, Jordan Galvin-Jutras. Jordan was a hardworking, gregarious and kind-hearted young man who had earned the respect of everyone at COMM Fire during the year he spent with us. Barnstable High School interns participate four days per week with the on-duty staff at COMM Fire, practicing training, performing maintenance and observing while on emergency responses. Jordan was sadly killed while returning to college where he was pursuing a fire science degree. Jordan's legacy will live on at COMM Fire through our continued participation in the intern program highlighting to Barnstable High School seniors the value and honor of serving our community.

The Centerville-Osterville-Marstons Mills Fire Department was fortunate to have a small piece of the World Trade Center steel gifted to the department by the Fire Department City of New York (FDNY) for the creation of a proper memorial to the events of September 11, 2001. The materials for the memorial were graciously funded by the Centerville-Osterville-Marstons Mills Firefighter Association with labor provided by off-duty firefighters and an incredible and solemn memorial was created. I invite everyone to COMM Fire Headquarters to visit the memorial.

The following report is a snapshot of our various activities that occurred during calendar year 2016.

### **Buildings & Grounds**

From the funding approved in 2015 many improvements and updates were made to our 25 year old headquarters building in Centerville (budget information in *Prudential Committee Report*.)

- 2<sup>nd</sup> floor kitchen was refurbished including cabinetry and appliances;
- Firefighter bunk rooms were updated with fresh paint, carpet cleaning and new baseboards.
- Outside, the brick was power-washed and the windows caulked. Also, landscaping was done to improve visibility from the driveway.

In 2017 we look forward to refreshing our Dispatch area and installing lightning protection for the sensitive 911 electronic equipment.

## **Dispatch**

During calendar year 2016 the Department Communications Center dispatched 4146 calls for emergency service and an additional 835 calls for the Cotuit Fire District. Total emergency calls handled by Centerville Osterville Marstons Mills Fire Department Dispatch Operations was 4981. Of the 4146 District calls handled by COMM personnel and apparatus:

EMS calls:	2853
Fires/Fire related:	195
Service calls:	322
Other calls:	776

In addition, the Dispatch Center provides an off-hours answering point and dispatching services for the COMM Water Department as well as public reception and security monitoring for all activities at COMM Headquarters.

The Dispatch Center saw one retirement during 2016, with Jeffrey Gifford retiring in July after 32 years of service. Jeffrey was the last Dispatcher who had worked out of the Osterville Dispatch Center, before Headquarters Building Opened in 1990. Though retired Jeff remains available to fill occasional shifts not handled by the four fulltime dispatchers or five firefighters currently serving as spare dispatchers.

New to COMM but not new to dispatching is Amy Brouillette, who becomes one of our four full time APCO-certified (Association of Public Communications Officials) dispatchers after 18 years with Harwich Police and Fire Departments.

The Dispatch Center also coordinates the Open Burning Program for District residents. The 2016 season (January 15th-May 1st by State Law) was the first in which residents are not required to possess a permit from the Department, but are required to check daily to see if burning will be allowed, depending on air quality and atmospheric conditions. Daily burning status and information about other outside fires is always available on the District website. ([www.commfiredistrict.com](http://www.commfiredistrict.com))

## **Emergency Medical Services**

Currently we are operating with 26 EMT/Basic, 1 EMT/Advanced and 26 EMT/Paramedics out of 3 fire stations. For years COMM has provided mentoring and instruction to local students pursuing their EMT or Paramedic certifications. One of their course requirements includes spending time on an ambulance observing experienced providers work. COMM Fire is happy to offer this type of support to future EMS providers starting their careers.

Continuing education is paramount for providers to keep ahead of the enormously swift changes in technology and to retrain on the basics. Our EMTs/medics spent hundreds of hours learning and practicing skills such as advanced cardiac rhythm interpretation, intubation and dosages of new medications. Last year, through the efforts of Capt. Burchell and Lt. Davern, we held a

large Mass Casualty Incident (MCI) drill at our Osterville station. We will continue to train and retrain to add the MCI and Active Threat responses to our knowledge base.

2016 saw a total of 2931 calls for emergency medical treatment. This is a decrease of 306 EMS calls compared to 2015. Statistically, the most popular time for calls is mid-morning and the most popular day is Friday. As in 2015 the calls are almost evenly split between men (51%) and women (49%).

