



CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

2011 ANNUAL REPORT

2012 ANNUAL DISTRICT MEETING

WARRANT/CANDIDATE NIGHT

Centerville Fire Station

Route 28, Centerville

WEDNESDAY, MAY 9, 2012

7:00 P.M.

ANNUAL ELECTION

Centerville Fire Station

Route 28, Centerville

MONDAY, MAY 14, 2012

8:00 A.M. – 7:00 P.M.

ANNUAL MEETING

WEST VILLAGES ELEMENTARY SCHOOL

OSTERVILLE-WEST BARNSTABLE ROAD

TUESDAY, MAY 15, 2012

7:00 P.M.

COMM WATER DEPT IS CELEBRATING 75 YEARS OF SERVICE



1937 - 2012



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

Carlton B. Crocker, Chairman	Term Expires 2014
James H. Crocker, Jr.	Term Expires 2012
David V. Lawler	Term Expires 2013

CLERK/TREASURER

Judith C. Sprague

BOARD OF WATER COMMISSIONERS

Peter Hansen	Term Expires 2014
Kevin Medeiros	Term Expires 2012
Scott Crosby, Chairman	Term Expires 2013

WATER SUPERINTENDENT

Craig A. Crocker

BOARD OF FIRE COMMISSIONERS

Mark Macallister, Chairman	Term Expires 2014
Scott Frank	Term Expires 2012
Edward P. Riley	Term Expires 2013

FIRE CHIEF

John M. Farrington

DIRECTOR OF INFORMATION SYSTEMS

Janice E. Gannon

MODERATOR

Charles Sabatt	Term Expires 2012
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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.

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 are responsible for the general direction and supervision of the Information Systems Department.

We encourage your active participation in the District elections and meetings, and remind you that the Fire District is one of the only Democratic processes left where you have a direct voice.

AMBULANCE BILLING

The District has benefited from the proceeds of ambulance billing since November of 1998. In December of 2010 the Prudential Committee voted in a new rate structure and signed a contract agreement with Comstar, the agency that provides the billing service and collection functions for the District.

Funds from ambulance billing are used to offset the expenses of the ambulance/rescue service. This year's proceeds totaled \$1,191,342.07. .

STREETLIGHTS

The Prudential Committee is responsible for streetlights in the District. The public must request evaluations of lights on their streets, etc. While the Prudential Committee continues to evaluate streetlights, residents should be aware that streetlights will NOT be installed with taxpayer funds simply because the area is dark. There must be a reason of PUBLIC SAFETY concerns relative to the list of standards set by the Prudential Committee. Requests for evaluation forms and standards are available at the Clerk/Treasurer's office. Also residents should inform the Prudential Committee about lights that are not working properly.

Notify the clerk's office at 508-790-2395 Ext. 2. Please supply the pole number, which is on the pole and street address location

ENERGY OPTIONS

As stated in the last few Annual Warrant Reports, monitoring market forces and developing strategies to reduce energy costs are complex and critical. That is true more so today than in past years. Trying to make sense of the "Futures Market" is nearly impossible; however, an overall sound approach with input from Barnstable County and consultants has helped in clarifying the big picture.

Gasoline and diesel fuel are bid through the county collaborative. Again this year the District selected the OEP (Operating Expense & Profit) option that has worked well – saving considerable taxpayer dollars. Peterson Oil Services (Cape Discount Fuel) was the low bidder for the July 1, 2012 through June 30, 2013 period. A set "markup" above that of a published "Boston low price posted in the Journal of Commerce on a certain delivery day" will be the prevailing "markup price" for COMM. That "markup price is .06950 per gallon for both regular gasoline and diesel through June 30, 2013 – more than doubling the "markup price" of a year ago.

Currently the District's electricity provider is Glacial Energy Inc. and has been for several years. COMM's attorney is now reviewing a "Solicitation of Interest and Proposal" document for any updating that may be necessary. When that process is completed the District will go forward with the solicitation.

Santa Buckley Energy Inc. is the contracted provider of natural gas. Santa Buckley Energy Inc. and the District agreed to a contract extension through October 31, 2012. In the late spring early summer Barnstable County will begin to formulate RFP's for the period beyond October of this year.

AUDIT

The auditing firm of Thevenin, Lynch & Bienvenue, LLP of Brewster, Massachusetts has completed the audit for fiscal year 2011. Copies of the audit are available by request at the District office.

STATION II

The contractual agreements with the construction of the new Osterville Fire Station have been completed. Last years list of incomplete or unsatisfactory work items have been addressed. The project came in under budget having the District with a positive balance to hopefully address a few additional items before close out.

LIBRARY: ARTICLE 21

Last year's Article 21 submitted by petition from District registered voters " to pursue an appeal to the Massachusetts State Legislature for an enabling act to permit the district to raise and appropriate funds...." for the financial assistance of the three District libraries was voted in the affirmative 43 yes and 34 no. In accordance with this positive vote, the Clerk/Treasurer made contact with all members of the state delegation representing the COMM District. Representative David Viera's office responded first volunteering to be the delegations lead and to begin the process. Shortly thereafter redistricting took place and that put Representative Viera outside of the COMM District. The District then contacted Representative Demetrius Atsalis who was more than happy to assist.

The District's attorney, Douglas Murphy, prepared the necessary documents to move forward on Article 21 and has spoken with Representative Atsalis. The submittal of these documents will, hopefully, be completed before May's Annual District Meeting.

LABOR RELATIONS

Labor is the main ingredient in all of our Districts activities that insures the health and safety of our District's occupants. Whether controlling the chemical additives and testing of the public drinking supply or providing emergency response and assistance on a 911 call, labor is an integral part of the COMM's services.

The Water District employees are in current negotiations. The Firefighters union and Dispatch union are also in negotiations as of this printing deadline.

NEW INITIATIVES

District retirement assessments are increasing as their investments fail to meet the required returns. The State is reviewing the accounting practice of City, Town and Districts regarding reserves for retired employees' benefits. The cost of employing and retiring employees is spiraling. The Prudential Committee will work with both the Fire Commissioners and Water Commissioners to identify sustainable benefits for our employees, while voicing taxpayers concerns. The Prudential Committee will initiate reserve accounting practices in the Fire District side by establishing a reserve account, OPEB Liability Trust Fund, funded by taxation. The Prudential Committee will initiate an OPEB Liability Trust Fund for the Water District funded by water rates. This accounting approach has been reviewed and supported by our independent auditor. Initiating the accounting process ahead of State mandates will assist the District in maintaining the current Triple A bond rating, thus ensuring taxpayers affordable interest rates on our capital improvement programs into the future.

MUNICIPAL HEALTH REFORM LEGISLATION OF 2011

Authority for this health reform legislation has been adopted by the Secretary of Administration and Finance under Mass. General Laws, to carry out the process by which political subdivisions elect to change health insurance benefits under M.G.L. Ch. 32B, Sect. 21- 23. The purpose is to implement changes in health insurance coverage for employees,

including changes in copayments, deductibles, tiered provider network copayments and other cost saving design features. In effect to lower health care costs to the taxpayer and municipal employees. All these mandated modifications have been designated by the Mass. Municipal Health Reform Legislation of 2011.

These new Mass. General Law sections have required that municipalities adopt these above stated modifications prior to moving forward with the reforms. At a Special District Meeting on February 8, 2012, an article brought before voters was unanimously accepted. The positive vote gave the District authority to follow the new legislative procedures which will lead to health insurance reforms. July 1, 2012 (fiscal year 2013) these reforms take affect.

The District, in the first year of implementation, will save approximately \$248,000 in health insurance premiums – based on current enrollment. This legislation requires a 25 % return of the Districts first year's savings to be shared with employees. That translates into \$62,000 or approximately \$600 going back, in some form, to each subscriber.

Respectfully submitted,

THE PRUDENTIAL COMMITTEE
Carlton B. Crocker, Chairman
James H. Crocker, Jr.
David V. Lawler

PRUDENTIAL OPERATIONS PERSONNEL

Judith C. Sprague, Clerk/Treasurer (June 2003)
Melissa Abrams, Assistant Clerk/Treasurer (September 2010)
Janice E. Gannon, Director of Information Systems (January 2001)



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

The Districts computer system is a valuable resource for all District Departments. The IT Departments 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.

IT SUPPORT EFFORTS

1. Maintain 10 servers 31 workstations and 7 laptops.
2. Maintain 13 vehicle laptops, wireless air cards, GPS devices and connectivity.
3. Email, Internet and Security management.
4. Maintain Firewall and Anti-Virus, Anti-Spyware and Mail Filter software.
5. Maintain the 911-call check software and hardware.
6. Maintenance, upgrades, purchasing and installation of all PC's, servers, printers and other related equipment.
7. Support for all Fire District-wide networking issues, wired and wireless networking, local and wide area connections and VPN connections.
8. Maintain SQL server housing the database for Fire Department records management software and CAD (computer aided dispatch) software database.
9. Support for all other electronic equipment - mobile data units, tablets, printers, projectors, scanners, backup devices, etc...
10. Software support and maintenance for numerous PC's.
11. Maintain connectivity between all 4 District buildings via sonic walls
12. Maintain equipment for data and phone system routing between buildings.

