

144th ANNUAL REPORT
ADAMS FIRE DISTRICT
ADAMS, MASSACHUSETTS



FOR THE YEAR ENDING
December 31, 2020

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**THE ONE HUNDRED FORTY FOURTH
ANNUAL REPORT
OF THE
ADAMS FIRE DISTRICT**

Adams, Massachusetts



FOR THE YEAR ENDING

December 31, 2020

2020 Annual Report Dedication

Richard P. Ouellette

When you think of the Adams Alert Hose Company #1, so many things come to mind: Honor, Courage, Tradition, Brotherhood, and so many names come to mind, and one of those names that comes up is Mr. Richard Ouellette. Mr. Ouellette became a member of the Adams Alerts on July 2, 1957 and is currently one of the longest serving Alerts in the history of the Company.

The job of an Alert and a firefighter has changed and grown over the years but certain things remain the same, one thing that has remained the same is answering the call and helping a fellow individual that is in need. That is exactly what Mr. Richard Ouellette does, not only as an Alert but has done so throughout his entire life. In addition to being an Alert, he was a member of the US Navy, serving on the submarine USS Sea Poacher during World War II. He took over the family business of Ouellette Brothers Plumbing, a business started by his father and uncle and became a household name to this community, always helping people out. And most importantly, he is a proud husband to his wife Joan, father to his daughter Laura, grandfather to Jennifer, Tracy, and Michael and great grandfather to Harry.

So many times when the Adams Fire Department was called out for an emergency, it did not stop for Mr. Ouellette when the call was clear. Whether it be a boiler issue or a broken pipe flooding the house, so many times Mr. Ouellette would put away his fire gear and take out his plumbing tools and go right back in the house to help fix



the issue. Not because he was asked, but because that was the right thing to do and who he was, always wanting to help. No matter what the job was, he was there wanting to help. His assistance and dedication to the Alerts has been so valuable. In addition to his actions, the knowledge he has passed down and things he has taught so many of us have left such a great impact on the Alerts and this Community.

In addition to responding to calls, Mr. Ouellette was very active with the day to day business of the Alerts. Always helping out at the station or lending a hand to fellow members. He served as a Trustee of the Alert Hose Company from January 3, 1961 to August 4, 2020.

Mr. Ouellette, Thank you for your service to our Country, our Community, and the Alerts. You have helped so many and taught us so much. You are the true meaning of being an Alert!

Adams Fire District Officers

PRUDENTIAL COMMITTEE

Thomas A. Satko, Chairman	Term Expires 2022
Frederick D. Meczywor, Jr., Vice Chairman	Term Expires 2021
Richard G. Kleiner, Member	Term Expires 2023

CLERK AND TREASURER

Kathleen A. Fletcher	Term Expires 2021
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CHIEF ENGINEER

John M. Pansecchi	Term Expires 2023
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FIRST ASSISTANT ENGINEER

Timothy C. Ziemba	Term Expires 2023
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SECOND ASSISTANT ENGINEER

David J. Lennon	Term Expires 2023
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THIRD ASSISTANT ENGINEER

Edward B. Capeless	Term Expires 2023
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FOURTH ASSISTANT ENGINEER

Mark J. Therrien	Term Expires 2023
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Adams Fire District Personnel - 2020

OFFICE

Kathleen A. Fletcher
Date of Hire: October 18, 2010

Bookkeeper
Clerk & Treasurer

Victoria A. Lassonde
Date of Hire: February 28, 2011

Assistant Clerk & Treasurer

Whitney E. Flynn
Date of Hire: February 1, 2017

Administrative Assistant

WATER DEPARTMENT

+*#^John C. Barrett
Date of Hire: February 11, 2013

Superintendent

+*#^Nicholas A. Johnson
Date of Hire: February 4, 2013

Assistant Superintendent

+*#^Damien D. Wimpenny
Date of Hire: May 9, 2016

Laborer/Operator

+*#^Joshua S. Sworzen
Date of Hire: October 29, 2018

Laborer/Operator

+#Zachary T. Hillard
Date of Hire: June 17, 2019

Laborer/Operator

*Certified Drinking Water Distribution Operator
#Backflow Tester
+ Cross Connection Surveyor
^ Certified Drinking Water Treatment Operator

2020 Prudential Committee Report

The Adams Fire District Prudential Committee strives to provide the best possible service to our rate payers. This is done by continually upgrading the water distribution and fire protection systems. The condition of these systems is constantly monitored and future projects are identified and prioritized. This is done with the rate payers in mind, keeping the rates at an acceptable level. This is a constant balancing act, as these systems are continually aging.

This year the COVID-19 Pandemic that started in March and still continues made it difficult for the Adams Fire District employees and the Adams Fire Department/Alert Hose Company to provide safe drinking water and fire protection. COVID-19 restrictions changed the way the District did business and everyone had to adapt to these changes. The office was closed to the public, employees' work schedules were staggered, new procedures were established for when the Alerts responded to emergencies, and weekly in-person drills changed to online training. These difficult changes were done professionally, with great care to assure the rate payers of the District continued services while incurring as little impact as possible. The Prudential Committee congratulates all the employees and the Alerts for their dedication on successfully accomplishing this.

The Annual Election held in June (a month later than normal because of COVID-19) resulted in the Chief Engineer and all Assistant Engineers re-elected to their positions. There was an open spot on the Prudential Committee as Norman Schutz did not run for re-election. Richard Kleiner was elected to the position as a write-in candidate.

Water Restrictions were implemented after the Adams Fire District received a letter from the Department of Environmental Protection stating that on June 26, 2020 the Secretary of Energy and Environmental Affairs issued a Level 2 – Significant Drought for several regions of the Commonwealth based on advice from the Drought Management Task Force. The Water Restrictions remained in place until the Secretary of Energy and Environmental Affairs declared an end to the drought conditions in December.

Projects undertaken in 2020 were:

- 1) Fire Department Operational Study and Master Plan
To be completed by Municipal Resources Inc. (MRI) from New Hampshire - \$22,675.00
- 2) Roof repair to the District Office Building - \$3,762.50
- 3) Replacement of the floor in the Alerts' meeting room - \$9,995.00
- 4) Replacement of the Water Department pickup truck - \$27,748.00
- 5) Replacement of six computers and new software - \$9,382.50

- 6) Replacement of water meters which are past their life expectancy - \$100,000.00.

Approximately 50% of all meters have been replaced as of December 2020 which is in its sixth year.

- 7) National Grid has completed the replacement of streetlights with LED fixtures.

District employees had a difficult time taking classes and obtaining licenses due to cancellations and rescheduling because of COVID-19. However the following employees are congratulated for persevering through this difficult time:

Operator Joshua Sworzen for successfully obtaining both his Class I Water Distribution and Class I Water Treatment Licenses.

Operator Zachary Hillard for successfully obtaining his Backflow Testers License and Cross Connection/Surveyor License.

Assistant Superintendent Nicholas Johnson and Operator Damien Wimpenny for successfully obtaining their Competent Person Certification for excavations.

The Adams Fire Department applied for a Regional Assistance to Firefighters Grants in conjunction with the other Northern Berkshire Fire Departments, for turnout gear. The Fire Departments were successful in receiving the grant for the turnout gear. This saved the rate payers of the Adams Fire District \$80,716.00. Additional grants received by the Fire Department were \$5,150.00 for an industrial type washing machine to clean the turnout gear and \$2,486.00 for COVID-19 related items.

The Prudential Committee would like to thank Chief Engineer John Pansecchi, the Engineers and the Alert Hose Company for their hard work and unselfish dedication of time. The District recognizes the amount of time these volunteers give to the District, the Town of Adams, and surrounding communities in assisting in mutual aid. The professionalism and integrity of the Adams Fire Department is appreciated and applauded.

The Prudential Committee would also like to thank all Fire District employees for their dedication and hard work throughout the year: Bookkeeper/Clerk & Treasurer Kathleen Fletcher, Assistant Clerk & Treasurer Victoria Lassonde, Administrative Assistant Whitney Flynn, Superintendent John Barrett, Assistant Superintendent Nicholas Johnson, Water Department Laborer/Operators Damien Wimpenny, Joshua Sworzen and Zachary Hillard. Your dedication and efforts are greatly appreciated.

Respectfully Yours,

Thomas A. Satko, Chairman
Frederick D. Meczywor, Jr., Vice-Chairman
Richard G. Kleiner

Management's Discussion And Analysis

June 30, 2020

As management of the Adams Fire District, we offer readers of the District's financial statements this narrative overview and analysis of the financial activities of the District for the fiscal year ended June 30, 2020. We encourage readers to consider the information presented here, as well as the District's basic financial statements that follow this section.

