

Annual Report of the Officers South Hadley Fire District No. 2



July 1, 2020 through June 30, 2021

ANNUAL
REPORT OF THE OFFICERS
FIRE DISTRICT NO. 2



TOWN OF SOUTH HADLEY
MASSACHUSETTS

July 1, 2020 through June 30, 2021

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Dedication



Chief Michael R. Koske *1939 - 1921*

Chief Michael Koske, fondly remembered as Mike, was the first full-time Fire Chief for South Hadley Fire District No. 2. Mike began his career with the District in 1984 as an on-call firefighter. Working his way through the ranks of: Lieutenant, Captain and Assistant Chief. In 1999 he was promoted to the chief position, becoming the first full-time fire chief

Mike retired from the department in 2004, but continued to come to the station nearly every day for morning coffee, a quick read of the newspaper and pleasant conversation.

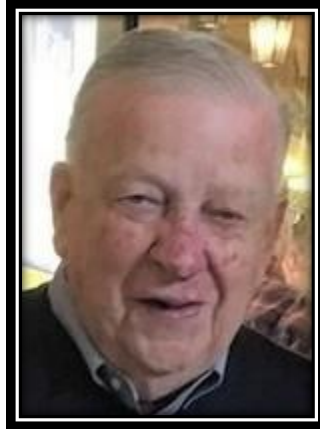
The District Officers would like to recognize Chief Koske, for his 37 years of dedicated service to District 2.

Mike had many friends here; and we all miss him.

Photo Tribute to Chief Koske



Memoriam



Thomas J. Scanlon Sr.

The District Officers would like to recognize Thomas J. Scanlon Sr. for his courteous and professional service to District 2. The firm of Scanlon and Associates (formerly known as Thomas J. Scanlon, CPA) has performed the District's annual financial audits for decades. Sadly, Mr. Scanlon passed away on March 8, 2022.

DISTRICT OFFICERS

PRUDENTIAL COMMITTEE

(Left to Right)

Robert Bak, Clerk
Term Expires - 2023

Kenneth LeBlanc, Chair
Term Expires - 2022

James W. Menard, Member
Term Expires - 2024



WATER COMMISSIONERS

(Left to Right)

Francis J. DeToma, Chair
Term Expires - 2023

Katharine M. Bedard, Clerk
Term Expires - 2022

Dan Luis, Member
Term Expires - 2024

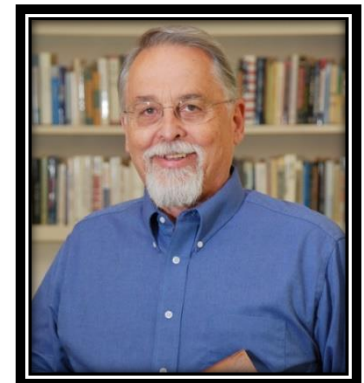


CLERK / TREASURER

Barbara F. Miller
(Appointed 4/6/2015)

MODERATOR

Christopher H. Pyle
Term Expires - 2021



WATER DEPARTMENT



WATER SUPERINTENDENT

Mark F. Aiken
(Appointed 2/21/2010)



ADMINISTRATIVE ASSISTANT

Joanne Carbin-Bryan
(Appointed 9/16/1996)

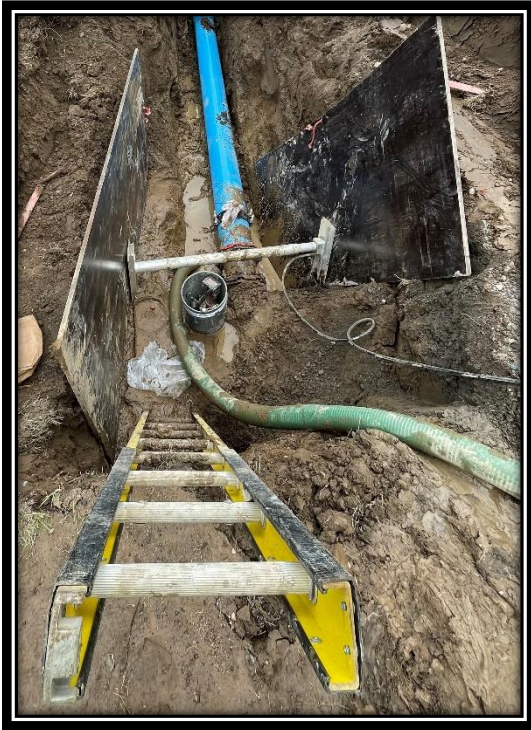


WATER SYSTEMS OPERATORS

Mike Bourbeau
(9/10/2018)

Tyler Scheinost
(4/5/2010)

Tim Cauley
(5/9/1994)



Morgan St. Water Main Project



Water Main Break on Parkview Drive



Tie-in for Service to Pearson's Hall
Mount Holyoke College



Sampling Station
Woodside Terrace

FIRE AND AMBULANCE DEPARTMENT



FIRE CHIEF
Todd A. Calkins
(Appointed 3/25/2020)



AMBULANCE DIRECTOR
EMS COORDINATOR
Ryan Moore
(Appointed 4/28/2020)



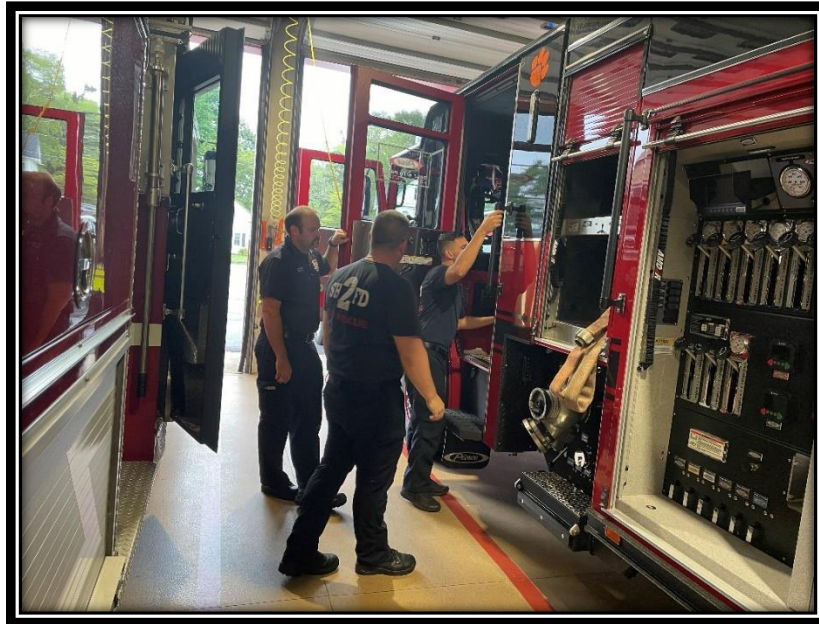
Firefighter Aerial Rescue Training with Lyndon Tree Service



NEW DISTRICT 2 RESCUE PUMPER



(Technically, because the truck was delivered in August of 2021 these pictures should wait until the FY22 Annual Report but we just couldn't wait.)



ANNUAL REPORT OF THE PRUDENTIAL COMMITTEE

July 1, 2020 through June 30, 2021

The Prudential Committee, ever mindful of safety and fiscal responsibility, contracted with Mount Holyoke College for 24/7 dispatch services through their Public Safety and Security Department. This agreement provides additional safety and security with state-of-the-art equipment and around the clock coverage while reducing the cost fifty percent from District 2's former in-house radio operations. In addition, the college provides ten PCR COVID tests per week for District 2 Firefighter/EMTs and Water Dept. personnel, saving the District money and reducing the risk of transmission for everyone.

The Prudential Committee members wish to express appreciation for how well the system for ambulance receipts is now working and for the thought and effort that was put into it by the Ambulance Director and Fire Chief. Having real time tracking makes a difference and helps us to better determine where we stand with regards to incoming funds. Additional thanks to all those involved in the increased effort to secure grant funding to assist in meeting the needs of the District.

As part of an effort to explore ways to increase cooperation; the Prudential Committees and Water Commissioners of both Districts signed a Statement of Agreement. The agreement states in part, "we feel that it would be useful for the two District Boards to more fully understand each other's operations. There may well be ways in which, together, we can improve our services to the community. The Fire Chiefs, Water Superintendents and Clerk Treasurers of the two Districts have already established efficient working relationships; we feel that the two boards should do the same.... Our hope is that improved communication between the two Boards will enable all of us to better serve our respective Districts."

At the September 12, 2020 Special District Meeting, with the recommendation of the Prudential Committee, District meeting approved a lease purchase finance agreement for the purchase of a Pierce Enforcer Rescue Pumper. The truck is to be delivered early in fiscal year 2022. Due to the need for extensive driver operator training and transfer of equipment from engines 2 and 4, the new truck, will be in service a month to six weeks after delivery.

This has been another challenging year, dealing with the pandemic. The members of the Prudential Committee are proud of the efforts and accomplishments of everyone employed by and/or associated with the District. Everyone exceeds what is expected of them, because everyone cares deeply for the District they serve. Thank you everyone.

Respectfully submitted,

Kenneth LeBlanc, Chairman

**PRUDENTIAL COMMITTEE
CAPITAL PLANNING REPORT**

The Prudential Committee is putting in place policies which are intended to provide for the future capital needs of the District. The Fire Department Vehicle Stabilization Funding Policy, approved in August of 2019, is a commitment to fund \$65,000 a year (with a five percent annual increase to that amount) into the Vehicle Stabilization Account for future fire department vehicle purchases. The Ambulance Stabilization Funding Policy, approved by the Prudential Committee in November of 2020 commits fifty percent of the remaining ambulance receipts reserved for appropriation to an Ambulance Stabilization Account.

In addition to the Fire Dept. Vehicle and Ambulance Stabilization accounts there is also a District Stabilization Account. This account has \$5,000 added annually for future infrastructure or other needs of the District. Each of the abovementioned appropriations require a two-thirds majority vote on District Meeting Floor.

FIRE DEPARTMENT VEHICLE STABILIZATION FUND ACTIVITY

Balance as of June 30, 2020	\$578,809.55
Lease Purchase Rescue Pumper FY2021 SDM 09/12/2021	-512,166.52
Interest Earned Fiscal FY 2021	429.43
Balance as of June 30, 2021	\$67,072.46

ELMER BROOK SUB-COMMITTEE REPORT

July 1, 2020 through June 30, 2021

The Elmer Brook sub-committee was established by the Prudential Committee and charged with investigating the future use and/or sale of the property off Amherst Road. The sub-committee is composed of Jim Menard, Frank DeToma, and Bill Selkirk, the first meeting was held August 21, 2018. The FY2019 Annual Report contains a detailed report providing physical characteristics and historical details of the property. Michael Barry, Mass. Licensed Forester, of Bay State Forestry Service, conducted a Forest Stand Assessment of the 31 acres of land owned by the District. Please note the entire report is on file at the Clerk/Treasurers office.

There were no meetings of the Elmer Brook Committee in Fiscal Year 2021.