PROJECTS COMPLETED IN 2012

- Upgrade PC's through a replacement schedule
- Upgrade GIS mapping files
- Upgrade the email server to Exchange 2010
- Replace Internet Service provided to save the district money and increase speed
- Create VPN tunneling between Fire Stations
- Upgrade the SQL server with new hardware and software

PROPOSED PROJECTS FOR FISCAL 2013

- Upgrade all PC's to Office Professional 2010
- Implement a Storage Area Network
- Upgrade all website's, assist in training departments how to manage sites.
- Assist the Water Department with implementing the new water billing program.

- Purchase new equipment and upgrade phone system to IP Office 500

Technology rapidly changes from day to day. The need for updated hardware and software to keep up with future changes is an ongoing cycle. The Information Systems Department works to identify the upgrades needed in order to keep the District productive and effective.

Respectfully submitted,

DIRECTOR OF INFORMATION SYSTEMS

Janice E. Gannon, MCSE

May 17, 2011

**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 eighty-fifth Annual District Meeting of the Centerville-Osterville-Marstons Mills Fire District was held at the Marstons Mills East Elementary School, Osterville-West Barnstable Road, Marstons Mills, Massachusetts, on Tuesday, May 17, 2011 at 7:00 p.m.

Moderator, Charles M. Sabatt, called the meeting to order at 7:43 p.m., Judith C. Sprague, District Clerk, then read the call and return of the Warrant. Following the Pledge of Allegiance a short acknowledgement of deceased Fire District employees and former Prudential Chairman, Nestor Silva, was done. With voters present and having a copy of the Warrant for this meeting, the reading of the individual Articles of the Warrant was omitted.

Acting Under:

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

ARTICLE #2. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$3,073,241.79 and to transfer from income of the Water Department \$640,235.21 for a total appropriation of \$3,713,477.00 for Fiscal Year 2012 for the ordinary operating expenses of the Prudential Committee Operation, to be expended under the direction of the Prudential Committee.

ARTICLE #3. Upon a motion duly made and seconded, it was voted to transfer and appropriate from the income of the water department the sum of \$1,836,925.00 for the ordinary operating expenses of the Water Department for Fiscal Year 2012.

ARTICLE #4. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate \$5,469,158.81 and transfer from ambulance funds \$1,227,553.60 for a total of \$6,696,712.41 for the ordinary operating expenses of the Fire Department for Fiscal Year 2012.

ARTICLE #5. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate the sum of \$155,461.31 for Fiscal Year 2012 for the ordinary operating expenses of the Information Systems Department, to be expended under the direction of the Prudential Committee.

ARTICLE #6. 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 \$200,532.00, to pay maturing debt of the Fire District otherwise incurred by or for the Water Department; and to raise and appropriate \$687,820.00 and transfer from Free Cash the sum of \$334,483.00 for other District bonds and notes incurred, to make a total of \$1,222,835.00 for Maturing Debt, as it becomes due and payable during Fiscal Year 2012.

ARTICLE #7. 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 \$57,650.16, for the Maturing Interest on the debt of the Fire District incurred by or for the Water Department; and to raise and appropriate the sum of \$105,905.32 making a total of \$163,555.48, for the payment of Maturing Interest on bonds and notes as it becomes due and payable during Fiscal Year 2012.

ARTICLE #8. 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 collection, property assessment, data processing and treasury expenses on behalf of the District, for the fiscal year ending June 30, 2012, said funds to be expended under the direction of the Prudential Committee.

ARTICLE #9. 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 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, 2011.

ARTICLE #10. Upon a motion duly made and seconded, it was unanimously voted to authorize the Treasurer to enter into compensating balance agreements during Fiscal Year 2012, as permitted by the Massachusetts General Laws, Chapter 44, Section 53F, as amended.

ARTICLE #11. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate \$48,396.92 and re-appropriate the remaining \$1,803.08 from Article #16 of the May 17, 2009 Annual District Meeting for a total sum of \$50,200.00 to upgrade our communications system by purchasing radios, computers, wiring and computer servers in the fire department, said funds to be expended under the direction of the Fire Commissioners, with the approval of the Prudential Committee.

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 \$3,772.03 and re-appropriate the remaining \$20,227.97 from Article #18 of the May 15, 2007 Annual District Meeting for a total sum of \$24,000.00 to purchase new kitchen cabinets, install gas piping to the kitchen, kitchen appliances, flooring and related supplies and equipment for our headquarters station in Centerville, said funds to be expended under the direction of the Board of Fire Commissioners, 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 \$ 9,000.00 for a new fire pump and related equipment for our 1991 fire-rescue boat, said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee.

ARTICLE #15. Upon a motion duly made and seconded, it was unanimously voted to raise and appropriate \$1,174.33 and re-appropriate the remaining \$3,825.67 from Article #12 of the May 15, 2007 Annual District Meeting for a total sum of \$5,000.00 to install new strobe LED lights on our traffic signals at our Station I headquarters on Route 28 in Centerville, said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee.

ARTICLE #16. Upon a motion duly made and seconded, there was a majority vote to transfer and appropriate from the water surplus account the sum of \$300,000.00 and to transfer and appropriate from system development charges a sum of \$50,000.00 for a total of \$350,000.00 for the labor and materials necessary for water service installations, repairs to the water system, leak detection, hydrant relocations, replacement of undersize and older piping, new water main extensions and other related upgrades on West Main Street, Wequaquet Lane, Wheeler 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 water surplus the sum of \$58,000.00 and re-appropriate from Article #23 of the May 15, 2007 Annual District Meeting and Article #16 of the May 20, 2008 Annual District Meeting the remaining balances of \$133.09 and \$116.57, respectively, for a total sum of \$58,249.66 for the labor and materials necessary to perform re-programming and upgrades to the supervisory control and data acquisition (SCADA) system. The improvements will be performed on radio equipment at the necessary locations, 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 re-appropriate from Article #17 of the May 20, 2008 Annual District Meeting the sum of \$55,000.00 for the permitting, design, and bidding phase services of the proposed pump station to be located in the Hayden's well-field, 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 re-appropriate from Article #17 of the May 19, 2009 Annual District Meeting a sum of \$57,000.00 for the design, permitting labor and materials necessary to install disinfection equipment at up to five pump and/or treatment stations within the Water system, 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 transfer and re-appropriate from Article #14, Article #15 and Article #16 of the May 18, 2010 Annual District Meeting the remaining balances of \$5,000.00, \$1,608.89 and \$48.62, respectively, and transfer and appropriate from water surplus the sum of \$22,000.00 for a total sum of \$28,657.51 for the purchase of a full-size, extra-cab pick up truck and related equipment, and to sell or trade a 2006 Ford pickup vehicle, 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 petition of fifty or more registered voters in the District, it was voted 43 in the affirmative and 34 in the negative to request the Prudential Committee of the COMM Fire District to pursue an appeal to the Massachusetts State Legislature for an enabling act to permit the district to raise and appropriate funds for the assistance of the Centerville Public Library, Osterville Village Library and Marstons Mills Public Library.

A motion was made and seconded to reconsider Article #21 but when the quorum was questioned, the meeting was Adjourned to a Certain Date due to a lack of Quorum at 9:20 p.m. and will reconvene on June 9, 2011 at 7:00 p.m. to continue and complete the last motion.

On June 9, 2011 at 7:35 p.m. the completion of the Annual District Meeting was dissolved due to not reaching a quorum.

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

Prudential Committee

Carlton B. Crocker, Chairman
James H. Crocker, Jr.
David V. Lawler

A TRUE COPY ATTEST:

Judith C. Sprague, Clerk/Treasurer
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, 2011

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

Petty Cash		\$ 750
Interest bearing deposits with rate of interest:		
Banknorth - Money Market	0.35%	1,945,563
Banknorth – Payroll Account	0.20%	20,471
Banknorth – Vendor Account	0.20%	22,817
Banknorth – Capital Projects	0.35%	173,036
Banknorth - Term deposit	0.94%	31,499
Rockland Trust – Money Market	0.40%	3,095
Century Bank – Money Market	0.50%	1,501,943
UniBank – Cert. of Deposit	0.50%	1,294,929
Rockland Trust – Money Market	0.40%	459,769
Bristol County Savings Bank – Cert. of Deposit	0.50%	100,445
Cape Cod Five Cents Savings Bank – Money Market	0.55%	450,365
Total cash		<u>\$ 6,004,682</u>

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

Statement of Net Assets

June 30, 2011

	Primary Government		
	Governmental	Business-type	
	Activities	Activities	Total
<u>ASSETS</u>			
Cash and cash equivalents	\$4,214,305	\$1,790,377	\$6,004,682
Receivables, net of allowance for un-collectibles	1,094,990	731,940	1,826,930
Capital assets, net of accumulated depreciation	10,550,939	17,918,857	28,469,796
Total assets	\$15,860,234	\$20,441,174	\$36,301,408
<u>LIABILITIES</u>			
Account payable and other current liabilities	\$146,000	\$99,251	\$245,251
Notes payable	1,200,000		1,200,000
Accrued interest payable	39,270	27,440	66,710
Provision for refund of paid taxes	210,273		210,273
Non-current liabilities			
Due within one year	822,203	200,532	1,022,735
Due in more than one year	5,632,159	3,154,843	8,787,002
Total Liabilities	\$8,049,905	\$3,482,066	\$11,531,971
<u>NET ASSETS</u>			
Invested in capital assets, net of related debt	\$5,876,870	\$15,200,783	\$21,077,653
Restricted	255,063		255,063
Unrestricted	1,678,396	1,758,325	3,436,721
Total net assets	7,810,329	16,959,108	24,769,437
Total liabilities and net assets	\$15,860,234	\$20,441,174	\$36,301,408