Ambulance revenue received in the Fiscal Year 2017 (July 1, 2016-June 30, 2016) was \$1,391,545.51 (increase of \$133,667.11 over last year.)

We continue to offer free blood pressure checks at all 3 stations and a SHARPS collection program at our Centerville station.

### **Fire Prevention**

During 2016 the COMM Fire Department Fire Prevention Division saw an increase in the number of inspections and permits as compared to 2015. The two most common types of inspections and permits were the sale of existing homes and the construction of additions, renovations, or new homes. Both of these categories were up a significant amount in 2016. Permits for the sale of existing homes were up 15% and fire alarm permits for new homes, renovations, and additions were up 25% over 2015.

Commercial building activity was again fairly stagnant in 2016. There were signs toward the end of 2016 that activity would pick up in 2017. Most of the commercial projects in the district tend to be tear down rebuild or renovations do to the very limited amount of commercially zoned land available.

Total number of inspections/events in 2016: 3147

Total number of permits issued in 2016: 1025

Revenue for the calendar year (permits etc.): \$25,575.00

# of inspections for the year: 3147

### **Senior Safe Visits**

2016 marked the completion of the second year of the Senior Safe Program. This program provides home fire safety visits for any district resident 65 years or older. This past year we made home visits to install carbon monoxide alarms, smoke alarms, batteries, and lock boxes. The district received a grant from the Commonwealth which helps defray the cost of this program. If you or anyone you know may be interested in this program please call the Fire Prevention Office at 508-790-2375 ext. 1.

Beginning Grant Balance	\$3115.00
Total Expenditures	\$5002.96
Ending Balance	(\$1887.96)

Number of seniors reached: 196

Number of home visits:	144
Number of smoke alarms installed:	69
Number of carbon monoxide alarms:	90
Number of lock boxes:	40
Number of fire extinguishers:	0
Number of house numbers installed:	3 sets
Number of batteries replaced:	210

## **Training**

COMM Firefighters have had a busy year maintaining their skills to combat fires of all kinds, including structures, car and brush fires. We conduct our training in the classroom as well as hands on practical training that emphasize the basics. We conduct required monthly drills that include Motor Pump Operations, Aerial Ladder Operations, Ground Ladder, Self-Contained Breathing Apparatus (SCBA), Vehicle Extrication, Rapid Intervention Training for Downed Firefighters, Fire Ground Operations and Apparatus and Equipment Review. In addition to our required training we also run many shift or station specific drills such as Area and Building Familiarization. We very much appreciate the support we receive from our residents and local businesses that help us maintain our abilities.

## **Equipment**

This week, the new ambulance has been put into service (4/7/17.) We converted the old ambulance into a dive truck and traded in the former dive truck. In keeping with the District vehicle replacement schedule a new car was purchased for the use of the Duty Officer at Centerville station. All of COMM's vehicles and equipment are maintained regularly and kept in good repair to extend the life beyond original expectations.

The small boat fleet- consisting of two 13 Foot Boston Whalers and a 14 Foot Inflatable boat have all been repowered with identical 30 hp, four stroke, fuel injected engines. These boats are used for: search and rescue, dive team, and hazardous spill responses in the district's ponds, lakes, rivers and bays. The boats are also used to assist with ice rescues. The existing boats and trailers were reused and retrofitted to accommodate the new motors. The district now has reliable small boat response capabilities from all three stations.

## **Dive Team**

At 30 years and counting, the COMM FD Underwater Search and Recovery team (Dive Team.) COMM maintains a membership of 15 and continues to train year-round in various types of water/conditions within the District area. Begun last year COMM's Dive Team is training and dispatching in conjunction with the Hyannis Fire Dive Team, sharing resources and employing comparable procedures. Given the many and varied numbers of lakes, ponds and beaches located in the COMM district, calls for the Dive Team are made for any number of reasons including boating and swimming accidents.

New in 2016, members from COMM and Hyannis attended the Boston Sea Rovers Diving Conference in Danvers in March. With the purchase of a new ambulance, the Department kept



the 2008 Horton which has been reassigned to the dive team. The vehicle has been re-lettered and the team is currently in the process of transferring equipment into this vehicle.