The Prudential Committee (with the agreement of the Water Commissioners) voted at their February 16, 2021 meeting to have Baystate Forestry Service develop a Forestry Plan for parcels 19 and 20 on the Elmer Brook Property. It was also determined that the Water Superintendent would take the lead, in the coming year, on the pump house demolition project.

Massachusetts Department of Revenue Division of Local Services
 BUREAU OF ACCOUNTS - AUTOMATED TREASURER'S YEAR-END CASH REPORT

South Hadley Fire District No. 2

Year Ending Jun 30, 2021

PART I:

Cash and checks in office \$ 500.00

<u>Financial Institution</u>	<u>Purpose</u>	<u>Balance</u>	<u>Sub - Total</u>
Interest Bearing Checking Accounts			
Peoples Bank	Accts Payable	107,622.69	
Peoples Bank	Payroll	19,454.88	
			\$127,077.57
Liquid Investments			
TD Bank	Ambulance Receipts	263,791.87	
TD Bank	Ambulance Donations	1,243.43	
Peoples Bank	General Fund	260,313.78	
Berkshire Bank	Ambulance	66,891.94	
Peoples Bank	FD Capital Equipment	48,063.80	
Peoples Bank	Comm.Safety Edu	8,530.92	
Peoples Bank	Water Dept GF	315,499.45	
			\$964,335.19
Trust Funds			
Easthampton Savings Bank	Fire Equip. Stab	67,072.46	
Peoples Bank	Water Dept Veh Stab	77,934.07	
Peoples Bank	OPEB	53.29	
Bank of NY Mellon	OPEB	218,208.10	
Peoples Bank	Water Tank Stab	475,484.21	
Peoples Bank	Land Aquis Stab	19,849.35	
Peoples Bank	Water Systems Imp Stab	363,923.01	
Peoples Bank	Water Bldg Stab	20,151.93	
Peoples Bank	District Stabilization	57,693.61	
			\$1,300,370.03
Total All Cash and Investments		\$ 2,392,282.79	

Treasurer's Bond CNA Insurance Company Expiration Date 8/15/2022

I hereby certify that the bank statements have been reconciled through the date of this report, that the cash on hand and other items were verified by actual count, and that I have transmitted this form to the Accounting Officer for certification of Part II.

9/28/2021
Date

Barbara Miller
Treasurer

PART II.

I hereby certify that the foregoing schedule, setting forth the total cash in the custody of the Treasurer, is in agreement with the general ledger controls in my department.

9/28/2021
Date

Barbara Miller
Accounting Officer

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups		Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt			
Deferred revenue:										
Real and personal property taxes	322.87									322.87
Tax liens	10,814.06									10,814.06
Deferred taxes										0.00
Tax foreclosures/possessions										0.00
Other excises										0.00
User fees				9,054.31						9,054.31
Utility liens added to taxes										0.00
Departmental		212,965.39								212,965.39
Special assessments										0.00
Due from other governments										0.00
Other receivables										0.00
Deposits receivable										0.00
Prepaid taxes/fees										0.00
IBNR										0.00
Agency Funds										0.00
Notes payable										0.00
Bonds payable								735,000.00		735,000.00
Vacation and sick leave liability										0.00
Total Liabilities	14,384.24	212,965.39	0.00	9,054.31	0.00	0.00	0.00	735,000.00	0.00	971,403.94
Fund Equity:										
Reserved for encumbrances	29,183.27			67,714.90						96,898.17
Reserved for continuing appropriations										0.00
Reserved for expenditures	86,500.00	280,110.00		115,500.00						482,110.00
Reserved for petty cash										0.00
Reserved for appropriation deficit										0.00
Reserved for snow and ice deficit										0.00
Reserved for COVID-19 deficit										0.00
Reserved for debt service										0.00
Reserved for premiums										0.00
Reserved for working deposit										0.00
Undesignated fund balance	218,729.61	158,643.12				1,300,370.03				1,677,742.76
Unreserved retained earnings				132,284.55						132,284.55
Investment in capital assets										0.00
Total Fund Equity	334,412.88	438,753.12	0.00	315,499.45	0.00	1,300,370.03	0.00	0.00	0.00	2,389,035.48
Total Liabilities and Fund Equity	348,797.12	651,718.51	0.00	324,553.76	0.00	1,300,370.03	0.00	735,000.00	0.00	3,360,439.42

PROOF BALANCE SHEET IS IN BALANCE 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00

PROOF FUND BALANCE DETAIL AGREES TO THE BALANCE SHEET

0.00 0.00 0.00 0.00 0.00 0.00

PROOF RECEIVABLES DETAIL AGREES TO THE BALANCE SHEET

0.00 0.00 0.00 0.00 0.00 0.00

South Hadley Fire District #2

All Departments Revenue Report

From 07/01/2020 to 06/30/2021

Account	Description	Orig Bud	Amended	Actual	Expected	% Exp
001 - GENERAL FUND						
001-100-4111-2021	GR PP TAX REV FY2021			\$1,869.98	\$-1,869.98	100.00 %
001-100-4110-2020	SH PP TAX REV FY2020			\$150.15	\$-150.15	100.00 %
001-100-4110-2021	SH PP TAX REV FY2021			\$29,467.36	\$-29,467.36	100.00 %
001-100-4120-2018	RE TAX REV FY2018			\$369.11	\$-369.11	100.00 %
001-100-4120-2019	RE TAX REVENUE 2019			\$5,458.62	\$-5,458.62	100.00 %
001-100-4120-2020	SH RE TAX REV FY2020			\$9,828.78	\$-9,828.78	100.00 %
001-100-4120-2021	SH RE TAX REV FY2021			\$1,100,942.08	\$-1,100,942.08	100.00 %
001-100-4122-2020	GR RE TAX REV FY2020			\$6,736.07	\$-6,736.07	100.00 %
001-100-4122-2021	GR RE TAX REV FY2021			\$55,746.38	\$-55,746.38	100.00 %
001-100-4171	PEN & INT PROPERTY TAXES			\$3,754.95	\$-3,754.95	100.00 %
001-100-4199	FIRE PERMITS			\$29,411.64	\$-29,411.64	100.00 %
001-100-4820	EARNINGS ON INVESTMENTS			\$609.00	\$-609.00	100.00 %
001-100-4840	MISC. REVENUE			\$2,656.24	\$-2,656.24	100.00 %
001-100-4970	TRANSFERS IN			\$814,532.52	\$-814,532.52	100.00 %
	100 - GENERAL GOVERNMENT Total			\$2,061,532.88	\$-2,061,532.88	100.00 %
	001 - GENERAL FUND Total			\$2,061,532.88	\$-2,061,532.88	100.00 %
150-220-4600	STATE AID FIRE SAFETY EQUIPM			\$4,370.00	\$-4,370.00	100.00 %
	220 - FIRE Total			\$4,370.00	\$-4,370.00	100.00 %
	150 - FIRE S.A.F.E. GRANT Total			\$4,370.00	\$-4,370.00	100.00 %
198-220-4600	COVID19_CARES_CvRF REVENUE			\$7,463.18	\$-7,463.18	100.00 %
	220 - FIRE Total			\$7,463.18	\$-7,463.18	100.00 %
	198 - COVID19_CARES_CvRF Total			\$7,463.18	\$-7,463.18	100.00 %
199-220-4540	COVID19_FEMA_REVENUE			\$6,650.28	\$-6,650.28	100.00 %
	220 - FIRE Total			\$6,650.28	\$-6,650.28	100.00 %
	199 - COVID19_FEMA Total			\$6,650.28	\$-6,650.28	100.00 %
251-220-4820	EARNINGS ON INVESTMENT MHC GIFT			\$125.90	\$-125.90	100.00 %
	100 - GENERAL GOVERNMENT Total			\$125.90	\$-125.90	100.00 %

South Hadley Fire District #2

All Departments Revenue Report

From 07/01/2020 to 06/30/2021

Account	Description	Orig Bud	Amended	Actual	Expected	% Exp
251 - MT HOLYOKE GIFT						
	251 - MT HOLYOKE GIFT Total			\$125.90	\$-125.90	100.00 %
252-220-4820	EARNINGS ON INVESTMENT CPR			\$19.14	\$-19.14	100.00 %
	220 - FIRE Total			\$19.14	\$-19.14	100.00 %
	252 - CPR FUND Total			\$19.14	\$-19.14	100.00 %
253-231-4820	EARNINGS ON INVEST AMB DON			\$1.71	\$-1.71	100.00 %
	231 - AMBULANCE Total			\$1.71	\$-1.71	100.00 %
	253 - AMBULANCE GIFTS Total			\$1.71	\$-1.71	100.00 %
255-231-4840	MHC AMB GIFT MISC REV			\$20,000.00	\$-20,000.00	100.00 %
	220 - FIRE Total			\$20,000.00	\$-20,000.00	100.00 %
	255 - MHC AMB GIFT FUND Total			\$20,000.00	\$-20,000.00	100.00 %
257-231-4200	CHARGES FOR SVCS AMBULANCE			\$235,984.65	\$-235,984.65	100.00 %
257-231-4820	EARNINGS ON INVESTMENTS			\$253.81	\$-253.81	100.00 %
	231 - AMBULANCE Total			\$236,238.46	\$-236,238.46	100.00 %
	257 - AMBULANCE RECEIPTS Total			\$236,238.46	\$-236,238.46	100.00 %
601-440-4175	WATER PEN & INT WATER			\$1,275.56	\$-1,275.56	100.00 %
601-440-4200	WATER USER CHARGE REVENUE			\$766,254.31	\$-766,254.31	100.00 %
601-440-4210	WATER MISC ACCT REC			\$54,805.36	\$-54,805.36	100.00 %
601-440-4215	WATER CAPITAL			\$121,445.74	\$-121,445.74	100.00 %
601-440-4220	WATER CELL TOWER			\$63,903.96	\$-63,903.96	100.00 %
601-440-4820	WATER INVESTMENTS INCOME			\$1,615.02	\$-1,615.02	100.00 %
601-440-4840	WATER MISC REV			\$0.00	\$0.00	100.00 %
601-440-4970	WATER TRANSFER IN			\$125,500.00	\$-125,500.00	100.00 %
	440 - WATER Total			\$1,134,799.95	\$-1,134,799.95	100.00 %
	601 - WATER ENTERPRISE Total			\$1,134,799.95	\$-1,134,799.95	100.00 %
800-440-4820	INVESTMENTS INCOME			\$174.96	\$-174.96	100.00 %