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

Statement of Revenues, Expenditures and Changes in Fund Balance

Governmental Funds

For the Year Ended June 30, 2011

	General Fund	Ambulance Fund	Non-major Governmental Funds	Total Governmental Funds
Revenue				
Property taxes	8,971,821			8,971,821
Licenses and permits	20,499			20,499
Penalties and interest	42,926			42,926
Investment income	21,147		885	22,032
Charges for services		1,202,111		1,202,111
Departmental and other	133,821		8,826	142,647
Total revenues	<u>9,190,214</u>	<u>1,202,111</u>	<u>9,711</u>	<u>10,402,036</u>
Expenditures				
Current				
Fire operations	6,501,226		1,369,898	7,871,124
Prudential operations	2,783,903			2,783,903
Information systems	138,716			138,716
Debt service	945,356			945,356
Total expenditures	<u>10,369,201</u>	<u>0</u>	<u>1,369,898</u>	<u>11,739,099</u>
Revenues over (under) expenditures	(1,178,987)	1,202,111	(1,360,187)	(1,337,063)
Other financing sources (uses)				
Transfers in from other funds	1,226,773			1,226,773
Transfers out to other funds		(1,226,773)		(1,226,773)
Total other financing sources (uses)	<u>1,226,773</u>	<u>(1,226,773)</u>		<u>0</u>
Revenues and other financing sources over (under) expenditures and other financing uses	47,786	(24,662)	(1,360,187)	(1,337,063)
Fund balance, beginning of year	<u>2,148,356</u>	<u>1,493,513</u>	<u>441,961</u>	<u>4,083,830</u>
Fund balance, end of year	<u><u>\$2,196,142</u></u>	<u><u>\$1,468,851</u></u>	<u><u>(\$918,226)</u></u>	<u><u>\$2,746,767</u></u>

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

Notes to Financial Statements

June 30, 2011

Note 6. Capital Assets

Capital asset activity for the year ended June 30, 2011 was as follows:

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<u>Governmental activities</u>				
Capital assets not being depreciated:				
Land	\$384,746			\$384,746
Construction in progress				0
Subtotal	384,746	0	0	384,746
Capital assets being depreciated:				
Buildings and related improvements	\$10,530,004	129,017		\$10,659,021
Equipment, machinery & vehicles	4,275,663	1,186,000	(419,201)	5,042,462
Sub-total	\$14,805,667	\$1,315,017		\$15,701,483
Less accumulated depreciation:				
Buildings and related improvements	2,948,943	238,257		3,187,200
Equipment, machinery & vehicles	2,380,557	386,734	(419,201)	2,348,090
Sub-total	\$5,329,500	\$624,991		\$5,535,290
Governmental capital assets, net	<u>\$9,860,913</u>	<u>\$690,026</u>		<u>\$10,550,939</u>
<u>Business-type activities</u>				
Capital assets not being depreciated:				
Land	3,775,996			3,775,996
Construction in progress	2,249,006		(2,249,006)	0
	6,025,002		(2,249,006)	3,775,996
Capital assets being depreciated:				
Buildings and related improvements	1,420,046			1,420,046
Equipment, machinery & vehicles	749,310	94,000		843,310
Infrastructure	20,632,344	2,877,806		23,510,150
Sub-total	\$22,801,700	\$2,971,806		\$25,773,506
Less accumulated depreciation:				
Buildings and related improvements	524,834	34,907		559,741
Equipment, machinery & vehicles	641,597	47,465		689,062
Infrastructure	9,937,943	443,899		10,381,842
Sub-total	\$11,104,374	\$526,271		\$11,630,645
Business-type activities capital assets, net	<u>\$17,722,328</u>	<u>\$2,445,535</u>	<u>\$(2,249,006)</u>	<u>\$17,918,857</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:

Total fire operations - governmental activities \$624,991

Business-type activity:

Total water operations - business-type activity \$526,271

Long-term debt

The annual requirements to amortize all general obligation bonds and loans outstanding as of June 30, 2011, including interest, are as follows:

Year Ending June 30	<u>Governmental Activities</u>			<u>Business-type Activities</u>		
	Principal	Interest	Total	Principal	Interest	Total
2012	822,303	94,660	916,963	200,532	53,790	254,322
2013	750,000	70,313	820,313	110,013	49,251	159,264
2014	750,000	47,813	797,813	112,236	47,028	159,264
2015	585,000	27,788	612,788	114,503	44,761	159,264
2016	585,000	9,506	594,506	116,816	42,448	159,264
Thereafter				2,063,974	324,984	2,388,958
Totals	<u>\$3,492,303</u>	<u>\$250,080</u>	<u>\$3,742,383</u>	<u>\$2,718,074</u>	<u>\$562,262</u>	<u>\$3,280,336</u>

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DEPARTMENT
BOARD OF FIRE COMMISSIONERS

Scott Frank, Fire Commissioner
Mark A. Macallister, Fire Commissioner
Edward P. Riley, Fire Commissioner

2011 PERSONNEL

John M. Farrington, Chief (E) 1973
Field, Philip H., Jr., Deputy Chief (E) 1974
Kathryn M. Loveridge, Administrative Assistant 1985
Charles J. Faria, Custodian 1991
David M. Scott, Mechanic 2006
Louise O'Neil, Secretary 2007
Tiffany Pessotti, Secretary 2008
Rev. Robert Anthony, Fire Chaplin

PERMANENT FIREFIGHTERS

Lt. Aalto, Roger C. (P) 1991
Lt. Adams, R. Christopher (E) 1999
Arrascue, Enrique (P) 2006
Lt. Bengston, Eric A. (P) 1994
Lt. Burchell, Thomas J. (P) 1997
Carney, Michael J. (P) 2002
Carpenter, Daniel T. (P) 1999
Dalbec, Edward (P) 2005
Davern, Jason P. (P) 1999
DeGraan, Thomas (P) 2005
Lt. Dillon, Matthew B. (P) 2004
Capt. Eldridge, Byron L. (E) 1985
Ferola, David F. (P) 1999
Gallo, Richard M. (I) 1990
Lt. Gardner, James A. (P) 1985
Gelinas, David J., Jr. (E) 2005
Lt. Goodearl, Thomas A. (P) 1998
Capt. Greene, Sean (E) 1991
Grenier, Marc J. (P) 1994
FPO Grossman, Michael G. (E) 1990
Henderson, Steven C. (P) 1991
Henson, Roger W. (E) 1997
Hill, Patrick (E) 2007
Hunter, Zachary (P) 2010
Johnson, Gary N. (E) 1989

Judge, Michael A. (P) 1999
Lehane, Shawn T. (E) 1999
Long, Thomas A. (E) 2000
FPO MacNeely, Martin O. (E) 1988
Malone, Matthew (P) 2010
Miskiv, George M. (E) 2000
Lt. Miskiv, Thomas J. (E) 1998
Lt. Morrison, Brian T. (E) 2000
O'Melia, Robert F. (E) 1994
Osgood, Daniel C. (E) 2000
Reed, Andrew C. (P) 1996
Lt. Rhude, Paul L. (E) 1999
Riley, Charles (E) 2007
Rogers, Christopher (E) 2009
Capt. Rogers, D. Brady (E) 1988
Rogers, Michael R. (E) 2005
Lt. Sabatinelli, Eric J. (I) 1999
Sahl, Richard N. (E) 2001
Capt. Sargent, Richard P. (P) 1989
Sassone, Louis P. (P) 2004
Lt. Scherbarth, Richard F. (P) 1985
Schneckloth, Charles L. (E) 1995
Simmons, Michael B. (E) 1991
Smith, Bradley (P) 2011
Lt. Tavares, John M. (E) 1981
Williams, Gordon M. (E) 2000

DISPATCHERS

Gifford, Jeffrey W. (EMD) (E) 1984
Monroe, William A. (EMD) (E) 2000

Motte, Laurie (EMD) (E) 1999
Pierce, Richard (EMD) 2011

(E) Emergency Medical Technician
(I) EMT - Intermediate
(P) Paramedic
(EMD) Emergency Medical Dispatcher

Centerville-Osterville-Marstons Mills Fire Department Report of the Board of Fire Commissioners

Centerville-Osterville-Marstons Mills Fire & Emergency Services

The Board of Fire Commissioners of the Centerville-Osterville-Marstons Mills Fire District respectfully submits this report for the year ending on December 31, 2011.

The fire-rescue department responded to 4,033 calls for service.

Fire Apparatus & Equipment

The C-O-MM Fire Department's fire apparatus is in good condition. The following vehicles are up for replacement this year as follows:

- Replace the 1995 GMC Forestry vehicle with a new chassis and transfer the existing tank and pump to the new chassis.
- Replace the Fire Chief's 2003 Crown Vic with a 4 wheel drive SUV type vehicle.

The department continues to work on our 1993 five (5) ton military chassis, to make this unit into a forestry vehicle for the department.

The department is in the process of making our auto extrication engine Advanced Life Support (A.L.S.) certified. This engine will carry a Life Pak XV defibrillator and an array of A.L.S. supplies and equipment to be available if the primary ambulance is on another call, or out of service.

Personnel

The fire-rescue department continues to try to maintain a shift commander and three (3) firefighters at our headquarters station in Centerville and three (3) firefighters at the Osterville and Marstons Mills fire stations to start a shift.

