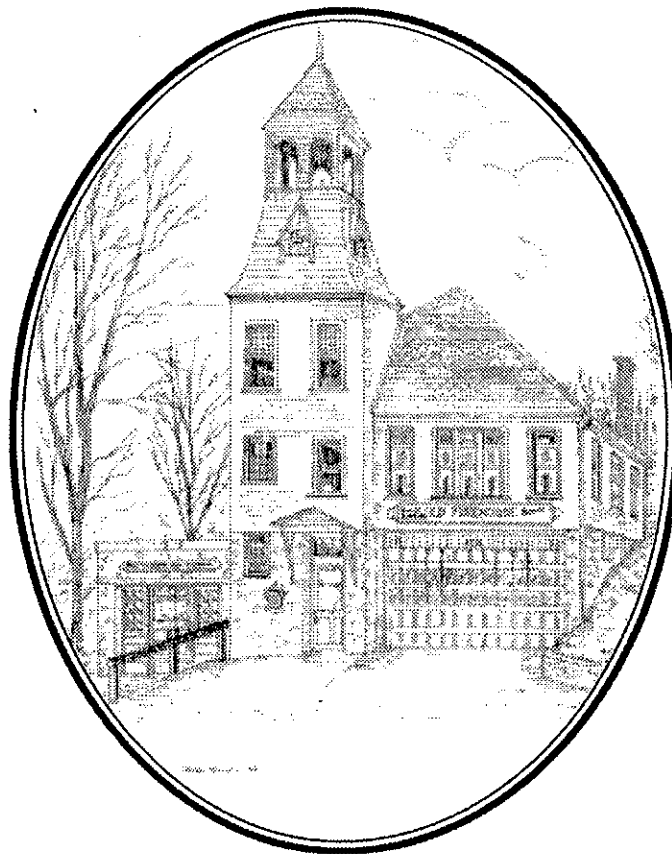


**ANNUAL REPORTS**  
OF THE OFFICERS  
**FIRE DISTRICT NO. 1**  
of the town of  
SOUTH HADLEY, MASSACHUSETTS



Est. 1872

FOR THE FISCAL YEAR ENDING  
**JUNE 30**  
**2013**

# **DISTRICT OFFICERS**

## **PRUDENTIAL COMMITTEE**

KEVIN TAUGHER, CHAIRMAN 2015

GREGORY SHEEHAN, CLERK 2016

RAYMOND MINER, MEMBER 2014

## **MODERATOR**

MARK BEAUREGARD 2014

## **WATER COMMISSIONERS**

WILLIAM SCHENKER, CHAIRMAN 2016

DAVID DALY, CLERK 2014

JOHN MIKUSZEWSKI, MEMBER 2015

## **CLERK/TREASURER**

MONICA G. WALTON 2014

# **DISTRICT POSITIONS**

## **FIRE CHIEF**

ROBERT AUTHIER

## **WATER SUPERINTENDENT**

JEFFREY CYR

June 2013

# *Fire District No. 1*

## **Fire Department**

South Hadley, MA



### **Prudential Committee**

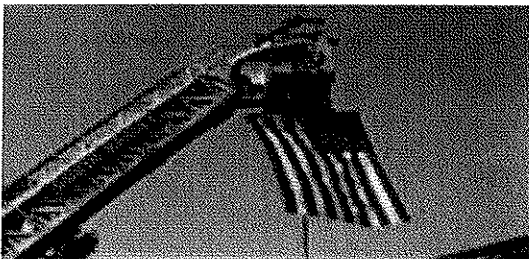
Kevin Taugher  
Raymond Miner  
Greg Sheehan

### **Fire Chief**

Robert Authier

### **Captains**

Leonard Pietras  
Brian McClafin  
James Pula  
Kurt Schenker  
Thomas Stark



### **Firefighters**

Douglass Baker, Josh Clegg, Robert Blaney, Evan Briant, Thomas Fusari  
Jason Houle, Brian Morris, Wesley Rork, Gene Os  
Joe Scott, Jeremy Simmons, Eric Stratton, Jose Vasquez,  
Scott Walsh, Mark Mercier, Mitchell Mercier

### **Call Firefighters**

Danielle Bealliveau  
Robert Davis, Dennis Hogan, Peter Jesionowski, Chad Jodoin,  
Erica Koske, Daryl Kirby, Jeff Meon, Paul Novinsky, Mary O'Neil  
Michael O'Neil, Eric Rogers, Kyle Sodano, Josh Steininger, Joe Chimelewski  
Mike Bourbeau, Tyler Yvon, Keith Harris, Bob Blasko, Tom Lukasik

June 2013

# **FIRE DEPARTMENT SERVICES AND PERSONNEL**

## **22 Career personnel that includes:**

- 1 Fire Chief
- 5 Captains
- 22 Firefighter/Emergency Medical Technicians (EMT)  
are divided into four Groups with a minimum of  
four personnel on duty 24/7
- 7 Basic Emergency Medical Technicians
- 1 Intermediate Emergency Medical Technicians
- 14 Paramedic Emergency Medical Technicians
- 20 Call personnel (paid on call) firefighters

All personnel are alerted via pagers and paid per call

## **Department Services**

Fire suppression  
Fire Prevention and Code Enforcement  
District No. 1 Advance Life Support Ambulance  
Provides first responder emergency medical service with  
automatic  
External defibrillators (AED) on the ambulances and pumper  
truck  
Hazardous Material Response  
Special Rescue  
Rope Rescue  
Ice Rescue  
Dive Team

June 2013

Citizens of Fire District No. 1:

The Prudential Committee of Fire District No. 1 is pleased to submit its report for the fiscal year ending June 30, 2013.

Fire Department personnel responded to 435 fire-related calls for service, Fire District 1 responded to the Crack of Dawn fire, as well as a house fire on Newton St. We also responded to several requests for water emergencies in the Connecticut River. We continually responded to requests from South Hadley Fire District No. 2 and the City of Holyoke under our mutual aid agreements.

The ambulance services of Fire District No. 1 responded to 1,697 medical calls. We still currently have three ambulances with ALS capabilities.

The District had some personnel changes during the year. Captain/EMT Leonard Pietras and FF/EMT James Beauguard, both retired in June 2013. We also would like to welcome FF/EMT Mark Mercier and FF/EMT Josh Clegg to full time duty, after serving faithfully as call firefighters. .

We would like to thank representatives of the Holyoke Medical Center, Dr. Garry Bombardier, MD and Bob Moore, EMT-P who have assisted our ambulance service with their valuable insights and direction.

We thank the Firefighters of Fire District No. 1, for their professionalism in serving this fine community. We would also like to thank the Commissioners of the Water Department of Fire District No.1 and the Water Department's employees for their cooperation throughout the year.

Respectfully submitted,

Kevin E. Taugher

Raymond J. Miner

Gregory R. Sheehan

Amherst April 9, 2014

## PRUDENTIAL BOARD ESTIMATED BUDGET FISCAL YEAR 2015

Fire Department Wages	1,325,347.23
Ambulance Wages	521,429.96
Administrative & Elected Official Wages	85,636.83
Total Wages	\$ 1,932,414.02

### Fire Department Operating Expense

Utilities	25,000.00
Supplies	11,000.00
Upkeep and Repairs	12,000.00
Office Expense	8,000.00
Uniforms	14,000.00
New Hire Account	4,000.00
Gas and Oil	12,000.00
Radio Maintenance	4,000.00
Equipment	20,000.00
Training	6,000.00
Fire Prevention	5,000.00
Chief's Account	2,400.00
Insurance	93,500.00
Fire Fleet Maintenance	30,000.00
Total Fire Department	\$ 246,900.00

### Administration Operating Expense

Prudential Committee Expenses	500.00
Bank Charges	1,500.00
Education & Training	1,000.00
Printing	4,000.00
Telephone	2,000.00
Contingencies	2,000.00
Legal	5,000.00
Travel	1,000.00
Miscellaneous	1,000.00
Audit Expenses	3,500.00
Office Expense	33,000.00
Payroll Taxes/Medicare	31,000.00
Reserve Fund	20,000.00
Total Administration	\$ 105,500.00

AMENDED April 9, 2014

Ambulance Operating Expenses

Fuel	15,000.00
Upkeep and Repair	18,000.00
Medical Supplies	43,000.00
Licenses and Fees	13,000.00
Outside Services	36,000.00
Training	20,000.00
Office Expenses	7,000.00
Computer Equipment	4,000.00
Miscellaneous	500.00
Total Ambulance Expenses	\$ 156,500.00