South Hadley Fire District #2

All Departments Revenue Report

From 07/01/2020 to 06/30/2021

Account	Description	Orig Bud	Amended	Actual	Expected	% Exp
800 - WATER VEHICLE STABILIZATION						
440 - WATER Total		\$174.96	\$174.96	\$174.96	\$-174.96	100.00 %
800 - WATER VEHICLE STABILIZATION Total						
801-440-4820	INVESTMENTS INCOME	\$1,665.18	\$1,665.18	\$1,665.18	\$-1,665.18	100.00 %
801-440-4970	TRANSFER IN	\$15,000.00	\$15,000.00	\$15,000.00	\$-15,000.00	100.00 %
440 - WATER Total		\$16,665.18	\$16,665.18	\$16,665.18	\$-16,665.18	100.00 %
801 - WATER TANK STABILIZATION Total						
801-220-4820	INVESTMENTS INCOME	\$129.49	\$129.49	\$129.49	\$-129.49	100.00 %
220 - FIRE Total		\$129.49	\$129.49	\$129.49	\$-129.49	100.00 %
802 - FIRE STABILIZATION Total						
803-220-4820	INVESTMENTS INCOME	\$429.43	\$429.43	\$429.43	\$-429.43	100.00 %
220 - FIRE Total		\$429.43	\$429.43	\$429.43	\$-429.43	100.00 %
803 - VEHICLE STABILIZATION Total						
805-220-4820	INVESTMENTS INCOME	\$44.54	\$44.54	\$44.54	\$-44.54	100.00 %
129 - PRUDENTIAL COMM. Total		\$44.54	\$44.54	\$44.54	\$-44.54	100.00 %
805 - LAND ACQUISITION STABILIZATION Total						
806-220-4820	INVESTMENTS INCOME	\$43,559.17	\$43,559.17	\$43,559.17	\$-43,559.17	100.00 %
806-220-4970	TRANSFER IN	\$49,204.00	\$49,204.00	\$49,204.00	\$-49,204.00	100.00 %
129 - PRUDENTIAL COMM. Total		\$92,763.17	\$92,763.17	\$92,763.17	\$-92,763.17	100.00 %
806 - OPEB_TRUST_FUND Total						
807-440-4820	INVESTMENT INCOME WSIF	\$676.61	\$676.61	\$676.61	\$-676.61	100.00 %
807-440-4970	TRANSFER IN WSIF	\$288,622.00	\$288,622.00	\$288,622.00	\$-288,622.00	100.00 %
440 - WATER Total		\$289,298.61	\$289,298.61	\$289,298.61	\$-289,298.61	100.00 %
807 - WSIF STABILIZATION Total						
807 - WSIF STABILIZATION Total		\$289,298.61	\$289,298.61	\$289,298.61	\$-289,298.61	100.00 %

South Hadley Fire District #2

All Departments Revenue Report

From 07/01/2020 to 06/30/2021

Account	Description	Orig Bud	Amended	Actual	Expected	% Exp
808 - WD BLDG STABILIZATION FUND						
808-440-4820	INVESTMENTS INCOME			\$45.22	\$-45.22	100.00 %
440 - WATER Total				\$45.22	\$-45.22	100.00 %
808 - WD BLDG STABILIZATION FUND Total						
		\$0.00	\$0.00	\$3,870,752.10	\$-3,870,752.10	100.00 %
Grand Total						

South Hadley Fire District #2

All Departments Expenditure Report

From 07/01/2020 to 06/30/2021

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal	% Exp
001 - GENERAL FUND								
001-129-5100-5100	TREASURER/CLERK_WAGES_PC_PORTION	\$0.00	\$40,187.00	\$0.00		\$40,186.64	\$0.36	99.99 %
001-129-5100-5108	ELECTED OFFICIALS STIPEND	\$0.00	\$3,000.00	\$0.00		\$3,000.00	\$0.00	100.00 %
001-129-5100-5141	ASSESSORS SALARY	\$0.00	\$3,051.00	\$0.00		\$3,049.40	\$1.60	99.94 %
001-129-5100-5146	TAX COLLECTOR SALARY	\$0.00	\$2,735.00	\$0.00		\$2,734.28	\$0.72	99.97 %
001-129-5100-5404	PC - ELECTION WORKER WAGES	\$0.00	\$700.00	\$0.00		\$212.27	\$487.73	30.32 %
001-129-5400-5402	ADMIN - OFF EXP & ED	\$0.00	\$4,500.00	\$0.00		\$3,037.08	\$1,462.92	67.49 %
001-129-5400-5403	ADMIN-ADV/ASSOC/CONTR	\$0.00	\$8,500.00	\$0.00		\$7,450.52	\$1,049.48	87.65 %
001-129-5400-5404	ADMIN - ELECTIONS	\$0.00	\$1,350.00	\$0.00		\$1,359.47	\$-9.47	100.70 %
001-129-5400-5405	ADMIN - LEGAL+PROF	\$0.00	\$5,000.00	\$0.00		\$1,665.00	\$3,335.00	33.30 %
001-129-5400-5406	ADMIN - TRAVEL	\$0.00	\$300.00	\$0.00		\$406.35	\$-106.35	135.45 %
001-129-5400-5407	ADMIN - MISC	\$0.00	\$1,500.00	\$0.00		\$691.39	\$808.61	46.09 %
001-129-5400-5408	ADMIN - AUDIT	\$0.00	\$3,750.00	\$0.00		\$0.00	\$3,750.00	0.00 %
001-129-5400-5409	PC - ELECTRIC	\$0.00	\$4,000.00	\$0.00		\$3,990.79	\$9.21	99.76 %
001-129-5400-5410	PC - HEATING	\$0.00	\$3,200.00	\$0.00		\$2,444.35	\$755.65	76.38 %
001-129-5400-5411	PC - MAINT & MISC	\$3,645.79	\$9,875.00	\$5,000.00		\$16,512.44	\$2,008.35	89.15 %
001-129-5400-5412	PC - TELEPHONES-INTERNET	\$0.00	\$4,600.00	\$0.00		\$4,204.15	\$395.85	91.39 %
001-129-5400-5413	PC - TRASH & SEWER	\$0.00	\$1,450.00	\$0.00		\$1,710.03	\$-260.03	117.93 %
001-129-5400-5414	PC - RESERVE FUND	\$0.00	\$20,000.00	\$-5,000.00		\$0.00	\$15,000.00	0.00 %
001-129-5400-5437	GENERAL INSURANCE	\$0.00	\$54,939.00	\$0.00		\$55,165.07	\$-226.07	100.41 %
001-129-5400-5438	HEALTH & WELLNESS	\$0.00	\$100.00	\$0.00		\$2.92	\$97.08	2.92 %
001-129-5400-5444	COUNTY RETIREMENT	\$0.00	\$169,912.00	\$0.00		\$169,912.00	\$0.00	100.00 %
001-129-5400-5445	HEALTH, LIFE AND DENTAL INSURANCE	\$0.00	\$135,000.00	\$0.00		\$133,913.48	\$1,086.52	99.19 %
001-129-5400-5446	MEDICARE	\$0.00	\$13,750.00	\$0.00		\$11,152.38	\$2,597.62	81.10 %
001-129-5400-5470	PC - FUEL	\$0.00	\$3,000.00	\$0.00		\$1,438.60	\$1,561.40	47.95 %
001-129-5400-5471	PC - FF ASSOC	\$0.00	\$700.00	\$0.00		\$700.00	\$0.00	100.00 %
001-129-5400-5472	PC - OPEB CONTRIB	\$0.00	\$27,840.00	\$0.00		\$27,840.00	\$0.00	100.00 %
	129 - PRUDENTIAL COMM. Total	\$3,645.79	\$522,939.00	\$0.00		\$492,778.61	\$33,806.18	93.58 %
001-220-5100-5100	FIRE - CHIEF SALARY	\$0.00	\$90,000.00	\$0.00		\$90,429.33	\$-429.33	100.47 %
001-220-5100-5101	FIRE - WAGES/SALARIES	\$0.00	\$328,100.00	\$0.00		\$318,652.00	\$9,448.00	97.12 %
001-220-5100-5102	FIRE OT & SHIFT COVERAGE	\$0.00	\$70,000.00	\$0.00		\$74,077.60	\$-4,077.60	105.82 %
001-220-5100-5109	T CALL, DRILL, DET, STA COV, DUTY O	\$0.00	\$90,000.00	\$0.00		\$87,030.63	\$2,969.37	96.70 %
001-220-5100-5110	RADIO OPERATIONS	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	100.00 %
001-220-5100-5428	FIRE PREVENTION PAY	\$0.00	\$0.00	\$0.00		\$754.02	\$-754.02	100.00 %

South Hadley Fire District #2

All Departments Expenditure Report

From 07/01/2020 to 06/30/2021

001 - GENERAL FUND Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal	% Exp
001-220-5400-5415	FIRE - VEH/EQUIP REPAIR/MAINT	\$0.00	\$15,000.00	\$0.00		\$17,803.61	\$-2,803.61	118.69 %
001-220-5400-5416	FIRE - CHIEF EXPENSE	\$0.00	\$2,000.00	\$0.00		\$2,261.59	\$-261.59	113.07 %
001-220-5400-5417	FIRE - EQUIPMENT	\$0.00	\$7,000.00	\$0.00		\$7,591.27	\$-591.27	108.44 %
001-220-5400-5418	FIRE - DUES & PROF EXPENSE	\$0.00	\$3,500.00	\$0.00		\$5,920.00	\$-2,420.00	169.14 %
001-220-5400-5419	FIRE - UNIFORMS	\$0.00	\$4,060.00	\$0.00		\$4,398.02	\$-338.02	108.32 %
001-220-5400-5420	FIRE - EDUCATION & CERT	\$0.00	\$1,000.00	\$0.00		\$0.00	\$1,000.00	0.00 %
001-220-5400-5421	FIRE - DIESEL	\$0.00	\$1,000.00	\$0.00		\$528.67	\$471.33	52.86 %
001-220-5400-5422	FIRE - COMPUTER	\$0.00	\$4,000.00	\$0.00		\$4,241.53	\$-241.53	106.03 %
001-220-5400-5423	FIRE - TRAVEL	\$0.00	\$1,000.00	\$0.00		\$15.10	\$984.90	1.51 %
001-220-5400-5424	FIRE - CELL PHONES	\$0.00	\$3,900.00	\$0.00		\$3,390.00	\$510.00	86.92 %
001-220-5400-5425	FIRE-PHYSICALS/HEALTH & WELLNESS	\$0.00	\$2,000.00	\$0.00		\$2,259.39	\$-259.39	112.96 %
001-220-5400-5426	FIRE - TRAINING	\$0.00	\$5,000.00	\$0.00		\$300.54	\$4,699.46	6.01 %
001-220-5400-5427	FIRE - MISC/OFFICE	\$0.00	\$4,100.00	\$0.00		\$1,396.60	\$2,703.40	34.06 %
001-220-5400-5429	FIRE - COMMUNICATIONS	\$0.00	\$8,500.00	\$0.00		\$8,447.85	\$52.15	99.38 %
001-220-5400-5480	FIRE-DISPATCH SERVICES	\$0.00	\$50,000.00	\$0.00		\$45,833.34	\$4,166.66	91.66 %
001-220-5800-5802	FIRE - CAPITAL	\$0.00	\$500,000.00	\$0.00		\$475,988.00	\$24,012.00	95.19 %
220 - FIRE Total		\$0.00	\$1,190,160.00	\$0.00		\$1,151,319.09	\$38,840.91	96.73 %
001-231-5100-5103	AMBULANCE - EMT ON CALL	\$0.00	\$115,018.00	\$0.00		\$106,621.98	\$8,396.02	92.70 %
001-231-5100-5104	AMBULANCE - EMT PAY PER CALL	\$0.00	\$13,300.00	\$0.00		\$9,324.00	\$3,976.00	70.10 %
001-231-5100-5105	AMB - EDUC_STIPEND	\$0.00	\$15,288.00	\$0.00		\$14,847.00	\$441.00	97.11 %
001-231-5100-5106	RADIO OPERATIONS	\$0.00	\$10,000.00	\$0.00		\$9,575.25	\$424.75	95.75 %
001-231-5400-5431	AMBULANCE - FUEL	\$0.00	\$4,000.00	\$0.00		\$2,106.75	\$1,893.25	52.66 %
001-231-5400-5432	AMBULANCE - VEH/EQUIP REPAIR & MAIN	\$0.00	\$7,000.00	\$0.00		\$10,848.13	\$-3,848.13	154.97 %
001-231-5400-5433	AMB-DISPOSABLE_SUPPLIES	\$0.00	\$7,000.00	\$0.00		\$4,589.06	\$2,410.94	65.55 %
001-231-5400-5434	AMB - OUTSIDE_SERVICES	\$0.00	\$2,200.00	\$0.00		\$350.00	\$1,850.00	15.90 %
001-231-5400-5435	AMBULANCE - TRAINING	\$0.00	\$2,500.00	\$0.00		\$760.24	\$1,739.76	30.40 %
001-231-5400-5436	AMBULANCE - LIC & FEES	\$0.00	\$1,500.00	\$0.00		\$730.00	\$770.00	48.66 %
001-231-5400-5437	AMBULANCE - ALS INTERCEPTS	\$0.00	\$63,000.00	\$0.00		\$38,109.85	\$24,890.15	60.49 %
001-231-5400-5438	AMBULANCE - BILLING AGENT	\$0.00	\$12,500.00	\$0.00		\$8,332.75	\$4,167.25	66.66 %
001-231-5400-5439	AMBULANCE - MISC	\$0.00	\$800.00	\$0.00		\$473.07	\$326.93	59.13 %
001-231-5400-5441	AMB-EQUIPMENT	\$0.00	\$7,000.00	\$0.00		\$4,870.22	\$2,129.78	69.57 %
001-231-5400-5442	AMBULANCE - SOFTWARE & FED REPORT	\$0.00	\$4,600.00	\$0.00		\$3,724.75	\$875.25	80.97 %
231 - AMBULANCE Total		\$0.00	\$265,706.00	\$0.00		\$215,263.05	\$50,442.95	81.01 %

