

**ANNUAL
REPORT OF THE OFFICERS
FIRE DISTRICT NO.2**



**TOWN OF SOUTH HADLEY
MASSACHUSETTS
July 1, 2013 through June 30, 2014**

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FIRE DISTRICT NO. 2



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MASSACHUSETTS

July 1, 2013 through June 30, 2014

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DISTRICT OFFICERS

(Name, position, year term expires)

PRUDENTIAL COMMITTEE

RICHARD A.CONSTANT, Chairman 2016

KENNETH J. McKENNA, Clerk 2017

ROBERT LAK, Member 2015

MODERATOR

CHRISTOPHER H. PYLE 2015

WATER COMMISSIONERS

FRANK DeTOMA, Chairman 2017

KATHARINE M. BEDARD, Clerk 2016

DONNA J. RUSSELL, Member 2015

CLERK/TREASURER

SANDRA L. SELKIRK 2016

DISTRICT POSITIONS

FIRE CHIEF

DAVID KEEFE

ASSISTANT FIRE CHIEFS

WILLIAM J. SELKIRK

TODD A. CALKINS

WATER SUPERINTENDENT

MARK F. AIKEN

IN MEMORY

Fiscal 2015 report/remember Patricia Mullen

The District Officers would like to thank Timothy Fowler for all of his 25 years of dedicated service as District Clerk from 1969 to 1994. Sadly Mr. Fowler passed away on July 19, 2014.



ANNUAL REPORT OF THE PRUDENTIAL COMMITTEE

July 1, 2013 through June 30, 2014

This year has been especially busy for the Prudential Board. The ongoing issues with the Granby Select Board and Fire Chief continue to remain unresolved. The legislation filed by Granby to withdraw from the District has been sent to study and has met a quiet death. Unfortunately efforts by the Prudential Board to work cooperatively with Granby officials to provide the best protection possible to the Granby residents of District 2 have been rebuffed continually. Granby officials continue to disregard our authority under legislative statute to provide fire services in the Granby section of District 2. We continue to be concerned this could result in tragic consequences.

Protocols for mutual aid, dispatching, smoke and carbon monoxide inspections and fire investigations are unresolved. We will continue to seek professional conversations and solutions to these problems.

The District has also been notified by the Office of Emergency Management (OEMS) that Granby has filed a service zone plan for ambulance service that prohibits the District from responding unless called by Granby on a mutual aid basis. This is in spite of the District having a 4 minute response time vs. an 8-10 minute response time for the Granby ambulance. From 6 p.m. to 6 a.m. that time is substantially greater for Granby. The Prudential Board expressed its concerns to OEMS but was rebuffed. These ongoing issues have resulted in substantial legal expense and considerable time and energy for the Fire Chief, Clerk/Treasurer and Prudential Board and have raised great concerns for the health and safety of those residents.

The Prudential Board also approved the purchase of a new vehicle for our Fire Chief and continues to discuss the need to replace aging and expensive fire apparatus. We look forward to conversations with Mount Holyoke College officials for possible help in this area.

We also continue to have constructive conversations with the Water Commissioners concerning the need to have indirect costs of the water department paid with water receipts rather than taxation.

We would be remiss in not acknowledging how fortunate we are to have a highly professional and well trained staff to provide the finest service possible. They are the backbone of the District and we are very fortunate.

Lastly we hope to continue to engage Mount Holyoke College in conversations concerning the services provided by the District and the associated costs. We generously acknowledge their agreement to an annual donation and we look forward to other opportunities to contribute to the health and safety of our District.

Respectfully submitted,
Richard Constant, Chairman

STATEMENT OF CHANGES IN FINANCIAL POSITION

South Hadley Fire District No. 2

July 1, 2013 through June 30, 2014

FIRE AND WATER OPERATING ACCOUNTS

<i>Beginning Balance 7/1/13</i>	\$ 625,800.92
<i>Net Changes</i>	\$(216,691.00)
<i>Ending Balance 6/30/14</i>	\$ 409,109.92

STABILIZATION FUND NON- SPECIFIED

<i>Beginning Balance 7/1/13</i>	\$ 21,902.64
<i>Net Changes</i>	\$ 73.87
<i>Ending Balance 6/30/14</i>	\$ 21,976.51

STABILIZATION FUND LAND

<i>Beginning Balance 7/1/13</i>	\$ 10,187.51
<i>Net Changes</i>	\$ 51.24
<i>Ending Balance 6/30/14</i>	\$ 10,238.75

OTHER POST EMPLOYMENT BENEFITS STABILIZATION FUND

<i>Beginning Balance 7/1/13</i>	\$ 26,169.20
<i>Net Changes</i>	\$ 7,783.14
<i>Ending Balance 6/30/14</i>	\$ 33,952.34

LAND ACQUISITION STABILIZATION FUND

<i>Beginning Balance 7/1/13</i>	\$ 19,199.21
<i>Net Changes</i>	\$ 54.21
<i>Ending Balance 6/30/14</i>	\$ 19,253.42

FIRE DEPARTMENT CAPITAL REPLACEMENT STABILIZATION FUND

<i>Beginning Balance 7/1/2013</i>	\$ 406,147.57
<i>Net Changes</i>	\$ 2,457.01
<i>Ending Balance 6/30/14</i>	\$ 408,604.58

WATER SYSTEMS IMPROVEMENT STABILIZATION FUND

<i>Beginning Balance 7/1/13</i>	\$ 104,010.81
<i>Net Changes</i>	\$ 7,173.03
<i>Ending Balance 6/30/14</i>	\$ 111,183.84

WATER DEPARTMENT VEHICLE STABILIZATION FUND

<i>Beginning Balance 7/1/13</i>	\$ 71,924.23
<i>Net Changes</i>	\$ 20,115.69
<i>Ending Balance 6/30/14</i>	\$ 92,039.92

WATER DEPARTMENT TANK STABILIZATION FUND

<i>Beginning Balance 7/1/13</i>	\$ 88,683.83
<i>Net Changes</i>	\$ 40,280.87
<i>Ending Balance 6/30/14</i>	\$128,964.70