Additional Appropriations

Air Compressor Account	1,000.00
Building Improvement Account	30,000.00
Major Equipment Repair	12,000.00
Ambulance Computer Account	3,000.00
New Ambulance Account	190,000.00
Fire Gear Replacement	10,000.00
Alarm Radio Console	4,000.00
Fire Truck Note	27,500.00
Fire Truck Interest	6,806.25
Fire Vehicle Stabilization	40,000.00
Unfunded Liability	20,000.00
Actuary Report	3,000.00
Hampshire Country Retirement	344,814.75
District Health, Dental, Life	531,832.72
Total Capital Expenses	\$ 1,223,953.72
Total FY 2015 Estimated Budget	\$ 3,665,267.74

PROPOSED FUNDING OF ESTIMATED BUDGET

Appropriations	2,449,267.74
From Ambulance Reserve Fund	636,000.00
From Free Cash	500,000.00
From Ambulance Stabilization	80,000.00
Total Estimated Funding	3,665,267.74

## AMBULANCE REPORT

The Ambulance Service for South Hadley Fire District No. 1 is proud to serve the citizens of the District, the Town of South Hadley, and the surrounding communities by providing both Basic Life Support (BLS) and Advanced Life Support (ALS) services to those in need. This past fiscal year we responded to 1,697 calls for help; 1,380 of those patients were transported to area facilities and 1,028 of those transports were at the ALS level. The services we provide include administration of certain medications, use of advanced airway equipment, cardiac monitoring, blood glucose testing, IVs, spinal immobilization, case presentation assessment (vital signs), lift assists among others. We also provide training to the public through CPR, AED (Automatic External Defibrillator) training, and provide a blood pressure clinic once a month at the Council on Aging.

Our personnel are qualified and certified to provide emergency care by competency-based training programs required by the Commonwealth of Massachusetts, the highest of which is the EMT-Paramedic Program. Our Medical Control (oversight committee) is provided by Dr. Garry Bombardier, MD and Emergency Preparedness Coordinator Robert Moore, EMT-P, of the Holyoke Medical Center. The EMTs at all levels provide pre-hospital emergency care to acutely ill or injured patients in the course of providing ambulance services, which are an extension of the hospital's Emergency Room.

In an effort to stay abreast of the continuous advancements in emergency medical services and to provide the best pre-hospital care to the public, we must regularly update our training, equipment, and supplies. We are currently transitioning our EMT certifications to the National Registry of EMT's (NREMT) along with the rest of the State of Massachusetts to eventually have a more standardized training system nationwide. Also this year, we were able to obtain some advanced equipment; including a heart rhythm simulator, another Lucas machine which provides automatic compressions during CPR, and some forcible entry tools should we have to get through locked entryways.

In recent years, our costs to maintain necessary supplies have about doubled. We do our best to maintain quality equipment and services to the taxpayers with minimal increases in our budget through efficient management. We are planning for the future by asking for some capital accounts in order to defray the costs of purchasing a new ambulance and other equipment, avoiding bonding costs where possible.

We would like to express our appreciation to the Fire District taxpayers for their continued support of our service and for the heartfelt expressions of gratitude we receive. We would like to further extend our appreciation to the staff of Fire District No. 1 for the excellent cooperation and support they provide. Finally, we would like to thank Fire District No. 2, the South Hadley Police Department and dispatchers, the Granby Fire Department, and all their respective employees for their positive attitude and dedication.

RESPECTFULLY SUBMITTED,

Kurt Schenker, Ambulance Director, Fire District No. 1

**FIRE DISTRICT No. 1**  
**COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP**  
**JUNE 30, 2013**

	Governmental Fund Types					Account Group		Totals (Memorandum Only)
	General	Special Revenue	Water Fund	Trust Funds	General Long Term Debt	General Long Term Debt		
<b>Assets</b>								
Cash and Cash Equivalents	\$ 1,653,259	\$ 937,245	\$ 1,773,825	\$ 1,754,490	\$ -	\$ -	\$ 6,118,819	
Receivables:								
Property Taxes	38,533	-	-	-	-	-	38,533	
Tax Liens	31,043	-	-	-	-	-	31,043	
Omitted Tax	3,428	-	-	-	-	-	3,428	
Ambulance	-	443,293	-	-	-	-	443,293	
User Charges	-	-	2,099	-	-	-	2,099	
Less: Allowance for Uncollectible Accounts	(91,088)	-	-	-	-	-	(91,088)	
Tax Possessions	10,446	-	-	-	-	-	10,446	
Amount to be Provided for Payment of Debt	-	-	-	-	-	-	-	
<b>Total Assets</b>	<b>\$ 1,645,621</b>	<b>\$ 1,380,538</b>	<b>\$ 1,775,924</b>	<b>\$ 1,754,490</b>	<b>\$ 936,411</b>	<b>\$ 936,411</b>	<b>\$ 7,492,984</b>	

**Liabilities and Fund Equity**

<b>Liabilities:</b>							
Deferred Revenue:							
Property Taxes	\$ (49,127)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (49,127)
Other	41,489	443,293	2,099	-	-	-	486,881
Bond Indebtedness	-	-	-	-	936,411	-	936,411
<b>Total Liabilities</b>	<b>(7,638)</b>	<b>443,293</b>	<b>2,099</b>	<b>-</b>	<b>936,411</b>	<b>936,411</b>	<b>1,374,165</b>

**Fund Equity:**

Reserved for Encumbrances	172,848	-	208,710	-	-	-	381,558
Unreserved:							
Designated for Subsequent Year's Expenditures	448,993	649,500	607,813	-	-	-	1,706,306
Undesignated	1,031,418	287,745	957,302	1,754,490	-	-	4,030,955
<b>Total Fund Equity</b>	<b>1,653,259</b>	<b>937,245</b>	<b>1,773,825</b>	<b>1,754,490</b>	<b>-</b>	<b>-</b>	<b>6,118,819</b>

**Total Liabilities and Fund Equity**

<b>Total Liabilities and Fund Equity</b>	<b>\$ 1,645,621</b>	<b>\$ 1,380,538</b>	<b>\$ 1,775,924</b>	<b>\$ 1,754,490</b>	<b>\$ 936,411</b>	<b>\$ 936,411</b>	<b>\$ 7,492,984</b>
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# Fire District No. 1

## All Departments Revenue Report

Account	Description	Actual	Expected
001-100-4110-2010	PERS PROP TAX REVENUE 2010	12.96	(12.96)
001-100-4110-2011	PERS PROP TAX REVENUE 2011	48.91	(48.91)
001-100-4110-2012	PERS PROP TAX REVENUE 2012	188.57	(188.57)
001-100-4110-2013	PERS PROP TAX REVENUE 2013	38,377.01	(38,377.01)
001-100-4120-2011	REAL ESTATE TAX REVENUE 2011	790.87	(790.87)
001-100-4120-2012	REAL ESTATE TAX REVENUE 2012	25,317.05	(25,317.05)
001-100-4120-2013	REAL ESTATE TAX REVENUE 2013	2,278,643.45	(2,278,643.45)
001-100-4171	PEN & INT PROPERTY TAX	4,278.74	(4,278.74)
001-100-4173	PEN & INT TAX LIENS	279.41	(279.41)
001-100-4180	PAYMENT IN LIEU OF TAXES	17,212.02	(17,212.02)
001-100-4199	FIRE PERMITS	11,875.00	(11,875.00)
001-100-4222	MEDICARE PART D SUBSIDY	20,084.73	(20,084.73)
001-100-4820	EARNINGS ON INVESTMENTS	10,489.07	(10,489.07)
001-100-4840	MISC. REVENUE	25,253.29	(25,253.29)
	001 - GENERAL FUND Total	2,432,851.08	(2,432,851.08)
252-220-4840	MISC. REVENUE FIRE GIFTS	1,135.00	(1,135.00)
	252 - FIRE GIFTS Total	1,135.00	(1,135.00)
257-231-4200	CHARGES FOR SVCS AMBULANCE	612,218.19	(612,218.19)
257-231-4840	MISC REV AMBULANCE RECEIPTS	25,975.00	(25,975.00)
	257 - AMBULANCE RECEIPTS Total	638,193.19	(638,193.19)
258-220-4200	FIREREV-CHARGES FOR SE	2,318.00	(2,318.00)
	258 - FIRE REVOLVING Total	2,318.00	(2,318.00)

**Fire District No. 1**  
All Departments Revenue Report

Account	Description	Actual	Expected
601-440-4200	WATER USER CHARGE REVENUE	1,856,452.35	(1,856,452.35)
601-440-4210	WATER MISC ACCT REC	31,577.62	(31,577.62)
601-440-4215	WATER IMPROVEMENTS	7,200.00	(7,200.00)
601-440-4220	WATER CELL TOWER	288,328.71	(288,328.71)
	601 - WATER ENTERPRISE Total	2,183,558.68	(2,183,558.68)
800-440-4820	INVESTMENTS INCOME	1,446.40	(1,446.40)
	800 - WATER STABILIZATION Total	1,446.40	(1,446.40)
801-440-4820	INVESTMENTS INCOME	850.72	(850.72)
801-440-4970	TRANSFER IN	208,555.63	(208,555.63)
	801 - WATER TANK STABILIZATION Total	209,406.35	(209,406.35)
802-220-4820	INVESTMENTS INCOME	173.21	(173.21)
	802 - FIRE STABILIZATION Total	173.21	(173.21)
803-220-4820	INVESTMENTS INCOME	26.76	(26.76)
	803 - VEHICLE STABILIZATION Total	26.76	(26.76)
804-231-4820	INVESTMENTS INCOME	91.85	(91.85)
	804 - AMBULANCE STABILIZATION Total	91.85	(91.85)
807-220-4820	INVESTMENTS INCOME	457.12	(457.12)
	807 - PENSION RESERVE Total	457.12	(457.12)
	Grand Total	5,468,416.62	(5,468,416.62)