The department has an active dive team of 15 members who do an excellent job. The cover of the District Report is a picture of some of our dive team members with the dive truck and equipment.

Buildings & Grounds

The buildings and grounds of the fire department are in good condition.

This year, the department has an article to replace the original generator and transfer switch at Station 1 with more modern and reliable equipment.

The driveway and parking areas of Station 1 will need stone sealing to keep the paving in useable condition for the next seven to ten years. This should be done in the next year or two.

Training

The department continues to send our personnel each year to the Barnstable County Fire-Rescue Academy for in-service training.

The fifteen-member C-O-MM Fire Department Dive Team is a professionally trained underwater search and recovery unit. Members are certified as dry suit, full face mask divers and can operate in all conditions including high current, black water, underneath ice and in contaminated water.

The team partners regularly for both training and live incidents with its neighbors at Hyannis Fire. As an example, both teams participated in a 30-hour Rapid Deployment Search and Rescue certification course in October 2011. This training program maintains the Team's compliance with national safety operational standards (NFPA 1670, NFPA 1006 and OSHA 1910) and improves diving proficiency in high-stress, high risk diving maneuvers. In addition, several of the team's members received certificates in equipment repair, including dry suits and full facemask maintenance. In total, the team received over 50 hours per year in operational training.

Based on the department's standard operating procedures, the team is deployed for all incidents that involve missing swimmers, missing persons suspected of being under water, reports of person through ice and boating accidents.

Fire Prevention & Education

Many homes here in our district use propane grills with twenty (20) pound cylinders. It is recommended that grills be operated at least twenty (10) feet away from your home. Always point the relief valve on your tank away from your home in case it ever catches fire, it will not vent the fire toward and into your home.

Remember to only open your propane tank turn valve one turn so, in the event of an emergency, it will only take a quick turn to shut off the gas.

Communications

The department has an article to continue our second year of replacing another third of our 800 MHz portable radios which are over twenty years old.

The department also has an article to upgrade our computer system for ambulance patient care reports, upgrade to Office 2010, update our website with new software and a disaster recovery backup system offsite for the fire department's share of the district's computer system.

Before the fire department replaces its radio communications console, the district would like to discuss a possible joint venture with other departments to see if efficiencies and costs can be improved. The district will ask the Barnstable District Alliance to study these options over the next year.

Comments

The fire department has been out of contract with the Firefighters Local 2346 and the Professional Fire Alarm Operators Local I since June 30, 2011.

The department hopes to have an agreement between both groups by District Meeting, for the voters to approve funding.

Respectfully Submitted,

Mark A. Macallister, Chairman
Board of Fire Commissioners

Edward P. Riley, Vice Chairman
Board of Fire Commissioners

Scott Frank, Clerk
Board of Fire Commissioners

John M. Farrington, Chief
C-O-MM Fire Department

CENTERVILLE-OSTERVILLE-MARSTONS MILL
FIRE/RESCUE DEPARTMENT
EMS DIVISION
2012

The Emergency Medical Services division of the COMM Fire Department showed a small increase in call volume for medical responses and requests for medical aid over the previous year. The department's emergency care providers, EMTs and Paramedics, responded to a total of 2851 medical incidents and interacted with 3030 patients which resulted in 2375 patient transports. The department performed four aero - medical transports to Boston utilizing Boston Med Flight. The three vehicles that the department utilizes for emergency transport are 2009 International Horton Class 1, Type 1 ambulances. These vehicles have provided reliable and efficient service to the district for two years. The requests for medical aid accounted for just over 71% of the total department responses. The majority of our medical responses were for respiratory distress. Cape Cod and the Islands have maintained their designation as a Heart Safe community for another year. Emergency Medical Services on Cape Cod, in particular Cape Cod Hospital, continues to be recognized for delivering high level quality emergency cardiac care and stroke care. The department's compliment of emergency medical technicians and paramedics are the mainstay in the delivery of professional quality emergency medical care and is proud of their commitment and dedication to helping the residents of and visitors to our community. The COMM Fire Department strives to reduce the number of injuries to infants and children related to automobile accidents by continuing our affiliation with the Child Passenger Safety Network. The CPS program educates new parents and grandparents alike in the process of safe automobile travel with newborns, infants and children up to the height of 4'9" tall. The program consists of the demonstration of the proper installation of car seats, selecting a proper fitting car seat for the child and the proper use of automobile restraint systems. The department handled over 119 installations in the past year. The departments dedication and continued support of this program is a valuable asset to the public and in particular the children of the community. The COMM Fire Department, in cooperation with the Town of Barnstable, continues to participate in a medical needle and syringe disposal drop site program. The distribution and collection of, FDA approved, sharps containers has drastically reduced the number of accidental needle sticks at the town landfill.

Respectfully submitted,

Lt. Richard Scherbarth, NREMT-P, EMT I/C, CPST
EMS Officer

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS
FIRE/RESCUE DEPARTMENT
JANUARY - DECEMBER 2011
Incident Type Report**

Incident Type

1 Fire	Count
111 Building fire	25
113 Cooking fire, confined to container	11
114 Chimney or flue fire, confined to chimney or flue	6
116 Fuel burner/boiler malfunction, fire confined	4
130 Mobile property (vehicle) fire, other	1
131 Passenger vehicle fire	4
138 Off-road vehicle or heavy equipment fire	1
140 Natural vegetation fire, other	1
141 Forest, woods or wildland fire	1
142 Brush or brush-and-grass mixture fire	18
143 Grass fire	2
150 Outside rubbish fire, other	1
151 Outside rubbish, trash or waste fire	1
153 Construction or demolition landfill fire	1
154 Dumpster or other outside trash receptacle fire	1
160 Special outside fire, other	1
162 Outside equipment fire	<u>3</u>
	82

2 Overpressure Rupture, Explosion, Overheat (no fire)

251 Excessive heat, scorch burns with no ignition	<u>2</u>
	2

3 Rescue & Emergency Medical Service Incident

311 Medical assist, assist EMS crew	1
3111 Person Assist / NO Medical Aid or Evaluation	141
321 EMS call, excluding vehicle accident with injury	2,521
322 Motor vehicle accident with injuries	108
323 Motor vehicle/pedestrian accident (MV Ped)	7
324 Motor Vehicle Accident with no injuries	50
331 Lock-in (if lock out, use 511)	5
340 Search for lost person, other	1
342 Search for person in water	2
352 Extrication of victim(s) from vehicle	3
353 Removal of victim(s) from stalled elevator	2
354 Trench/below-grade rescue	2
360 Water & ice-related rescue, other	1
361 Swimming/recreational water areas rescue	1
365 Watercraft rescue	4
372 Trapped by power lines	1
381 Rescue or EMS standby	<u>1</u>
Incident Type Count	2,851

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS
FIRE/RESCUE DEPARTMENT
JANUARY - DECEMBER 2011**

4 Hazardous Condition (No Fire)

400 Hazardous condition, other	2
410 Combustible/flammable gas/liquid condition, other	1
411 Gasoline or other flammable liquid spill	14
412 Gas leak (natural gas or LPG)	24
413 Oil or other combustible liquid spill	4
420 Toxic condition, other	1
424 Carbon monoxide incident	20
440 Electrical wiring/equipment problem, other	4
441 Heat from short circuit (wiring), defective/worn	2
442 Overheated motor	6
444 Power line down	12
445 Arcing, shorted electrical equipment	27
451 Biological hazard, confirmed or suspected	1
461 Building or structure weakened or collapsed	2
471 Explosive, bomb removal (for bomb scare, use 721)	1
481 Attempt to burn	<u>1</u>
	122

5 Service Call

500 Service Call, other	19
510 Person in distress, other	6
511 Lock-out	38
512 Ring or jewelry removal	2
520 Water problem, other	1
521 Water evacuation	9
522 Water or steam leak	20
531 Smoke or odor removal	9
540 Animal problem, other	2
541 Animal problem	3
542 Animal rescue	4
550 Public service assistance, other	12
551 Assist police or other governmental agency	3
552 Police matter	1
553 Public service	53
554 Assist invalid	5
561 Unauthorized burning	50
571 Cover assignment, standby, moveup	<u>16</u>
	253

6 Good Intent Call

600 Good intent call, other	23
611 Dispatched & cancelled en route	3
611A Cancelled en route - EMS	6
611B Cancelled en route - FIRE	3
621 Wrong location	2
622 No Incident found on arrival at dispatch	28
631 Authorized controlled burning	16
632 Prescribed fire	1
651 Smoke scare, odor of smoke	12

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS
FIRE/RESCUE DEPARTMENT
JANUARY - DECEMBER 2011**

652 Steam, vapor, fog or dust thought to be smoke	4
653 Smoke from barbecue, tar kettle	2
661 EMS call, party transported by non-fire agency	2
671 HazMat release investigation w/no HazMat	11
672 Biological hazard investigation	<u>1</u>
	114

7 False Alarm & False Call

700 False alarm or false call, other	6
710 Malicious, mischievous false call, other	1
711 Municipal alarm system, malicious false alarm	1
714 Central station, malicious false alarm	3
721 Bomb scare - no bomb	1
730 System malfunction, other	11
731 Sprinkler activation due to malfunction	3
733 Smoke detector activation due to malfunction	103
734 Heat detector activation due to malfunction	1
735 Alarm system sounded due to malfunction	112
736 CO detector activation due to malfunction	62
740 Unintentional transmission of alarm, Other	12
741 Sprinkler activation, no fire - unintentional	2
743 Smoke detector activation, no fire - unintentional	53
744 Detector activation, no fire - unintentional	8
745 Alarm system activation, no fire - unintentional	96
746 Carbon monoxide detector activation, no CO	<u>54</u>
	529