In closing, we thank you for your continued support. Our ability to continue to provide the highest quality emergency medical and fire response services is because of the support received from our Villages. Thank you.

Michael J. Winn  
Chief of Department  
Centerville-Osterville-Marstons Mills Fire Department

Mark Macallister  
Fire Commissioner, Chairman

Edward Riley  
Fire Commissioner

Scott Frank  
Fire Commissioner



**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

**2016-2017 PERSONNEL**

Craig A. Crocker, Superintendent (1992)\*  
Glenn E. Snell, Assistant Superintendent (2013)\*  
Judith E. Winfield (1982)  
Jamie R. Hylas (1987)\*  
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)

\* 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](http://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 2017 water bills. The report contains information on the safety and quality of water for the year 2016. Please visit our website, District office, village library or call to see *updated copy* for your review. 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 redeveloped web site ([www.commwater.com](http://www.commwater.com)) which provides information and services.

Again, for 2017, 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 living in homes on the odd numbered sides of streets are asked to water lawns and gardens on odd numbered days only. Residents residing on even numbered sides of streets are requested to water lawns and gardens on even numbered days.
- 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 on automatic irrigation systems.

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

### **Budget & Water rates**

We pledge to continue cost saving measures and efforts to keep new spending out of the operation and maintenance budget. However, unavoidable increases in Healthcare costs (10% increase) have forced a proposed 4.4 % increase in total spending for fiscal year 2018. No new borrowing is proposed for FY 18. The water rates can be found at [www.commwater.com](http://www.commwater.com).

### **Pump Stations and Equipment**

In 2016 we recorded withdrawals well over a Billion gallons for a record 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 FY2018, 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 & out in a more timely and efficient manner. Also, to meet the needs of our growing community, we are proposing an article for the funds necessary to construct the new pumping facility (Hayden 23).

### **Distribution System Expansion & Improvements**

Our consumption breakdown is 91% residential, 5% commercial, 1% municipal, and 3% 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. This past year we installed 2,236 feet of new water main.

An emergency interconnection facility was installed by the Hyannis Water system at the intersection of Phinney's Lane and Longview Drive (Centerville). 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.

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  
2016 ANNUAL PUMPAGE**

January	41,243,000
February	37,467,000
March	40,163,000
April	46,407,000
May	103,903,000
June	193,354,000
July	221,310,000
August	230,223,000
September	152,626,000
October	82,103,000
November	42,303,000
December	40,979,000

**2016 TOTAL 1,232,081,000 GALLONS**

**FACTS ABOUT YOUR SYSTEM**

Maximum Day: August 28, 2016 – 9,264,000 Gallons

Maximum Week: June 25th – July 2nd, 2016 – 55,737,000 Gallons

27 – New Services installed in 2016

12,161 – Service connections

168 – Services repaired/replaced in 2016

(0.05) Miles of new & replaced water main installed in 2016

252.45 – Total miles of water mains

1,998 – Hydrants in service

299 – Hydrants repaired in 2016

5,063 – Work orders issued

662 – Acres of watershed property

32 – Buildings

3 – Storage tanks

19 – Ground water sources

**FY2018**  
**Proposed Budgets**  
**And**  
**Articles**

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT  
PRUDENTIAL OPERATION BUDGET**