# Fire District No. 1

## All Departments Expenditure Report

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal
001-122-5100	ADMINISTRATIVE PAYROLL		80,000.00			61,955.91	18,044.09
001-122-5400-5401	ADMIN - BANK CHARGES		2,000.00			900.00	1,100.00
001-122-5400-5402	ADMIN - EDUCATION & TRAINING		1,000.00			50.00	950.00
001-122-5400-5403	ADMIN - PRINTING		4,000.00			3,319.25	680.75
001-122-5400-5404	ADMIN - TELEPHONE EXP		2,000.00			1,602.62	397.38
001-122-5400-5405	ADMIN - CONTINGENCIES		2,000.00				2,000.00
001-122-5400-5406	ADMIN - LEGAL		5,000.00			400.00	4,600.00
001-122-5400-5407	ADMIN - TRAVEL		1,000.00				1,000.00
001-122-5400-5408	ADMIN - MISC		1,500.00				1,500.00
001-122-5400-5409	ADMIN - AUDIT		3,500.00			3,500.00	
001-122-5400-5441	ADMIN - OFFICE EXP		27,000.00			18,744.64	8,255.36
	122 - ADMINISTRATIVE Total		129,000.00			90,472.42	38,527.58
001-129-5100	PRUDENTIAL COMMITTEE SALARY		5,200.00			5,405.10	(205.10)
001-129-5400	PRUDENTIAL COMMITTEE EXPENSES		500.00				500.00
001-129-5800	PRUDENTIAL COMM. CONSULTING	472.50					472.50
	129 - PRUDENTIAL COMM Total	472.50	5,700.00			5,405.10	767.40
001-141-5100	ASSESSORS SALARY		8,100.00			6,062.67	2,037.33
	141 - ASSESSORS Total		8,100.00			6,062.67	2,037.33
001-146-5100	TAX COLLECTOR SALARY		5,100.00			4,860.40	239.60
	146 - TAX COLLECTOR Total		5,100.00			4,860.40	239.60
001-110-5400-5434	COUNTY RETIREMENT		265,091.45			260,039.65	5,051.80
001-110-5400-5435	HEALTH AND LIFE INSURANCE		547,800.00			442,283.26	105,516.74
001-110-5400-5436	MEDICARE		30,000.00			27,097.47	2,902.53
001-110-5400-5437	GENERAL INSURANCE		93,500.00			84,945.00	8,555.00
	110 - INSURANCE & EMPLOYEE BENEFITS Total		936,391.45			814,365.38	122,026.07
001-122-5800-5807	ACCOUNTING COMPUTER	3,077.82	15,000.00			18,077.82	
001-122-5800-5808	DISTRICT WEB SITE	7,701.80				30.00	7,671.80
	122 - ADMINISTRATIVE Total	10,779.62	15,000.00			18,107.82	7,671.80

## Fire District No. 1 All Departments Expenditure Report

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unrenew Bal
001-220-5100-5101	FIRE CHIEF SALARY		100,000.00			94,442.42	5,557.58
001-220-5100-5102	FIRE DEPARTMENT SALARIES		1,170,020.00			867,233.55	302,786.45
001-220-5100-5103	FIRE DEPARTMENT OT		120,000.00			75,565.36	44,434.64
001-220-5100-5104	FIRE SAFER GRANT - SALARY					126,912.56	(126,912.56)
001-220-5400-5410	FIRE - UTILITIES		24,000.00			23,669.75	330.25
001-220-5400-5411	FIRE - SUPPLIES		15,000.00			3,859.29	11,140.71
001-220-5400-5412	FIRE - UPKEEP AND REPAIRS		10,000.00			9,108.95	891.05
001-220-5400-5413	FIRE - OFFICE EXP		7,000.00			4,146.85	1,379.59
001-220-5400-5414	FIRE - UNIFORMS		14,000.00		1,473.56	13,952.81	47.19
001-220-5400-5415	FIRE - PHYSICALS/NEW HIRE		4,000.00			2,424.60	1,575.40
001-220-5400-5416	FIRE - GAS & OIL		14,000.00			8,958.44	5,041.56
001-220-5400-5417	FIRE - RADIO MAINT		4,000.00			1,876.70	2,123.30
001-220-5400-5420	FIRE - EQUIPMENT		20,000.00			5,424.99	14,575.01
001-220-5400-5421	FIRE - TRAINING		5,500.00			1,345.07	4,154.93
001-220-5400-5422	FIRE - MISC		9,000.00			126.90	8,873.10
001-220-5400-5423	FIRE - RESERVE FUND		35,000.00				35,000.00
001-220-5400-5424	FIRE PREVENTION		3,000.00			2,288.69	711.31
001-220-5400-5425	CHIEF'S ACCT		2,400.00			1,499.66	900.34
001-220-5400-5426	FIRE FLEET MAINTENANCE					(13,396.00)	13,396.00
001-220-5800-5801	AIR COMPRESSOR ACCT	3,558.84	1,000.00			1,242.10	3,316.74
001-220-5800-5802	BUILDING IMPROVEMENT	34,815.41	25,000.00			5,296.11	54,519.30
001-220-5800-5803	LADDER TRUCK MAINT	8,247.22				8,247.22	
001-220-5800-5804	MAJOR EQUIPMENT REPAIR	20,343.05	5,000.00			19,649.36	5,693.69
001-220-5800-5809	FIRE GEAR REPLACEMENT	1,392.21	10,000.00			9,185.00	2,207.21
001-220-5800-5810	GENERATOR	15,000.00	10,000.00			4,350.00	20,650.00
001-220-5800-5812	STATION COMPUTER	8,239.27	4,000.00				12,239.27
001-220-5800-5813	JAWS OF LIFE	2,625.19				70.00	2,555.19
001-220-5800-5814	2009 FIRE PUMPER TRUCK	12,971.14				12,971.14	
001-220-5800-5815	ALARM RADIO CONSOLE		4,000.00				4,000.00
001-220-5800-5816	FIRE DEPT PHONE REPLACE	124.86				124.86	
001-220-5800-5817	SCBA BOTTLE REPLACE	27.50				27.50	
001-220-5800-5832	RADIO MAINT		10,000.00			688.75	9,311.25
001-220-5800-5833	FLEET MAINT		11,000.00			11,000.00	
220 - FIRE Total		107,344.69	1,636,920.00		1,473.56	1,302,292.63	440,498.50

# Fire District No. 1 All Departments Expenditure Report

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal
001-231-5100-5105	AMBULANCE - SALARY & STIPENDS		380,000.00	(20,000.00)		347,196.04	12,803.96
001-231-5100-5106	AMBULANCE - OT		130,000.00			80,203.62	49,796.38
001-231-5400-5424	AMBULANCE - FUEL		23,000.00			9,786.59	13,213.41
001-231-5400-5425	AMBULANCE - UPKEEP & REPAIR		18,000.00			19,863.18	(1,863.18)
001-231-5400-5426	AMBULANCE - MEDICAL SUPPLIES		32,000.00			53,421.00	(21,421.00)
001-231-5400-5427	AMBULANCE - LICENSES & FEES		14,000.00			6,400.00	7,600.00
001-231-5400-5428	AMBULANCE - OUTSIDE SERVICES		38,000.00			22,420.16	15,579.84
001-231-5400-5429	AMBULANCE - TRAINING		20,000.00			10,688.56	9,311.44
001-231-5400-5430	AMBULANCE - OFFICE		8,000.00			4,837.22	3,162.78
001-231-5400-5432	AMBULANCE - COMPUTER EQUIPMENT		3,000.00			1,010.86	1,989.14
001-231-5400-5433	AMBULANCE - MISC		500.00			49.95	450.05
001-231-5800-5805	AMBULANCE COMPUTER EQUIPMENT	11,662.30				1,450.90	10,211.40
001-231-5800-5806	AMBULANCE STABILIZATION ACCT		40,000.00				40,000.00
	<b>231 - AMBULANCE Total</b>	<b>11,662.30</b>	<b>706,500.00</b>	<b>(20,000.00)</b>		<b>557,328.08</b>	<b>140,834.22</b>
001-700-5400-5438	DEBT PRINCIPAL		27,500.00			27,500.00	
	<b>700 - DEBT PRINCIPAL Total</b>		<b>27,500.00</b>			<b>27,500.00</b>	
001-710-5400-5439	DEBT INTEREST	1,500.00	7,781.25			9,281.25	
	<b>710 - DEBT INTEREST Total</b>	<b>1,500.00</b>	<b>7,781.25</b>			<b>9,281.25</b>	
	<b>001 - GENERAL FUND Total</b>	<b>131,759.11</b>	<b>3,477,992.70</b>	<b>(20,000.00)</b>	<b>1,473.56</b>	<b>2,835,675.75</b>	<b>752,602.50</b>
151-220-5400	FIRE TRAILER GRANT EXP					5,130.00	(5,130.00)
	<b>220 - FIRE Total</b>					<b>5,130.00</b>	<b>(5,130.00)</b>
	<b>151 - FIRE TRAILER GRANT Total</b>					<b>5,130.00</b>	<b>(5,130.00)</b>
258-220-5100	FIRE REV - WAGES					2,166.02	(2,166.02)
	<b>220 - FIRE Total</b>					<b>2,166.02</b>	<b>(2,166.02)</b>
	<b>258 - FIRE REVOLVING Total</b>					<b>2,166.02</b>	<b>(2,166.02)</b>