South Hadley Fire District #2

All Departments Expenditure Report

From 07/01/2020 to 06/30/2021

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal	% Exp
001 - GENERAL FUND								
001-700-5400-5448	DEBT PRINCIPAL- BLDG	\$0.00	\$65,000.00	\$0.00		\$32,500.00	\$32,500.00	50.00 %
001-700-5400-5449	DEBT PRINCIPAL - AMB	\$0.00	\$20,000.00	\$0.00		\$20,000.00	\$0.00	100.00 %
001-700-5400-5452	LEASE_PRINCIPAL-RESCUE PUMPER	\$0.00	\$8,276.52	\$0.00		\$8,276.52	\$0.00	100.00 %
700 - DEBT PRINCIPAL Total		\$0.00	\$93,276.52	\$0.00		\$60,776.52	\$32,500.00	65.15 %
001-710-5400-5450	DEBT INTEREST- BLDG	\$0.00	\$16,380.00	\$0.00		\$8,190.00	\$8,190.00	50.00 %
001-710-5400-5451	DEBT INTEREST - AMB	\$0.00	\$6,660.00	\$0.00		\$6,666.17	\$-6.17	100.09 %
001-710-5400-5453	LEASE INTEREST-RESCUE PUMPER	\$0.00	\$3,890.00	\$0.00		\$3,890.00	\$0.00	100.00 %
710 - DEBT INTEREST Total		\$0.00	\$26,930.00	\$0.00		\$18,746.17	\$8,183.83	69.61 %
001-900-5964	TRANSFER OUT	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	100.00 %
900 - TRANSFERS OUT Total		\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	100.00 %
001 - GENERAL FUND Total		\$3,645.79	\$2,099,011.52	\$0.00		\$1,938,883.44	\$163,773.87	92.21 %
150-220-5400	EXPENSES FIRE SAFETY EQUIPME	\$0.00	\$0.00	\$0.00		\$508.57	\$-508.57	100.00 %
220 - FIRE Total		\$0.00	\$0.00	\$0.00		\$508.57	\$-508.57	100.00 %
150 - FIRE S.A.F.E. GRANT Total		\$0.00	\$0.00	\$0.00		\$508.57	\$-508.57	100.00 %
152-220-5400	EXPENSE DFS GRANT	\$0.00	\$0.00	\$0.00		\$12,804.07	\$-12,804.07	100.00 %
220 - FIRE Total		\$0.00	\$0.00	\$0.00		\$12,804.07	\$-12,804.07	100.00 %
152 - DFS GRANT Total		\$0.00	\$0.00	\$0.00		\$12,804.07	\$-12,804.07	100.00 %
199-220-5100	WAGES COVID19_FEMA	\$0.00	\$0.00	\$0.00		\$357.42	\$-357.42	100.00 %
199-220-5400	EXPENSE COVID19_FEMA	\$0.00	\$0.00	\$0.00		\$3,852.79	\$-3,852.79	100.00 %
220 - FIRE Total		\$0.00	\$0.00	\$0.00		\$4,210.21	\$-4,210.21	100.00 %
199 - COVID19_FEMA Total		\$0.00	\$0.00	\$0.00		\$4,210.21	\$-4,210.21	100.00 %
251-220-5400	EXPENSES FMT HOLYOKE GIFTS	\$0.00	\$0.00	\$0.00		\$8,955.19	\$-8,955.19	100.00 %
220 - FIRE Total		\$0.00	\$0.00	\$0.00		\$8,955.19	\$-8,955.19	100.00 %
251 - MT HOLYOKE GIFT Total		\$0.00	\$0.00	\$0.00		\$8,955.19	\$-8,955.19	100.00 %
255-231-5964	MHC AMB TRNSFR OUT	\$0.00	\$0.00	\$0.00		\$20,000.00	\$-20,000.00	100.00 %
220 - FIRE Total		\$0.00	\$0.00	\$0.00		\$20,000.00	\$-20,000.00	100.00 %

South Hadley Fire District #2

All Departments Expenditure Report

From 07/01/2020 to 06/30/2021

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal	% Exp
255 - MHC AMB GIFT FUND								
	255 - MHC AMB GIFT FUND Total	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$-20,000.00	100.00 %
257-231-5964	TRANSFER OUT	\$0.00	\$0.00	\$0.00		\$282,366.00	\$-282,366.00	100.00 %
231 - AMBULANCE Total		\$0.00	\$0.00	\$0.00		\$282,366.00	\$-282,366.00	100.00 %
257 - AMBULANCE RECEIPTS Total		\$0.00	\$0.00	\$0.00		\$282,366.00	\$-282,366.00	100.00 %
601-440-5100-5106	WATER SALARIES & WAGES	\$0.00	\$356,760.00	\$0.00		\$353,667.00	\$3,093.00	99.13 %
601-440-5100-5107	WATER OT	\$0.00	\$9,500.00	\$0.00		\$9,068.35	\$431.65	95.45 %
601-440-5100-5108	ELECTED OFFICIALS STIPENDS	\$0.00	\$3,000.00	\$0.00		\$3,000.00	\$0.00	100.00 %
601-440-5100-5404	WATER - ELECTION WORKER WAGES	\$0.00	\$700.00	\$0.00		\$0.00	\$700.00	0.00 %
601-440-5400-5402	WATER - OFFICE MNTHLYAGR ADVERT	\$0.00	\$22,300.00	\$0.00		\$20,875.37	\$1,424.63	93.61 %
601-440-5400-5406	WATER - TRAVEL	\$0.00	\$200.00	\$0.00		\$0.00	\$200.00	0.00 %
601-440-5400-5407	WATER - BUILDING_MAINT+UTIL	\$0.00	\$18,815.00	\$4,000.00		\$12,963.46	\$9,851.54	56.81 %
601-440-5400-5408	WATER - AUDIT	\$0.00	\$3,750.00	\$0.00		\$0.00	\$3,750.00	0.00 %
601-440-5400-5438	WATER-HEALTH&WELLNESS	\$0.00	\$100.00	\$0.00		\$100.00	\$0.00	100.00 %
601-440-5400-5444	WATER - COUNTY RETIREMENT	\$0.00	\$108,633.00	\$0.00		\$108,633.00	\$0.00	100.00 %
601-440-5400-5445	WATER - HLTH, LIFE & DNTL INS	\$0.00	\$91,280.00	\$0.00		\$87,589.10	\$3,690.90	95.95 %
601-440-5400-5446	WATER - MEDICARE	\$0.00	\$5,440.00	\$0.00		\$4,533.17	\$906.83	83.33 %
601-440-5400-5447	WATER - GENERAL INSURANCE	\$0.00	\$24,790.00	\$0.00		\$25,008.57	\$-218.57	100.88 %
601-440-5400-5453	WATER - FUEL	\$0.00	\$6,000.00	\$0.00		\$4,676.09	\$1,323.91	77.93 %
601-440-5400-5454	WATER - ELECTRIC_Water	\$0.00	\$45,000.00	\$0.00		\$42,821.14	\$2,178.86	95.15 %
601-440-5400-5455	WATER - SYSTEM MAPPING	\$0.00	\$1,000.00	\$0.00		\$0.00	\$1,000.00	0.00 %
601-440-5400-5456	WATER - UNIFORMS	\$0.00	\$2,400.00	\$0.00		\$2,123.09	\$276.91	88.46 %
601-440-5400-5457	WATER - VEHILCE MAINT	\$0.00	\$3,000.00	\$0.00		\$1,954.72	\$1,045.28	65.15 %
601-440-5400-5458	WATER-PART/MISC	\$0.00	\$22,000.00	\$0.00		\$27,882.57	\$-5,882.57	126.73 %
601-440-5400-5459	WATER-COMMUNICATIONS	\$0.00	\$8,000.00	\$0.00		\$6,256.05	\$1,743.95	78.20 %
601-440-5400-5460	WATER - CONTRACTORS EXCAVATION	\$0.00	\$15,000.00	\$0.00		\$14,862.46	\$137.54	99.08 %
601-440-5400-5461	WATER - WATER SAMPLING	\$0.00	\$8,000.00	\$0.00		\$10,705.00	\$-2,705.00	133.81 %
601-440-5400-5462	WATER - LIC, SCHOOL & DUES	\$0.00	\$3,500.00	\$0.00		\$1,133.53	\$2,366.47	32.38 %
601-440-5400-5463	WATER - SAFE DRINKING WATER ACT	\$0.00	\$1,250.00	\$0.00		\$1,493.44	\$-243.44	119.47 %
601-440-5400-5464	WATER - CONSULTING	\$0.00	\$5,000.00	\$0.00		\$1,901.25	\$3,098.75	38.02 %
601-440-5400-5465	WATER - CONTRACT SERVICES	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	100.00 %
601-440-5400-5473	WATER - OPEB yrlly contrib.	\$0.00	\$21,364.00	\$0.00		\$21,364.00	\$0.00	100.00 %
601-440-5400-5479	WATER-TANK-INSPECTIONS	\$0.00	\$4,500.00	\$0.00		\$0.00	\$4,500.00	0.00 %