	Appropriated FY2016	Appropriated FY 2017	Proposed FY 2018	AMT OF INC. OR (DEC)	% INC OR DEC
<b>SALARIES (52 Week Pay Year):</b>					
PRUDENTIAL COMMITTEE - \$3000 per commissioner	9,000.00	10,000.00	10,000.00	0.00	0.00%
CLERK/TREASURER	81,408.00	83,038.00	85,529.00	2,491.00	3.00%
ASST. TO CLERK/TREASURER	47,133.00	40,000.00	40,560.00	560.00	1.40%
LONGEVITY PAY	2,453.00	1,578.00	1,626.00	48.00	3.04%
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%
<b>Subtotal District Salaries</b>	<b>149,294.00</b>	<b>143,916.00</b>	<b>147,015.00</b>	<b>3,099.00</b>	<b>2.15%</b>
<b>DISTRICT EXPENDITURES:</b>					
GROUP INSURANCE	2,239,570.00	2,443,425.00	2,656,767.00	213,342.00	8.73%
BC/BS	1,918,762.00	2,092,752.00	2,294,548.00	201,796.00	9.64%
MEDEX	101,386.00	125,125.00	134,483.00	9,358.00	7.48%
DENTAL	107,352.00	110,160.00	109,336.00	(824.00)	-0.75%
LIFE	2,455.00	2,500.00	2,500.00	0.00	0.00%
MEDICARE	108,615.00	110,188.00	113,200.00	3,012.00	2.73%
SOCIAL SECURITY	1,000.00	2,700.00	2,700.00	0.00	0.00%
RETIREMENT ASSESSMENT	1,236,082.00	1,276,502.00	1,338,676.00	62,174.00	4.87%
INSURANCE	328,290.00	290,000.00	291,050.00	1,050.00	0.36%
FINANCIAL ADVISOR/BANKING	2,500.00	2,500.00	2,500.00	0.00	0.00%
PRINTING & ADVERTISING	10,000.00	11,000.00	11,000.00	0.00	0.00%
STREETLIGHTS	150,000.00	150,000.00	100,000.00	(50,000.00)	-33.33%
<b>Subtotal District Expenditures</b>	<b>3,966,442.00</b>	<b>4,173,427.00</b>	<b>4,399,993.00</b>	<b>226,566.00</b>	<b>5.43%</b>
CONTINGENCY FUND	40,000.00	40,000.00	40,000.00	0.00	0.00%
EDUCATION & PROF. DUES	5,200.00	5,200.00	9,500.00	4,300.00	82.69%
PROFESSIONAL FEES	43,000.00	48,000.00	48,000.00	0.00	0.00%
TELEPHONE (Local, Long Dist & Computer T-1 )	2,600.00	2,500.00	2,000.00	(500.00)	-20.00%
OFFICE SUPPLIES	6,000.00	6,000.00	6,000.00	0.00	0.00%
OFFICE EQUIPMENT & SERVICES	4,300.00	4,300.00	4,000.00	(300.00)	-6.98%
<b>Subtotal Office Expenses</b>	<b>101,100.00</b>	<b>106,000.00</b>	<b>109,500.00</b>	<b>3,500.00</b>	<b>3.30%</b>
<b>PRUDENTIAL/TREASURER OFFICE EXPENSES:</b>	<b>4,216,836.00</b>	<b>4,423,343.00</b>	<b>4,656,508.00</b>	<b>233,165.00</b>	<b>5.27%</b>



**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT  
INFORMATION SYSTEM BUDGET**

	Appropriated FY 2016	Appropriated FY 2017	Proposed FY 2018	AMT OF INC. OR (DEC)	% INC OR DEC
<b>EXPENSES</b>					
COMPUTER SYSTEMS - IT SUPPORT SERVICES	132,000.00	132,000.00	138,000.00	6,000.00	4.55%
COMPUTER SYSTEMS - INTERNET SERVICE	3,500.00	3,500.00	3,500.00	0.00	0.00%
COMPUTER SYSTEM - SOFTWARE MAINTENANCE	31,000.00	35,500.00	35,500.00	0.00	0.00%
LEGAL & PROFESSIONAL	25,000.00	25,000.00	25,000.00	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	100.00%
<b>INFORMATION SYSTEMS BUDGET TOTALS</b>	<b>212,500.00</b>	<b>217,000.00</b>	<b>223,000.00</b>	<b>6,000.00</b>	<b>2.76%</b>