## Fire District No. 1 All Departments Expenditure Report

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal
601-440-5100-5103	WATER OT		76,154.00			18,909.95	57,244.05
601-440-5100-5105	WATER SALARIES & WAGES		491,123.00			431,643.40	59,479.60
601-440-5100-5107	WATER TREASURER'S SALARY		10,000.00			10,000.00	
601-440-5400-5407	WATER - TRAVEL		3,000.00				3,000.00
601-440-5400-5408	WATER - MISC		45,000.00			25,598.39	19,401.61
601-440-5400-5409	WATER - AUDIT		3,500.00			3,500.00	
601-440-5400-5423	WATER - RESERVE FUND		10,000.00				10,000.00
601-440-5400-5434	WATER - COUNTY RETIREMENT		143,000.00			140,021.35	2,978.65
601-440-5400-5435	WATER - HEALTH DENTAL LIFE		217,000.00			173,696.11	43,303.89
601-440-5400-5437	WATER - GENERAL INSURANCE						
601-440-5400-5444	WATER - OFFICE		38,000.00			30,816.96	7,183.04
601-440-5400-5445	WATER - COMMUNICATION		11,000.00			4,961.96	6,038.04
601-440-5400-5446	WATER - INSURANCE		55,000.00			46,792.00	8,208.00
601-440-5400-5447	WATER - MATERIALS		80,000.00			49,279.14	30,720.86
601-440-5400-5448	WATER - VEHICLE EXP		26,000.00			24,197.73	1,802.27
601-440-5400-5449	WATER - HEAT & LIGHT EXP		17,000.00			11,034.74	5,965.26
601-440-5400-5450	WATER - PURCHASE OF WATER		680,000.00			655,277.00	24,723.00
601-440-5400-5451	WATER - PURIFICATION EXP		62,000.00			24,471.93	37,528.07
601-440-5400-5452	WATER - CORROSION		40,000.00			22,751.10	17,248.90
601-440-5400-5453	WATER - COMPENSATION ACCT		5,000.00				5,000.00
601-440-5400-5454	WATER - BOND & ISSUANCE FEE		1,153.07			1,153.07	
601-440-5800-5818	COMPUTER EQUIPMENT & SOFTWARE	20,273.32					20,273.32
601-440-5800-5819	GATE HOUSE ACCT	337.41					337.41
601-440-5800-5820	MAPS WATER SYSTEM	4,349.23					4,349.23
601-440-5800-5821	METER REPLACEMENT	29,705.13					29,705.13
601-440-5800-5822	REPLACEMENT & INSTALLATION OF NEW M	257,105.26	20,000.00			33,416.03	16,289.10
601-440-5800-5823	SHOP REPAIR & IMPROVEMENTS	21,367.91				168,955.50	88,149.76
601-440-5800-5824	COMPUTER METER READING EQUIP	12,262.51				1,185.28	20,182.63
601-440-5800-5825	WATER TANK UPKEEP & REPAIR	20,184.00				17,475.53	12,262.51
601-440-5800-5826	WATER MAIN LEAK DETECTION	5,679.00				17,708.47	17,708.47
601-440-5800-5827	SCADA SYSTEM EQUIP & MAINT	29,313.05				4,902.00	5,777.00
601-440-5800-5828	LEAPING WELL WATERSHED ACCT	5,803.51				7,144.56	22,168.49
601-440-5800-5830	WATER TANK PAINTING	208,555.63				4,591.35	
601-440-5800-5831	NEW PICK UP TRUCK	74,447.04				208,555.63	
601-440-5800-5840	WATER-NEW UTILITY TRUCK	99,585.50				74,447.04	1,212.16
440 - WATER Total		788,968.50	2,053,930.07			2,294,363.25	548,535.32
601-700-5400-5462	LUDLOW FACILITY PRINCIPAL		49,609.03			49,609.03	
700 - DEBT PRINCIPAL Total			49,609.03			49,609.03	
601-710-5400-5463	LUDLOW FACILITY INTEREST		15,374.31			15,374.31	
710 - DEBT INTEREST Total			15,374.31			15,374.31	
601 - WATER ENTERPRISE Total		788,968.50	2,118,913.41			2,359,346.59	548,535.32
Grand Total		920,727.61	5,596,906.11	(20,000.00)	1,473.56	5,202,318.36	1,293,841.80

# Fire District No. 1

## SPECIAL REVENUE FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	<b>Fund Balances</b>
	<b>June 30, 2013</b>
<b>Special Revenue:</b>	
Fire Revolving	\$ 2,318
Ambulance Reserve	930,572
Ambulance Gift	165
Fire Grant	183
Fire Trailer Grant	2,640
Student Awareness	1,367
	<u>\$ 937,245</u>

## TRUST FUNDS FOR THE YEAR ENDED JUNE 30, 2013

	<b>Fund Balances</b>
	<b>June 30, 2013</b>
<b>Trust Funds:</b>	
Water Stabilization	\$ 668,534
Water Tank Stabilizati	573,892
Fire Stabilization	80,067
Fire Vehicle Stabilizati	12,384
Ambulance Stabilization	42,472
Medical Fund	114,500
Insurance Fund	51,370
Pension Reserve Fund	211,271
	<u>\$ 1,754,490</u>

# Water Department

## *Fire District No.1*

### South Hadley

#### Board of Water Commissioners

William Schenker, Chairman

David T. Daly, Clerk

John A. Mikuszewski, Assoc. Member

#### Superintendent

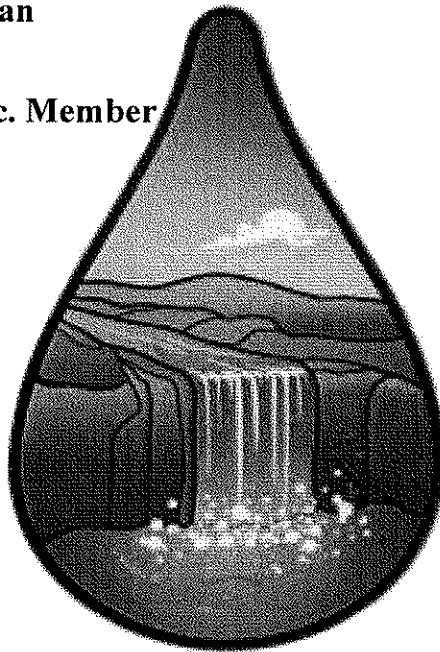
Jeffrey A. Cyr

#### Office Staff

Jennifer Fernandes

Phyllis LeDuc

Kari Scytkowski



#### Maintenance Staff

Wayne Walton

Ron Motyka

Dave Sudyka

Scott Levreault

Jeff Levreault

## **REPORT OF THE**

### Board of Water Commissioners

The Board of Water Commissioners of South Hadley Fire District No.1 respectfully submits the following annual report.

Within the past year, our crew has repaired seven water main breaks and five service leaks throughout the Distribution system. In addition to the repair work, four new services have been connected to the distribution system.

We continue to replace old and problematic water mains within the distribution system. This past year, we replaced a total of 2700 ft. of 8" A.C. main with 8" Ductile Iron main including fire hydrants and water services on Mt. View St. The new main will ensure reliability of supply, maintain water quality and fire protection. The Board is enthusiastic in recognizing the hard-working efforts of our staff installing the new water mains with in-house equipment. These efforts continue to allow the District to replace water mains throughout the distribution system at a significantly reduced cost with funds appropriated within our budget. This commitment will continue as circumstances, funding and time permit.

In addition to installing water mains, we also had some interior warranty repair work performed in our 1.5 million gallon water tank on Industrial Dr.