8 Severe Weather & Natural Disaster

800 Severe weather or natural disaster, other	1
812 Flood assessment	9
813 Wind storm, tornado/hurricane assessment	51
814 Lightning strike (no fire)	5
815 Severe weather or natural disaster standby	<u>1</u>
	67

9 Special Incident Type

900 Special type of incident, other	1
900M MUTUAL AID GIVEN - Building Fire	2
911 Citizen complaint	<u>8</u>
	11

Total Incident Count: 4,033

Total Est. Loss: \$330,850

YEARLY FIRE PREVENTION AND LIFE SAFETY REPORT 2012

1. Fire Prevention Inspections:

Commercial Plan Review	8
Fire Drills Held	72
Fire Prevention/Business Inspections	1158
Fire Alarm Systems in Dwellings/Resale, Transfer	633
Fire Alarm System Installations	238
Fuel Oil Burning Appliances	162
Fuel Storage Tanks/Removed	37
Liquefied Petroleum Gas Installations	62
Miscellaneous Inspections (Gunpowder, Cannon, Dumpster, etc.)	51
Tank Truck/Transfer Tank Inspections	11

2432

2. Permits Issued:

Fire Alarm Systems in Dwellings/Resale, Transfer	423
Fire Alarm System Installations	132
Fuel Oil Storage	73
Fuel Storage Tanks/Removed	38
Liquefied Petroleum Gas Installations	34
Open Burning	4255
Agricultural Burning	28
Miscellaneous Permits (Gunpowder, Cannon, Dumpster, etc.)	45
Tank Truck/Transfer Tank Permits	8

5036

3. Fire/Rescue Calls: 20

4. Public Education Programs: 44

5. Investigations: 8

6. Town Office Coverage (Hinckley Building) 69 (112hrs)

Incident Totals:

Total Inspections:	2432
Total Permits Issued:	5036
Total Fire/Rescue Calls:	20
Total Public Education Programs:	44
Total Investigations:	8

CARBON MONOXIDE DETECTORS

End of Life Signal

The Massachusetts Law (Nicole's Law) requiring carbon monoxide detectors in all residential dwellings went into effect on March 31, 2006. The life span of many of these detectors is between 5 & 7 years which will lead to an increasing number of carbon monoxide detector failures over the next several years.

Carbon monoxide detectors and combination smoke/carbon monoxide detectors manufactured after August 1st 2009 are required to have an "end of life signal". Detectors manufactured before this date may or may not have an "end of life signal".

The "end of life signal" can vary between model of detectors and the manufacturer. Generally, detectors will beep or chirp when they have reached the end of their life span. This sound often times mimics a low battery warning which can cause confusion for the consumer and firefighters. On some models with display screens low battery will show as "LB" or "BL" and end of life error codes will show such as "E", "O", "09", "ERR", "END", or "EOL". A small number of the voice capable detectors will state "end of life" every 5 hours. Once these detectors reach their end of life they will no longer detect CO.

Consult your owner's manual (if available) for specific product information, if detector still sounds after battery replacement the unit has reached its end of life or has another malfunction and must be replaced. Remember these detectors can no longer sense CO and should be replaced immediately. Any carbon monoxide detector over 7 years old without an "end of life signal" the department recommends replacement immediately.

If you are not sure what is causing your carbon monoxide detector to sound please call 911 for assistance.

Listed below are the requirements for carbon monoxide detector installation in Massachusetts.

Where Do I Have To Put These CO Alarms?

In most residences, carbon monoxide alarms are required to be located on every level of a home or dwelling unit including habitable portions of basements and attics. **On levels with sleeping areas the alarms must be placed within ten feet of the bedroom doors.**

CO alarms do not go inside garages.

When Do I Have to Install CO Alarms?

Residences were required to install CO alarms by March 31, 2006. Anyone who sells their property will be required to have an inspection by the fire department prior to the sale or transfer of their property.

Why Do I Have To Do This?

Carbon monoxide (CO), known as the *Invisible Killer*, is a colorless, odorless, poisonous gas that results from incomplete burning of fuels such as natural gas, propane, oil, wood, coal, and

gasoline. Each year many people die from accidental CO poisoning and thousands more are injured. This law was passed to protect all of us from the dangers of carbon monoxide poisoning.

How Do I Meet the Requirements of the Law?

If you installed CO alarms on every habitable level and keep them in good working order you don't have to do anything else to be in compliance with the law. When you sell your home, you must have an inspection and certificate from the local fire department that the CO alarms meet the code requirements before the sale is final.

How Do I Know if I Have CO Poisoning?

The first symptoms of CO poisoning are similar to the flu (but without the fever). They include:

- Headache
- Fatigue
- Shortness of breath
- Nausea
- Dizziness

If you think you have symptoms of carbon monoxide poisoning or your CO alarm is sounding, contact your fire department and leave the building immediately.

Who Is Impacted by the Carbon Monoxide Law?

- All residential buildings;
- Transient residential buildings such as hotels and motels;
- Institutional buildings such as hospitals, nursing homes, rest homes and jails; and
- Group day care & afterschool centers.
- Only properties with a potential source of carbon monoxide such as fossil-fuel burning equipment or an enclosed or attached garage are affected by this requirement.

What Kinds of CO Alarms Are Allowed?

There are several types of alarms that are allowed; they include:

- Battery powered with battery monitoring;
- Plug-in (AC powered) units with battery backup;
- AC primary power (hard-wired usually involves hiring an electrician) with battery backup
- Low-voltage or wireless alarms with secondary power
- Qualified combination smoke detectors and CO alarms.

Whichever alarm you purchase must be approved by an independent testing company such as Underwriters' Laboratories (UL), Underwriter's Laboratory of Canada (ULC), or International Approval Service/Canadian Standards Association (IAS/CSA). Be sure to look for the approval label when buying CO alarms. Most of the CO alarms currently sold in the Commonwealth meet these standards but it is a good idea to check and make sure they meet the standard before you purchase the alarms.

What Are Qualified Combination Detectors and Alarms?

Acceptable combination smoke detectors and carbon monoxide alarms must have simulated voice and tone alarms that clearly distinguish between the two types of emergencies. You must have a photoelectric smoke alarm within 20 feet of a kitchen or bathroom, and photoelectric combination alarms are just becoming available. If you have questions about various types of smoke detectors, contact your local fire department.

What Am I Required to Do if I'm a Landlord?

Landlords must install CO alarms in each dwelling unit. Landlords also must inspect, test and maintain the CO alarms at least once a year or at the beginning of any rental period (such as lease renewal). Batteries are required to be replaced once a year. **Tenants** should report any problems with alarms to the landlord immediately and learn to recognize the difference between the smoke detector and the carbon monoxide alarm

For additional information please contact the COMM Fire Prevention Office

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

P.O. BOX 369 – 1138 MAIN STREET
OSTERVILLE, MASSACHUSETTS 02655

OFFICE OF
BOARD OF WATER COMMISSIONERS
WATER SUPERINTENDENT
TEL. No. 508-428-6691
FAX No. 508-428-3508
www.commwater.com



**CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT
BOARD OF WATER COMMISSIONERS**

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

2011-2012 PERSONNEL

Craig A. Crocker, Superintendent (1992)*
Herbert L. McSorley, Assistant Superintendent (1978)*
Gary L. Oakley (1977)* Retired 2011
Judith E. Winfield (1982)
Jamie R. Hylas (1987)*
Samuel A. Nickerson (1990)*
Kevin J. Ferguson (1994)*
Roger P. Raymond (1998)*
Kirsten Tavano (2000)
T. Chatham Fawkes (2001)*
Matt Pistone (2002)*
Beth Flick (2004)
Tim Picard (2005)*
Ryan Murphy (2011)*

* State Certified Drinking Water Operators

“1937 to 2012 Celebrating 75 Years of Service”

CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT
REPORT OF THE BOARD OF WATER COMMISSIONERS
“1937 to 2012 Celebrating 75 Years of Service”

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. 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 2012 water bills. The report contains information on the safety and quality of water for the year 2011. 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. Our web site (www.commwater.com) is also updated with information regarding projects and services.

Again, for 2012, 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 8:00 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 shutoff devices on automatic irrigation systems.

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

Budget

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 FY2013 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. We will make the necessary efforts to keep rates consistent for our customers during this slow economic recovery period. The Water Surplus account and stabilization fund will be managed to prepare for future capital improvement projects.

New Tank

The new 1.5 mg tank on Old Stage Road has been operating on the system since January 2011 providing additional capacity and equalization storage that increases system wide

reliability. The funding plan involves a 2% interest rate loan from the State and we qualified for ARRA stimulus funds which provided 20% principle forgiveness. (Saving an estimated \$663,000).

Pump Stations and Equipment

The summer of 2011 we recorded withdrawals close to one Billion gallons. 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. We will continue to upgrade equipment which will provide for a more reliable communication link between the facilities and the central computer control. The emergency disinfection equipment project continues to move forward which will allow us to respond to an emergency more efficiently. Also, a coordinated effort with the Town has enhanced the reverse 911 system and allows the District access in the event of an emergency to contact residents. In an effort to control electricity costs, we have participated in the County's request for proposals for possible solar installations.