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

	Appropriated FY 2016	Appropriated FY 2017	Proposed FY 2018	AMT OF INC. OR (DEC)	% INC OR DEC
<b>APPARATUS &amp; REPAIR</b>					
A. Personnel & Training	80,850.00	80,850.00	80,850.00	0.00	0.00%
B. Vehicle Repair & Maint	145,000.00	170,000.00	170,000.00	0.00	0.00%
C. Firefighter Equipment	95,400.00	96,400.00	98,000.00	1,600.00	1.66%
D. EMT Equipment	129,050.00	129,050.00	129,050.00	0.00	0.00%
E. Fire Prevention	7,700.00	7,700.00	7,700.00	0.00	0.00%
<b>TOTAL APPARATUS &amp; REPAIR</b>	<b>458,000.00</b>	<b>484,000.00</b>	<b>485,600.00</b>	<b>1,600.00</b>	<b>0.33%</b>
<b>BUILDING &amp; UPKEEP</b>					
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%
<b>TOTAL BUILDING &amp; UPKEEP</b>	<b>127,600.00</b>	<b>127,600.00</b>	<b>127,600.00</b>	<b>0.00</b>	<b>0.00%</b>
NATURAL GAS, PROPANE, #2 OIL	62,400.00	57,400.00	57,400.00	0.00	0.00%
ELECTRICITY	93,600.00	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	20,000.00	20,000.00	0.00	0.00%
AMBULANCE BILLING	52,000.00	52,000.00	52,000.00	0.00	0.00%
<b>TOTAL OTHER DEPT EXPENSES</b>	<b>262,000.00</b>	<b>252,000.00</b>	<b>252,000.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>SALARIES</b>					
FIRE CHIEF	127,305.00	135,000.00	137,368.32	2,368.32	1.75%
DEPUTY CHIEF	111,392.00	115,000.00	117,893.32	2,893.32	2.52%
ADMINISTRATIVE PERSONNEL	124,735.00	128,000.00	147,000.00	19,000.00	14.84%
PERMANENT FIREFIGHTERS	4,350,000.00	4,458,750.00	4,589,500.00	130,750.00	2.93%
DISPATCHERS	251,584.56	257,874.17	264,966.17	7,092.00	2.75%
PERMANENT FF CALLBK & OT	975,000.00	999,375.00	999,375.00	0.00	0.00%
DISPATCH/ADMIN SICK/VAC/OT	42,000.00	43,050.00	43,050.00	0.00	0.00%
HOLIDAY PAY (PERM FF & DISP)	217,400.00	222,835.00	228,962.00	6,127.00	2.75%
FIRE COMMISSIONERS-(\$3000 per commissioner)	9,000.00	9,000.00	9,000.00	0.00	0.00%
CUSTODIAN	46,904.00	47,843.00	41,600.00	(6,243.00)	-13.05%
MECHANIC	86,340.00	88,067.00	93,641.60	5,574.60	6.33%
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	60,000.00	57,000.00	70,000.00	13,000.00	22.81%
UNIFORM-PERMANENT FF	40,000.00	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)	4,000.00	2,000.00	2,000.00	0.00	0.00%
<b>TOTAL SALARIES</b>	<b>6,487,160.56</b>	<b>6,653,794.17</b>	<b>6,834,356.41</b>	<b>180,562.24</b>	<b>2.71%</b>
<b>FIRE DEPARTMENT BUDGET TOTALS</b>	<b>7,334,760.56</b>	<b>7,517,394.17</b>	<b>7,699,556.41</b>	<b>182,162.24</b>	<b>2.42%</b>

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT**

**MAINTENANCE AND OPERATION BUDGET**

Operation & Maintenance	Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
	FY 2016	FY 2017	FY 2018	OR (DEC)	OR DEC
CHEMICAL COSTS	245,000.00	245,000.00	250,000.00	5,000.00	2.04%
D.E.P. ASSESSMENT	8,640.00	8,970.00	9,200.00	230.00	2.56%
ELECTRICITY	292,000.00	292,000.00	300,000.00	8,000.00	2.74%
EQUIPMENT OPERATING EXPENSES	52,000.00	52,000.00	50,000.00	(2,000.00)	-3.85%
GENERAL OPERATION	104,000.00	104,000.00	105,000.00	1,000.00	0.96%
NEW EQUIPMENT	1,500.00	1,500.00	1,500.00	0.00	0.00%
OFFICE SUPPLIES	48,000.00	48,000.00	48,000.00	0.00	0.00%
PUMP STATIONS	125,000.00	125,000.00	130,000.00	5,000.00	4.00%
SUPPLIES & MATERIALS	51,000.00	51,000.00	51,000.00	0.00	0.00%
TELEPHONE	11,000.00	11,000.00	11,000.00	0.00	0.00%
WATER SYSTEM	126,000.00	126,000.00	128,000.00	2,000.00	1.59%
PROFESSIONAL FEES	10,000.00	10,000.00	8,000.00	(2,000.00)	-20.00%
<b>SALARIES</b>					
SUPERINTENDENT	102,400.00	104,960.00	108,110.00	3,150.00	3.00%
ASST SUPERINTENDENT	81,432.00	83,000.00	85,490.00	2,490.00	3.00%
PUMP STATION OPERATOR	61,320.00	62,570.00	64,450.00	1,880.00	3.00%
METER TECHNICIAN	67,102.00	68,600.00	70,700.00	2,100.00	3.06%
WATER TECHNICIANS (6)	288,500.00	294,270.00	303,100.00	8,830.00	3.00%
OFFICE PERSONNEL (3)	141,606.00	144,500.00	148,850.00	4,350.00	3.01%
PART TIME HELP	0.00	0.00	0.00	0.00	0.00%
OVERTIME & LONGEVITY	102,500.00	102,500.00	105,600.00	3,100.00	3.02%
WATER COMMISSIONERS-\$3000 per commissioner	9,000.00	9,000.00	9,000.00	0.00	0.00%
<b>BUDGET TOTALS</b>	<b>1,928,000.00</b>	<b>1,943,870.00</b>	<b>1,987,000.00</b>	<b>43,130.00</b>	<b>2.22%</b>
Prudential Costs, Group Health & Business Ins.	642,492.79	672,823.25	741,110.64	68,287.39	10.15%
<b>TOTAL BUDGET</b>	<b>2,570,492.79</b>	<b>2,616,693.25</b>	<b>2,728,110.64</b>	<b>111,417.39</b>	<b>4.26%</b>