AMBULANCE RECEIPTS RESERVED FOR APPROPRIATION

<i>Beginning Balance 7/1/13</i>	<i>\$ 446,943.00</i>
<i>Net Changes</i>	<i>\$ (8,825.57)</i>
<i>Ending Balance 6/30/14</i>	<i>\$ 438,117.43</i>

AMBULANCE DONATIONS

<i>Beginning Balance 7/1/13</i>	<i>\$ 1,276.08</i>
<i>Net Changes</i>	<i>\$ (379.12)</i>
<i>Ending Balance 6/30/14</i>	<i>\$ 896.96</i>

AMBULANCE FIRE PREVENTION & RELATED

<i>Beginning Balance 7/1/13</i>	<i>\$ 16,112.14</i>
<i>Net Changes</i>	<i>\$ (1,354.15)</i>
<i>Ending Balance 6/30/14</i>	<i>\$ 14,757.99</i>

MOUNT HOLYOKE COLLEGE FIRE DEPARTMENT GIFT ACCOUNT

<i>Beginning Balance 7/1/13</i>	<i>\$ 34,404.88</i>
<i>Net Changes</i>	<i>\$ (14,235.02)</i>
<i>Ending Balance 6/30/14</i>	<i>\$ 20,169.86</i>

COMMUNITY SAFETY EDUCATION FUND (CPR)

<i>Beginning Balance 7/1/13</i>	<i>\$ 1,080.26</i>
<i>Net Changes</i>	<i>\$ 2,464.88</i>
<i>Ending Balance 6/30/14</i>	<i>\$ 3,545.14</i>

PETTY CASH	\$ 300.00
TOTAL ALL CASH AND FUNDS	\$1,713,111.36

BALANCE SHEET
South Hadley Fire District #2
June 30, 2014 (Per Auditors Report)

ASSETS:

Cash		
General Funds	\$236,386.00	
Ambulance	\$429,399.00	
Water Funds	\$288,392.00	
Trust Funds (Stabilizations)	\$757,169.00	
Total		\$1,711,346.00
Long Term Debt		\$1,445,000.00
Outstanding Real Estate-South Hadley	\$ 24,034.00	
Outstanding Personal Property-South Hadley	\$ 1,647.00	
Outstanding Real Estate-Granby	\$ 14,396.00	
Outstanding Personal Property-Granby	\$ -0-	
Allowance for Abatements (Overlays)	\$ (12,990.00)	
Tax Liens	\$ 6,413.00	
Ambulance Receivables	\$ 91,237.00	
Water Receivables	\$ 2,577.00	
TOTAL ASSETS		<u>\$3,283,660.00</u>

LIABILITIES AND FUND BALANCE:

Liabilities		
Long Term Debt (building)	\$ 825,000.00	
Long Term Debt (Water Dept.)	\$ 555,000.00	
Long Term Debt (ambulance)	\$ 65,000.00	
Payroll Withholdings	\$ 316.00	
Tailings	\$ 977.00	
Deferred Revenue		
Property Taxes	\$ 27,087.00	
Other		
General fund	\$ 6,413.00	
Ambulance outstanding	\$ 91,237.00	
Water outstanding	\$ 2,577.00	
TOTAL LIABILITIES		\$1,573,607.00
Fund Balances		
Reserved for:		
Encumbrances and continuing appropriations (General)	\$ 11,669.00	
Encumbrances and continuing appropriations (Water)	\$ 52,236.00	
Subsequent Years Expenditures (General)	\$ 50,000.00	
Subsequent Years Expenditures (Water)	\$ 93,310.00	
Subsequent Years Expenditures (Ambulance)	\$ 338,475.00	
Undesignated, reported in:		
General Fund	\$ 173,424.00	
Ambulance Revenue	\$ 90,924.00	
Water Fund	\$ 142,846.00	
Trust Funds (Stabilizations)	\$ 757,169.00	
TOTAL FUND BALANCE		\$1,710,053.00
TOTAL LIABILITIES AND FUND BALANCE		<u>\$3,283,660.00</u>