We feel strongly that the Water Department – Fire District No.1 has been operated very efficiently by providing the residents with what they expect from a municipal department at the lowest possible cost. We would also like to extend our thanks to the Fire Department, Police Department, Fire District No. 2 and the Town Departments for their cooperation.

Please take a moment to view our website with historical, and frequently updated information about our Department at the following address [www.shdistrict1.org](http://www.shdistrict1.org)

Respectfully submitted,

David T. Daly, Chairman  
John A. Mikuszewski, Clerk  
William L. Schenker, Assoc. Member

**REPORT OF THE  
BOARD OF WATER COMMISSIONERS  
ESTIMATED BUDGET - FISCAL YEAR 2014/15**

Wages	\$	589,949.00
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Maintenance & Operations		
Office Expenses	\$	39,000.00
Communication Expenses	\$	11,000.00
Insurance Expenses	\$	60,000.00
Materials	\$	80,000.00
Vehicle Expenses	\$	26,000.00
Heat & Light Expenses	\$	17,000.00
Water Purchase	\$	710,000.00
Water Purification Expenses	\$	62,000.00
Miscellaneous Expenses	\$	45,000.00
Corrosion Control	\$	40,000.00
Total Maintenance Expenses	\$	1,090,000.00
<hr/>		
Other Expenses		
Retirement	\$	114,938.25
Health & Life Insurance	\$	217,000.00
Treasurer's Salary	\$	10,000.00
Reserve Fund	\$	10,000.00
Travel	\$	3,000.00
Amortization of Debt - Ludlow Facility	\$	51,633.79
Interest on Debt - Ludlow Facility	\$	13,349.68
Compensation Account	\$	5,000.00
Audit Expense	\$	3,500.00
Bond Fee and Issuance Fee	\$	1,001.23
Total Other Expenses	\$	429,422.95
<hr/>		
Capital Projects		
Water Tank Stabilization	\$	50,000.00
Water Main Replacement Account	\$	175,000.00
Meter Replacement Account	\$	40,000.00
Water Main Leak Detection Account	\$	5,000.00
Leaping Wells Watershed Account	\$	8,000.00
SCADA system Account	\$	5,000.00
Water Tank Upkeep and Repair Account	\$	20,000.00
Total Capital Projects	\$	303,000.00
<hr/>		
<b>TOTAL ESTIMATED BUDGET</b>	<b>\$</b>	<b>2,412,371.95</b>
<hr/>		
Proposed Funding of Estimated Budget to be raised from		
Water Receipts	\$	1,754,084.02
Available Surplus		653,487.93
Water Improvement Fund		4,800.00
<b>TOTAL</b>	<b>\$</b>	<b>2,412,371.95</b>
<hr/>		

**REPORT OF THE BOARD OF WATER COMMISSIONERS**

**REPORT OF THE WATER IMPROVEMENT ACCOUNT**

Fiscal Year July 1, 2012 thru June 30, 2013

WATER IMPROVEMENT ACCOUNT

Balance 6/30/12	8,400.00	
Collected F/Y 12/13	<u>7,200.00</u>	
TOTAL	\$15,600.00	15,600.00
Transferred to Replacement and Installation of New Mains Acct		<u>(13,200.00)</u>
BALANCE IN ACCOUNT JUNE 30, 2013		\$2,400.00

**REPORT OF THE WATER TANK CELL ACCOUNT**

Fiscal Year July 1, 2012 thru June 30, 2013

WATER TANK CELL ACCOUNT

Starting balance 7/1/12	0.00	
Collected F/Y 12/13	<u>288,328.71</u>	
TOTAL	\$288,328.71	

**REPORT OF THE WATER TANK STABILIZATION FUND**

Fiscal Year July 1, 2012 thru June 30, 2013

WATER TANK STABILIZATION

Starting balance 7/1/12	364,485.24	
Interest Earned F/Y 12/13	850.72	
Transferred from Tank Painting Account	<u>208,555.63</u>	
TOTAL	573,891.59	

**REPORT OF THE WATER STABILIZATION FUND**

Fiscal Year July 1, 2012 thru June 30, 2013

WATER STABILIZATION FUND

Starting balance 7/1/12	667,087.55	
Interest Earned F/Y 12/13	<u>1,446.40</u>	
TOTAL	668,533.95	

**REPORT OF THE TIMBER HARVESTING ACCT.**

Fiscal Year July 1, 2012 thru June 30, 2013

TIMBER HARVESTING ACCT.

Starting Balance 7/1/12	1,900.00	
Amount Collected F/Y 12/13	<u>0.00</u>	
TOTAL	\$1,900.00	1,900.00
Expended F/Y 7/1/12 Thru 6/30/13		<u>0.00</u>
BALANCE IN ACCOUNT JUNE 30, 2013		\$1,900.00

**REPORT OF THE BOARD OF WATER COMMISSIONERS**

**SUMMARY OF EXPENSES**

Fiscal Year July 1, 2012 thru June 30, 2013

Appropriations F/Y 12/13	
Salary Account.....	567,277.00
Maintenance & Operations .....	1,054,000.00
Other Expenses .....	457,636.41
Stabilization Fund .....	0.00
Capital Expenses (New Appropriation)* .....	449,000.00
<b>TOTAL FISCAL YEAR APPROPRIATION .....</b>	<b>2,527,913.41</b>
<b>OTHER AVAILABLE FUNDS</b>	
Capital Account Balances prior yr.....	539,968.50
Stabilization Fund .....	667,087.55
Interest Earned Stabilization Fund .....	1,446.40
Water Tank Stabilization Fund.....	573,040.87
Interest Earned Water Tank Stabilization Fund.....	850.72
<b>TOTAL AMOUNT OF AVAILABLE FUNDS.....</b>	<b>\$ 1,782,394.04</b>

	TOTAL BUDGET 7/1/12 thru 6/30/13	INTEREST EARNED 7/1/12 thru 6/30/13	TRANSFERRED 7/1/12 thru 6/30/13	EXPENDED 7/1/12 thru 6/30/13	UNEXPENDED 7/1/12 thru 6/30/13
<b>SALARY ACCOUNT</b>	<b>567,277.00</b>	<b>0.00</b>	<b>0.00</b>	<b>450,553.35</b>	<b>116,723.65</b>
	<b>567,277.00</b>	<b>0.00</b>	<b>0.00</b>	<b>450,553.35</b>	<b>116,723.65</b>
<b>MAINTENANCE &amp; OPERATIONS</b>					
Office Expenses	38,000.00	0.00	0.00	30,816.96	7,183.04
Communication Expense	11,000.00	0.00	0.00	4,961.96	6,038.04
Insurance Expense	55,000.00	0.00	0.00	46,792.00	8,208.00
Material Expense	80,000.00	0.00	0.00	49,279.14	30,720.86
Vehicle Expense	26,000.00	0.00	0.00	24,197.73	1,802.27
Heat & Light Expense	17,000.00	0.00	0.00	11,034.74	5,965.26
Water Purchase	680,000.00	0.00	0.00	655,277.00	24,723.00
Water Purification & Pumping	62,000.00	0.00	0.00	24,471.93	37,528.07
Miscellaneous Expense	45,000.00	0.00	0.00	25,598.39	19,401.61
Corrosion Control	40,000.00	0.00	0.00	22,751.10	17,248.90
<b>TOTAL MAINTENANCE &amp; OPERATIONS</b>	<b>1,054,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>895,180.95</b>	<b>158,819.05</b>
<b>OTHER EXPENSES</b>					
Retirement	143,000.00	0.00	0.00	140,021.35	2,978.65
Health, Dental & Life Insurance	217,000.00	0.00	0.00	173,696.11	43,303.89
Treasurer's Salary	10,000.00	0.00	0.00	10,000.00	0.00
Reserve Fund	10,000.00	0.00	0.00	0.00	10,000.00
Travel	3,000.00	0.00	0.00	0.00	3,000.00
Amortization of Debt - Ludlow Facility	49,609.03	0.00	0.00	49,609.03	0.00
Interest on Debt - Ludlow Facility	15,374.31	0.00	0.00	15,374.31	0.00
Audit Expenses	3,500.00	0.00	0.00	3,500.00	0.00
Compensation Account	5,000.00	0.00	0.00	0.00	5,000.00
Bond Fee & Issuance Fee	1,153.07	0.00	0.00	1,153.07	0.00
<b>TOTAL OTHER EXPENSES</b>	<b>457,636.41</b>	<b>0.00</b>	<b>0.00</b>	<b>393,353.87</b>	<b>64,282.54</b>
<b>CASH ACCOUNTS</b>					
Stabilization Fund	667,087.55	1,446.40	0.00	0.00	668,533.95
Water Tank Stabilization Fund FY11/12	364,485.24	850.72	208,555.63	0.00	573,891.59
<b>TOTAL CASH ACCOUNTS</b>	<b>1,031,572.79</b>	<b>2,297.12</b>	<b>208,555.63</b>	<b>0.00</b>	<b>1,242,425.54</b>
<b>CAPITAL EXPENSES(with new appropriation)</b>					
Computer Equip. & Software	20,273.32	0.00	0.00	0.00	20,273.32
Gate House Account	337.41	0.00	0.00	0.00	337.41
Maps Water System	4,349.23	0.00	0.00	0.00	4,349.23
Meter Replacement Account	29,705.13	0.00	3,710.90	33,416.03	0.00
Replacement & Installation of New Mains	257,105.26	0.00	0.00	168,955.50	88,149.76
Shop Repair & Improvements Account	21,367.91	0.00	0.00	1,185.28	20,182.63
Computer Meter Reading Equipment Acct.	12,262.51	0.00	0.00	0.00	12,262.51
Water Tank Upkeep and Repair Account	20,184.00	0.00	0.00	17,475.53	2,708.47
Water Main Leak Detection	5,679.00	0.00	0.00	4,902.00	777.00
SCADA System Equip. & Maintenance Acct.	29,313.05	0.00	0.00	7,144.56	22,168.49
Tank Painting Account	208,555.63	0.00	0.00	208,555.63	0.00
Leaping Well Watershed Account	5,803.51	0.00	0.00	4,591.35	1,212.16
New Pick-Up Truck	74,447.04	0.00	0.00	26,928.62	47,518.42
New Utility Pick-Up	99,585.50	0.00	0.00	56,248.10	43,337.40
<b>TOTAL CAPITAL EXPENSES</b>	<b>788,968.50</b>	<b>0.00</b>	<b>3,710.90</b>	<b>529,402.60</b>	<b>263,276.80</b>
<b>GRAND TOTALS</b>	<b>2,327,913.41</b>	<b>2,297.12</b>	<b>0.00</b>	<b>2,268,490.77</b>	<b>603,102.04</b>