South Hadley Fire District #2

All Departments Expenditure Report

From 07/01/2020 to 06/30/2021

Account	Description	Carry Fwd	Orig Bud	Amended	Encumb	Expend	Unencum Bal	% Exp
601 - WATER ENTERPRISE								
601-440-5800-5804	WATER - CAPITAL IMPROVEMENTS	\$83,355.25	\$88,515.00	\$0.00		\$109,155.35	\$62,714.90	63.51 %
601-440-5964	TRANSFER OUT	\$0.00	\$288,622.00	\$0.00		\$303,622.00	\$-15,000.00	105.19 %
440 - WATER Total		\$83,355.25	\$1,168,419.00	\$4,000.00		\$1,175,388.71	\$80,385.54	93.59 %
601-700-5400-5448	WATER - PRINCIPAL	\$0.00	\$50,000.00	\$0.00		\$82,500.00	\$-32,500.00	165.00 %
700 - DEBT PRINCIPAL Total		\$0.00	\$50,000.00	\$0.00		\$82,500.00	\$-32,500.00	165.00 %
601-710-5400-5450	WATER - INTEREST	\$0.00	\$12,600.00	\$0.00		\$20,790.00	\$-8,190.00	165.00 %
710 - DEBT INTEREST Total		\$0.00	\$12,600.00	\$0.00		\$20,790.00	\$-8,190.00	165.00 %
601 - WATER ENTERPRISE Total		\$83,355.25	\$1,231,019.00	\$4,000.00		\$1,278,678.71	\$39,695.54	96.98 %
Grand Total		\$87,001.04	\$3,330,030.52	\$4,000.00	\$0.00	\$3,546,406.19	\$-125,374.63	103.66 %

South Hadley Fire District #2

Employee Gross Wages Report

Date Range from 07/01/2020 to 06/30/2021

Employee	Job Title	Regular Earnings	Overtime Earnings	Other Earnings	Total Earnings
		Includes On-Call Pay for Full Time Water Dept	Includes On-Call and Detail Pay for Full Time Fire/EMT	Includes Longevity, EMT Stipend and Holiday Pay	
Aiken Mark	Water Superintendent	87,284.08	0.00	1,000.00	88,284.08
Bailly Marissa	CALL FF/EMT	10,572.65	3,730.50	756.60	15,059.75
Bak Robert	PRUDENTIAL	0.00	0.00	1,000.00	1,000.00
Bedard Katharine	WATER	0.00	0.00	1,000.00	1,000.00
Bernash Samuel	Call FF	26.76	0.00	0.00	26.76
Bourbeau Michael	Water Operator-FF/EMT	54,402.58	430.87	0.00	54,833.45
Calkins Lisa	Radio Operator /	1,551.27	0.00	224.00	1,775.27
Calkins Todd	FIRE CHIEF	90,429.33	0.00	3,348.00	93,777.33
Carbin-Bryan Joanne	Administrative Assistant	49,587.20	518.67	600.00	50,705.87
Cauley Timothy	Water Operator-FF/EMT	63,304.98	4,512.42	600.00	68,417.40
Coderre Chad	CALL FF	214.08	0.00	0.00	214.08
Cote Michael	Call firefighter / EMT	18,530.41	0.00	0.00	18,530.41
Couture Leo	ON-CALL FIRE	6,248.98	0.00	0.00	6,248.98
Couture Riboldt Melissa	Associate Assessor SH	0.00	0.00	1,914.60	1,914.60
Cunningham Chad	CALL FF/EMT	279.25	0.00	0.00	279.25
Davis Patrick	CALL FIRE FIGHTER /	12,550.51	114.90	0.00	12,665.41
DeToma Francis	Water Commissioner	0.00	0.00	1,000.00	1,000.00
Earle Cameron	CALL FF	2,129.40	0.00	0.00	2,129.40
Fay Amber	EMT RO	1,823.25	0.00	0.00	1,823.25
Fay Brian	LT - FF/EMT	61,479.60	28,864.08	6,503.40	96,847.08
Fernandes Joseph	AFC - CALL FF/EMT	10,468.46	0.00	3,750.00	14,218.46
Gavagan Chrysanthi	CALL FIRE FIGHTER /	381.52	0.00	0.00	381.52
Gavagan Owen	CALL FF/EMT	5,210.10	0.00	0.00	5,210.10
Goveia Myranda	CALL FF/EMT	3,794.84	0.00	0.00	3,794.84
Hamel Rose Marie	ELECTION WORKER	0.00	0.00	161.25	161.25
Hamlin Carlene	TOWN CLERK	0.00	0.00	212.27	212.27
Keefe David	Radio Operator	1,530.00	0.00	0.00	1,530.00
Kerdavid Erin	Call Firefighter / EMT	6,683.29	0.00	0.00	6,683.29
LAJOIE JOSEPH	CALL FF	1,958.94	0.00	0.00	1,958.94
LeBlanc Kenneth	PRUDENTIAL	0.00	0.00	1,000.00	1,000.00
Lemanski Sam	LT - CALL FF/EMT	19,091.68	0.00	1,350.00	20,441.68
Lemoine Paul	Call Firefighter / EMT	2,844.21	0.00	0.00	2,844.21
Libby Scott	Call Firefighter	9,271.38	0.00	0.00	9,271.38
Liguori Kyle	LT - CALL FF/EMT	13,970.21	0.00	2,340.00	16,310.21
Luis Danny	WATER	0.00	0.00	1,000.00	1,000.00
MENARD JAMES	PRUDENTIAL	0.00	0.00	1,000.00	1,000.00
Masson Evelyn	SH Assessor	0.00	0.00	226.96	226.96
May Donald	ADMINISTRATOR/RADI	1,785.00	0.00	0.00	1,785.00
McCarthy Diane	ELECTION WORKER	0.00	0.00	138.75	138.75
McDonnell Perry	FT FIREFIGHTER /	28,667.67	3,334.48	3,080.80	35,082.95
McKenna Chad	ON-CALL FIRE	834.90	0.00	0.00	834.90
McKenna Trevor	FT FF/EMT	53,163.00	16,841.66	4,890.00	74,894.66

South Hadley Fire District #2

Employee Gross Wages Report

Date Range from 07/01/2020 to 06/30/2021

Employee	Job Title	Regular Earnings	Overtime Earnings	Other Earnings	Total Earnings	
		Includes On-Call Pay for Full Time Water Dept	Includes On-Call and Detail Pay for Full Time Fire/EMT	Includes Longevity, EMT Stipend and Holiday Pay		
Menard Nicole	GR TAX COLLECTOR	76.35	0.00	0.00	76.35	
Mick Collin	FT FF/EMT	18,190.88	3,383.16	1,428.40	23,002.44	
Miller Barbara	District Treasurer/Clerk	80,372.76	0.00	0.00	80,372.76	
Miller Cody	CALL FF	110.78	0.00	0.00	110.78	
Moore Ryan	CAPTAIN /	70,543.20	25,584.21	4,751.80	100,879.21	
Moriarty John	CPT - CALL FF/EMT	12,912.89	0.00	1,200.00	14,112.89	
O'Neill Michael	LT - FF/EMT	61,479.60	29,942.41	9,143.40	100,565.41	
O'Neill Tammy	Radio Operator /	1,381.02	0.00	0.00	1,381.02	
Porter III William	GR Assessor	0.00	0.00	226.96	226.96	
Reidy Thomas	SH Assessor	0.00	0.00	226.96	226.96	
Richards Dakota	GR ASSESSOR	0.00	0.00	27.13	27.13	
Rondeau Joshua	Call firefighter	1,576.21	0.00	0.00	1,576.21	
Scheinost Tyler	Water Operator-FF/EMT	62,843.92	3,606.39	200.00	66,650.31	
Stellato Karen	GR Tax Collector	0.00	0.00	569.93	569.93	
Stollmeyer Natalie	CALL FIRE FIGHTER	5,576.45	0.00	0.00	5,576.45	
Taugher Kevin	SH Assessor	0.00	0.00	226.96	226.96	
Therrien Kirsten	Call Firefighter/EMT	10,880.22	0.00	0.00	10,880.22	
WENZEL KERI-ANN	GR ASSESSOR	0.00	0.00	199.83	199.83	
Walsh Mary	CALL FF/EMT	4,647.61	0.00	0.00	4,647.61	
Whiteley Donna	Town Tax Collector	0.00	0.00	2,088.00	2,088.00	
	Report Total	62	950,661.42	120,863.75	57,386.00	1,128,911.17

*Massachusetts Department of Revenue, Division of Local Services
Bureau of Accounts ~ Automated Statement of Indebtedness*

South Hadley Fire District No. 2

FY 2021

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2020	+ New Debt Issued	- Retirements	= Outstanding June 30, 2021	Interest Paid in FY 2021
Buildings	390,000.00		65,000.00	325,000.00	16,380.00
Departmental Equipment				0.00	
Other Inside - Ambulance	180,000.00		20,000.00	160,000.00	6,666.17
SUB - TOTAL Inside	\$570,000.00	\$0.00	\$85,000.00	\$485,000.00	\$23,046.17

Long Term Debt Outside the Debt Limit	Outstanding July 1, 2020	+ New Debt Issued	- Retirements	= Outstanding June 30, 2021	Interest Paid in FY 2021
Water	300,000.00		50,000.00	250,000.00	12,600.00
Other Outside				0.00	
SUB - TOTAL Outside	\$300,000.00	\$0.00	\$50,000.00	\$250,000.00	\$12,600.00

TOTAL Long Term Debt	\$870,000.00	\$0.00	\$135,000.00	\$735,000.00	\$35,646.17
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I certify to the best of my knowledge that this information is complete and accurate as of this date.

Barbara Miller
Treasurer

9/27/2021
Date

I certify that long and short term debt as identified in this Statement of Indebtedness is in agreement with the general ledger controls in my department and are also reflected on the balance sheet.

Barbara Miller
Accounting Officer

9/27/2021
Date

All preceding financial reports respectfully submitted,

Barbara Miller
Clerk/Treasurer

REPORT OF THE FIRE CHIEF

July 1, 2020 to June 30, 2021

This year, like the previous, was very difficult due to the ongoing COVID-19 pandemic which changed protocols and procedures for responses to all emergencies, totaling 717 for FY 21.

South Hadley Fire District No. 2 Fire Department would like to thank Mount Holyoke College Department of Public Safety & Service for emergency fire and medical dispatch and the financial contribution for the new ambulance.

South Hadley Fire District No. 2 would like to thank fulltime firefighter FF/EMT Trevor McKenna for his many years of dedicated service to the district. Trevor is now a fulltime FF/EMT in the City of Chicopee and we wish him the best of luck

District No. 2 would like to welcome our new fulltime FF/EMT Marissa Bailly. Firefighter Bailly is a certified FF 1/2 from the Massachusetts Firefighting Academy.