Impact of COVID-19 on the District's Operations

During the COVID-19 pandemic, the District was able to provide water, fire protection and street lighting to customers without interruption to services. Even though the District office has been closed to the public, daily operations continued. The District offers a drop-off box and online payments. Collections from customers were delayed at the end of fiscal year 2020, but resumed early in fiscal year 2021. Training of employees has been impacted. The meter replacement program has been put on hold due to COVID-19. At this time the District will continue to operate fully staffed and continue to provide all services. Grants have been received for personal protective equipment and the District will continue to research for other grant opportunities.

Financial Highlights

Government-Wide Financials (Full Accrual Basis of Accounting)

The District's combined ending total net position of assets minus liabilities on June 30, 2020 was \$4,653,023. Total net position increased during fiscal year 2020 by \$466,354; comprised of an increase of \$3,596 in governmental activities and an increase of \$462,758 in business-type activities (Water Department).

The District's total debt outstanding was \$4,040,589 at the end of the current fiscal year.

Governmental Fund and Enterprise Fund (Modified Accrual Basis of Accounting)

As of the close of the current fiscal year, the Governmental Funds reported an ending fund balance of \$1,344,750, which increased \$43,474 from the prior year.

As of the close of the current fiscal year, the Enterprise Fund (Water Department) reported an ending fund balance of \$1,628,120, which increased \$462,758 from the prior year. This increase included the transfer of available funds of \$101,500 from the General Fund for the purchase of capital assets, as well as forgiveness of long-term debt from the Massachusetts Clean Water Trust of \$161,736.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's financial statements are comprised of four components: (1) government-wide financial statements, (2) fund financial statements, (3) proprietary (enterprise)

fund financial statements and (4) notes to financial statements. This report also contains supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

These basic financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The *statement of the net position* presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The *statement of activities* presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods such as unused vacation leave.

Both of the basic financial statements distinguish functions of the District that are principally supported by water rates and other charges from other functions that are intended to recover all or a significant portion of their costs through user fees and charges. The total governmental activities of the District include the water department, fire department and street lighting. The government-wide financial statements can be found on pages 8 and 9 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Adams Fire District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District are reported into two categories: governmental funds and proprietary (enterprise) fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the basic financial statements. However, unlike the basic financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating near-term financing requirements.

Because the focus of governmental funds is narrower than that of the basic financial statements, it is useful to compare the information presented for governmental funds

with similar information presented for governmental activities in the basic financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District adopts an annual budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 13 and 14 of this report. The budget and actual comparison statement can be found on page 16 of this report.

Proprietary (Enterprise) Fund

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The District maintains one proprietary fund for water

department operations. Since this area of activity is supported by user fees, the fund is accounted for as a business-type activity. The District adopts an annual budget for its proprietary fund. The proprietary fund financial statements for the water department can be found on pages 17 through 19 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide, fund, and proprietary fund financial statements. The notes to the financial statements can be found on pages 15 through 30 of the District's FY20 Audit Report. The notes to this report also contain certain information concerning the District's progress in funding its obligation to provide benefits to its employees.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. Assets exceeded liabilities by \$4,653,023 at the close of the most recent fiscal year.

A summary of the Statement of Net Position is below:

ADAMS FIRE DISTRICT SUMMARY NET POSITION June 30, 2020					
	Primary Government			Comparative	
	Governmental Activities	Business-type Activities	Total 2020	Total 2019	Increase (Decrease)
Current and other assets	\$ 1,682,904	\$ 524,015	\$ 2,206,919	\$ 1,956,107	\$ 250,812
Interfund receivable (payable)	(327,036)	327,036	---	---	---
Capital assets, net	2,428,038	6,335,112	8,763,150	8,507,652	255,498
Total Assets	3,783,906	7,186,163	10,970,069	10,463,759	506,310
Deferred outflows of resources	56,580	140,503	197,083	354,008	(156,925)
Total assets and deferred outflows of resources	3,840,486	7,326,666	11,167,152	10,817,767	349,385
Current liabilities	11,118	18,665	29,783	37,625	(7,842)
Long-term debt	75,200	3,965,389	4,040,589	4,039,539	1,050
Accumulated unused compensated absences	40,241	29,354	69,595	50,381	19,214
Net pension liability	346,150	828,374	1,174,524	1,286,800	(112,276)
Post employment benefits other than pensions	295,327	738,317	1,033,644	1,165,672	(132,028)
Total liabilities	768,036	5,580,099	6,348,135	6,580,017	(231,882)
Deferred inflows of resources	47,547	118,447	165,994	51,081	114,913
Total liabilities and deferred inflows of resources	815,583	5,698,546	6,514,129	6,631,098	(116,969)
Net Position					
Invested in capital assets, net of related debt	2,352,838	2,369,723	4,722,561	4,468,113	254,448
Unrestricted	672,065	(741,603)	(69,538)	(281,444)	211,906
Total Net Position	\$ 3,024,903	\$ 1,628,120	\$ 4,653,023	\$ 4,186,669	\$ 466,354

By far the largest portion of the District's net position of \$4,722,651 reflects its investment in capital assets (e.g. land, buildings, machinery and equipment), less any related debt used to acquire those assets that are still outstanding. The District uses these capital assets to provide services to its customers; consequently, these assets are not available for future spending. Although the District's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The reader should also note that, unlike Massachusetts Municipal Accounting, GASB requires inclusion of certain long-term assets and liabilities in its government-wide statement of net position, which do not consume current spendable resources, and which have significant impact on the Districts ending net position:

- All infrastructure (such as buildings, land, vehicles, equipment, pumping and water storage infrastructure).

- Accumulated but unused compensated absences.
- The District is required to measure and report a long-term projected benefit obligation associated with postemployment benefits (or OPEB) earned by employees for services rendered to date, as opposed to when the benefit is actually paid.
- The District is required to measure and report a long-term projected benefit obligation for its proportionate share of the Adams Contributory Retirement System's net pension liability.

The District's unrestricted net position (deficit) in the Business-type activities (Water Fund) is \$(741,603) as of June 30, 2020. This deficit is mainly caused by the recording of the net pension liability of \$828,374 and the other postemployment benefit liability (OPEB) of \$738,317, which are not reimbursable costs at this time.

A summary of Changes in Net Position is presented below:

ADAMS FIRE DISTRICT SUMMARY CHANGES IN NET POSITION					
	Primary Government			Comparative	
	Governmental Activities	Business-type Activities	Total 2020	Total 2019	Increase (Decrease)
Program Revenues:					
Charges for services	\$ 525,539	\$ 1,550,445	\$ 2,075,984	\$ 1,994,070	\$ 81,914
Grant income	70,111	181,236	251,347	---	251,347
General Revenues:					
Earnings on investments	11,225	---	11,225	9,382	1,843
Miscellaneous revenues	2,196	---	2,196	13,308	(11,112)
Total Revenues	609,071	1,731,681	2,340,752	2,016,760	323,992
Expenses					
Water Department	---	1,059,088	1,059,088	934,896	124,192
Fire Department	339,621	---	339,621	326,121	13,500
Street lighting	128,226	---	128,226	124,325	3,901
Employee benefits	33,026	224,057	257,083	412,802	(155,719)
Interest and fiscal charges	3,102	87,278	90,380	89,027	1,353
Total Expenses	503,975	1,370,423	1,874,398	1,887,171	(12,773)
Transfers	(101,500)	101,500	---	---	---
Change in Net Position	3,596	462,758	466,354	129,589	336,765
Net position, beginning	3,021,307	1,165,362	4,186,669	3,951,065	235,604
Prior period adjustment (Note 4.F)	---	---	---	106,015	(106,015)
Net position, ending	\$ 3,024,903	\$ 1,628,120	\$ 4,653,023	\$ 4,186,669	\$ 466,354

Revenue and Expense Factors Included:

Program revenue (charges for services) increased by \$81,914 or 4.11% from fiscal year 2019, resulting from a combination of increase in connection fees, and increase in water rates.

Water Department expenses increased by \$124,192 from fiscal year 2019 resulting from; an increase in payroll and related expenses of \$63,321, decrease in office expenses of \$(2,916), increase in professional fees of \$9,778, decrease in building expense of \$(4,885), decrease in communications expense of \$(1,831), decrease in insurance of \$(1,390), increase in water system and pumping station expenses of \$64,620, increase in road machinery expense of \$1,061, and a decrease in depreciation expense of \$(3,566).

Fire Department expenses increased by \$13,500 from fiscal year 2019 resulting from; an increase in payroll and related expenses of \$3,382, increase in fire department expenses of \$7,715, increase in administrative and other operating expenses of \$3,773, and a decrease in depreciation expense of \$(1,370).