REPORT OF APPROPRIATION BALANCES
South Hadley Fire District No.2
June 30, 2014

ARTICLE	APPROPRIATION	RECEIPT	EXPENDED	BALANCE
Administrative/ Office	\$4,400.00		\$4,678.82	\$(278.82)
Administrative/Bank Charges	\$350.00		\$643.62	\$ (293.62)
Administrative/Advertising, Association Fees, Contracts for Services	\$7,075.00		\$6,081.18	\$993.82
Administration/Elections	\$ 900.00		\$944.00	\$ (44.00)
Administration/Legal	\$ 13,000.00		\$ 15,265.50	\$(2,265.50)
Administration/Travel	\$200.00		\$ 252.97	\$(52.97)
Administration/ Miscellaneous	\$1,000.00		\$309.91	\$690.09
Administration/Audit	\$3,000.00		\$3,000.00	\$-0-
Interest Expense Other than Bond	\$-0-		\$487.80	\$(487.80)
Prudential Salary/Treasurer	\$58,924.00		\$58,923.96	\$(.04)
Prudential/Electric	\$3,500.00		\$4,114.81	\$(614.81)
Prudential/Heating	\$3,000.00		\$3,314.47	\$(314.47)
Prudential/Maint & Misc.	\$5,000.00		\$4,478.03	\$521.97
Prudential/Telephones	\$2,500.00		\$2,807.96	\$(307.96)
Prudential/Trash, Sewer	\$1,200.00		\$728.01	\$471.99
Prudential/ Reserve	\$10,000.00		\$-0-	\$10,000.00
Prudential/Fuel	\$3,200.00		\$3,525.94	\$(325.94)
Prudential/ Fire Association	\$700.00		\$700.00	\$-0-
Prudential/OPEB Contribution	\$1,000.00		\$1,000.00	\$-0-
Prudential/Building Maint.	\$2,000.00		\$970.00	\$1,030.00
Assessors Salaries	\$2,772.00		\$2,772.00	\$-0-
Tax Collectors Salaries	\$2,106.00		\$2,106.00	\$-0-
Prudential/General Insurance	\$43,830.00		\$47,237.94	\$(3,407.94)
Town Hall Expenses/contribution	\$1,500.00		\$1,500.00	\$-0-
Health & Wellness (PC & Water) Grant	\$200.00	\$800.00	\$841.75	\$158.25
Prudential/County Retirement	\$109,160.00		\$109,159.00	\$1.00
Prudential/Health/Dental/Life	\$72,150.00		\$62,716.60	\$9,433.40
Prudential/Medicare	\$8,000.00		\$8,652.87	\$(652.87)
Prudential/ Bldg. Bond Carryover for Fiscal 2015	\$112,800.00		\$112,800.00	\$-0- \$20,000.00
Prudential/ Stabilization Fund	\$10,000.00		\$10,000.00	\$-0-
Prudential/FD Capital Stab. Fund	\$138,000.00		\$138,000.00	\$-0-
Fire Dept./Wages, Salaries	\$630,757.00	\$8,035.14	\$584,198.26	\$54,593.88
Fire Dept./ Maintenance	\$17,450.00		\$19,528.01	\$(2,078.01)
Fire Dept./ Chief Exp. Account	\$4,940.00		\$2,144.55	\$2,795.45
Fire Dept./ Equipment	\$12,550.00		\$6,655.90	\$5,894.10
Fire Dept./Dues, Prof. Expenses	\$1,590.00		\$1,489.00	\$101.00
Fire Dept./ Uniforms	\$3,400.00		\$3,628.82	\$(228.82)
Fire Dept./ Education & Certification	\$4,500.00		\$2,326.00	\$2,174.00

ARTICLE	APPROPRIATION	RECEIPT	EXPENDED	BALANCE
Fire Dept./ Diesel	\$2,250.00		\$1,207.08	\$1,042.92
Fire Dept./ Computer	\$1,845.00		\$110.00	\$1,735.00
Fire Dept./ Travel	\$1,640.00		\$1,728.68	\$(88.68)
Fire Dept./ Cell Phones	\$1,800.00		\$1,335.00	\$465.00
Fire Dept./ Physicals	\$4,500.00		\$1,969.00	\$2,531.00
Fire Dept./ Training	\$1,500.00		\$785.00	\$715.00
Fire Dept./ Miscellaneous	\$6,524.00		\$3,299.69	\$3,224.31
Fire Dept./ Fire Prevention	\$16,125.00		\$1,529.43	\$14,757.99
Fire Dept./ Alarm System	\$9,900.00		\$1,549.01	\$1,140.98
Fire Dept./ Grant Subsidy Allow.	\$5,000.00		\$-0-	\$5,000.00
Fire Dept./ Capital	\$-0-		\$-0-	\$-0-
Ambulance/ Wages, Salaries	\$119,818.00		\$112,899.29	\$6,918.71
Ambulance/ Fuel	\$7,000.00		\$4,353.64	\$2,646.36
Ambulance/ Repair & Maintenance	\$8,000.00		\$4,854.28	\$3,145.72
Ambulance/ Disposable Supplies	\$6,000.00		\$5,154.34	\$845.66
Ambulance/ Outside Services	\$1,000.00		\$1,222.00	\$(222.00)
Ambulance/ Training	\$1,500.00		\$485.15	\$1,014.85
Ambulance/ License & Fees	\$1,200.00		\$1,175.00	\$25.00
Ambulance/ ALS Intercepts	\$36,792.00		\$30,511.74	\$6,280.26
Ambulance/ Billing Agent	\$8,690.00		\$11,876.59	\$(3,186.59)
Ambulance/ Miscellaneous	\$800.00		\$2,540.58	\$(1,740.58)
Ambulance/ Insurance	\$1,200.00		\$1,200.00	\$-0-
Ambulance/ Equipment	\$10,000.00		\$9,611.39	\$388.61
Ambulance/ Software & Federal Reporting	\$5,100.00		\$1,052.06	\$3,947.94
Ambulance/ Bond	\$38,769.00		\$38,769.00	\$-0-
Carryover Fiscal 2015				\$1,462.75
Water Dept./ Wages & Salaries	\$286,919.00		\$281,853.06	\$5,065.94
Water Dept./ Bank Charges	\$400.00		\$456.27	\$(56.27)
Water Dept./ Office	\$29,500.00		\$24,017.33	\$5,482.67
Water Dept./ Travel	\$200.00		\$297.17	\$(97.17)
Water Dept./ Miscellaneous	\$6,500.00		\$963.01	\$5,536.99
Water Dept./ Audit	\$3,000.00		\$3,000.00	\$-0-
Water Dept./ County Retirement	\$51,920.00		\$51,920.00	\$-0-
Water Dept./ Health, Dental & Life Insurance	\$67,225.00		\$69,391.22	\$(2,166.22)
Water Dept./ Medicare	\$3,700.00		\$3,867.69	\$(167.69)
Water Dept./ General Insurances	\$19,005.00		\$16,992.24	\$2,012.76
Water Dept./ Fuel	\$7,500.00		\$7,232.63	\$267.37
Water Dept./ Electric	\$49,000.00		\$44,658.56	\$4,341.44
Water Dept./ System Mapping	\$1,000.00		\$-0-	\$1,000.00
Water Dept./ Uniforms	\$2,200.00		\$1,594.25	\$605.75
Water Dept./ Vehicle Maintenance	\$4,500.00		\$3,184.96	\$1,315.04
Water Dept./ Meters, Parts, Misc.	\$30,807.00		\$26,871.79	\$3,935.21
Water Dept./ Communications	\$9,474.00		\$5,601.01	\$3,872.99
Water Dept./ Contractors, Excavation	\$23,000.00		\$20,415.75	\$2,584.25