South Hadley Fire District No. 2 received the new Pierce Rescue Pumper in August 2021. Special thanks to our truck committee chairmen Lt. Mike O'Neill, Asst. Chief Joseph Fernandes, Captain Ryan Moore, Captain John Moriarty, FF/P Patrick Davis for all their hard work on building an engine that will serve the community for many years. I would also like to thank our district residents for their continued support on keeping our firefighters safe.

The district received a grant for \$74,000.00 from the Federal Emergency Management Agency (Assistance to Firefighters Grant) for an exhaust capturing system which allows South Hadley Fire District No. 2 to be compliant with NFPA 1500, NFPA 91, Chapter 9 of the international building code, NIOSH, Occupational Safety and Health Act, Building Officials and Code Administrators international, and Uniform Mechanical Code. I would like to thank Lt. Mike O'Neill, Captain Moore, and FF/EMT Perry McDonnell for all their hard work on the grant.

The district also received grants from the Department of Fire Services and the Department of Conservation and Recreation for a total of \$17,000.00

As always, I would like to thank every member of the South Hadley Fire District No. 2 Fire Department for their continued commitment and dedication in protecting the fire district and the surrounding area.

Finally, I would like to thank the Prudential Committee, South Hadley Fire District No. 2 Water Department, South Hadley Fire District No. 1 Fire Department, Mount Holyoke College, South Hadley Police Department, and all other Town agencies.

Respectfully Submitted,

Todd A. Calkins

Fire Chief

SHFD2 COMMAND CHART

**FIRE CHIEF CALKINS
64-X1**

**ASSISTANT CHIEF
FERNANDES
64-X2**

**CAPTAIN
MORIARTY
64-X3**

**CAPTAIN
MOORE
64-X4**

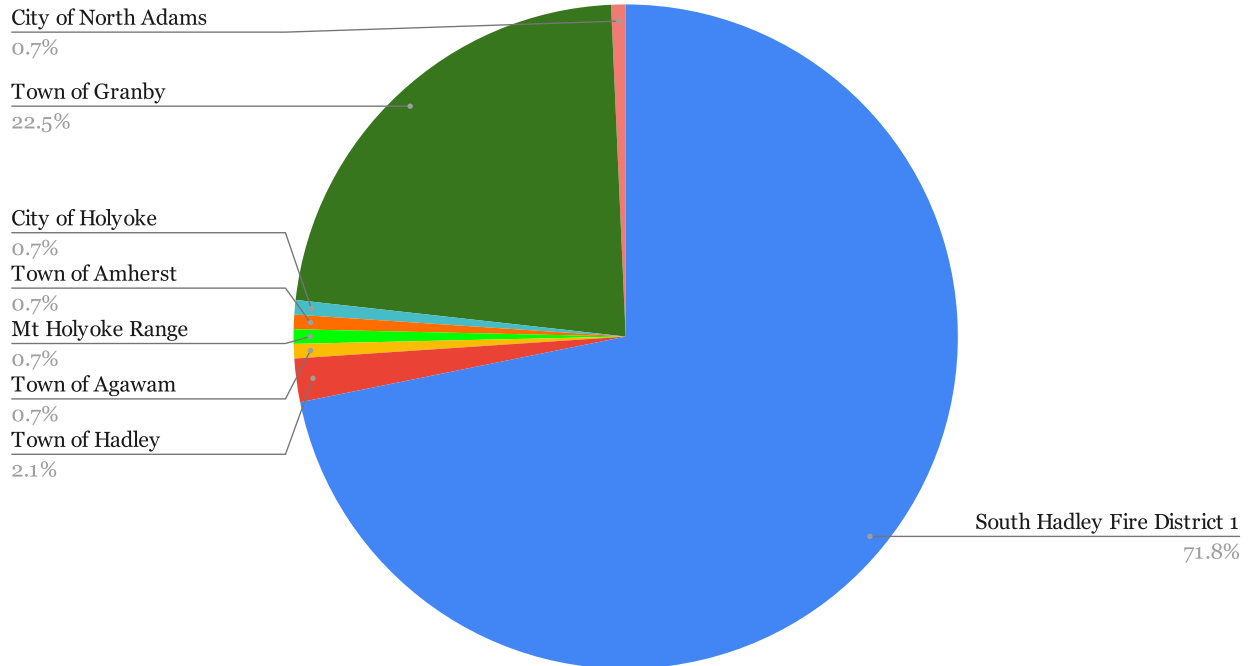
**CAPTAIN
LIGUORI
64-X5**

**LIEUTENANT
LEMANSKI
64-X6**

**LIEUTENANT
FAY
64-X7**

**LIEUTENANT
O'NEILL
64-X8**

MUTUAL AID GIVEN FOR FIRE/EMS RESPONSE



South Hadley Fire District No. 2 Fire Department

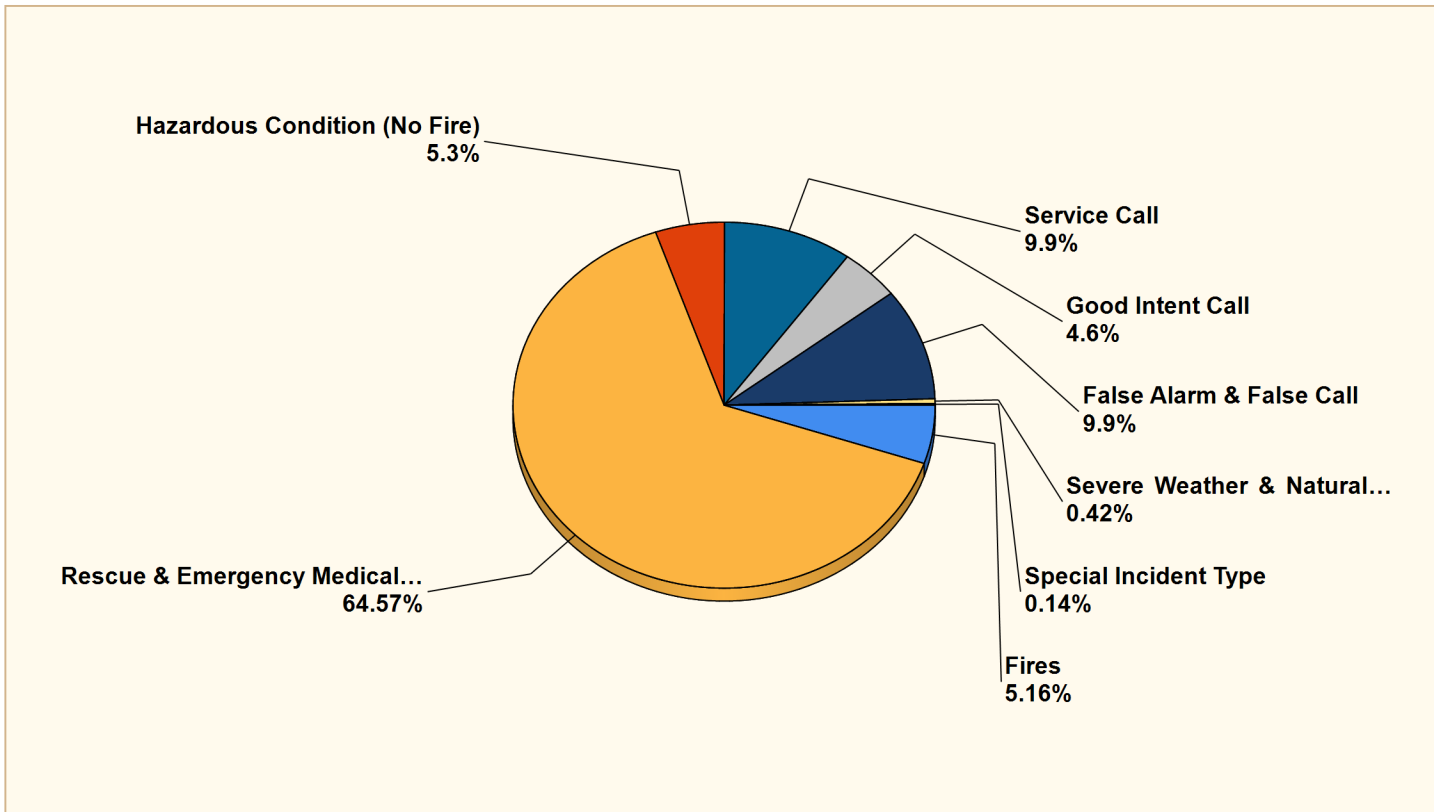
South Hadley, MA

This report was generated on 2/3/2022 1:08:01 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 7/1/2020 | End Date: 6/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	37	5.16%
Rescue & Emergency Medical Service	463	64.57%
Hazardous Condition (No Fire)	38	5.3%
Service Call	71	9.9%
Good Intent Call	33	4.6%
False Alarm & False Call	71	9.9%
Severe Weather & Natural Disaster	3	0.42%
Special Incident Type	1	0.14%
TOTAL	717	100%

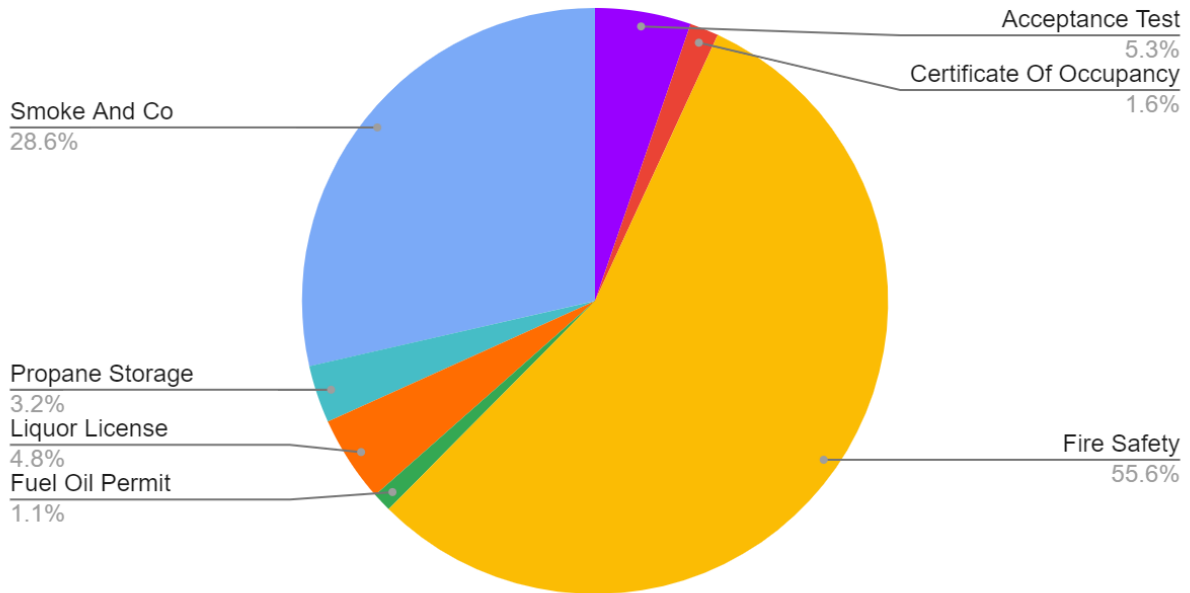
Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