**WATER DEPARTMENT BUDGET & ARTICLES FY2018**

EXPENSES ↓	FUNDING ↑										Totals	To Be Funded
	Taxation	Water Income (Est)	SDC Est Rec	Water Surplus Fund	Water Reserve Fund	Transfer from Stabilization	Transfer from Available Funds					
<b>Total Appropriation</b>	3,009,760.47	48,000.00	1,011,099.80	406,112.85	583,926.25	5,058,899.37						
Water Budget	1,987,000.00					1,987,000.00						0.00
Maturing Debt	242,505.01					242,505.01						0.00
Maturing Interest	39,144.82					39,144.82						0.00
Indirect Costs (to PC)	741,110.64					741,110.64						0.00
Article #												
22 Installations & Improvements	341,099.80		341,099.80			341,099.80						0.00
23 SCADA/Security	95,000.00		95,000.00			95,000.00						0.00
24 New Pump Station	1,035,672.30	48,000.00	500,000.00			1,035,672.30	48,000.00	487,672.30			1,035,672.30	Art.#18 5/17/16 Art.#16 5/15/12 Art.#19 5/17/11 0.00
25 OPEB Liability Trust	75,000.00		75,000.00			75,000.00					75,000.00	0.00
26 Reserve Fund	41,882.81					41,882.81		41,882.81			41,882.81	Art.#17 5/15/12
27 Ost. Tank/Bldg Repairs	54,371.14					54,371.14		54,371.14			54,371.14	Art.#23 5/21/13
	4,652,786.52	0.00	3,009,760.47	48,000.00	0.00	4,652,786.52	0.00	583,926.25	0.00	0.00	4,652,786.52	0.00
<b>REMAINING</b>	0.00	0.00	0.00	406,112.85	0.00	406,112.85					406,112.85	
District Req'd Reserves	4,652,786.52					4,652,786.52						
	232,639.33					232,639.33						
	406,112.85					406,112.85						
	8.73%					8.73%						
	5.00%					5.00%						
	406,112.85					406,112.85						
	406,112.85					406,112.85						

**May 16, 2017**

**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 15, 2017, 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 16, 2017, at the West Villages Elementary School, Osterville-West Barnstable Road, Marstons Mills, 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 \$1,626.13 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 2016. This article requires a four fifths majority vote.*

**ARTICLE #3.** To see if the District will vote to raise and appropriate the sum of \$3,915,397.36 and to transfer from income of the Water Department \$741,110.64 or some other sum for the ordinary operating expenses of the Prudential Committee for Fiscal Year 2018, 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 \$4,656,508.00, as shown in the book.*

**ARTICLE #4.** To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$1,987,000.00 or some other amount for the ordinary operating expenses of the Water Department for Fiscal Year 2018, 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 \$1,987,000.00 as shown in the book.*