Employee benefits decreased by \$(155,719) from fiscal year 2019 resulting from; an increase in health insurance of \$11,662, and a net decrease related to the change in accruals of the net pension liability and other postemployment benefits liability based on actuary calculations, which are not reimbursable costs at this time.

During fiscal year 2020, the District transferred \$101,500 from its General Fund to the Enterprise Fund (Water Department) for the development of a master plan and asset management plan.

Budgetary Highlights

General Fund

The District's general fund budget sustained it throughout the fiscal year with budget expenses in line with actual expenses.

Enterprise Fund

The Enterprise Fund budget sustained it throughout the fiscal year. The negative variance of \$25,320 in employee benefits is a result of the District recording a net increase of \$35,804 for its net pension and other postemployment benefits liabilities which are not reimbursable costs at this time. Taking this into account, the budget variance is a positive \$10,484, which represents underspending in this category.

The District does not budget for depreciation expense, but rather budgets for the purchase of capital assets as they occur. Capital assets are either funded with the use of available free cash or through temporary borrowing.

Capital Asset and Debt Administration

The District's investment in capital assets as of June 30, 2020 is \$8,763,150 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, pumping and water storage, machinery and equipment.

Capital additions for fiscal year 2020 totaled \$568,134; machinery and equipment of \$5,150, upgrades to the SCADA system of \$422,304, and master and asset management plans of \$140,680. The capital asset detail by fund is disclosed in Note 3.C. on Page 21 and 22 of the District's FY20 Audit Report.

Long-term Debt

At the end of the current fiscal year, the District had total debt outstanding of \$4,040,589.

	2020	Comparative 2019	Increase (Decrease)
Governmental activities debt	\$ 75,200	\$ 112,800	\$ (37,600)
Business-type activities debt	3,965,389	3,926,739	38,650
Total	\$4,040,589	\$4,039,539	\$ 1,050

During fiscal year 2020, the District borrowed \$410,698 for its SCADA and Chemical Feed project. The District repaid \$247,912 of existing debt. In 2020, the District met certain compliance requirements qualifying for a subsidy (forgiveness of debt) from the Massachusetts Clean Water Trust in the amount of \$161,736.

Next Year's Budget

The District has authorized the fiscal 2021 budget as follows:

Operations		
Enterprise Fund		\$ 1,494,653
General Fund		426,138
Street Lighting		114,000
Reserve of extraordinary expenses		40,000
Total		2,074,791
Stabilization Fund		
Increase to the Stabilization Fund		40,000
Capital Projects		
Building roof repair		10,557
Fire department floor replacement		13,000
Vehicle		27,748
Total		51,305
Total		\$ 2,166,096

Requests for Information

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the District Treasurer, 3 Columbia Street, Adams, MA 01220.

ADAMS FIRE DISTRICT
STATEMENT OF NET POSITION

June 30, 2020

	Primary Government		Totals
	Governmental Activities	Business-type Activities	
ASSETS			
Current:			
Cash and cash equivalents	\$ 1,509,700	\$ ---	\$ 1,509,700
Accounts receivable	173,204	487,089	660,293
Grant receivable	---	19,500	19,500
Inventory	---	17,426	17,426
Interfund receivable (payable)	(327,036)	327,036	---
Noncurrent:			
Capital assets, net	2,428,038	6,335,112	8,763,150
TOTAL ASSETS	3,783,906	7,186,163	10,970,069
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pensions	43,765	108,460	152,225
Deferred outflows related to postemployment benefits	12,815	32,043	44,858
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	3,840,486	7,326,666	11,167,152
LIABILITIES			
Current:			
Accounts payable and other current liabilities	11,118	18,665	29,783
Current portion of long-term debt	37,600	257,424	295,024
Noncurrent:			
Long-term debt	37,600	3,707,965	3,745,565
Accumulated unused compensated absences	40,241	29,354	69,595
Net pension liability	346,150	828,374	1,174,524
Postemployment benefits other than pensions	295,327	738,317	1,033,644
TOTAL LIABILITIES	768,036	5,580,099	6,348,135
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pensions	19,556	48,464	68,020
Deferred inflows related to postemployment benefits	27,991	69,983	97,974
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	815,583	5,698,546	6,514,129
NET POSITION			
Invested in capital assets, net of related debt	2,352,838	2,369,723	4,722,561
Unrestricted	672,065	(741,603)	(69,538)
TOTAL NET POSITION	\$ 3,024,903	\$ 1,628,120	\$ 4,653,023

**ADAMS FIRE DISTRICT
STATEMENT OF ACTIVITIES**

For the Year Ended June 30, 2020

	Program Revenue		Net (Expense) Revenue and Changes in Net Position			
	Expenses	Charges for Services	Grants	Governmental Activities	Business-type Activities	Total
Governmental activities						
Fire department	\$ 339,621	\$ 360,730	\$ 70,111	\$ 91,220	\$	\$ 91,220
Street lighting	128,226	164,809	---	36,583		36,583
Employee benefits	33,026	---	---	(33,026)		(33,026)
Interest and fiscal charges	3,102	---	---	(3,102)		(3,102)
Total governmental activities	503,975	525,539	70,111	91,675		91,675
Business-type activities						
Water department	1,370,423	1,550,445	181,236		\$ 361,258	361,258
TOTAL GOVERNMENT	\$ 1,874,398	\$ 2,075,984	\$ 251,347	91,675	361,258	452,933
General revenues						
Earnings on investments				11,225	---	11,225
Miscellaneous revenues				2,196	---	2,196
Transfers				(101,500)	101,500	---
Total general revenues and transfers				(88,079)	101,500	13,421
CHANGE IN NET POSITION				3,596	462,758	466,354
Net position, beginning as restated (Note 4.F.)				3,021,307	1,165,362	4,186,669
NET POSITION, ENDING				\$ 3,024,903	\$ 1,628,120	\$ 4,653,023

ADAMS FIRE DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS

June 30, 2020

	General Fund	Capital Outlay Fund	Total Governmental Funds
ASSETS			
Cash and equivalents	\$ 1,438,617	\$ 71,083	\$ 1,509,700
Accounts receivable	173,204	---	173,204
TOTAL ASSETS	\$ 1,611,821	\$ 71,083	\$ 1,682,904
LIABILITIES			
Accounts payable	\$ 11,118	\$ ---	\$ 11,118
Interfund payable	327,036	---	327,036
TOTAL LIABILITIES	338,154	---	338,154
FUND BALANCES			
Committed	147,432	71,083	218,515
Assigned	3,450	---	3,450
Unassigned	1,122,785	---	1,122,785
TOTAL FUND BALANCES	1,273,667	71,083	1,344,750
TOTAL LIABILITIES AND FUND BALANCES	\$ 1,611,821	\$ 71,083	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	2,428,038
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds.	(75,200)
Accumulated unused compensated absences	(40,241)
Net pension liability	(321,941)
Postemployment benefits other than pensions	(310,503)
Net position of governmental activities	\$ 3,024,903

ADAMS FIRE DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

For the Year Ended June 30, 2020

	General Fund	Capital Outlay Fund	Total Governmental Funds
REVENUES			
Charges for services	\$ 525,539	\$ ---	\$ 525,539
Grant income	70,111	---	70,111
Earnings on investments	10,381	844	11,225
Miscellaneous revenues	2,196	---	2,196
TOTAL REVENUES	608,227	844	609,071
EXPENDITURES			
Fire department	262,215	---	262,215
Street lighting	128,226	---	128,226
Employee benefits	32,954	---	32,954
Debt Service:			
Principal retirement	37,600	---	37,600
Interest and fiscal charges	3,102	---	3,102
TOTAL EXPENDITURES	464,097	---	464,097
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	144,130	844	144,974
OTHER FINANCING SOURCES (USES)			
Transfers to Enterprise Fund	(101,500)	---	(101,500)
NET CHANGE IN FUND BALANCES	42,630	844	43,474
Fund balances, beginning as restated (Note 4.F.)	1,231,037	70,239	1,301,276
FUND BALANCES, ENDING	\$ 1,273,667	\$ 71,083	\$ 1,344,750

ADAMS FIRE DISTRICT

STATEMENT OF REVENUES AND EXPENDITURES BUDGET AND ACTUAL (NON-GAAP BASIS) GENERAL FUND

For the Year Ended June 30, 2020

	General Fund			
	Budget		Actual	Variance
	Original	Final	Budgetary Basis	Positive (Negative)
REVENUES				
Charges for services	\$ 485,611	\$ 485,611	\$ 525,539	\$ 39,928
Grant income	---	---	70,111	70,111
Earnings on investments	---	---	7,677	7,677
Miscellaneous revenues	---	---	2,196	2,196
TOTAL REVENUES	485,611	485,611	605,523	119,912
EXPENDITURES				
Fire department	291,021	283,729	263,319	20,410
Street lighting	114,000	128,226	128,226	---
Employee benefits	39,888	32,954	32,954	---
Debt Service:				
Principal retirement	37,600	37,600	37,600	---
Interest and fiscal charges	3,102	3,102	3,102	---
TOTAL EXPENDITURES	485,611	485,611	465,201	20,410
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	---	---	140,322	140,322
OTHER FINANCING SOURCES (USES)				
Resources from other available funds	101,500	101,500	101,500	---
Transfers out to Enterprise Fund	(101,500)	(101,500)	(101,500)	---
EXCESS OF REVENUES OVER EXPENDITURE AND OTHER FINANCING SOURCES	\$ ---	\$ ---	\$ 140,322	\$ 140,322