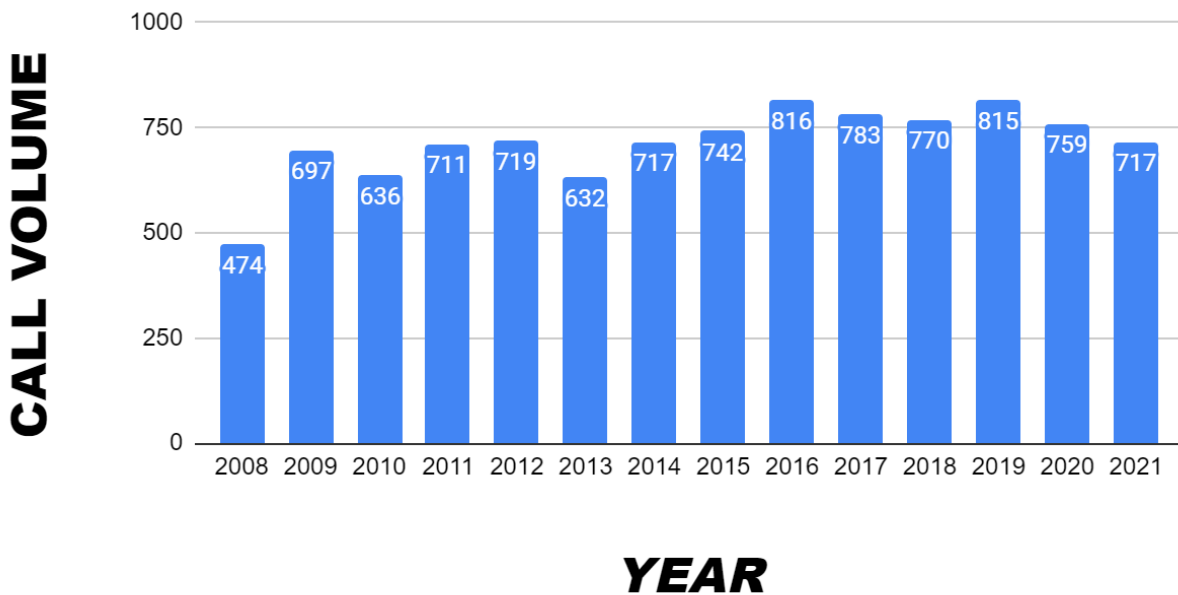
emergencyreporting.com
Doc Id: 553
Page # 1 of 3

SHFD2 FIRE INSPECTION BREAKDOWN

TOTAL INSPECTIONS 189



SHFD2 CALL VOLUME



REPORT OF THE WATER COMMISSIONERS
Fiscal Year July 1, 2020 to June 30, 2021

July of 2020 saw us well into the Covid crisis. As essential workers, Water Department employees labored through the pandemic. All remained healthy. The building was closed to the public, and remained so through the rest of the fiscal year. In August we learned that the College and Town Schools would not be opening for the Fall semester. This meant a significant loss of revenue for the Department.

The Commonwealth takes a great deal of interest in your water quality. Its Department of Environmental Protection (DEP) conducts Sanitary Surveys of all community water systems in the state. A survey involves inspections of facilities, operations, and record keeping, and identifies any conditions that may present a sanitary or public health risk. Our survey inspection went well.

Pursuant to the Federal Safe Drinking Water Act, the DEP requires all of its community public water suppliers to prepare and publish a Consumer Confidence Report. These reports are due by July 1st of the next calendar year. The availability of our report was indicated to our customers via a notice in their May 1st water bills. It noted that paper copies were available at the Water Department, and it provided a link to an on-line form of the report. The report link was also advertised in the Town Reminder (newspaper) and posted in several locations in town.

The DEP requires us to sample our water for its levels of lead and copper every three years. It was time to do it again. In July we delivered 20 sample bottles to selected locations, retrieved them and sent them to an accredited lab for testing. All of the samples proved to have lead and copper levels well under the maximum allowed.

As noted in last year's report, per- and polyfluoroalkyl substances (PFAS) are a group of man-made chemicals that have been manufactured and used in a variety of industries around the globe, including in the United States, since the 1940s. There is a growing body of evidence that there are potential adverse health impacts associated with PFAS exposure, including liver damage, thyroid disease, decreased fertility, high cholesterol, obesity, hormone suppression and cancer. These chemicals can easily migrate into the air, dust, food, soil and water. Last year the DEP asked that community water systems test for PFAS, because it had lowered the detection rate down to parts per trillion. Our department had already recently performed these tests, using Con-Test Analytical Laboratory; our results had come back with "no detection found for PFAS." This year the State offered free PFAS testing to water systems, so we tested again. And again, no PFAS were detected in our water.

The DEP has requested that all community water systems submit a detailed emergency response and resiliency plan by December 2022. The Superintendent began working with a professional consulting firm in order to prepare the plan.

You may know that we have two adjacent functioning wells, each with its own pump and motor. The pumps run alternately, an arrangement that provides for back-up supply if one fails. In August, that happened. It appeared that the problem was a failed pump motor. We summoned a crane and professionals to haul the pump and motor up out of the well. The pump motor had indeed failed. It was replaced, and everything was put back in place, along with some deteriorated well lining pipes, at a cost of some \$24,000. Fortunately we were able to recover the bulk of that damage from our insurance provider.

There is always a relatively small water loss in any water system. In April, however, the Superintendent reported that we were losing an unusually high amount of water. We hired Prowler Water Conservation Systems to locate any underground leaks or breaks in our system. Prowler found system leaks under the Orchards Golf course, and under Morgan, College, and Silver Streets. We repaired them all. The Superintendent suggested that we do a leak detection survey every three or four years.

Many years ago, the Lithia Springs reservoir served as the District's water source. Associated with it were a sand filtration complex and a pumping station. After we switched to a well source, we removed the sand filtration unit, but the pumping station remained. This year the Prudential Board and the Water Commissioners voted to jointly fund the cost of its demolition. The lowest of three bids was under the \$30,000 expected cost of the project.

Our billing system is based upon an old version of Microsoft. This year we learned that Microsoft would no longer support it. This circumstance forced us to move to a newer billing system that uses contemporary Microsoft software.

During the fiscal year, the Superintendent and Water Commissioners continued to work toward a resolution of problems associated with Chicopee Concrete's mining activities in or near our well's Zone II area. We communicated with the Board of Health, Chicopee Concrete Services, and the DEP about the locations of any monitoring wells which may have been partially destroyed due to quarry operations on the property, and who has jurisdiction over enforcement of DEP regulations concerning these wells. Despite our efforts, those issues remained unresolved at the end of the fiscal year.

The Commissioners again warmly thank our colleagues on the Prudential Board and our District Clerk/Treasurer Barbara Miller for their advice and support over the past fiscal year. We especially want to thank Superintendent Mark Aiken, our Administrative Assistant Joanne Carbin-Bryan, and our field staff Tim Cauley, Tyler Scheinost, and Mike Bourbeau, for their dedicated service to us and to you, the District's water consumers.

Respectfully submitted by the Board of Water Commissioners:

Francis DeToma, Chairman

Kate Bedard, Clerk

Dan Luis, Member

**WATER DEPARTMENT REPORT
SUMMARY FOR YEAR ENDING JUNE 30, 2021**

CHARGES COMMITTED

Water Sales due 6/30/21	\$	8,321.17
Water Sales charges: 7/1/20 - 6/30/21	\$	780,086.62
Water Systems Improv.Fund due 6/30/21	\$	2,098.45
Water Systems Improv.Fund charges 2020/2021	\$	120,752.63

Miscellaneous charges:

Connection fees	\$	14,000.00
Payments water turn on	\$	150.00
Miscellaneous	\$	23,032.31
AT & T	\$	31,944.00
Sprint/Tmobile	\$	31,959.96
Back Flow Inspection	\$	7,200.00
Fire Line Fees	\$	12,900.00

\$ 1,032,445.14

COLLECTIONS

Water Sales Paid	\$	764,446.12
Water Sales Balance Due	\$	5,728.82
Water System Impro. Fund Paid	\$	121,175.63
Water System Improv. Fund due	\$	1,689.59
Water Misc.	\$	2,179.95
W.S.I.F Misc.	\$	297.00
Discounts given	\$	18,744.42
Abatements	\$	-
Returned Check - Water	\$	(371.33)
Returned Check - W.S.I.F.	\$	(27.32)

Miscellaneous Paid:

Connection Fees	\$	14,000.00
Payments water turn on	\$	150.00
Payments on misc.	\$	20,555.36
AT&T	\$	31,959.96
Sprint/Tmobile	\$	31,944.00
Back Flow Inspection	\$	12,900.00
Fire Line Fee	\$	7,200.00
Computer adjustments/water	\$	(114.31)
Computer adjustments/caprev/misc	\$	(12.75)

\$ 1,032,445.14

Respectfully submitted,

Joanne Carbin - Bryan

Joanne Carbin - Bryan
Administrative Assistant

DRY BROOK PUMPING STATION

January 1st, 2020 through December 31st, 2020

MONTH	DRY BROOK	TOTAL ELECTRICAL
	GALLONS	COST
January	11,153,000	\$3,429.53
February	11,491,000	\$3,463.14
March	11,727,000	\$3,370.59
April	10,877,000	\$3,302.02
May	15,384,000	\$3,370.59
June	22,743,000	\$4,466.66
July	19,033,000	\$4,108.95
August	21,185,000	\$4,382.05
September	18,224,000	\$4,715.49
October	10,624,000	\$3,496.39
November	8,512,000	\$3,048.07
December	8,832,000	\$2,871.45
Total	169,785,000	\$44,024.93

- *Total gallons pumped for 2020* 169,785,000
- *Total metered use for 2020* 142,827,989
- *hydrant flushing and accounted for leaks for 2020* 4,620,466
- *Total unaccounted for water in 2020* 22,336,545
- *The maximum daily water consumption was on 6/24/2020* 1,147,000
- *The average gallons per day pumped for 2020* 465,164
- *The average gallons per minute pumped for 2020* 323
- *The wholesale cost of water per million gallons in 2020* \$259.30
- *Total Percent unaccounted for 2020* **13.16%**

*Tyler Scheinost
Water System Operator*

ANNUAL DISTRICT MEETING
MAY 4, 2020, RECESSED AND CONTINUED TO JUNE 20, 2020
(FISCAL YEAR 2021 BUDGET)
CLERK REPORT

The warrant having been duly posted and a quorum of four being present (quorum reduced to ten percent of existing quorum by vote of the Prudential Committee on June 9, 2020 per Section 7 of Chapter 92 of the Acts of 2020), 23 registered voters were in attendance. Moderator Christopher Pile, called the meeting to order at 11:00 a.m. The Pledge of Allegiance was recited and all officials introduced themselves to the audience.