**SOUTH HADLEY LIONS CLUB'S  
FIFTEENTH ANNUAL**

**MYRON W.RYDER  
MEMORIAL FISHING DERBY**

**MAY, 2013**

**LEAPING WELLS RESERVIOR**



**TABLE OF WATER CONSUMPTION**

<b>Year</b>	<b>Yearly Consumption (Gallons)</b>	<b>Average Daily Consumption (Gallons)</b>	<b>Largest Day Consumption (Gallons)</b>
1966	515,323,460	1,411,850	2,116,000
1967 (Wet Summer)	512,437,250	1,043,930	2,120,000
1968	551,181,280	1,505,959	2,497,000
1969	581,668,840	1,593,613	2,379,000
1970	606,150,740	1,660,686	2,680,000
1971 (Restrictions)	589,372,630	1,614,719	2,535,750
1972 (Wet Summer)	586,365,600	1,606,481	2,120,000
1973	638,794,910	1,750,120	2,320,000
1974 (Wet Summer)	615,499,980	1,680,600	6/11/1974 2,330,000
1975 (Wet Summer)	595,449,870	1,631,370	9/17/1975 2,910,000
1976	675,453,800	1,850,550	6/16/1976 2,870,000
1977	692,641,570	1,897,640	5/25/1977 2,270,000
1978	682,173,000	1,868,970	9/7/1978 2,570,000
1979	759,272,000	2,080,197	6/28/1979 2,990,000
1980	819,232,000	2,244,471	6/24/1980 3,860,000
1981	761,526,000	2,086,372	5/26/1981 3,410,000
1982	815,469,000	2,234,161	5/17/1982 4,360,000
1983	859,875,000	2,355,000	6/23/1983 4,090,000
1984	839,128,000	2,298,000	6/21/1984 3,890,000
1985	797,165,000	2,184,000	5/7/1985 4,310,000
1986	841,036,000	2,304,000	7/23/1986 3,960,000
1987	839,382,000	2,299,000	7/23/1987 4,190,000
1988	839,675,000	2,304,000	7/13/1988 3,960,000
1989 (Restrictions)	756,648,000	2,073,000	7/25/1989 3,403,000
1990	748,026,000	2,049,000	6/19/1990 4,043,000
1991	735,913,000	2,016,000	7/22/1991 4,368,000
1992 (Wet Summer)	645,372,000	1,768,000	6/11/1992 3,789,000
1993	553,075,000	1,515,000	7/18/1993 3,371,000
1994	596,323,000	1,633,000	6/15/1994 2,913,000
1995	570,306,000	1,562,000	6/20/1995 2,602,000
1996	548,800,000	1,500,000	8/20/1996 2,178,000
1997	557,171,000	1,526,000	7/11/1997 3,078,000
1998	559,538,000	1,533,000	9/15/1998 2,647,000
1999	550,808,000	1,509,000	6/25/1999 2,841,650
2000 (Wet Summer)	481,153,000	1,318,000	7/3/2000 2,217,000
2001	517,782,000	1,418,000	8/3/2001 2,561,000
2002	499,116,000	1,300,000	7/15/2002 2,462,000
2003	472,432,000	1,290,000	7/6/2003 2,459,000
2004	501,717,000	1,370,000	10/21/2004 2,337,000
2005	497,855,000	1,360,000	7/15/2005 2,684,000
2006	476,768,000	1,306,000	8/14/2006 2,908,000
2007	490,019,000	1,343,000	6/27/2007 2,305,000
2008	444,705,000	1,208,000	6/9/2008 1,915,000
2009	433,600,000	1,188,000	7/20/2009 1,862,000
2010	452,000,000	1,238,000	7/7/2010 2,929,000
2011	411,913,000	1,130,000	7/25/2011 2,546,000
2012	425,274,000	1,170,000	7/12/2012 2,630,000
2013	399,193,000	1,094,000	7/21/2013 2,390,000

**WATER DEPARTMENT – FIRE DISTRICT NO. 1  
RULES AND REGULATIONS**

The Department defines a “family unit” as being a separate and independent living quarter provided with a kitchen and toilet facility. A minimum charge is made for each “family unit”. In addition, a water system improvement fee in the amount of \$1,200.00 is assessed for each new “family unit”. The Department defines a “commercial unit” as any non “family unit” facility or structure using up to 10,000 cubic feet of water or any portion thereof per year. Each additional use of 10,000 cubic feet of water or any portion thereof by a non “family unit” facility or structure, within any 12 month period, shall be deemed an additional “commercial unit”. A minimum charge is made for each “commercial unit”. In addition, thereafter a water system improvement fee in the amount of \$1,200.00 is assessed for each new “commercial unit” used by a non-family unit facility or structure. It is the responsibility of the property owner to notify this department when a “family unit” or “commercial unit” has been added to the owner’s property. Failure to comply with this regulation will be dealt with summarily according to law.

Water bills are rendered quarterly on first of month succeeding quarterly periods charged for, and bills are due when rendered. Water will be shut off for non-payment after 45 days, and may be shut off without further notice. A service charge of \$50.00 will be made before water will be turned on.

Failure of owner or consumer to receive a bill does not relieve them from obligation of payment, nor from consequences of its non-payment.

The owner of property supplied will be charged for all water furnished on the premises during his ownership. When ownership changes, the name and address of new owner should be given to water office, at once, so that bills may be properly rendered.

When a meter fails to register the consumption, the quantity shall be estimated and the charge based on its registration for a corresponding prior quarter or period. All water passing through a meter will be charged for whether used or wasted.

Your receipted bill will be mailed to you if requested. Water bills may also be paid at the Peoples Savings Bank located on Newton Street and at Berkshire Bank on Lamb Street. When a check received as payment is denied or returned by any Bank an additional fee will be charged to the customer.

House Service connections from the street line to the meter are the property of the owner, and must be maintained by the owner. New Water services from the main to the property line will be installed from April 1<sup>st</sup> through December 1<sup>st</sup> of each year.

No actual or potential cross-connection shall be maintained between the public water system of the Water Department, Fire District No. 1, South Hadley, MA (the “Department”), the water of which is used for internal domestic purposes, and a private water distribution system of any other source, well or otherwise, also used for internal domestic purposes, if said private water source is not approved by the Massachusetts Department of Environmental Protection (DEP) as being of safe and sanitary quality. The use of a private water source not approved by the DEP within an internal domestic plumbing system when that internal domestic plumbing system is also served by the public water source of the Department constitutes a potential cross-connection. If an actual or potential cross-connection exists, the Department requires that one of the sources, either the Department’s public supply or the private source, be severed and capped from the common plumbing system.

The water meter is the property of the Water Department. The property owner must keep meter on his premises easily accessible for reading and servicing at all times. The Water Department reserves the right to read, inspect or service the meter at any time.

Anyone falsifying a meter reading or tampering with meter will be prosecuted. Permission must be obtained for any enclosure of meters and must be to our specifications.