ADAMS FIRE DISTRICT

**STATEMENT OF NET POSITION
PROPRIETARY FUND**

June 30, 2020

	<u>Business Type Activities Enterprise Fund (Water Fund)</u>
ASSETS	
Current:	
Accounts receivable	\$ 487,089
Grant receivable	19,500
Inventory	17,426
Interfund receivable	327,036
Noncurrent:	
Capital assets, net	<u>6,335,112</u>
TOTAL ASSETS	7,186,163
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	108,460
Deferred outflows related to postemployment benefits	<u>32,043</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u>7,326,666</u>
LIABILITIES	
Current:	
Warrants and other payables	18,665
Current portion of long-term debt	257,424
Noncurrent:	
Long-term debt	3,707,965
Accumulated unused compensated absences	29,354
Net pension liability	828,374
Postemployment benefits other than pensions	<u>738,317</u>
TOTAL LIABILITIES	5,580,099
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	48,464
Deferred inflows related to postemployment benefits	<u>69,983</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	<u>5,698,546</u>
NET POSITION	
Invested in capital assets, net of related debt	2,369,723
Unrestricted	<u>(741,603)</u>
TOTAL NET POSITION	<u>\$ 1,628,120</u>

ADAMS FIRE DISTRICT
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND NET POSITION
PROPRIETARY FUND

For the Year Ended June 30, 2020

	Business-type Activities -- Enterprise Fund (Water Fund)			Variance Positive (Negative)
	Original Budget	Final Budget	Actual	
OPERATING REVENUES				
Charges for services	\$ 1,514,750	\$ 1,514,750	\$ 1,550,445	\$ 35,695
Grant income	---	---	181,236	181,236
TOTAL OPERATING REVENUES	<u>1,514,750</u>	<u>1,514,750</u>	<u>1,731,681</u>	<u>216,931</u>
OPERATING EXPENSES				
Cost of sales and services	410,849	410,226	416,869	(6,643)
Employee benefits	198,737	198,737	224,057	(25,320)
Professional fees	27,335	32,437	30,687	1,750
Office expense	28,183	26,889	21,484	5,405
Building expense	18,686	16,395	16,356	39
Communications	4,725	4,565	4,565	---
Insurance	37,954	37,954	31,750	6,204
Water system and pumping station expenses	348,650	347,916	291,368	56,548
Road machinery expense	17,900	17,900	15,929	1,971
Depreciation	---	---	230,080	(230,080)
TOTAL OPERATING EXPENSES	<u>1,093,019</u>	<u>1,093,019</u>	<u>1,283,145</u>	<u>(190,126)</u>
OPERATING INCOME	421,731	421,731	448,536	26,805
NONOPERATING REVENUES (EXPENSES)				
Interest expense	(96,169)	(96,169)	(87,278)	8,891
INCOME BEFORE TRANSFERS	325,562	325,562	361,258	35,696
Transfers in from General Fund	101,500	101,500	101,500	---
CHANGE IN NET POSITION	<u>\$ 427,062</u>	<u>\$ 427,062</u>	462,758	<u>\$ 35,696</u>
Net position, beginning as restated (Note 4.F.)			1,165,362	
NET POSITION, ENDING			<u>\$ 1,628,120</u>	

ADAMS FIRE DISTRICT
STATEMENT OF CASH FLOWS
PROPRIETARY FUND

For the Fiscal Year Ended June 30, 2020

	Business Type Activities Enterprise Fund (Water Fund)
Cash flows from operating activities	
Receipts from customers	\$ 1,399,742
Payments to suppliers	(512,375)
Payments to employees	(416,869)
Net cash provided (used) by operating activities	<u>470,498</u>
Cash flows from noncapital financing activities	
Increase in interfund receivable	(122,122)
Transfers in from General Fund	101,500
Net cash provided (used) by noncapital financing activities	<u>(20,622)</u>
Cash flows from capital and related financing activities	
Purchases of capital assets	(562,984)
Principal paid on long-term debt	(210,312)
Proceeds from issuance of long-term debt	410,698
Interest paid on long-term debt	(87,278)
Net cash provided (used) by capital and related financing activities	<u>(449,876)</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	---
Cash and equivalents, beginning	<u>---</u>
CASH AND EQUIVALENTS, ENDING	\$ <u>---</u>
Reconciliation of operating income to net cash provided (used) by operating activities	
Operating income (loss)	\$ 448,536
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Forgiveness of long-term debt	(161,736)
Depreciation	230,080
(Increase) decrease in operating assets:	
Accounts receivables, net	(66,461)
Grant receivable	(19,500)
Increase (decrease) in operating liabilities:	
Warrants and other payables	(7,097)
Accumulated unused compensated absences	10,872
Net pension liability	78,167
Postemployment benefits other than pensions	(42,363)
Net cash provided by operating activities	<u>\$ 470,498</u>

ADAMS FIRE DISTRICT
SUPPLEMENTARY INFORMATION
RECONCILIATION OF TREASURER'S CASH

On June 30, 2020

As of June 30, 2020 cash consisted of the following balances:

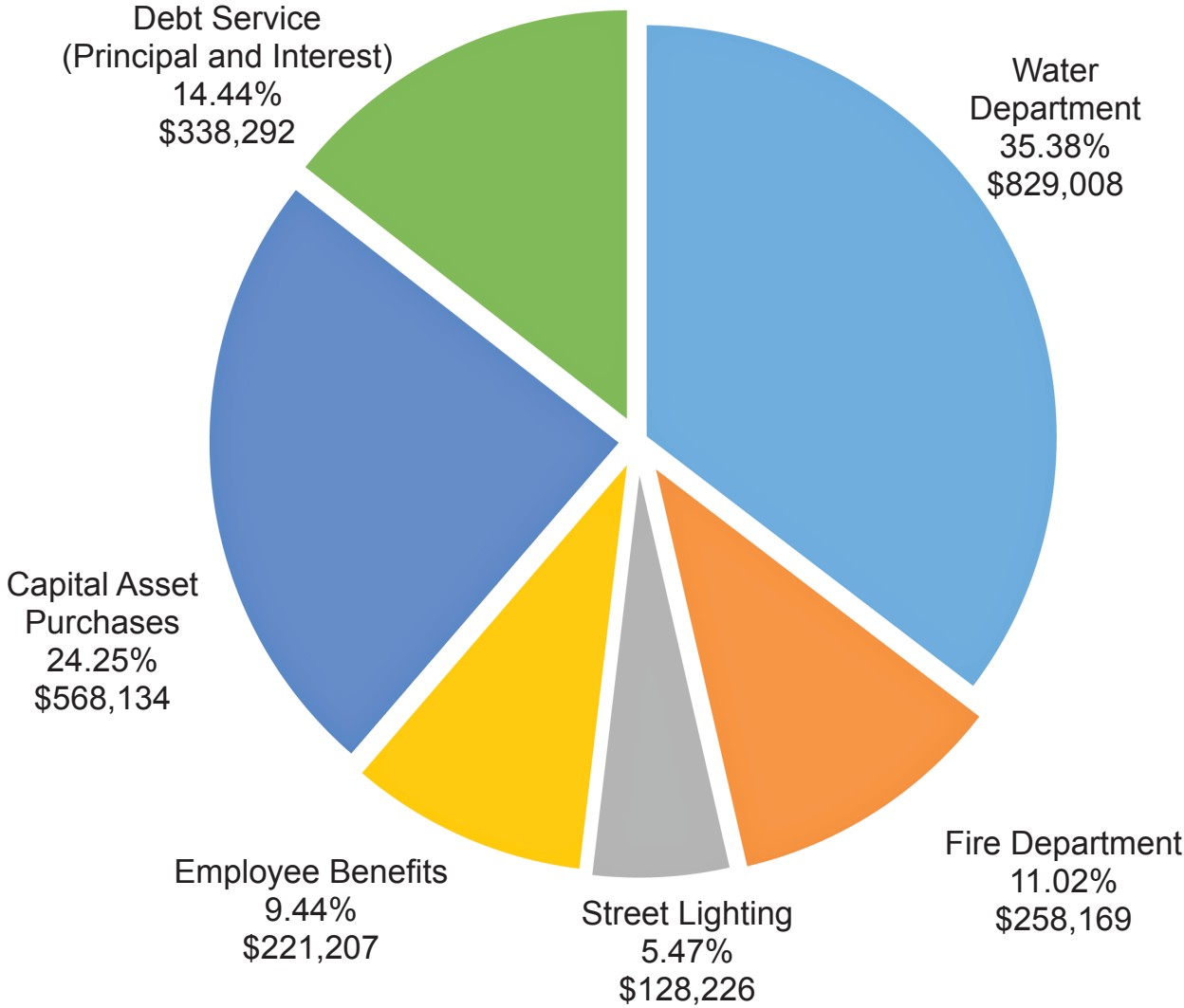
Cash in checking, savings and short-term investment accounts:

Adams Community Bank	\$ 1,204,315
Easthampton Savings Bank	234,302
Unibank	<u>71,083</u>
Total cash and short-term investments	<u>\$ 1,509,700</u>

Cash and short-term investments are presented in the financial statements as follows:

General Fund	\$ 1,204,315
Stabilization Fund (included in General Fund)	234,302
Capital Projects Fund	<u>71,083</u>
Total	<u>\$ 1,509,700</u>

Fiscal 2020 Expenditures Including Capital Asset Purchases and Debt Service



**ADAMS FIRE DISTRICT
FISCAL 2020 EXPENDITURES,
INCLUDING CAPITAL PURCHASES AND DEBT SERVICE \$2,343,036**

	TOTAL EXPENDITURES		
Water Department	35.38%	\$ 829,008	\$ 2,343,036
Fire Department	11.02%	258,169	2,343,036
Street Lighting	5.47%	128,226	2,343,036
Employee Benefits	9.44%	221,207	2,343,036
Capital Asset Purchases	24.25%	568,134	2,343,036
Debt Service (Principal and Interest)	14.44%	338,292	2,343,036
	100.00%	\$ 2,343,036	

Long Term Debt

	Interest Rate	Principal Amount	Date Issued	Date of Maturity	Principal Outstanding June 30, 2020	Interest Outstanding June 30, 2020
Fire Ladder Truck	2.75%	\$ 188,000.00	05/02/17	FY2022	\$ 75,200.00	\$ 3,102.00
Hale's Hill Project MA Water Pollution Abatement Trust	2%	\$ 2,566,301.84	12/18/07	FY2028	\$ 1,152,039.00	\$ 94,581.70
Water Main Project - Rte #8	2.75%	\$ 1,779,231.00	10/30/14	FY2052	\$ 1,538,791.00	\$ 698,215.44
Well #4 Rehab	2%	\$ 527,230.00	09/12/18	FY2034	\$ 507,766.00	\$ 74,629.83
Chemical Feed & SCADA	2%	\$ 766,794.00	10/24/19	FY2034	\$ 766,794.00	\$ 121,163.42
Total Indebtedness		\$ 5,827,556.84			\$ 4,040,590.00	\$ 991,692.39

3 Year Budget Comparison

Category	FY2018 7/1/17 - 6/30/18	FY2019 7/1/18 - 6/30/19	FY2020 7/1/19 - 6/30/20
Total Recurring Items	\$ 1,742,440.52	\$ 1,723,800.59	\$ 1,849,861.28
Total Warrant Articles	\$ 211,000.00	\$ 1,054,000.00	\$ 327,500.00
BUDGET TOTALS	\$ 1,953,440.52	\$ 2,777,800.59	\$ 2,177,361.28

2020 Chief Engineer's Report

I am honored to present my 4th Annual Report as Chief Engineer. Year 2020 proved to be challenging for everyone, including the Fire Department. The Adams Fire Department/Alert Hose Company responded to 333 calls and completed 238 paid inspections. As Chief, I have also completed various other inspections based on issues that arise throughout the year. With each year that passes, there are more meetings that require attendance. However, this year was quite interesting as many of these meetings were held via Zoom or were cancelled. Many of these meetings are held based on code compliance, construction planning, school safety, communication and emergency planning.

Traditionally, the Department meets every Tuesday evening for training, however, due to COVID-19 many of the drills were cancelled for the safety of our members and their families. To make some drills COVID-19 safe, we met in small crews outside of the Department at preplanned locations. These members wore masks and socially distanced, to the best of their ability, while actively training. Unfortunately, during these training sessions, we were unable to complete pump training due to the drought. To make up for the absence of most of our training, I contracted with Fire Rescue 1 Academy to offer online training. I do believe this online training offered a different perspective to our Department and will prove valuable for years to come. I owe credit to our officers and members for their continued dedication to learn and protect our community.

While the pandemic brought a lot of stress and anxiety to the community, it did bring all of our first responder agencies together to provide birthday parades. Our members, along with the Adams Police Department, Adams Ambulance Service, Adams Forest Wardens, and even the Adams Highway Department provided these birthday parades to the children of the community. I do believe this brought light during a time of darkness. We also participated in safe trick-or-treating and a Christmas parade. I would like to thank the members who donated their time as well as all the other agencies for providing these events. The Town of Adams is a better place because of you.

Every year, the Adams Fire Department looks for grants that can help provide the Department with updated equipment. This year, we applied for a grant to replace our aging Hurst Vehicle Extrication Tool. Unfortunately, we were denied this grant again. We

did, however, receive a State funded grant of \$5,150 for a second washer. Due to the cancer causing carcinogens found on fire gear, there is now a requirement for all gear to be washed after any fire exposure. This new washer will help expedite the process for all of our members. In March, our new gear arrived courtesy of the Assistance to Firefighters Grant we were awarded last year. The cost to the community for this equipment was approximately \$8,500, for \$90,000 worth of equipment.

In September, the Adams Fire District contracted with Municipal Resources Inc. to complete a needs assessment for the Fire Department. By the time you read this, the Needs Assessment Study should be completed and a presentation to the District should have been completed.

During 2020, the Adams Fire Department responded to 33 fires. Many of these fires were cooking fires. These fires were out, or easily extinguished on arrival, however, required ventilation to remove smoke. The damage was minor.

On January 14 at 6:11 am, the Department responded to 20 Hathaway Street for a structure fire. On arrival, firefighters found heavy fire. The fire was extinguished. An investigation determined the cause was overloaded power strips within the residence.

On May 14 at 3:30 pm, we were detailed to a reported out of control brush fire. On arrival, we found brush and a shed burning. The fire was extinguished. An investigation determined that the occupant was burning cardboard in a fire pit and the embers jumped igniting the shed and brush. Outside fires are allowed as long as you receive a permit and meet all requirements. It is never permitted to burn cardboard, paper, leaves, or demolition materials.

On July 20 at 6:23 pm, we responded to the intersection of Printworks Drive and Lime Street for a car fire. On arrival, crews found a fully involved car fire. The fire was extinguished. The cause was determined to be a failure of the power steering line.

On October 31 at 9:33 am, we responded to the area of 418 East Hoosac Street for a reported vehicle fire. On arrival, crews found a pick-up truck well involved. The fire was extinguished. Due to the extent of damage to the engine compartment, we were unable to determine an exact cause.

On December 21 at 6:32 am, the Department responded to 50.5 Orchard Street for a reported structure fire. On arrival, firefighters found heavy fire coming from the second floor apartment. The fire was extinguished and the cause was determined to be electrical.

I would like to thank our mutual aid companies, Adams Police Department, Adams Ambulance Service, Northern Berkshire EMS, Adams Water Department, Adams Forest Wardens, the community, and most importantly the members of the Adams Fire Department for their response on these calls.

The Alert Hose Company and Adams Fire Department started a new tradition a few years ago by awarding an “Alert of the Year” and “Engineer of the Year.” The recipients this year were Alert of the Year, William Gero and Engineer of the Year, Edward Capeless. Both individuals are more than deserving of the awards. Congratulations to both of them.

During the year 2020, I had the pleasure of presenting two Massachusetts Firefighter Service Awards. The recipients were Firefighters Michael Daigneault and Dennis Krzeminski both for 20 years of service.

During the year, Lieutenant Cory Adelt retired after 19 years of service and Firefighters Christopher Biddy and Bryan Albano retired after 4 years of service. These members leave a void in our organization and will be missed.

In January, Firefighter Jason Godfrey returned to the Department after a 17-month break. We welcome him back and look forward to working with him.

In September, Firefighters Eric Mallet and John Demartino were promoted to the rank of Lieutenant. They both have stepped into their new positions and are doing well.