ARTICLE	APPROPRIATION	RECEIPT	EXPENDED	BALANCE
<i>Water Dept./ Sampling</i>	\$5,000.00		\$2,474.00	\$2,526.00
<i>Water Dept./ Licensing, Schooling And Dues</i>	\$3,500.00		\$2,638.08	\$861.92
<i>Water Dept./Safe Water Act Fee</i>	\$1,220.00		\$1,219.61	\$.39
<i>Water Dept./ Consulting</i>	\$10,000.00		\$2,040.00	\$7,960.00
<i>Water Dept./ OPEB Contribution</i>	\$1,000.00		\$1,000.00	\$-0-
<i>Water Dept./ Heating</i>	\$3,000.00		\$2,881.02	\$118.98
<i>Water Dept./ Capital Improvements</i>	\$120,000.00		\$67,764.02	
<i>Carryover for Fiscal 2015</i>	\$32,652.81			\$52,235.98
<i>Water Dept./ Tank Painting</i>	\$40,000.00		\$40,000.00	\$-0-
<i>Water Dept./ Vehicle Purchases</i>	\$10,000.00		\$-0-	
<i>Carryover for Fiscal 2015</i>				\$10,000.00
<i>Water Dept./ Bond</i>	\$64,990.00		\$64,990.00	\$-0-

SOUTH HADLEY FIRE DISTRICT NO.2
REPORT OF RECEIPTS
July 1, 2013 through June 30, 2014

Real Estate	\$ 1,029,433.43
Personal Property	\$ 23,639.46
Penalties & Interest	\$ 4,383.64
Tax Liens Redeemed	\$ 7,790.67
Penalties & Interest on Tax Liens	\$ 163.70
Permits/Fire Department	\$ 7,940.50
Miscellaneous Revenues	\$ 24,222.74
Community Safety Education/CPR	\$ 2,898.00

(Receipt details for the Water Department are on the Water Department Summary Report)

PRUDENTIAL COMMITTEE
CAPITAL PLANNING REPORT

The Board continues to keep a close eye on the Fire Department Capital Stabilization Fund for the very near future purchase of a new engine. The ongoing, careful maintenance of the fleet continue to aid the longevity of our present equipment.

At the May 2014 Annual Meeting, it was voted to replace 20 sets of turn-out gear for the firefighters. That Capital expense was approved very generously by the voters. The total cost will be approximately \$60,000. It has been learned that firefighters must have current safety gear to enter into various training and therefore be certified for firefighting. The entire cost will be put on the tax rate for the one year with plans being made to incorporate the next gear replacement in the budget over time.

FIRE DEPARTMENT CAPITAL REPLACEMENT STABILIZATION

(History)

July 1, 2009	\$ 139,006.77
Interest 6/30/2009	\$ 360.89
Transfer from Pension Reserve Account	\$ 10,000.00
Appropriation to account Fiscal 2010	\$ 2,000.00
Interest earned 2010	\$ 2,455.19
Purchase of Ambulance (from D1)2009	\$ (8,000.00)
Appropriation to account Fiscal 2011	\$ 12,107.15
Appropriation to account Fiscal 2011	\$ 19,283.00
Interest earned 2011	\$ 2,131.96
Interest earned 2012	\$ 1,957.48
Appropriation to account Fiscal 2012	\$ 20,000.00
Appropriation from account Fiscal 2013	\$ (15,000.00)
Appropriation to account Fiscal 2013	\$ 80,000.00
Interest earned Fiscal 2013	\$ 1,845.13
Appropriation to account Fiscal 2014	\$ 138,000.00
Interest earned Fiscal 2014	\$ 2,457.01
Balance 6/30/2014	\$ 408,604.58

DISTRICT BOND REPORT

BUILDING PORTION

Original Bond Amount		\$1,897,155.00
Payment 2008	\$129,495.00	\$1,767,660.00
Payment 2009	\$128,550.00	\$1,639,110.00
Payment 2010	\$125,400.00	\$1,513,710.00
Payment 2011	\$122,250.00	\$1,391,460.00
Payment 2012	\$119,100.00	\$1,272,360.00
Payment 2013	\$115,950.00	\$1,156,410.00
Payment 2014	\$112,800.00	\$951,362.00

WATER DEPARTMENT PORTION/CAPITAL IMPROVEMENTS

Original Bond Amount		\$1,212,589.83
Payment 2008	\$79,109.83	\$1,133,480.00
Payment 2009	\$78,600.00	\$1,054,880.00
Payment 2010	\$71,710.00	\$983,170.00
Payment 2011	\$70,030.00	\$913,140.00
Payment 2012	\$68,350.00	\$844,790.00
Payment 2013	\$66,670.00	\$778,120.00
Payment 2014	\$64,990.00	\$713,130.00

AMBULANCE PURCHASE

Original Bond Amount		\$180,612.50
Payment 2012	\$38,187.50	\$142,425.00
Payment 2013	\$38,037.50	\$104,387.50
Payment 2014	\$37,250.00	\$67,137.50

(This schedule has been updated to reflect the principal and interest due on each portion of the overall debt.)

All preceding financial reports respectfully submitted,
Sandra Selkirk, Clerk/Treasurer

**SOUTH HADLEY DISTRICT No.2
ELECTION RESULTS
June 10, 2014**

Moderator (1 year)

Christopher Pyle	29 votes/elected
Blanks	5

Prudential Committee (3 years)

Kenneth McKenna	31 votes/elected
Blanks	3

Water Commissioner (3 years)

Frank DeToma	24 votes/elected
Blanks	9
Peter Gagne	1

Total voided ballots	0
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Respectfully submitted,
Sandra Selkirk,
Clerk/Treasurer

SOUTH HADLEY FIRE DISTRICT NO. 2
REPORT OF THE FIRE CHIEF
July 1, 2013 through June 30, 2014