**ARTICLE #5.** To see if the District will vote to raise and appropriate the sum of \$6,149,826.83 and transfer from the income of the Ambulance Account the sum of \$1,391,545.51 and from Free Cash \$158,184.07 or some other amount for the ordinary operating expenses of the Fire Department for Fiscal Year 2018, 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 \$7,699,556.41, as shown in the book.*

**ARTICLE #6.** 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 2018 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 #7.** To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$242,505.01, to pay maturing debt of the Fire District incurred by or for the Water Department; and to transfer from the free cash of the District the sum of \$300,000.00 for other maturing District debt, for an aggregate total of \$542,505.01 for Maturing Debt, as it becomes due and payable during Fiscal Year 2018, 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 2018.*

**ARTICLE #8.** To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$39,144.82, to pay accruing interest on the debt of the Fire District incurred by or for the Water Department; and to transfer from free cash of the District the sum of \$2,692.93 for accruing interest on debt of the District incurred other than by or for the Water Department, making a total of \$41,837.75, for the payment of Accruing Interest on debt as it becomes due and payable during Fiscal Year 2018, 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 2018.*

**ARTICLE #9.** 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, 2018, 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 #10.** To see if the District will vote 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, 2017.

**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 #11.** To see if the District will authorize the Treasurer to enter into compensating balance agreements during Fiscal Year 2018, 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 #12.** 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, 2018, 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 #13.** To see if the District will vote to raise and appropriate and/or transfer the sum of \$500,000.00 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 #14.** To see if the District will vote to raise and appropriate from available funds the sum of \$67,685.56 and to re-appropriate Article #13 from the May 21, 2013 Annual District Meeting the remaining balance of \$7,314.44 for a total sum of \$75,000.00 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 #15.** To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$325,000.00 and to transfer from the Stabilization Fund \$300,000 for a total sum of \$625,000.00 for the refurbishment and updating of the District's current ladder truck, 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 Ladder 307 is sixteen (16) years old. Originally purchased with a twenty five year life expectancy, this refurbishment will include a total disassembly of the vehicle, rust and corrosion repair, aerial ladder re-build with a third party certification, updating of the all-steer system, replacement of all warning lights and re-painting of the entire apparatus thus extending its useful life. Replacement costs for a new similar vehicle are estimated at \$1.4 million dollars. At this time the best business decision for the District is to refurbish the existing ladder truck versus replacing with new.*

**ARTICLE #16.** To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$225,000.00 to do security upgrades to the three fire stations including better door security, closed circuit television cameras and necessary technology to support both, 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 allow the upgrade of hardware and software for the Fire Stations security system. This funding will allow the addition of a new technology including door job access, security cameras panned toward each door and the necessary technology to store date and video technology. Currently the three stations have limited security capability and no accountability for door access. As the District provides advanced life support emergency medical response, the equipment contained within each station costs thousands of dollars and includes highly sought after medications. The security of our people and facilities is a priority.*

**ARTICLE #17.** To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$60,000.00 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, or take any other action thereon.

**Requested by the 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. The average cost of a new self-contained breathing apparatus (SCBA) is approximately \$7,000.00. The COMM Fire District has approximately one hundred (100) sets of personal protective equipment and forty two (42) self-contained breathing apparatus airpaks which will all reach their serviceable life span at the same time. This article will provide for staggered purchasing to replace those items without having to replace the items all at once.*

**ARTICLE #18.** To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$20,000.00 to purchase three new personal protective gear washers and for installation costs (plumbing and heating), said funds to be expended under the direction of the Fire Commissioners, with the approval of the Prudential Committee, or take any other action thereon.

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

**Explanation:** *This article is to purchase three (3) commercial type bunker gear washing machines and install at each of the three (3) stations. Progressive washing of personal protective gear and uniforms immediately following their use at a fire has been determined to be the most effective method to minimize the occupational cancer rate of firefighters.*

**ARTICLE #19.** To see if the District will vote to raise and appropriate and/or transfer from available funds the sum of \$35,000.00 to purchase five (5) intravenous fluid pumps (IV Pumps) to be placed on each of the four ambulances and the advanced life support fire engine in order to be compliant with Massachusetts Department of Public Health Office of Emergency Services administrative requirement, 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 Fire Commissioners  
Recommended by the Prudential Committee**

**Explanation:** *The COMM Fire District has four (4) advanced life support licensed ambulances and one (1) advanced life support fire engine. The IV Pumps are now mandated by the*

*Commonwealth of Massachusetts for the administration and measuring of certain life-saving drugs.*

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

**Requested by the 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 format 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 required.*

**ARTICLE #21.** To see if the District will vote to transfer and appropriate from the water surplus account the sum of \$341,099.80 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, or take any other action thereon.