In December 2020, Firefighter Tanelle Ciempa graduated from the Mass Fire Academy Call/Volunteer Recruit Program and is waiting for her National Pro Board Certification to the level of Firefighter I & II. The training is over 240 hours long and held at the Massachusetts Fire Academy Springfield Campus. This course is held on nights and weekends, as well as requiring many hours of studying at home. Congratulations to Firefighter Ciempa.

Once again, I would like to thank the members of the Adams Fire Department/Alert Hose Company, as well as all the other agencies I work with for their support and hard work.

This Annual Report is dedicated to Firefighter Richard Ouellette who has been a distinguished member of our Department since July 7th, 1957. He is one of our longest serving members. We are keeping him and his family in our thoughts and prayers.

A breakdown of our calls is below:

**Incident Type
Count per Municipality
per Station for Date Range**

Start Date: 01/01/2020
End Date: 12/31/2020



INCIDENT TYPE	# INCIDENTS
MUNICIPALITY: ADAMS	
Station ST1 - Adams Fire Station:	
111 - Building fire	13
113 - Cooking fire, confined to container	7
116 - Fuel burner/boiler malfunction, fire confined	2
131 - Passenger vehicle fire	4
138 - Off-road vehicle or heavy equipment fire	1
141 - Forest, woods or wildland fire	1
154 - Dumpster or other outside trash receptacle fire	2
162 - Outside equipment fire	1
240 - Explosion (no fire), other	1
311 - Medical assist, assist EMS crew	11
321 - EMS call, excluding vehicle accident with injury	40
322 - Motor vehicle accident with injuries	26
324 - Motor vehicle accident with no injuries	24
341 - Search for person on land	1
352 - Extrication of victim(s) from vehicle	2
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	12
413 - Oil or other combustible liquid spill	3
424 - Carbon monoxide incident	3
440 - Electrical wiring/equipment problem, other	4

INCIDENT TYPE	# INCIDENTS
444 - Power line down	2
445 - Arcing, shorted electrical equipment	1
463 - Vehicle accident, general cleanup	1
511 - Lock-out	1
522 - Water or steam leak	5
542 - Animal rescue	2
550 - Public service assistance, other	1
551 - Assist police or other governmental agency	2
554 - Assist invalid	1
561 - Unauthorized burning	4
600 - Good intent call, other	9
611 - Dispatched & cancelled en route	10
631 - Authorized controlled burning	2
651 - Smoke scare, odor of smoke	3
671 - HazMat release investigation w/no HazMat	15
714 - Central station, malicious false alarm	1
730 - System malfunction, other	3
731 - Sprinkler activation due to malfunction	1
733 - Smoke detector activation due to malfunction	20
735 - Alarm system sounded due to malfunction	27
736 - CO detector activation due to malfunction	21
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	27
746 - Carbon monoxide detector activation, no CO	5

INCIDENT TYPE	# INCIDENTS
813 - Wind storm, tornado/hurricane assessment	1
900 - Special type of incident, other	2
911 - Citizen complaint	1
Incidents for ST1 - Adams Fire Station:	328

MUNICIPALITY: CHESHIRE
Station ST1 - Adams Fire Station:

111 - Building fire	1
735 - Alarm system sounded due to malfunction	2
Incidents for ST1 - Adams Fire Station:	3

MUNICIPALITY: CLARKSBURG
Station ST1 - Adams Fire Station:

571 - Cover assignment, standby, moveup	1
Incidents for ST1 - Adams Fire Station:	1

MUNICIPALITY: SAVOY
Station ST1 - Adams Fire Station:

131 - Passenger vehicle fire	1
Incidents for ST1 - Adams Fire Station:	1

Our members are the most important part of the organization. Each year, it becomes harder and harder to attract new members and retain our current ones. I cannot say enough of the dedication and commitment of our current membership, but we still need more. We have started a push for new members through the Retention and Recruitment Committee. If you know of anyone interested, please have them contact my office at 413-743-1929.

Respectfully Submitted,

John M. Pansecchi
Chief Engineer

FOR ALL EMERGENCIES DIAL 911
THIS WILL PROVIDE YOU WITH THE QUICKEST RESPONSE

Alert Hose Company No. 1

ENGINEERS OF THE ADAMS FIRE DEPARTMENT

Name		Years of Service
John M. Pansecchi	Chief Engineer	33
Timothy C. Ziemba	First Assistant Engineer	26
David J. Lennon	Second Assistant Engineer	21
Edward Capeless	Third Assistant Engineer	22
Mark J. Therrien	Fourth Assistant Engineer	34

OFFICERS OF THE ALERT HOSE COMPANY

Eric Mallet	Foreman	9
Dylan Grimes	First Asst. Foreman	7
Jason Godfrey	Second Asst. Foreman	9
Michael Therrien	Secretary (past Foreman)	13
Andrew Gigliotti	Treasurer	22
Deacon Greg LaFreniere	Chaplain	6

MEMBERS OF THE ALERT HOSE COMPANY

Cory Adelt (past Foreman) (resigned 8/04/2020)	19	Dennis Krzeminski	21
Bryan Albano (resigned 6/02/2020)	4	Dana Labbee	23
Christopher Bidy (resigned 9/01/2020)	3	Julie Lech	8
Andrew Bourdon	5	Jason Leja (past Foreman)	22
Tanelle Ciempa	1	Michael Mullany	14
Michael Daigneault	20	Richard P. Ouellette	63
John DeMartino	1	Anthony J. Piscioneri	47
John Duval	3	Anthony Piscioneri, Jr. (past Foreman)	32
Andrea Fitzgerald	6	James Shea	1
William A. Gero (past Foreman)	48	Michael Shepard	1
Joseph P. Koscinski (past Foreman)	47	Joshua Sworzen	7
Robert Krzanik	17	Richard Valois	1

ALERT OF THE YEAR

William A. Gero - 2020

Michael Therrien - 2019

Andrew Gigliotti - 2018

2020 Fire District Superintendent's Report

It is a pleasure to present to my valued customers and community my 3rd Annual Superintendent's Report.

PUMPING:

Combined monthly output of our 3 wells:

	Gallons	Highest Daily Total Date	Highest Daily Total Gallons	Daily Average
January	22,556,000	1/20/20	951,000	727,613
February	19,144,000	2/20/20	810,000	660,138
March	21,184,000	3/10/20	1,221,000	683,355
April	20,403,000	4/29/20	940,000	680,100
May	22,741,000	5/28/20	926,000	733,580
June	23,635,000	6/10/20	1,007,000	787,000
July	23,492,000	7/29/20	908,000	757,806
August	24,742,000	8/23/20	1,093,000	798,129
September	24,745,000	9/21/20	1,075,000	824,833
October	25,716,000	10/15/20	963,000	829,548
November	24,350,000	11/3/20	935,000	811,666
December	26,671,000	12/28/20	1,109,000	860,355
Totals:	279,379,000			

WATER MAIN / SERVICE LEAKS

Date	Location	Line Size
01/13/20	11 Ruel Street	3/4"
01/29/20	18 East Road	6'
03/03/20	119-121 Summer Street	service
03/04/20	1-5 Richmond Street	6"
04/03/20	173 North Summer	service
05/08/20	62 Notch Road - broken hydrant	6"
06/02/20	2 Kittler Avenue	service
06/18/20	19 Smith Street	6" gate
08/05/20	9-11 Spring Street	service
09/08/20	8 Water Street	service
09/11/20	5 Grant Street	service
10/14/20	46 East Jordan Street	service
10/26/20	9 Beecher Street	service
11/16/20	9 Lincoln Street	service
11/30/20	Lincoln St./Grant St. intersection	4"
12/6/20	Top of Fisk Road	8"
12/27/20	11 Power Street	4"
12/28/20	10 Daniels Court	Service

HYDRANT REPLACEMENT

1.	05/11/20	62 Notch Road	Gate tee and 6" gate installed
2.	05/21/20	14 Hastings Street	4" gate and 4x6 MJ fitting installed
3.	06/24/20	29 Willow Street	6" Alpha coupling and DI stub
4.	07/7/20	2 Crotteau Street	4" Alpha coupling and 4x6 MJ fitting
5.	07/15/20	70 Commercial Street	4" Alpha coupling and 4x6 MJ fitting
6.	07/29/20	Bellevue Cemetery	8x8x6 tee and 6" gate
7.	08/12/20	Friend Street/Upton Street	8x6 tee and 6" gate
8.	10/07/20	North East corner of Hoosac Valley High School	

HYDRANT REPAIRS

1.	05/20/20	Howland Avenue/Brown Street	Replace pumper nozzle
2.	06/23/20	75 Alger Street	Repair nozzles
3.	08/03/20	8 North Street	Replace breakaway flange, gaskets, and bonnet o rings
4.	09/30/20	Friend Street/Upton Street	Replace southern nozzle and cap
5.	12/21/20	3 Grove Street	Replace southern nozzle and cap

WATER SYSTEM UPDATE

Hydrant Replacement Program

This year we are down to approximately 56 Matthews hydrants left in operation. Replacement parts are unavailable and the majority of the hydrants do not have isolation gates. Replacing these necessitate water service area shutdowns to upgrade to the industry standard 6” piping and install isolation gates to prevent service interruptions during future maintenance. This year, 6 of the 8 hydrants replaced had been Matthews Hydrants.