All persons having boilers on their premises not fitted with check valves or other safety devices or not supplied through tanks, are notified that neither the District, nor the Water Commissioners of the Fire District, nor their agents or servants will be responsible for damages resulting from shutting off the water.

The Board of Water Commissioners, their Agents, or the Fire District reserves the right at all times to shut off water temporarily, without notice, for repairs, extensions, alterations, or other necessary work connected with the system; and for non-payment of bills, or for neglect or refusal to comply with the rules and regulations of the Board.

Water is our most precious resource. Therefore, in the interest of conserving water, any and all new home, commercial and industrial construction and the addition of or alteration of any existing plumbing and/or sanitary fixtures to any existing structure must utilize water conserving fixtures, devices, facilities and outlets approved by this Department.

The Board of Water Commissioners may, when it deems appropriate, and must, when directed by its supplier of water or a governmental agency having authority over water usage, restrict water use by all customers or by class or type of user.

AMENDED APRIL 9, 2014

THE COMMONWEALTH OF MASSACHUSETTS

SOUTH HADLEY, MASSACHUSETTS

FIRE DISTRICT NO. 1

WARRANT

Commonwealth of Massachusetts Hampshire, ss

To either of the Constables of the town of South Hadley  
Greetings:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of Fire District No. 1, in the Town of South Hadley, qualified to vote in elections and Fire District affairs, to meet in the Meeting Room of the Fire Department Headquarters at 144 Newton Street on Monday, the twenty-eight day of April 2014, at twelve o'clock noon, to elect on one ballot the following officers:

A MODERATOR	for one year
ONE PRUDENTIAL COMMITTEEMAN	for three years
ONE WATER COMMISSIONER	for three years
CLERK/TREASURER	for three years

POLLS WILL BE OPEN FROM TWELVE O'CLOCK NOON TO SEVEN O'CLOCK IN THE EVENING.

Also to meet in the Fire Department Headquarters on said date at eight o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. To hear and act on the report of the Prudential Committee.

ARTICLE 2. To hear and act on the report of the Water Commissioners.

ARTICLE 3. To hear and act on the report of the District Treasurer.

ARTICLE 4. To see if the District will vote to fix the salary and compensation of the following elective officers of the Fire District No. 1 for the Fiscal Year beginning July 1, 2014 as provided by Massachusetts General Laws, Chapter 41, Section 108, as amended: Moderator, Prudential Committee Members, Clerk/Treasurer, Water Commissioners.

ARTICLE 5. To see if the District will vote to raise and appropriate, or transfer from available surplus or transfer from available funds a sum of money for the Wage Accounts as found in the Prudential Committee's budget.

AMENDED APRIL 9, 2014

ARTICLE 6. To see if the District will vote to raise and appropriate, or transfer from available surplus or transfer from available funds a sum of money for the Fire Operating Expense as found in the Prudential Committee's budget.

ARTICLE 7. To see if the District will vote to raise and appropriate or transfer from available surplus or transfer from available funds, a sum of money for the Administration Operating Expense as found in the Prudential Committee's budget.

ARTICLE 8. To see if the District will vote to raise and appropriate, or transfer from available surplus or transfer from available funds, a sum of money for the Ambulance Operating Expense as found in the Prudential Committee's budget.

ARTICLE 9. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Air Compressor Account.

ARTICLE 10. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for Building Improvements and Preventative Maintenance to the Fire Station Building at 144 Newton Street.

ARTICLE 11. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Fire Department Major Equipment Repair Account.

ARTICLE 12. To see if the District will vote to raise and appropriate or transfer from available surplus, or transfer from available funds a sum of money for the Ambulance Computer System Account.

ARTICLE 13. To see if the District will vote to raise and appropriate or transfer from available surplus, or transfer from available funds a sum of money for the purchase of a New Ambulance.

ARTICLE 14. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Fire Gear Replacement Account.

ARTICLE 15. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Alarm Room Console Account.

ARTICLE 16. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Fire Pumper Truck Note Account.

ARTICLE 17. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for Fire Pumper Truck Interest Account.

ARTICLE 18. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Fire Vehicle Stabilization Account.

ARTICLE 19. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Unfunded Liability Account.

ARTICLE 20. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for the Actuary Report Account.

AMENDED APRIL 9, 2014

ARTICLE 21. To see if the District will vote to raise and appropriate or transfer from available surplus, a sum of money to be paid by the District Treasurer to the Treasurer Custodian of the Hampshire County Retirement System

ARTICLE 22. To see if the District will vote to raise and appropriate, or transfer from available surplus, a sum of money for Health, Dental & Life Insurance Account.

ARTICLE 23. To see if the District will vote to authorize the District Treasurer, with the approval of the Prudential Committee, to borrow money from time to time in anticipation of revenue for the financial years beginning July 1, 2014 and July 1, 2015, in accordance with the provisions of General Laws, Chapter 44, Section 4 and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of General Laws, Chapter 44, Section 17.

ARTICLE 24. To see if the District will vote to allow the Prudential Committee to sell surplus equipment or material.

ARTICLE 25. To see if the District will vote to authorize the Prudential Committee to apply for, accept and expend any State or Federal Grants.

ARTICLE 26. To see if the District will vote to raise from its Water Receipts, transfer from available surplus, or transfer from available funds, a sum of money to defray the operating costs of the Water Department.

ARTICLE 27. To see if the District will vote to raise from its Water Receipts, transfer from available surplus, or transfer from available funds, a sum of money for the Health, Dental & Life Insurance Account.

ARTICLE 28. To see if the District will vote to raise from its Water Receipts, transfer from available surplus, or transfer from available funds, a sum of money for the a sum of money to be paid by the District Treasurer to the Treasurer Custodian of the Hampshire County Retirement System

ARTICLE 29. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Ludlow Facility Interest Account.

ARTICLE 30. To see if the District will vote to raise from its Water Receipts, transfer from available surplus, or transfer from available funds, a sum of money for the Water Tank Stabilization Account.

ARTICLE 31. To see if the District will vote to raise from its Water Receipts, transfer from available surplus, or transfer from available funds, a sum of money for the Replacement and Installation of New Water Mains Account.

ARTICLE 32. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Water Department Meter Replacement Account.

ARTICLE 33. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Water Main Leak Detection Account.

ARTICLE 34. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Reserve Account.

ARTICLE 35. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Leaping Wells Watershed Account.

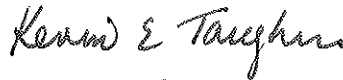
ARTICLE 36. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Supervisory Control and Data Acquisition (SCADA) Account.

ARTICLE 37. To see if the District will vote to raise from its Water Receipts, transfer from available surplus or transfer from available funds a sum of money for the Water Tank Upkeep and Repair Account.

And you are hereby directed to serve this warrant by posting five (5) true and attested copies thereof as provided by the By-laws of the District seven (7) days at least before the time of holding said meeting.

HEREOF FAIL NOT and make due return of the warrant with your doings thereon to the District on or before the time of holding said meeting.

Given under our hands this Ninth day of April in the year of Our Lord, Two Thousand fourteen.



KEVIN TAUGHER



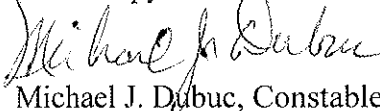
GREGORY SHEEHAN



RAYMOND J. MINER

PRUDENTIAL COMMITTEE

A true copy. Attest:



Michael J. Dubuc, Constable

## **FIRE DISTRICT NO. 1**

### **BY-LAWS**

### **ELECTIONS**

SECTION 1. The polls shall be opened at twelve (12) o'clock noon on the annual election day, and shall be kept open at least four (4) hours.

SECTION 2. The Prudential Committee shall appoint at least four (4) election officers (who should, as nearly as possible, equally represent the leading political parties) consisting of a Warden, Clerk and two or more ballot clerks and they shall be compensated for their duties.

SECTION 3. The Clerk of the District shall prepare the ballot, also specimen ballots, and post the letter in at least five conspicuous places within the limits of the District, before noon of the Monday preceding the annual election.

SECTION 4. Names of candidates for any office shall be placed on the ballot by petition of the Clerk of the District, accompanied by an acceptance by the candidate, and shall be signed by not less than ten registered voters of the District and filed with the Clerk of the District before five o'clock in the afternoon of the seventh Monday preceding the annual election.

SECTION 5. All articles to be inserted in the warrant for the annual district meeting shall be placed in the hands of the Clerk of the District thirty-five days before the annual district meeting.

SECTION 6. The provisions of the general election laws, relative to Fire District elections, shall apply to the annual and special elections of the District.

### **ELECTED OFFICERS**

SECTION 7. The elected officers of the District shall consist of a Clerk/ Treasurer, Moderator, a Prudential Committee of three members and a Board of Water Commissioners of three members. The Moderator is to be elected annually by ballot, and after being duly sworn in, shall hold office for one year. The Clerk/ Treasurer shall be elected for a term of three years. The Prudential Committee members and the Board of Water Commission members shall be elected, one each year to serve for a term of three years on their respective Boards.