New Source construction

The construction of a new pumping facility (Hayden 23) continues with the design phase complete. We will seek funding (fy2013) for the construction of the access road and installation of utility duct work. The funding for the construction of the facility will be requested at the appropriate time.

We are currently working with Town officials to protect and test other sites identified from our investigation program.

Distribution System Expansion& Improvements

In 2004 the Insurance Services Office Inc. (ISO) conducted a Public Protection Classification (PPC) survey. Most insurers use the PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. We are pleased to report that the water supply system received a Class 1 rating (highest). A credit score of 38.97 out of 40 was received. We would like to thank you for your continued support of the programs that helped us achieve this score.

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 fifty residents 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 new mains were added to Wheeler Road and upgrades performed to Wequaquet Lane and Great Marsh Rd.

Our annual flushing program is underway. We should have the entire distribution system, (250 miles of pipe), completed by June 15. 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 110 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. When you are not using any water 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
2011 ANNUAL PUMPAGE

January	40,116,000
February	36,855,000
March	41,169,000
April	45,056,000
May	74,167,000
June	136,073,000
July	183,214,000
August	146,725,000
September	110,654,000
October	64,675,000
November	41,975,000
December	42,457,000

2011 TOTAL 963,136,000 GALLONS

FACTS ABOUT YOUR SYSTEM

Maximum Day: July 22, 2011 – 7,483,000 Gallons

Maximum Week: July 1st – July 7th, 2011 – 45,214,000 Gallons

24 – New Services installed in 2011

12,046 – Service connections

222 – Services repaired/replaced in 2011

(0.47) Miles of new & replaced water main installed in 2011

250.7 – Total miles of water mains

1,990 – Hydrants in service

502 – Hydrants repaired in 2011

4,075 – Work orders issued

662 – Acres of watershed property

32 – Buildings

3 – Storage tanks

19 – Ground water sources

FY2013

Proposed Budgets

And

Articles

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT							
PRUDENTIAL OPERATION BUDGET							
			Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
			FY 2011	FY 2012	FY 2013	OR (DEC)	OR DEC
SALARIES (52 Week Pay Year):							
PRUDENTIAL COMMITTEE - \$3000 per commissioner			9,000.00	9,000.00	9,000.00	0.00	0.00%
CLERK/TREASURER			66,879.00	69,500.00	69,500.00	0.00	0.00%
ASST. TO CLERK/TREASURER			41,675.00	35,100.00	35,100.00	0.00	0.00%
LONGEVITY PAY			2,058.73	1,270.00	1,270.00	0.00	0.00%
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			128,912.73	124,170.00	124,170.00	0.00	0.00%
DISTRICT EXPENDITURES:							
GROUP INSURANCE			1,747,104.90	1,995,544.00	1,895,135.00	(100,409.00)	-5.03%
	BC/BS	*plus 25% shared	1,414,734.70	1,659,012.00	1,569,061.00	(89,951.00)	-5.42%
	MEDEX		138,547.20	140,555.00	126,700.00	(13,855.00)	-9.86%
	DENTAL		92,210.00	90,500.00	90,750.00	250.00	0.28%
	LIFE		2,330.00	2,330.00	2,362.00	32.00	1.37%
	MEDICARE		98,383.00	102,185.00	105,300.00	3,115.00	3.05%
	SOCIAL SECURITY		900.00	962.00	962.00	0.00	0.00%
RETIREMENT ASSESSMENT			978,296.78	1,045,375.00	1,142,595.00	97,220.00	9.30%
INSURANCE			279,785.00	276,975.00	294,731.00	17,756.00	6.41%
FINANCIAL ADVISOR/BANKING			1,200.00	1,200.00	2,000.00	800.00	66.67%
PRINTING & ADVERTISING			15,000.00	15,000.00	15,000.00	0.00	0.00%
STREETLIGHTS			155,000.00	155,000.00	155,000.00	0.00	0.00%
Subtotal District Expenditures			3,176,386.68	3,489,094.00	3,504,461.00	15,367.00	0.44%
CONTINGENCY FUND			40,000.00	40,000.00	40,000.00	0.00	0.00%
EDUCATION & PROF. DUES			5,200.00	5,200.00	5,200.00	0.00	0.00%
PROFESSIONAL FEES			45,000.00	45,000.00	45,000.00	0.00	0.00%
TELEPHONE (Local, Long Dist & Computer T-1)			2,600.00	2,600.00	2,600.00	0.00	0.00%
OFFICE SUPPLIES			5,500.00	5,500.00	5,500.00	0.00	0.00%
OFFICE EQUIPMENT & SERVICES			1,500.00	2,000.00	2,000.00	0.00	0.00%
Subtotal Office Expenses			99,800.00	100,300.00	100,300.00	0.00	0.00%
PRUDENTIAL/TREASURER OFFICE EXPENSES:			3,405,099.41	3,713,564.00	3,728,931.00	15,367.00	0.41%

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

INFORMATION SYSTEM BUDGET

			Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
			FY 2011	FY 2012	FY 2013	OR (DEC)	OR DEC
SALARIES							
DIRECTOR, INFORMATION SYS.			73,832.00	76,653.00	76,653.00	0.00	0.00%
LONGEVITY PAY			1,410.23	1,410.23	1,410.23	0.00	0.00%
		TOTAL SALARIES	75,242.23	78,063.23	78,063.23	0.00	0.00%
EXPENSES							
COMPUTER MAINTENANCE & SVC.			28,626.64	28,150.64	29,915.54	1,764.90	6.27%
(Maintenance fees, Service contracts, Internet access)							
COMPUTER - INTERNET SERVICE			7,950.00	9,108.00	3,468.00	(5,640.00)	-61.92%
TELEPHONE			780.00	1,008.00	1,400.00	392.00	38.89%
TELEPHONE SYSTEM LEASE & MAINTENANCE			21,431.44	21,431.44	10,000.00	(11,431.44)	-53.34%
COMPUTER EDUCATION & PROF. DUES			4,000.00	4,000.00	4,000.00	0.00	0.00%
HARDWARE & SOFTWARE UPGRADES			19,100.00	13,700.00	13,100.00	(600.00)	-4.38%
		TOTAL EXPENSES	81,888.08	77,398.08	61,883.54	(15,514.54)	-20.05%
INFORMATION SYSTEMS BUDGET TOTALS			157,130.31	155,461.31	139,946.77	-15,514.54	-9.98%

CENTERVILLE-OSTERVILLE-MARSTONS MILLS WATER DEPARTMENT

MAINTENANCE AND OPERATION BUDGET

Operation & Maintenance	Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
	FY 2011	FY 2012	FY 2013	OR (DEC)	OR DEC
CHEMICAL COSTS	210,000.00	236,000.00	245,000.00	9,000.00	3.81%
D.E.P. ASSESSMENT	8,577.00	7,330.00	9,215.00	1,885.00	25.72%
ELECTRICITY	280,000.00	280,000.00	280,000.00	0.00	0.00%
EQUIPMENT OPERATING EXPENSES	48,000.00	48,000.00	50,000.00	2,000.00	4.17%
GENERAL OPERATION	110,000.00	110,000.00	110,000.00	0.00	0.00%
NEW EQUIPMENT	3,000.00	3,000.00	3,000.00	0.00	0.00%
OFFICE SUPPLIES	38,000.00	40,000.00	41,000.00	1,000.00	2.50%
PUMP STATIONS	111,000.00	111,000.00	111,000.00	0.00	0.00%
SUPPLIES & MATERIALS	42,500.00	42,500.00	44,000.00	1,500.00	3.53%
TELEPHONE	10,000.00	10,000.00	11,000.00	1,000.00	10.00%
WATER SYSTEM	120,000.00	120,000.00	120,000.00	0.00	0.00%
PROFESSIONAL FEES	12,000.00	12,000.00	10,000.00	(2,000.00)	-16.67%
SALARIES					
SUPERINTENDENT	92,209.00	92,209.00	94,976.00	2,767.00	3.00%
ASST SUPERINTENDENT	76,752.00	76,752.00	79,060.00	2,308.00	3.01%
PUMP STATION OPERATOR	66,906.00	66,906.00	56,500.00	(10,406.00)	-15.55%
METER TECHNICIAN	58,336.25	58,336.25	61,800.00	3,463.75	5.94%
WATER TECHNICIANS (7)	286,800.00	286,800.00	266,555.00	(20,245.00)	-7.06%
OFFICE PERSONNEL	123,292.00	123,292.00	129,800.00	6,508.00	5.28%
PART TIME HELP	3,000.00	0.00	0.00	0.00	0.00%
STANDBY & OVERTIME	103,799.75	103,799.75	95,094.00	(8,705.75)	-8.39%
WATER COMMISSIONERS-\$3000 per commissio	9,000.00	9,000.00	9,000.00	0.00	0.00%
BUDGET TOTALS	1,813,172.00	1,836,925.00	1,827,000.00	(9,925.00)	-0.54%
Prudential Costs, Group Health & Business Ins.	541,381.57	640,235.21	579,091.20	(61,144.01)	-9.55%
TOTAL BUDGET	2,354,553.57	2,477,160.21	2,406,091.20	(71,069.01)	-2.87%