It is noted here that all articles were moved and seconded, although such is not recorded individually here within these minutes.

ARTICLE 1

It was moved that the District vote to hear and act upon the reports of the officers of the District and to give recognitions.

Chief Calkins remembered Joseph Brooksbank for his 22 years of service to the fire department including his time as Acting Chief. Chief Calkins requested a moment of silence.

Jim Menard recognized Ken McKenna for twenty years serving on the Prudential Committee acknowledging his part in bringing ambulance service to District 2, the addition to the station and the hiring of a fulltime Fire Chief. He noted that Representative Daniel Carey presented Ken with a citation from the House of Representatives recognizing his service to the community.

Jim Menard introduced Robert Bak as the newly elected member of the Prudential Committee. Jim thanked Bob and Ken LeBlanc for serving on the Prudential Committee.

Frank DeToma introduced Daniel Luis as the newly appointed member of the Water Commissioners. Dan was appointed to fill the remaining term of William Holt. Frank thanked Bill for his two years of service as a Water Commissioner.

Assistant Chief Calkins recognized all of the retired chiefs and fire fighters in attendance. He recognized his officers and firefighter/EMTs thanking them for their dedication and service to the District, especially in this most difficult year.

The Fiscal Year 2019 Annual Report of the Officers was provided to each attendee.

Motion passed with a unanimous vote.

ARTICLE 2

It was moved that the District vote to appropriate the sum of \$522,939 for the Prudential Committee Operating Budget: Salaries & Wages \$49,673, Expenses \$473,266, with the sum of \$512,939 to be raised by Taxation and \$10,000 to be transferred from Ambulance Receipts Reserved for Appropriation.

Motion passed with a unanimous vote.

ARTICLE 3

It was moved that the District vote to appropriate the sum of \$690,160 to be used for the Operations of the Fire Department to include a sum of money to pay firefighters for time spent in firefighting, drills and other duties, and for leave with pay to incapacitated officers and firefighters as authorized by Chapter 41,

Section 111-F of the General Laws: Salaries & Wages \$578,100, Expenses \$112,060 said sum to be raised by Taxation. **Motion passed with a unanimous vote.**

ARTICLE 4

It was moved that the District vote to appropriate the sum of \$ 265,706 for the operations of the District No. 2 Ambulance Service: Salaries \$153,606, Expenses \$112,100, said sum to be transferred from Ambulance Receipts Reserved for Appropriation.

Motion passed with a unanimous vote.

ARTICLE 5

It was moved that the District vote to appropriate the sum of \$ 81,380 for the payment of principal and interest against the District building addition debt, with the sum of \$8,190 to be transferred from Free Cash, the sum of \$32,500 to be raised from Taxation and the sum of \$40,690 to be raised from Water Department Receipts.

Motion passed with a unanimous vote.

ARTICLE 6

It was moved that the District vote to appropriate the sum of \$26,660 for the payment of principal and interest on the ambulance debt, with the sum of \$20,000 to be transferred from the Mount Holyoke College Ambulance Gift Account and the sum of \$6,660 to be transferred from Ambulance Receipts Reserved for Appropriation.

Motion passed with a unanimous vote.

ARTICLE 7

It was moved that the District vote to appropriate the sum of 791,282 for the operations of the Water Department to include insurances, and the OPEB obligation: Salaries & Wages \$369,960, Expenses \$421,322, with the sum to be raised from Water Department Receipts.

Motion passed with a unanimous vote.

ARTICLE 8

It was moved that the District vote to appropriate the sum of \$62,600 for the payment of principal and interest for the Water Department Capital Expense debt, said sum to be transferred from Water Surplus.

Motion passed with a unanimous vote.

ARTICLE 9

It was moved that the District vote to appropriate the sum of \$15,000 to be added to the Water Storage Stabilization Fund, with the sum to be raised from Water Department Receipts.

Motion passed with a unanimous vote.

ARTICLE 10

It was moved that the District vote to authorize the Prudential Committee to defend all suits that may be brought against the District during the Fiscal Year 2021 and to prosecute all suits on behalf of the District, to engage counsel for same, and to settle such suits as they deem advisable.

Motion passed with a unanimous vote.

ARTICLE 11

It was moved that the District vote authorize the Prudential Committee to sell and/or dispose of any surplus personal property belonging to the Fire District.

Motion passed with a unanimous vote.

ARTICLE 12

It was moved that the District vote to allow the Prudential Committee or the Water Commissioners, or the Fire Chief with the approval of the Prudential Committee, to apply for, accept, and expend any state or

federal grants that may come available for Fiscal Year 2021 and/or to accept any gifts given to the District.

Motion passed with a unanimous vote.

ARTICLE 13

It was moved that the District vote to authorize the Treasurer with the approval of the Prudential Committee, to borrow in anticipation of the revenue for the twelve month period beginning July 1, 2020, in accordance with General Laws, Chapter 44, Section 4, and the acts in amendment thereof, and including in addition thereto, Chapter 849 of the Acts of 1969, as amended, and to renew any note or or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

Motion passed with a unanimous vote.

ARTICLE 14

No Motion was made.

The Moderator announced the business portion of the meeting as closed.

The Moderator announced that the Prudential Committee anticipates holding a Special District Meeting in the fall. The plan is to hold the meeting in a similar fashion as today’s meeting, the tentative date is September 12, 2020 at 11 a.m.

Meeting adjourned at 11:46 a.m.

A TRUE COPY ATTEST:

Barbara Miller
Clerk/Treasurer

Balance in Various Accounts as of May 31, 2020 (Rounded)				
Balance 5/31/2020	Proposed Amt. to be (Used)/Added	Account Name	Funds Used/Added	Article #s
\$ 116,725	\$ (8,190)	Free Cash	Used	5
\$ 578,582		FD Capital/Vehicle Replacement Stabilization		
\$ 57,552		District Stabilization Fund		
\$ 125,999	\$ 49,204	OPEB Trust Fund	Added	2 and 7
\$ 19,800		Land Acquisition Stabilization Fund		
\$ 332,988	\$ (282,366)	Ambulance Receipts Reserved for Appropriation	Used	2, 4 and 6
\$ 36,885		Mount Holyoke College Equipment Gift Account		
\$ 199,792		Water Systems Improvement Stabilization Fund (WSIF)		
\$ 285,131		Water Surplus per FY19 Audit, does not include FY20 Capital Rec. & conn. fees		
\$ 458,057		Water Storage Tank Stabilization Fund		
\$ 77,742		WD Vehicle Stabilization Fund		
\$ 20,102		WD Building Stabilization Fund		

SPECIAL DISTRICT MEETING
SEPTEMBER 12, 2020
CLERK REPORT

The warrant having been duly posted and a quorum of forty being present. Moderator Christopher Pile, called the meeting to order at 11:00 a.m. The Pledge of Allegiance was recited and all officials introduced themselves to the audience.

It is noted here that all articles were moved and seconded, although such is not recorded individually here within these minutes.

ARTICLE 1

No motion was made for this article.

ARTICLE 2

It was moved that the District vote to authorize, under General Laws Chapter 44, Section 21C, upon the recommendation of the Prudential Committee, a lease purchase financing agreement for the acquisition of one Pierce Enforcer Rescue Pump, equipment that may be acquired through the issuance of debt under G.L. c.44, the term of such agreement not to exceed ten years, the useful life of the equipment as determined by the Prudential Committee, and the Prudential Committee shall be authorized to enter into such agreement on behalf of the District.

**Motion passed with a two-thirds majority vote.
87 in favor, 12 opposed**

ARTICLE 3

It was moved that the District vote to appropriate the sum of \$ 12,166.52 from the Fire Department Vehicle Stabilization Fund for the payment required in the first fiscal year of the lease purchase financing agreement authorized by the District under General Laws Chapter 44, Section 21C, for the acquisition of one Pierce Enforcer Rescue Pump. Said sum to be transferred from the Fire Department Vehicle Stabilization Fund.

**Motion passed with a two-thirds majority vote.
87 in favor, 1 opposed**

ARTICLE 4

It was moved that the District vote to appropriate the sum of \$500,000 to pay a portion of the costs of the lease purchase, and equipping, the Pierce Enforcer Rescue Pump, including the payment of all costs incidental and related thereto, said sum to be transferred from the Fire Department Vehicle Stabilization Fund.

**Motion passed with a two-thirds majority vote.
87 in favor, 1 opposed**

Meeting adjourned at 11:45 a.m.

A TRUE COPY ATTEST:

Barbara Miller
Clerk/Treasurer

SOUTH HADLEY FIRE DISTRICT NO.2

FINAL VOTE TALLY

Election held April 13, 2021
at District 2 Headquarters, 20 Woodbridge Street

MODERATOR (1 Year Term)	
Christopher H. Pyle	59 votes/elected
BLANKS	6
PRUDENTIAL COMMITTEE (3 Year Term)	
James Menard	59 votes/elected
BLANKS	6
WATER COMMISSIONER (3 Year Term)	
Dan Luis	57 votes/elected
BLANKS	8
VOIDED BALLOTS	0

A True Copy, Attest:

Barbara Miller

Barbara Miller, Clerk/Treasurer

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, 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, by vote of then in office Prudential Committee. (adopted 05/04/2015)

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. (adopted 5/6/13)

ARTICLE II - MEETINGS

SECTION 1. The Annual Election of the District shall be held on the month and day to coincide with the month and day of the Town of South Hadley's annual election as stated in Chapter 18-1 of the By-Laws of the Town of South Hadley, as amended from time to time. The hours and location of voting for the Annual Election of the District shall be set to coincide with the hours and location of the Town of South Hadley's annual election as established by Order of the Select Board. The polling place for the district voters shall be in a separate location within the building from the polling place for the town voters. The provisions of Massachusetts general election laws, relative to fire district elections, MGL c41 s113 inclusive, shall apply to the elections of the District. The Annual Meeting of the District shall be held on the first Monday in May in each year. (Adopted 5/6/2019)

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 be responsible for preparing all District meeting warrants and for the insertion of articles therein. The Prudential Committee shall also insert in the warrant for the Annual District Meeting articles requested by petition of no fewer than ten (10) registered voters of the towns, residing in the territory comprising the District and submitted to the Prudential Committee no later than thirty (30) days prior to the Annual District Meeting; and in the warrant for every Special District Meeting, articles requested by petition of no fewer than 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, whichever number is the lesser, and submitted to the Prudential Committee no later than twenty one (21) days prior to the Special District Meeting. Petitions for insertion of an article shall include the name and residence (street and number) of each petitioner. Upon receipt of any such petition, the Prudential Committee shall forward the petition to the Town Clerk, who shall forthwith check the names and certify which are registered voters. Only the names of certified voters shall be counted.

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, whichever number is the lesser - 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.

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. (Adopted 5/7/2018)

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.(original vote Feb. 2, 1951)

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: October 22, 2007
Revised: May 4, 2009
Amended: May 7, 2012
Amended: May 6, 2013

Amended: May 4, 2015
Amended: May 7, 2018
Amended: May 6, 2019