Clearly the dominating issue for the District No.2 Fire Department and the Prudential Committee during the past year has been trying to work out a proper relationship with Granby public safety officials to allow us to provide fire and life safety services to the Granby area of Fire District No.2. This is the area of our District that includes Amherst Road and adjoining streets on the east side just south of the Notch. Fire District No.2 currently must monitor radio dispatching of the Granby Fire Department or ambulance service in order to know if there is an emergency in the Granby area of the District. Once we detect that there is an emergency in that area, District 2 dispatchers then dispatch District 2 fire or ambulance personnel and equipment also. We work with Granby first responders to provide services, and in the case of an ambulance emergency we take care of the patient until the Granby ambulance arrives on the scene. Once the Granby ambulance arrives on scene we transfer care of the patient to the Granby ambulance for transport to the hospital. At present the Granby Select board and Fire Chief are working to stop this practice and prohibit Fire District No.2 from responding to the Granby area of the District with the District's ambulance. On the advice of our attorney we continue to monitor for emergencies in the District 2 area of Granby, and dispatch first responders and equipment to any and all calls fire or ambulance. We are continuing with our efforts to meet with Granby Select board and public safety officials to establish proper policies to dispatch District 2 resources to the Granby area of the District. As of June 2014, we have been unable to achieve that goal.

The District 2 Fire Department commenced ambulance services in July of 2009, and now that we are four years into this new service, as the Chief I can report that things are going quite well. We are working hand and hand with our neighbors in Fire District 1 every day to provide the entire Town of South Hadley and of course all of District 2 with fire department and ambulance services. We are very proud of how seamlessly the two fire district fire departments work together every day. I would like to take this opportunity to thank Fire Chief Robert Authier, and all of the firefighters, EMTs, and paramedics in Fire District No.1 for working with us during the past year. We look forward to continuing our partnership going forward.

Fire Department Vehicle Replacement:

The District No.2 Fire Department is blessed with terrific mechanics that have been able to take care of our fleet of vehicles. Our mechanics have saved us thousands of dollars over the past ten years by repairing vehicles in house or by diagnosing problems and managing repairs by outside repair contractors. The department will need to increase the maintenance budget each year to keep the vehicles in working order and safe to operate. We are definitely seeing the frequency of repairs increasing over time. Finally and most importantly the last major fire department vehicle purchase was in 1997 or 17 years ago when the district purchased a fire pumper. I am urging the Prudential Committee and all of the district taxpayers in the strongest of terms to begin the process of replacing the fleet of vehicles starting immediately before we suddenly have to replace several vehicles in the same year.

Please note that the schedule below calls for one vehicle to be replaced each year starting in FY 2015. Should we skip any one year and not purchase a new vehicle, we will be forced to purchase two vehicles in a later year if we follow this schedule to ensure firefighter safety, as well as proper protection of the district.

Below is a listing of our department vehicles and replacement schedule:

	<u>Year</u>	<u>Make</u>	<u>Description</u>	<u>Year to Replace</u>
•	1991	E1	Fire Pumper	FY 2015
•	2001	Ford/Horton	Ambulance	FY 2016
•	1994	Ford	Rescue/Utility	FY 2017
•	1993	Ford	Brush Truck	FY 2018
•	1999	Chevrolet	SUV/Staff Vehicle	FY 2019
•	1997	KME	Fire Pumper	FY 2020
•	2011	Ford/Horton	Ambulance	FY 2021
•	2014	Ford Explorer	Fire Chiefs Vehicle	FY 2022

Incident Type Report (Summary)
July 1, 2013 to June 30, 2014

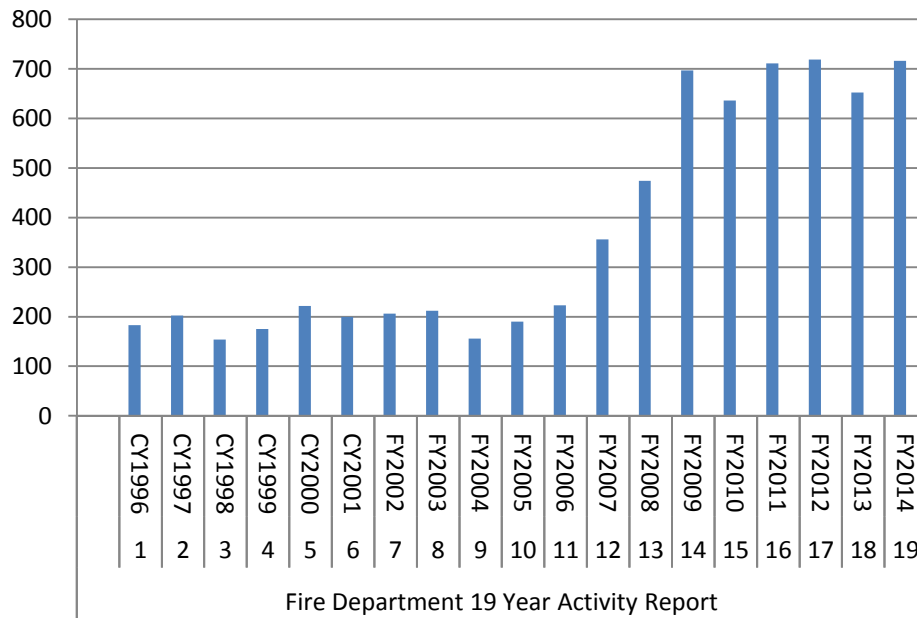
Incident Type	Number of Incidents
Fire	54
Rescue & Emergency Medical Service	400
Hazardous Condition (No Fire)	24
Service Call	91
Good Intent Call	43
False Alarm & False Call	104
Severe Weather & Natural Disaster	<u>0</u>
<i>Total Emergency Incidents</i>	716

In conclusion I would be remiss this year if I did not pass on my observations regarding the current Prudential Committee and their tireless efforts to meet the challenges that District 2 faces. I have been with the District for just short of 10 years now, and have seen Prudential Committee members come and go. The current committee members being Ken McKenna, Rob Lak, and Rick Constant comprise what I think is an outstanding Prudential Committee. They are focused on the very difficult large issues that this district has in front of it.