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT							
FIRE MAINTENANCE AND OPERATION BUDGET							
			Appropriated	Appropriated	Proposed	AMT OF INC.	% INC
			FY 2011	FY 2012	FY 2013	OR (DEC)	OR DEC
APPARATUS & REPAIR							
A.	Personnel & Training		80,500.00	74,500.00	83,500.00	9,000.00	12.08%
B.	Vehicle Repair & Maint		108,200.00	115,500.00	123,300.00	7,800.00	6.75%
C.	Firefighter Equipment		81,350.00	81,612.00	81,300.00	(312.00)	-0.38%
D.	EMT Equipment		97,647.00	99,347.00	121,547.00	22,200.00	22.35%
E.	Fire Prevention		9,200.00	7,700.00	7,700.00	0.00	0.00%
	TOTAL APPARATUS & REPAIR		376,897.00	378,659.00	417,347.00	38,688.00	10.22%
BUILDING & UPKEEP							
A.	Station & Office Supplies		44,940.00	45,570.00	49,425.00	3,855.00	8.46%
B.	Bldg Services & Contracts		30,200.00	30,600.00	33,700.00	3,100.00	10.13%
C.	Bldg & Grounds Supplies		59,500.00	59,500.00	60,000.00	500.00	0.84%
	TOTAL BUILDING & UPKEEP		134,640.00	135,670.00	143,125.00	7,455.00	5.49%
NATURAL GAS, PROPANE, #2 OIL			62,400.00	62,400.00	62,400.00	0.00	0.00%
ELECTRICITY			93,600.00	93,600.00	93,600.00	0.00	0.00%
TELEPHONE & COMMUNICATIONS			52,000.00	54,000.00	54,000.00	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%
	TOTAL OTHER DEPT EXPENSES		280,000.00	282,000.00	282,000.00	0.00	0.00%
SALARIES							
	FIRE CHIEF		134,623.04	139,530.32	137,569.68	(1,960.64)	-1.41%
	DEPUTY CHIEF		111,291.20	116,335.92	114,732.33	(1,603.59)	-1.38%
	ADMINISTRATIVE PERSONNEL		115,193.60	116,363.00	115,448.00	(915.00)	-0.79%
	PERMANENT FIREFIGHTERS		3,836,909.52	3,970,361.90	3,949,409.58	(20,952.32)	-0.53%
	DISPATCHERS		228,577.56	228,628.48	233,553.32	4,924.84	2.15%
	PERMANENT FF CALLBK & OT		898,000.00	898,000.00	898,000.00	0.00	0.00%
	DISPATCH/ADMIN SICK/VAC/OT		34,655.00	38,000.00	38,000.00	0.00	0.00%
	HOLIDAY PAY (PERM FF & DISP)		191,603.40	190,016.39	209,807.58	19,791.19	10.42%
	FIRE COMMISSIONERS-(\$3000 per commissioner)		9,000.00	9,000.00	9,000.00	0.00	0.00%
	CUSTODIAN		40,236.80	41,753.60	41,722.40	(31.20)	-0.07%
	MECHANIC		77,625.60	80,611.20	79,955.20	(656.00)	-0.81%
	MECHANICAL SERVICES & O.T.		9,000.00	9,000.00	9,000.00	0.00	0.00%
	TRAINING PROGRAM DEVELOPMENT		0.00	0.00	31,000.00	31,000.00	-
	SICK BUYOUT		19,875.00	27,132.60	0.00	(27,132.60)	-
	FIRE CHIEF TRANSITION		40,908.76	0.00	5,012.24	5,012.24	-
	UNIFORM-PERMANENT FF		31,200.00	30,650.00	31,200.00	550.00	1.79%
	UNIFORM-DISPATCHERS		1,200.00	1,000.00	1,200.00	200.00	20.00%
	BURNING PERMIT (DISPATCH)		4,000.00	4,000.00	4,000.00	0.00	0.00%
	TOTAL SALARIES		5,783,899.48	5,900,383.41	5,908,610.33	8,226.92	0.14%
FIRE DEPARTMENT BUDGET TOTALS			6,575,436.48	6,696,712.41	6,751,082.33	54,369.92	0.81%

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May 15, 2012

**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 14, 2012, 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
One Moderator for three years

And to meet on Tuesday, May 15, 2012, at the Marstons Mills East 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, Water Commissioners, Fire Commissioners and Clerk/Treasurer.

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

ARTICLE #2. To see if the District will vote to raise and appropriate the sum of \$3,149,839.80 and to transfer from income of the Water Department \$579,091.20 for Fiscal Year 2013 for the ordinary operating expenses of the Prudential Committee Operation, 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 \$3,728,931.00, as shown in this booklet.

ARTICLE #3. To see if the District will vote to transfer and appropriate from the income of the water department the sum of \$1,827,000.00 or some other amount for the ordinary operating expenses of the Water Department for Fiscal Year 2013, 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 \$1,827,000.00 as shown in this booklet.

ARTICLE #4. To see if the District will vote to raise and appropriate the sum of \$5,559,740.26 and transfer from the income from the Ambulance Account the sum of \$1,191,342.07 or some other amount for the ordinary operating expenses of the Fire Department for Fiscal Year 2013, 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 Board of Fire Commissioners totaling \$6,751,082.33, as shown in this booklet.

ARTICLE #5. To see if the District will vote to raise and appropriate and/or transfer from available funds and appropriate the sum of \$139,946.77 or some other amount for Fiscal Year 2013 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 \$139,946.77, as shown in this booklet.

ARTICLE #6. To see if the District will vote to raise and appropriate from the income of the Water Department the sum of \$110,013.00, to pay maturing debt of the Fire District otherwise incurred by or for the Water Department; and to raise and appropriate and/or transfer from available funds of the District and appropriate the sum of \$950,000.00 for other District bonds and notes incurred, to make a total of \$1,060,013.00 for Maturing Debt, as it becomes due and payable during Fiscal Year 2013, 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 2013.*

ARTICLE #7. To see if the District will vote to raise and appropriate from the income of the Water Department and other available funds of the Water Department the sum of \$52,944.52, to pay accruing interest on the debt of the Fire District incurred by or for the Water Department; and to raise and appropriate and/or transfer from available funds and appropriate the sum of \$90,312.50 for accruing interest on debt of the District incurred other than by or for the Water Department, making a total of \$143,257.02, for the payment of Maturing Interest on bonds and notes as it becomes due and payable during Fiscal Year 2013, 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 accrued and due during fiscal year 2013.*

ARTICLE #8. To see if the District will vote to raise and appropriate and/or transfer from available funds 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, 2013, said funds to 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 #9. 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, 2012.

**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 #10. To see if the District will authorize the Treasurer to enter into compensating balance agreements during Fiscal Year 2013, as permitted by the Massachusetts General Laws, Chapter 44, Section 53F, as amended.

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

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

ARTICLE #11. 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 services from the Fiscal Year ending June 30, 2012, 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 #12. To see if the District will vote to raise and appropriate the sum of \$32,000.00 for the purchase of additional financial computer software for the District to work in conjunction with the existing financial software with the approval of the Prudential Committee.

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

***Explanation:** This article will fund additional computer software that will enable the Prudential Office and Water Department to more efficiently and accurately report on the financial matters of the District. It will greatly improve the internal controls needed for separation of duties.*

ARTICLE #13. To see if the District will vote to transfer the remaining balance of the Pension Reserve Account funds to establish the Other Post Employment Benefits (OPEB) Liability Trust for the District'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 Prudential Commissioners
Recommended by the Prudential Committee**

Explanation: This article would transfer the funds that have been in a Pension Reserve Account that is no longer needed for the original intended purpose and use it to open an Other Post Employment Benefits Liability Trust Fund account to help defray the District's liability as required by GASB 45 and our actuarial study completed for June 30, 2010.

ARTICLE #14. To see if the District will vote to approve the following changes to the District By-Laws in ARTICLE 1, Section 2. Compensation, second paragraph:

“ Any elected official elected after June 30, 2012 who shall retire after serving ten (10) or more consecutive years in any elected District office shall be entitled upon request to receive coverage for health, dental and life insurance benefits commencing at age fifty-five (55).”

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

Explanation: This article would allow the District's elected officials to retire from the District and be entitled to continue their health, dental and life insurance after serving for 10 continuous years in the District.

ARTICLE #15. To see if the District will vote to transfer and appropriate from water surplus the sum of \$155,360.95 and to transfer and re-appropriate from Article #17 from the May 20, 2008 District Meeting, Article #14 and Article #17 from the May 18, 2010 District Meeting the remaining balances of \$69,075.77, \$1,682.77 and \$10,000.00, respectively, for a total sum of \$236,119.49 for the labor and materials necessary for water service installations, repairs to the water system, leak detection, water rate study, hydrant relocations, replacement of undersized and older piping, new water main extensions and other related upgrades 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 any other action thereon.

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

Explanation: This article will allow the Department to sub-contract related water installations and improvements through the public procurement process. This will allow us to 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 anticipated number of new installations and 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 #16. To see if the District will vote to transfer and appropriate from water surplus the sum of \$300,000.00 and appropriate from system development the sum of \$42,000.00 and to transfer and appropriate from the water stabilization fund the sum of \$49,654.85 for a total sum of \$391,654.85 for the labor and materials necessary to perform the construction of the access road and utility duct work to the future pump station (Hayden #23), said funds to be expended

under the direction of the Board of Water Commissioners, with the approval of the Prudential Committee, or to take any other action thereon.