### **DUTIES OF ELECTED DISTRICT OFFICERS**

SECTION 8. Clerk/Treasurer. The Clerk shall keep a correct record of all meetings of the District; shall furnish blanks for the nomination of District officers; shall prepare the official ballots; shall issue the warrant for the annual meeting, and shall call all meetings (after notice) as provided for in the General Laws of the Commonwealth. The Clerk shall be the custodian of all records pertaining to the office.

SECTION 9. Clerk/Treasurer. The Treasurer shall receive all monies accruing to the District and deposit

same promptly in a Bank or Trust Company; disburse all money required to pay bills contracted by the District after such bills have been approved and a warrant issued by the Prudential Committee or by the Board of Water Commissioners as the case may be; pay without a warrant, interest or principal due on notes or bonds issued by the District; keep a correct record of all receipts and disbursements in a cashbook and make a report showing all the receipts and disbursements for the year and the financial condition of the District

SECTION 10. In case of a vacancy occurring in the office of the Clerk/Treasurer, the Prudential Committee and Board of Water Commissioners shall elect by Ballot a suitable person to fill such vacancy and the person so appointed shall serve until the next annual or special district meeting.

SECTION 11. Moderator. The Moderator shall preside at all annual and special District meetings and shall have the powers of the Moderator of the Town Meeting. In case of a vacancy occurring in the office of the Moderator, the clerk/Treasurer shall serve as Moderator until the next election.

SECTION 12. The Prudential Committee shall consist of three members elected in the manner herein before described. The Prudential Committee shall:

- a. meet for organization not later than the fourth week after the annual meeting, and shall then elect by ballot from their number, a Chairman and Clerk, each of whom shall serve one year or until their successors are chosen.
- b. meet at least once a month, and two members shall constitute a quorum for the transaction of business.
- c. have the custody of the property of the District and keep the same in good condition at all times.
- d. approve and have the custody of the bonds of the Treasurer of the District and the collector of the Water Department.
- e. issue warrants to the District Clerk/Treasurer signed by a majority of them for the payment of bills when due and which are contracted by the District, at which time the Clerk/Treasurer shall draw from the amounts deposited in it's depository Bank or Trust Company, an amount equal to discharge the bills as set out in the warrant.
- f. employ an expert auditor to examine the account of the officers of the District and such examination shall be made a least every year.
- g. cause to be printed for distribution to the inhabitants of the District their annual report, such report shall be ready for distribution at least one week before the annual meeting of the District, and deposited in locations near where warrants are posted and notice of this fact be published in a newspaper of local circulation.
- h. Chairman. The Chairman shall preside at all meetings and shall have general over sight of the District. In the event of the Chairman's absence the Clerk shall preside.
- i. Clerk. The Clerk shall keep a record of all meetings and business transactions in a book

provided for that purpose and known as the "Record" book. The Clerk shall send notices of meetings when necessary and shall relinquish to his/her successor all books and records pertaining to the District at the expiration of his/her term.

SECTION 13. If a vacancy of one or more members shall occur on the Prudential Committee, the remaining members of the Board shall meet jointly with the Board of Water Commissioners and elect by ballot a person or persons to such office who shall hold such office until the next annual election.

SECTION 14. The Board of Water Commissioners shall consist of three members who shall be elected in the manner herein before described. The Board of Water Commissioners shall:

- a. As soon as possible after the annual District meeting the Board of Water Commissioners shall meet for organization and elect by ballot from their members a Chairman an Associate Member and a Clerk.
- b. All bills are to be approved by the Board or a majority of them and warrants are to be issued to the Treasurer of the District for payment of same.
- c. Chairman. The Chairman shall preside at all meetings and shall have general oversight of the entire water system. In the event of the Chairman's absence the Clerk shall preside.
- d. Clerk. The Clerk shall keep a record of all meetings and business transactions in a book provided for that purpose and known as the "Record" book. The Clerk shall send notices of meetings when necessary and shall relinquish to his/her successor all books and records pertaining to the Department at the expiration of his/her term of office.
- e. If a vacancy of one or more members shall occur on the Board of Water Commissioner, the remaining Board Members shall meet jointly with the Prudential Board and elect by BALLOT a person or persons to such office who shall hold said office until the next annual election.

SECTION 15. Superintendent. The Superintendent shall serve at the pleasure of the Commissioners unless they vote to provide the Superintendent with other than at-will status by approving a written employment contract.

SECTION 16. Assistant Superintendent. The Assistant Superintendent shall perform such work as the commissioners and Superintendent designate.

## **FIRE DEPARTMENT**

SECTION 17. The Fire Department shall consist of a Fire Chief and Officers (Collectively referred to as the "Command Staff") and a sufficient number of firefighting privates and call firefighters to adequately protect the District.

## **FIRE CHIEF**

SECTION 18. The Fire Chief shall have sole and entire command over the fire department and over all members of the department, and have charge of all apparatus belonging to the same, and direct all measures the Chief may deem proper for the extinguishing of fires and operation of the ambulance service. The Fire Chief shall have all authority and responsibility pursuant to the provisions of MGL Chapter 48 Section 42.

SECTION 19. Appointment of the Fire Chief shall be subject to the following conditions:

The Prudential Committee shall appoint the Fire Chief. The Fire Chief shall serve at the pleasure of the Prudential Committee unless they vote to provide the Fire Chief with other than at-will status by approving a written employment contract. All such appointments shall be based upon a test that will be given by an independent testing service selected by the Prudential Committee.

Minimum requirements for current department members taking any examination for appointment are as follows:

Officer- 5 years permanent firefighter service with Fire District Number 1

Chief – 5 years permanent firefighter service with Fire District Number 1 and currently serving as a fire department officer. Notwithstanding the foregoing, if no more than one of the above officers applies for the position of Fire Chief, then, and in that event, any permanent firefighting private with a least ten years' experience with the department may sit for the Fire Chief's examination.

- a. Notwithstanding the above, any firefighter may sit for any examination to gain experience.
- b. The results of the written and oral examinations shall be the sole basis upon which the Fire Chief's appointment shall be made. The Prudential Committee shall appoint the testing service's highest passing grade and most qualified applicant for Chief.
- c. The Prudential Committee, only by UNANIMOUS vote, may reject the testing service's recommended appointee and select another candidate; provided, however, that the Prudential Committee shall specify in writing the reasons for rejection of the testing service's recommended appointee and such written document shall be retained by the Treasurer as a permanent record of the District.
- d. The initial and all future promotion lists will be valid for three years from the date of the examination.
- e. At the time of the first vacancy after the expiration of the most recent promotion list, a new test will be given. The results will be used to fill the vacancy and create a new promotion list.
- f. Notwithstanding anything in the foregoing, the Prudential Committee may appoint a duly qualified Fire Chief who is not a current member of

the Department, provided said non-member applicant is duly qualified by said testing service.

### **COMMAND STAFF**

SECTION 20. The Command staff shall perform such duties as the Chief may direct and in the absence of the Chief, unless otherwise designated by Chief, the most senior command staff Officer next in rank shall act as chief. In the case of the absence of all Officers, the first senior firefighter shall act as Chief.

### **PERMANENT FIREFIGHTERS**

SECTION 21. Permanent firefighters shall perform such duties as the Fire Chief shall direct.

### **ON CALL FIREFIGHTERS**

SECTION 22. To be eligible to be an on call firefighter, applicants must be not less than eighteen (18) years of age, a citizen of the United States and of good moral character and properly qualified and shall perform such duties as the Fire Chief and Officers shall direct and be subject to the rules and regulations prescribed by the Command Staff.

### **LONGEVITY**

SECTION 23. Longevity compensation will be paid to each employee of the District working at least twenty-five hours per week during the full calendar year including the District Clerk /Treasurer, but not including other elected District Officials or the Tax Collector and the Assessors. The sum of two hundred dollars (\$200.00) shall be paid annually upon completion of ten years of continuous full time employment; plus an additional two hundred dollars (\$200.00) annually for each additional five (5) years of continuous full time employment to the maximum of one thousand dollars (\$1000.00).

### **CHANGES, ALTERATIONS OR AMENDMENTS**

These By Laws will take effect when approved by the Attorney General, may be changed, altered or Amended only at a regular annual meeting of the District.

### **HISTORY OF CHANGES TO BY-LAWS**

	Printed Annual Report dated June 30, 1989
Revised vote April 25, 2005	Printed Annual Report dated June 30, 2005
Revised vote April 24, 2006	Printed Annual Report dated June 30, 2006
Revised vote April 28, 2008	Printed Annual Report dated June 30, 2009
Revised vote April 25, 2011	Printed Annual Report dated June 30, 2011
Revised vote April 25, 2011	Printed Annual Report dated June 30, 2013