- Establishing a working relationship with neighboring governments
- Implementation of a capital purchasing plan
- Negotiating with Granby officials regarding public safety in District 2
- Negotiating a PILOT program with Mount Holyoke College to ensure affordable public safety for the entire district

These issues along with others are a very big burden for a strictly volunteer executive board, and I would like to thank them for the very hard work, the long hours that they need to put in, and their dedication to the district year after year.

Respectfully submitted,
David A. Keefe
Fire Chief



Fire Department 19 Year Activity Report

			#	%
			<i>increase or decrease</i>	<i>increase or decrease</i>
1	CY1996	183		
2	CY1997	202	19	10%
3	CY1998	154	-48	-24%
4	CY1999	175	21	14%
5	CY2000	222	47	27%
6	CY2001	200	-22	-10%
7	FY2002	206	6	3%
8	FY2003	212	6	3%
9	FY2004	156	-56	-26%
10	FY2005	190	34	22%
11	FY2006	223	33	17%
12	FY2007	356	133	60%
13	FY2008	474	118	33%
14	FY2009	697	223	47%
15	FY2010	636	-61	-9%
16	FY2011	711	75	12%
17	FY2012	719	8	1%
18	FY2013	652	-67	-9%
19	FY2014	716	<u>64</u>	<u>10%</u>

Average increase each year 28

Average increase each year 9%

SOUTH HADLEY FIRE DISTRICT NO. 2
REPORT OF THE WATER COMMISSIONERS
July 1, 2013 through June 30, 2014

In the last annual report, we described the Route 116 Bridge Project. That work involved replacement of the supports on the Bachelor Brook Bridge, for one of our water mains. The project was completed by the end of July, fully a year after it was started.

Because our Pearl Street water main was in very poor condition, the Commissioners accepted Water Superintendent Aiken's recommendation to replace it, using as much of our own staff as possible. The plan was to replace half the main in 2013 and the remaining half in 2014. Work began in late July and was completed by mid-September. The crew laid some 3000 feet of 8 inch pipe, about half the length of Pearl Street, and installed five hydrants. The cost of this part of the project was approximately \$100,000. We used plastic pipe for this job – a first for us. Plastic pipe is more flexible, doesn't rust, is less expensive than iron, and offers less resistance to the flow of water. It is also lighter than iron piping, which makes it easier to install. In October, after the main was installed and the trench was backfilled, the crew re-dug to the two mains at about thirty household service valve locations in the street and switched each service from the old main to the new one.

On August 1st we experienced a water main break, in a 10-inch line located near Gagne's Package Store. Our department responded immediately and began the repairs. The Water Superintendent has estimated the cost of the break to be \$7,000. These breaks are expensive to repair and totally unpredictable – too many of them can break the budget.

As mentioned in the previous report, we have a computer-controlled system that sends data from our two tanks, two pumps, and the pumping station to a computer in the Water Department offices and to the field staff and Superintendent cell phones. The software and hardware for this system are more than ten years old and have become less than reliable. In August, we contracted with a consulting firm (Bloo Solutions) to help us with this situation.

For the sake of redundancy, we have two wells, each with its own pump, at our Dry Brook facility. These pumps are large and are located deep in the ground, in steel casings. Getting one back up for repair or replacement is an expensive undertaking that involves uncapping the well and hoisting up the pump with a crane. In September, the pump for Well 2 failed. The Commissioners awarded the emergency repair work to the Dennis Maher Company. We learned from this contractor that a lightning strike was the cause for the pump failure. Our insurance covered the \$25,000 cost of the repairs, minus a \$1000.00 deductible.

In November, Superintendent Aiken reported that the Department's underground water pipe detector was not functioning properly, because it was old and worn. The Commissioners authorized him to purchase a replacement, for \$2500. At the Superintendent's request, the Department commissioned Prowler Water Conservation Systems, LLC to do a thirty-four mile leak survey of our water mains, for \$4300. The Superintendent also reported that there was a problem with Well 2 again. It was not clear whether it was a malfunction in software or hardware. At our consultant's recommendation, we replaced part of the system hardware – a hardboard, at a cost of \$500. We also replaced the computer to which the system reports in the Water Department, at a cost of \$1700.

In February, the Superintendent reported that the Department was not meeting its estimated sales revenues. Sales were below the prediction, which is based on a five-year average. He also reported that there had been two more water main breaks: the first on Sycamore Knolls and the second on Park Street. Both were repaired.

The Chapel Hill area of the District has such a high elevation that our tanks cannot provide enough water pressure to our customers there. To remedy that situation, the Department maintains a separate pumping station on the hill. After many years of operation, the motor/pump combination failed. We installed a new one, at a cost of about \$2,000.

Throughout the year, Water Department employees attend classes that are required of them. In March, T. Scheinost and M. Aiken attended a class having to do with preparing the annual Consumer Confidence Report to our customers. That report details the quality of our water. Department staff also went for one-day training on the 1st and 2nd of April (splitting the days between groups of two).

The Well 2 pump and reporting system continued to give us problems. By the end of June, however, our consultant appeared to have solved the problem.

On June 3rd, we began the second half of the Pearl Street Project. By the end of June, our crew had laid an additional 3000 feet of pipe, for a total of 6,000 feet, and installed five more hydrants, for a total of ten. At the end of June, the remainder of the project – pressure testing the newly laid piping, chlorine-sterilizing it, and making service connections to about 30 houses on Pearl Street – remained to be done

As always, we close by sincerely thanking Superintendent Mark Aiken, our field staff Todd Calkins, Tim Cauley, and Tyler Scheinost, and our Administrative Assistant Joanne Carbin-Bryan, for their continuing dedication to serving you – our customers.