Meter Replacement Program

We continue to replace our over-aged metering system as the costs to maintain this antiquated equipment rise, and has surpassed the contractual maintenance costs of our new equipment. We must maintain both systems until all old meters are removed from use. This project has ground to a near halt due to the risks involved with entering households due to the pandemic.

Leak Detection Program

We continue to expand our Leak Detection Program, in large part due to Operator Joshua Sworzen, who has taken the lead role with execution of this very important program. You may see him with wires strapped to a hydrant or gate, wearing headphones during the winter, or in areas after every hydrant use, water break, or any distribution system repair. It is definitely not music he is listening to but is sound frequencies and decibel readings resonated by leaking water under pressure within our mains, services, and even in houses. Once a valid leak is determined within an area, we utilize our pipe location equipment to mark out underground plumbing. We then switch listening equipment to detect subsurface leaks through the blacktop directly above the plumbing to more precisely

pinpoint the source of the noise and subsequent leak. This program is part of our implemented Best Management Practices to lower the loss of unaccounted water and costs to our consumers.

Water Quality Testing

This year, we completed in excess of 400 samples throughout the system. Largely, this was done to evaluate our applied Corrosion Control and monitor its continued effectiveness with chlorine again being added to our water, as was done when we received our supply from the now abandoned Bassett Brook Reservoir. New regulations were implemented on October 2, 2020 to test for the sum of six per- and polyfluoroalkyl substances (PFAS6). We will be required to test this upcoming year. We have tested in advance of our requirement, with a return of No-Detect, however, these results have been disqualified due to quality control lab errors. We have received the results of our second voluntary testing, with a result of No-Detect. We are now awaiting quality control results to see if these will be accepted.

Samples taken this year are as follows:

Total Coliform: 199 (All negative results)
 Orthophosphate: 45 Total Phosphate: 45
 Alkalinity: 33 Lead and Copper: 88
 Inorganic Contaminants, Sodium, Iron, Manganese, Nitrate, Nitrite, Perchlorate, Volatile Organic Compounds, Trihalomethanes, Haloacetic Acids, PH, and Secondary Contaminants.

For more detailed information on all of our test results, including our voluntary PFAS6 testing, please see our “Adams Fire District’s 2020 Annual Drinking Water Quality Report”.

Recommendation

Last year, we finished several clerical plans that will aid with the successful management of our Enterprise Fund, which was previously developed. Enterprise Funds are considered the best practice to promote and maintain long term financial stability for services rendered, in this case, our water system. We are hard at work to insure this account is self-sustaining and revenues do not exceed expenditures. We have a long list of improvements that need to be made, however, this year, I would like to give pause to improvements and explore the viability of assembling all of these up-to-date plans from last year, and merge them into a digital Financial Asset Management System, that is specifically developed for Enterprise Funds. This system will allow us to more accurately predict our financial forecast based on real time input to assist us, and those after, with a level of sustainable service within the means of our financial abilities. Our infrastructure is aging, however, not entirely past its useful life. Maintenance, in most cases, can be more financially cumbersome than replacement. I would prefer to take a proactive managerial step utilizing the most up-to-date tools to succeed with our future in respect to our community's most critical utility.

I would like to continue our meter program, as this is the Water Department's (Enterprise Fund) primary source of funding.

Our leak detection program has been implemented internally and is operating more efficiently with every year.

Our next expenditure not associated with operating costs, is our Hydrant Replacement Program. Crucial in the time of need, I believe this a necessity to continue funding. At our current funding level, I expect to have all of the Matthews hydrants replaced within approximately 10 years. New to the field are Pressure-Transient monitoring hydrants. I would like to explore installing a few of these hydrants to assist with 24/7 leak detection monitoring. Leaks in our system not only are a financial loss, but more importantly pose a cross contamination risk.

Conclusion

I would like to give thanks to the members of our Prudential Committee for their community service and dedication. I would like to congratulate Operators Joshua Sworzen and Zachary Hillard, as Operator Sworzen now is fully licensed and Operator Hillard is only one test away.

I give a very deserving thank you, to all my fellow colleagues charged with our public service of the Adams Fire District, Adams Fire Department, and the Alert Hose Company. It has been my honor to work with you.

Respectfully Submitted,

John C. Barrett
Fire District Superintendent

Record of Annual Fire District Meeting - June 9, 2020

Pursuant to the foregoing warrant, the inhabitants of the Town of Adams qualified to vote in elections and Fire District affairs, met at the time and place therein mentioned.

Kathleen A. Fletcher, Clerk of the Adams Fire District, called the District meeting to order at 11:45 a.m.

ARTICLE 1. To choose a Moderator to preside at said Meeting and all District Meetings until the next Annual Meeting.

The name of Richard G. Kleiner was placed in nomination for the office of Moderator and duly seconded.

A motion to cease nominations was offered and seconded.

Vote thereon being unanimous.

On a voice vote, the six (6) voters present unanimously elected Richard G. Kleiner Moderator.

Richard G. Kleiner was declared elected Moderator to preside at this meeting and all District meetings until the next Annual Meeting and was duly sworn to this office by the Clerk of the Adams Fire District.

ARTICLE 2. To choose by ballot the following officers:

- One Prudential Committeeman for a 3 year term
- One Chief Engineer for a 3 year term
- One First Assistant Engineer for a 3 year term
- One Second Assistant Engineer for a 3 year term
- One Third Assistant Engineer for a 3 year term
- One Fourth Assistant Engineer for a 3 year term

The election officers having been duly appointed and sworn in by the Fire District Clerk were as follows:

CHECKERS:

IN	OUT
Patricia Catelotti	Jean Kondej
Frances Oakes	Mary Ellen Sutliff
Janice Hayer	Frances Bassi

COUNTERS/TABULATORS:

- Barbara Bennett
- Denise Sadlowski

The ballot box was examined by the Moderator and Fire District Clerk and found to be in readiness. The keys to the ballot box were delivered to the Fire District Clerk.

The Clerk of the Adams Fire District officially opened the polls at 12:00 Noon and balloting commenced.

At 6:00 p.m., the Fire District Clerk declared the polls closed and the ballots were removed from the ballot box for counting. The ballots cast for the offices were sorted, counted and recorded.

Pursuant to the foregoing warrant, the inhabitants of the Town of Adams, qualified to vote in Fire District affairs, met at the time and place therein mentioned on Tuesday, the ninth day of June 2020, to act upon the following articles.

The Moderator reopened the business meeting at 7:00 p.m., with twenty four (24) Fire District voters present.

The Chairman announced the results of the voting at 7:01 p.m.

	VOTES CAST	VOTERS	ELIGIBLE VOTERS
Precinct 1	15	986	986
Precinct 2	23	1,049	1,085
Precinct 3	8	1,059	1,156
Precinct 4	22	966	999
Precinct 5	30	1,072	1,202
TOTALS	98	5,132	5,428

Prudential Committee for Three Years

	<u>Total Votes Cast</u>
Blanks	86
<u>Write-Ins:</u>	
Richard Kleiner	6
George Haddad	3
John Paciorek	1
Allen Mendel	1
Richard Tarsa	1
	<hr/> 98

The Chairman declared Richard Kleiner elected Prudential Committeeman for a three-year term expiring in 2023. He was sworn to this office by the Fire District Clerk.

Chief Engineer for Three Years

	<u>Total Votes Cast</u>
Blanks	12
John M. Pansecchi	74
Write-Ins:	
Tim Ziemba	7
Mark Therrien	2
Dave Lennon	1
Edward Capeless	1
Richard Tarsa	1
	<hr/> 98

The Chairman declared John M. Pansecchi elected Chief Engineer for a three-year term expiring in 2023. He was sworn to this office by the Fire District Clerk.

First Assistant Engineer for Three Years

	<u>Total Votes Cast</u>
Blanks	29
Timothy C. Ziemba	69
Write-Ins:	0
	<hr/> 98

The Chairman declared Timothy C. Ziemba elected First Assistant Engineer for a three-year term expiring in 2023. He was sworn to this office by the Fire District Clerk.

Second Assistant Engineer for Three Years

	<u>Total Votes Cast</u>
Blanks	29
David J. Lennon, Jr.	69
Write-Ins:	0
	<hr/> 98

The Chairman declared David J. Lennon, Jr. elected Second Assistant Engineer for a three-year term expiring in 2023. He was sworn to this office by the Fire District Clerk.