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

Explanation: *This article will allow the District to sub-contract through the public procurement process for the construction of the access road (estimated 2000 feet) and utility duct work for the future pump station (#23 at the Hayden well field, Marstons Mills). The funding for the construction of the anticipated pump station will be requested at the appropriate time. Funding will be transferred from available funds.*

ARTICLE #17. To see if the District will vote to transfer and re-appropriate from Article #17 and Article #15 from the May 19, 2009 District meeting the sum of \$21,882.81 and \$20,000.00, respectively, for a total sum of \$41,882.81 to a reserve article account pursuant to Massachusetts General Law c.40, Section 5C, said funds to be expended under the direction of the Board of Water Commissioners, with the approval of the Prudential Committee, or to 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 transfer the balance of funds from the reserve article and the new tank project management fee article to the reserve account article. 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 may be approved for the use of all or any portion of the fund to meet these extraordinary events.*

ARTICLE #18. To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$24,000.00 to establish 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 establish the fund for the liability identified by the GASB 45 rule. An actuarial study will be performed to identify the water department's liability which will require additional funding. A water rate study will be performed to include the new costs and to maintain a full cost recovery operation.*

ARTICLE #19. To see if the District will vote to transfer and appropriate from the income of the Water Department the sum of \$16,805.00 for the contract settlement of the Water Department Fiscal Year 2011 for employees covered under collective bargaining agreement between the District and the International Brotherhood of Teamsters, Local 59, under the directions 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 fund the contract negotiations settlement with the International Brotherhood of Teamsters, Local 59, for the period of July 1, 2010 through June 30, 2011. The amount is a three percent increase for the Fiscal Year 2011.*

ARTICLE #20. To see if the District will vote to authorize the Board of Water Commissioners, with the approval of the Prudential Committee, to enter into a lease agreement with Nextel Communications of the Mid-Atlantic, Inc., a Delaware Corporation, d/b/a Nextel Communications with its principle offices at 40 Hartwell Avenue, Lexington, MA 02421, which lease negotiated by the Board of Water Commissioners, for the installation and maintenance of wireless communication equipment and facilities under and upon the land improvements located at the Old Stage Road water tank facility, Old Stage Road, Centerville, for a term not to exceed ten (10) years, all in accordance with the Response for Proposal received from the proposed lessee and dated March 27, 2012, or to take any other action thereon.

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

Explanation: *The proposal received was compared to similar sites and found to be consistent with market rates based on this approach. The nine-year & eight month lease has a value of \$400,699.67. The lease has been reviewed and approved for signing. This is an effort to generate revenue beyond the water meters.*

ARTICLE #21. To see if the District will vote to authorize the Board of Water Commissioners, with the approval of the Prudential Committee, to enter into a lease agreement with Cellco Partnership d/b/a Verizon Wireless, Bell Atlantic Mobile of Massachusetts Corporation, Ltd. with its principle offices at 400 Liberty Pathway, Westborough, Massachusetts 01581, which lease negotiated by the Board of Water Commissioners, for the installation and maintenance of wireless communication equipment and facilities under and upon the land and improvements located at the Old State Road water tank facility, Old Stage Road, Centerville, for a term not to exceed ten (10) years, all in accordance with the Response for Proposal received from the proposed lessee and dated March 27, 2012, or to take any other action thereon.

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

Explanation: *The proposed received was compared to similar sited and found to be consistent with market rates based on this approach. The ten year lease has a value of \$412,699.00. The lease has been reviewed and approved for signing. This is an effort to generate revenue beyond the water meters.*

ARTICLE #22. To see if the District will seek to acquire and accept, by purchase, gift or taking, a twenty foot (20') wide easement in perpetuity over a portion of land owned by the Town of Barnstable shown as Parcel 007002 on Assessors Map 043, to be located southerly of Sassafras Lane, Marstons Mills, Ma between the cul-de-sac of Sassafras Lane as such Lane appears on a plan entitled "Country Side Subdivision Plan of Land Located in Barnstable Mass. Prepared For The McKeon Group, dated Aug 30, 1987 Scale 1"=40' Sheet 5 Revised March 21, 1988" recorded in Barnstable County registry of Deeds in Book 448, Page 88, and the northerly border/boundary of that portion of the so-called Hayden Wellfield shown as Parcel 009 on Assessors Map 042 which proposed easement is to be located approximately as shown on a Sketch plan of such easement on file with the District Clerk entitled, "**Article # 22, Sketch Plan of Hayden Wellfield/Sassafras Easement**"; such easement to be acquired for the purpose of enabling the District to lay, construct, operate, maintain, repair, remove and replace with the same or different sizes, water pipes, mains, valves and gates (the "**Facilities**") under, over, above and through the easement for the purpose of transporting potable water through such Facilities from the District's existing and future wellfields and any other public water supply resources located in the so-called Hayden Wellfield, to neighborhoods lying northerly of the Premises, or take any other action thereon.

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

Explanation: *The twenty foot wide easement would allow for the installation of the necessary water main to connect the proposed well pumping facility to the Distribution System. (site plan on file at the District Office)*

ARTICLE #23. To see if the District will vote to transfer and re-appropriate Article #14 from the May 19, 2009 District Meeting the sum of \$27,500.00 to upgrade our computer system at the fire department, which would include ambulance patient care reports for state reporting and ambulance billing, Office 2010, website WordPress for the District's website and a disaster recovery backup system for an offsite data backup for the fire department's share of the District's computer system, said funds are 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: *This article would update our ambulance patient care reporting system for the District. It will also upgrade our computer system to Office 2010, make needed upgrades to our*

website software and the fire department's share of an offsite backup system for the District's computer system with quick retrieval capabilities.

ARTICLE #24. To see if the District will vote to raise and appropriate the sum of \$17,784.92 and to re-appropriate from Article #14 from the May 19, 2009 and Article #24 from the May 20, 2008 Annual District Meeting the sum of \$8,647.00 and \$3,568.08, respectively , for a total sum of \$30,000.00 to purchase approximately fifteen (15) 800 MHz portable radios, batteries, chargers and other related equipment, said funds to be expended under the direction of the Board of Fire Commissioners, with the approval of the Prudential Committee, or to take any other action thereon.

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

Explanation: *This article would continue the process of replacing our 20 year old 800MHz portable radios for the fire department.*

ARTICLE #25. To see if the District will vote to raise and appropriate the sum of \$48,828.03 and to re-appropriate from Article #22 from the May 20, 2008 and Article #19 from the May 18, 2010 Annual District Meetings the sum of \$3,171.91 and \$.06, respectively, for a total sum of \$52,000.00 to purchase a new four wheel drive chassis, radio lights, forestry equipment, related equipment and to sell or trade the existing chassis, whichever is in the best interest of the fire district, said funds to be expended under the direction of the Board of Fire Commissioners with the approval of the Prudential Committee, or to take any other action thereon.

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

Explanation: *This article would replace the 1995 GMC chassis and transfer the original tank, fire pump and equipment to the new chassis for our primary brush fire vehicle.*

ARTICLE #26. To see if the District will vote to raise and appropriate the sum of \$35,722.61 and re-appropriate from Article #14 and Article #15 from the May 15, 2007 Annual District Meeting the sum of \$1,809.70 and \$467.69, respectively, for a total sum of \$38,000.00 to purchase a new four wheel drive SUV, lights, radios, related equipment and to sell or trade our 2003 Crown Victoria, whichever is in the best interest of the 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 Commissioners
Recommended by the Prudential Committee**

Explanation: *This article would replace the Fire Chief's Crown Victoria with a four wheel drive unit vehicle that is much more capable for the winter conditions and has the room to carry the much needed fire and EMS equipment for a command vehicle of the department.*

ARTICLE #27. To see if the District will vote to raise and appropriate the sum of \$71,910.16 and to re-appropriate from Article #17 and Article #20 from the May 15, 2007 Annual District Meeting the sum of \$89.84 and \$15,000.00, respectively, for a total sum of \$87,000.00 to replace our 1989-90 180 KW generator, transfer switch and related equipment at our headquarters fire station and to sell or trade our existing equipment, whichever is in the best interest of the 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 Commissioners
Recommended by the Prudential Committee**

Explanation: *This original unit is in need of replacements along with the transfer switch equipment. It has been determined that this unit has served its useful purpose and should be replaced with a modern unit with a new transfer switch because of the critical need of reliable backup power for our 911 communications system and our headquarters station.*

ARTICLE #28. To see if the District will vote to raise and appropriate the sum of up to \$12,000.00 to pay the Barnstable County Sheriff for C-Med radio patches for the District ambulances to area hospitals for FY2012 from October 1, 2011 through June 30, 2012, said funds to be expended under the direction of the Fire Commissioners with the approval of the Prudential Committee, or to take any other action thereon.

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

Explanation: *This article would reimburse the Sheriff the cost of radio patches to area hospitals in which the Paramedics and EMT's obtain medical control for patient treatment.*

ARTICLE #29. To see if the District will vote to raise appropriate and/or transfer from available funds and appropriate the sum of \$27,000.00 for the cost to buy equipment to update and replace the antiquated phone system for the District, 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: *This article would pay for the necessary equipment to upgrade and own the phone system and to eliminate the cost of leasing an out dated phone system. The cost to buy out the leased equipment (which is at its end of life) would cost \$41,662.69. The cost to continue leasing the antiquated equipment for the next three years would cost \$24,009.48, in which we would not own anything at the end of three years.*

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

Prudential Committee

Carlton B. Crocker, Chairman _____

James H. Crocker, Jr. _____

David V. Lawler _____

A TRUE COPY

ATTEST:

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