Respectfully submitted by the Board of Water Commissioners:

Francis DeToma, Chairman

Kate Bedard, Clerk

Donna Russell, Member

**WATER DEPARTMENT SUMMARY REPORT
YEAR ENDING JUNE 30, 2014**

CHARGES COMMITTED

<i>Water Sales Due 6/30/13</i>	\$ 3,951.18
<i>Water Sales Charges: 7/1/13 – 6/30/14</i>	\$ 577,627.27
<i>Water Systems Improvement Fund Due</i>	\$ 1,273.72
<i>Water Systems Improvement Fund Charges 2013/14</i>	\$ 79,699.50
<i>Miscellaneous Charges:</i>	
<i>Connection Fees</i>	\$ 4,000.00
<i>Turning on Water</i>	\$ 99.45
<i>Miscellaneous</i>	\$ 10,657.79
<i>Sprint/Nextel (Antenna)</i>	\$ 29,040.00
<i>At&T (Antenna)</i>	\$ 28,174.08
<i>Fire Line Fees</i>	\$ 7,000.00
<i>Back Flow Inspections</i>	\$ 9,000.00
	<u>\$ 750,522.99</u>

COLLECTIONS

<i>Water Sales</i>	\$ 567,598.55
<i>Discounts</i>	\$ 11,610.13
<i>Water System Improvement Fund Paid</i>	\$ 79,734.84
<i>Abatements</i>	\$ 1,354.56
<i>Connection Fees</i>	\$ 4,000.00
<i>Payments on Water Turn Ons</i>	\$ 99.45
<i>Payments on Miscellaneous</i>	\$ 10,657.79
<i>Sprint/Nextel (Antenna)</i>	\$ 29,040.00
<i>AT&T (Antenna)</i>	\$ 28,174.08
<i>Fire Line Fees</i>	\$ 7,000.00
<i>Back Flow Inspections</i>	\$ 9,000.00
<i>Computer adjustments</i>	\$ (219.83)
<i>Computer adjustments/ capital revenue</i>	\$ (103.42)
<i>Balance due on Water Sales</i>	\$ 1,420.82
<i>Balance due on Water System Improvement Fund</i>	\$ 1,156.02
	<u>\$ 750,522.99</u>

Penalties Collected \$ 1,264.71

Respectfully Submitted,

*Joanne Carbin – Bryan
Administrative Assistant*

DRY BROOK PUMPING STATION RECORDS

January 1, 2014 to December 31, 2014

	DRY BROOK GALLONS	TOTAL ELECTRICAL COST
January	9,339,000	\$3,355.49
February	9,330,000	\$3,240.42
March	9,868,000	\$3,251.98
April	11,181,000	\$3,426.69
May	11,712,000	\$3,516.36
June	14,013,000	\$3,920.79
July	14,243,000	\$3,905.63
August	13,646,000	\$3,983.85
September	15,729,000	\$4,482.71
October	12,040,000	\$3,703.93
November	10,315,000	\$3,719.48
December	9,075,000	\$2,993.70
Total	140,491,000	\$43,201.03

- *Total gallons pumped for 2014* **140,491,000**
- *Total metered use for 2014* **122,397,484 gallons**
- *Total hydrant flushing program use for 2014* **5,160,322 gallons**
- *Total unaccounted for water in 2014* **12,933,184 gallons**
- *The maximum daily water consumption was on July 1* **770,000 gallons**
- *The average gallons per day pumped for 2014* **384,907**
- *The average gallons per minute pumped for 2014* **267**
- *The wholesale cost of water per million gallons in 2014* **\$307.50**
- *Total Percent unaccounted for 2014* **9%**

Todd A. Calkins
Water System Operator

BY-LAWS OF FIRE DISTRICT NO. 2

ARTICLE 1 OFFICERS

SECTION 1. The officers of the District shall consist of a three member Prudential Committee, a three member Board of Water Commissioners, and a Moderator.

SECTION 2. District officers shall be elected annually by ballot. All officers shall serve for a term of three (3) years with the exception of the Moderator who shall serve for a term of one (1) year.

a. Members of the Prudential Committee shall serve for three years, the term of one member to expire each year. One member shall serve as chairperson, one as clerk, one as member. The positions of chair and clerk shall rotate annually at a meeting following the District elections.

b. Members of the Board of Water Commissioners shall serve for three years, the term of one member to expire each year. One member shall serve as chairperson, one as clerk, one as member.

SECTION 3. Any voter of the District shall be eligible for any office but no individual shall hold more than two offices concurrently.

SECTION 4. Officers shall receive such compensation for their services as the District may determine.

SECTION 5 The Prudential Committee, Water Commissioners, Fire Chief and Clerk/Treasurer, shall present at each Annual District Meeting a report of their activities since the last Annual District Meeting.

SECTION 6. The Treasurer shall be bonded at the expense of the District in such an amount and with such sureties as shall be set by the Massachusetts General Laws. He/She shall receive all funds belonging to the District and shall disburse the same as provided in Article III, Section 3.

SECTION 7. The Moderator shall preside at all District meetings.

SECTION 8. The Clerk shall keep accurate records of the proceedings of the District in formal meeting and shall be responsible for the conduct of all elections of the District.

SECTION 9. An audit of the District records shall be performed on an annual basis by an independent auditor.

SECTION 10. Any vacancy in any elected office shall be filled until the next Annual Election by a majority vote of the Prudential Committee and Water Commissioners then in office. In case of a tie vote, the Clerk of the District shall cast the deciding vote. A meeting to fill a vacancy shall be called by the Clerk of the District on notice in writing to each officer eligible to vote thereat at least seven days in advance of said meeting and he/she shall conduct a meeting so called.

SECTION 11. The Clerk/Treasurer of the District shall be an appointed position and said position or any vacancy therein shall be filled by a majority vote of the Prudential Committee then in office. (5/6/13)

ARTICLE II MEETINGS

SECTION 1. The Annual Election of the District shall be held on the second Tuesday of June in each year and the Annual Meeting of the District shall be held on the first Monday in May in each year.

SECTION 2 Special meetings shall be called by a majority of the Prudential Committee or when requested by the Water Commissioners or as specified in Article II, Section 3.

SECTION 3. Every District Meeting, except as otherwise provided by special law, shall be called in pursuance of a warrant under the hands of the Prudential Committee, notice of which shall be given fourteen days (14) at least, before such meeting. The warrant shall be directed to a constable of the towns of South Hadley and Granby, or to some other person, who shall forthwith give notice of such meeting by posting the warrant in three public places in the district.