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

**Explanation:** *This article will allow the Department to subcontract 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 new 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.*

**ARTICLE #22.** To see if the District will vote to transfer and appropriate from the Water Surplus account the sum of \$95,000.00 for the labor and materials necessary for the improvements of electrical, mechanical, software, security and other equipment related to Water Department facilities and the Supervisory Control And Data Acquisition (SCADA) system, said funds to be expended under the direction of the Board of Water Commissioners with approval of the Prudential Committee, or take any other action thereon.

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

**Explanation:** *This article will allow the upgrades through the public procurement process. The improvements will provide for an updated software program and updated security equipment at some of our facilities to maintain water quantity and quality within the distribution system. Funding will be transferred and appropriated from water surplus.*

**ARTICLE #23.** To see if the District will vote to transfer and appropriate from the Water Surplus account the sum of \$500,000.00 and transfer from the system development account \$48,000.00 and re-appropriate from Article #18 of the May 17, 2016 Annual District Meeting the remaining balance of \$297,331.12 and re-appropriate from Article #16 from the May 15, 2012 Annual District Meeting the sum of \$164,659.61 and re-appropriate from Article #19 of the May 17, 2011 Annual District Meeting the remaining balance of \$25,681.57, for a total sum of \$1,035,672.30 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, or take any other action thereon.

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

**Explanation:** *This article will allow for the construction of the pumping facility (Hayden #23) through the public procurement process. Previous articles have funded the permitting and installation of the well, and a portion of the access road construction located off Old Post Road in Marstons Mills. This final phase will make the source available to meet our growing demand. Funding for this article is to be transferred and appropriated from water surplus and available funds.*

**ARTICLE #24.** To see if the District will vote to transfer and appropriate from the Water Surplus account the sum of \$75,000.00 or such other sum 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, or take any other action thereon.

**Requested by the 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 #25.** To see if the District will vote to re-appropriate and transfer from Article #17 from the May 15, 2012 Annual District Meeting the sum of \$41,882.81 to the reserve account, said funds to be expended under the direction of the Board of Water Commissioners with the approval of the Prudential Committee, pursuant to Massachusetts General Law, Chapter 40, section 5C, or take any other action thereon:

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

***Explanation:** The funds will allow the Department to meet unforeseen obligations after approval of the Prudential and Water Commissioners. While this fund is not directly appropriated to a particular use, unforeseen expenditures do occur such as price increases of supplies and emergency repairs. Transfers must be approved for the use of all or any portion of the fund to meet these extraordinary events.*

**ARTICLE #26.** To see if the District will vote to transfer and re-appropriate from Article #23 of the May 21, 2013 Annual District Meeting the remaining balance of \$54,371.14 for the necessary labor, equipment and materials to make repairs to the Osterville tank and pump facility (located off Hinckley Circle, Osterville) and related equipment, said funds to be expended under the direction of the Board of Water Commissioners with the approval of the Prudential Committee, or take any other action thereon:

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

***Explanation:** This article will allow the necessary repairs through the public procurement process. The repairs consist of repointing the concrete block building, interior tank cleaning, replacement of dome hatches and replacement of dome ventilator. Funding will be transferred from available funds.*

**ARTICLE #27.** To see if the District will declare surplus and vote to authorize and empower the Board of Water Commissioners and/or the Prudential Committee to sign, seal and deliver a release of the easement disposing of any interests in the real estate as well as any and all infrastructure and improvements over, under and above a parcel of land located in “Lonelyville, so-called, West Hyannisport, Barnstable, Mass. on Kearsarge Avenue (commonly referred to as #63), which easement is described in documents recorded in the Barnstable County Register of Deeds in Plan Book 392 Page 34, or however else described, subject to such covenants, conditions and restrictions, if any, as the Board and Committee may deem appropriate.

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

***Explanation:** This article will release all the District’s right, title and interest in and to said easement. The Water System improvements were performed in the area and the water mains were relocated rendering the easement across the private property unnecessary.*

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

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