The warrant for all District meetings shall state the time and place of holding the Meeting and the subjects to be acted upon thereat. The Prudential Committee shall insert in the warrant for the Annual Meeting all subjects the insertion of which shall be requested of them in writing by ten or more registered voters of the towns, residing in the territory comprising the District; and in the warrant for every Special District Meeting all subjects, the insertion of which shall be requested of them in writing by fifty registered voters or by ten percent of the total number of the registered voters of the towns, residing within the territory comprising the District.

The Prudential Committee shall call a Special District Meeting upon request in writing of one hundred registered voters or twenty per cent of the total number of registered voters of the towns, residing within the territory comprising the District, - such meeting to be held not later than thirty days after the receipt of such request, and shall insert in the warrant therefore all subjects the insertion of which shall be requested by said petition. No action shall be valid unless the subject matter thereof is contained in the warrant. The warrant for the special meeting shall be posted fourteen (14) days prior to the date of the Special Meeting. Two or more District Meetings for District purposes may be called by the same warrant.

The Prudential Committee shall publish the warrant for each District Meeting in print and on the Town and/or District website, to be available to the public at least fourteen (14) days before the holding of such meeting. Said notice shall include by supplemental text, or otherwise, the amount of money intended by the sponsor to be included in any main motion to raise, appropriate, transfer or borrow, a sum of money at such meeting. Failure to cause publication of any intended money amount as provided herein shall not invalidate action taken at a District Meeting otherwise called and held in accordance with applicable law and these by-laws except for said failure. In addition, a simple notice of the date, time, and place of the meeting shall be published in other than the legal notice section. (5/7/2013)

At every Meeting, a Moderator shall be chosen by ballot, unless the District has voted to elect a Moderator for a term as provided by Section Fourteen of Chapter Thirty-nine of the Massachusetts General Laws (MGL). The Moderator shall have the same powers as the Moderator of the Town of South Hadley.

SECTION 4. Forty voters shall constitute a quorum at any meeting of the District. Election of officers shall not be considered a meeting for the purposes of this section.

ARTICLE III FINANCES

SECTION 1. The fiscal year of the District shall begin on the first day of July and shall end on the thirtieth day of June next.

SECTION 2. District notes and bonds shall be issued by the Clerk/Treasurer only after authorized by the District. All such evidences of indebtedness shall be signed by the Clerk/Treasurer of the District and countersigned by the Prudential Committee.

SECTION 3. Funds of the District shall be disbursed by the Clerk/Treasurer only upon the written approval of a majority of the Prudential Committee and for bills incurred by the Water Department, upon the additional approval in writing of a majority of the Board of Water Commissioners.

ARTICLE IV FIRE DEPARTMENT

SECTION 1. The Fire Department shall consist of a Fire Chief, Assistant Fire Chief(s), and as many firefighters as shall be deemed necessary to manage the fire department.

SECTION 2. The Prudential Committee shall appoint the Fire Chief , consistent with MGL Chapter 48, Section 42. The primary responsibility of the Fire Chief shall be administrative and supervisory work in directing life safety services in the protection of life and property inclusive of the prevention and extinguishing of fires, emergency medical services, public education and environmental services, serve as Hazardous Materials Coordinator, Right-to-Know Coordinator and other positions as needed by the Prudential Committee. The Fire Chief shall work under the policy direction of the Prudential Committee and under the rules and regulations of the Massachusetts General Laws, Chapter 48, Section 42, and other applicable laws, rules and regulations. The Fire Chief shall appoint the Assistant Fire Chief(s).

SECTION 3. The Chief shall appoint and may remove firefighters to fill vacancies in the department. The Fire Chief shall have general superintendence and care of all apparatus belonging to the District and used by the Fire Department as well as control over the officers and members of the Fire Department; and may make from time to time such rules and regulations for the government and discipline of the department and preservation of order in time of incident as he/she may think expedient.

SECTION 4. The Fire Chief shall have sole command at incidents over all members of the Department, including the Assistant Fire Chief(s), and over all other persons who may be present at incidents, and shall direct all measures for extinguishing fires, protection of property and preservation of order and observance of the law.

ARTICLE V PRUDENTIAL COMMITTEE

SECTION 1. The Prudential Committee shall have the management and control of all property, real and personal, belonging to the District and used in the prevention and extinguishing of fires, subject, however, to such instructions, rules and regulations as the District may impose by its vote.

SECTION 2 It shall be the duty of the Prudential Committee to authorize the disposal of any equipment declared surplus by any department within the District.

SECTION 3. All employees and officials of the District are subject to and must comply with the Policies and Procedures set forth by the District in its Policies and Procedures Handbook.

ARTICLE VI WATER DEPARTMENT

SECTION 1. The Board of Water Commissioners shall have the care, custody, management and control of all property, real and personal, belonging to the district, except the property placed under the control of the Prudential Committee. The Board shall have authority to determine and establish from time to time equitable prices and rates for the use of water and make rules and regulations for the introduction and use of water.

ARTICLE VII AMENDMENTS

SECTION 1. These By-Laws may be altered or amended at any District meeting, or new By-Laws may be adopted at any District meeting providing the notice thereof shall specify the change/changes to be submitted to the voters.

Revised:

Revised: October 22, 2007

Revised: May 4, 2009

Amended: May 6, 2012

Amended: May 7, 2013



Annual Pump testing on E4 at the Mount Holyoke College Upper Pond



Raising a new flag at the Fire District 2 Station



1. Assistant Chief Todd Calkins, Robert Ryan, Nathan Ryan, Joshua Rondeau, Chief David Keefe
2. Hydrant flushing Hadley Street and Pearl Street
3. Tim Cauley, Tyler Scheinost, hydrant repair Michael E. Smith Middle School
4. New feed, Lithia Springs
5. New valve and main at intersection of Woodbridge and Pearl