Third Assistant Engineer for Three Years

	<u>Total Votes Cast</u>
Blanks	29
Edward B. Capeless	69
Write-Ins:	0
	<hr/> 98

The Chairman declared Edward B. Capeless elected Third Assistant Engineer for a three-year term expiring in 2023. He was sworn to this office by the Fire District Clerk.

Fourth Assistant Engineer for Three Years

	<u>Total Votes Cast</u>
Blanks	28
Mark J. Therrien	69
Write-Ins:	
Michael Therrien	1
	<hr/> 98

The Chairman declared Mark J. Therrien elected Fourth Assistant Engineer for a three-year term expiring in 2023. He was sworn to this office by the Fire District Clerk.

ARTICLE 3. To hear the report of the Prudential Committee and act thereon.

RECOMMENDATION We recommend that the Fire District vote the Annual Report for the year 2019 as printed and distributed be accepted as the report of the Prudential Committee and Officers and placed on file.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted that the Annual Fire District Report for the year 2019, as printed and distributed, be accepted as the report of the Prudential Committee and Officers, and placed on file.

ARTICLE 4. To hear the report of any special committees and act thereon.

RECOMMENDATION We recommend that the Fire District vote to table this article as there are no special committee reports.

VOTE Upon motion made and duly seconded the Fire District voters present unanimously voted to table this article, as there were no special committee reports to be made.

ARTICLE 5. To see if the Fire District will vote to fix the salary and compensation of all elective officers of the Fire District, as provided by Section 108 of Chapter 41 of the General Laws, as amended, and if any of said salary and compensation shall be increased:

- Prudential Committee
- Clerk and Treasurer
- Chief Engineer

or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to fix the annual salary and/or compensation of its elected officials as hereinafter listed, effective July 1, 2020.

Prudential Committee:

Chairman	\$ 1,000.00
Member	750.00
Member	750.00
Clerk and Treasurer	1,878.84

Chief Engineer 16,171.23

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to fix the salary and compensation of all elective officers of the Fire District, as provided by Section 108 of Chapter 41 of the General Laws, as amended.

ARTICLE 6. To see if the Fire District will vote to raise and appropriate, and/or appropriate from available funds in the treasury, such sum or sums of money as may be necessary to defray the ordinary expenses of the Fire District for the fiscal year beginning July 1, 2020 through June 30, 2021, and to pay interest and loans maturing during this period, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to raise and appropriate the sum of \$540,138.45 for the General Fund and that the Fire District vote to raise and appropriate the sum of \$1,394,653.35 for the Enterprise Fund, for the several specific purposes hereinafter designated and that the same be expended only for such purposes, under the direction of the respective officers and committees of the District, as follows:

GENERAL FUND

Administration

Prudential Committee Salaries	\$ 750.00
Clerk and Treasurer's Salary	563.65
Bookkeeper's Salary	21,624.50
Fire District Office Wages	31,550.27
Fire District Office Wages - Overtime	600.00
Legal Services & Claims	6,000.00
Audit of District Accounts	8,535.00
Office Expense	12,452.46
Building Expense	8,404.00
Communications	2,175.00
Actuarial Valuation Services	75.00
Superintendent's Salary	24,764.98
Assistant Superintendent's Wages	19,201.54
	\$ 136,696.40

Fire Department

Chief Engineer's Salary	\$ 16,171.23
Chief Engineer's Expense	2,025.00

Fire Department Expense	45,078.00
Certifications and Inspections	18,830.00
Fire Alarm System Expense	400.00
Stipends - Volunteer Firemen	23,000.00
Grants	14,400.00
Capital Expense	40,000.00
Hydrants	10,500.00
Maturing Debt	37,600.00
Interest on Maturing Debt	2,068.00

\$ 210,072.23

Street Lighting

Street Lighting \$ 114,000.00

Employees Benefits

Employees Group Insurance	\$ 20,688.08
Unemployment Compensation Insurance	480.00
Contributory Retirement System	24,478.30

\$ 45,646.38

Insurance

Insurance \$ 33,723.44

ENTERPRISE FUND

Administration

Prudential Committee Salaries	\$ 1,750.00
Clerk and Treasurer's Salary	1,315.19
Bookkeeper's Salary	50,457.18
Fire District Office Wages	73,617.27
Fire District Office Wages - Overtime	1,400.00
Legal Services & Claims	14,000.00
Audit of District Accounts	19,915.00
Office Expense	29,055.74
Building Expense	19,736.00
Communications	5,075.00
Actuarial Valuation Services	175.00
Superintendent's Salary	57,784.94
Assistant Superintendent's Wages	44,803.58

\$ 319,084.90

Water Department

Superintendent's Expense	\$ 1,600.00
Water Department Wages	155,380.08
Water Department Wages - Overtime	41,842.48
Water System Expense	149,850.00
Pumping Stations Expense	90,900.00
Road Machinery Expense	18,900.00
Water Department Clothing Allowance	2,000.00
Engineering Services	15,000.00
Maturing Debt	257,424.48
Interest on Maturing Debt	92,238.24

\$ 825,135.28

Employees Benefits

Employees Group Insurance	\$ 103,680.87
Unemployment Compensation Insurance	1,120.00
Contributory Retirement System	106,072.70
	<hr/>
	\$ 210,873.57

Insurance

Insurance	\$ 39,559.60
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VOTE Upon motion made and duly seconded, the Fire District voters present voted twenty three (23) to one (1) to raise and appropriate the sum of \$540,138.45 for the General Fund and the Fire District vote to raise and appropriate the sum of \$1,394,653.35 for the Enterprise Fund, for the several specific purposes designated in Article 6 and that the same be expended only for such purposes, under the direction of the respective officers and committees of the District.

ARTICLE 7. To see if the Fire District will vote to raise and appropriate, and/or appropriate from available funds in the treasury, a sum of money to provide for extraordinary or unforeseen expenditures, to be known as the Reserve Fund, from which transfers may be made from time to time by vote of the Prudential Committee, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to appropriate from Surplus Revenue the sum of \$40,000.00 for the Reserve Fund.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to appropriate from Surplus Revenue the sum of \$40,000.00 for the Reserve Fund.

ARTICLE 8. To see if the Fire District will vote to raise and appropriate, and/or appropriate from available funds in the treasury, a sum of money for the District Office Building Roof Repair, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to appropriate from Surplus Revenue the sum of \$10,557.00 for the purpose stated above.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to appropriate from Surplus Revenue the sum of \$10,557.00 for the District Office Building Roof Repair.

ARTICLE 9. To see if the Fire District will vote to raise and appropriate, and/or appropriate from

available funds in the treasury, a sum of money for the Radio Read Meter Replacement, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to raise and appropriate from available funds in the treasury the sum of \$100,000.00 for the purpose stated above.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to raise and appropriate the sum of \$100,000.00 for the Radio Read Meter Replacement.

ARTICLE 10. To see if the Fire District will vote to raise and appropriate, and/or appropriate from available funds in the treasury, a sum of money for the New Ford Ranger, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to appropriate from Surplus Revenue the sum of \$27,748.00 for the purpose stated above.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to appropriate from Surplus Revenue the sum of \$27,748.00 for the New Ford Ranger.

ARTICLE 11. To see if the Fire District will vote to raise and appropriate, and/or appropriate from available funds in the treasury, a sum of money for the Stabilization Fund, in accordance with provisions of Section 5B, Chapter 40 of the General Laws, as amended, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to raise and appropriate from available funds in the treasury, a sum of \$40,000.00 for the purpose stated above.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously (24-0) voted to raise and appropriate the sum of \$40,000.00 for the Stabilization Fund.

ARTICLE 12. To see if the Fire District will vote to raise and appropriate, and/or appropriate from available funds in the treasury, a sum of money for the Fire Department Floor Replacement, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to raise and appropriate from available funds in the treasury the sum of \$13,000.00 for the purpose stated above.

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to raise and appropriate the sum of \$13,000.00 for the Fire Department Floor Replacement.

ARTICLE 13. To see if the Fire District will vote to authorize the Prudential Committee to sell timber, from time to time, upon such terms and conditions as the Prudential Committee deems advisable, or take any other action in relation thereto.

RECOMMENDATION We recommend that the Fire District vote to approve this article, which will enable the Prudential Committee to continue with timber sales as designated in the “Forest Management Plan for the Adams Watershed.”

VOTE Upon motion made and duly seconded, the Fire District voters present unanimously voted to authorize the Prudential Committee to sell timber, from time to time, upon such terms and conditions as the Prudential Committee deems advisable.

ARTICLE 14. To transact any other business that may legally come before said meeting.

VOTE There being no further business to come before said meeting, and upon motion made and duly seconded, it was unanimously voted that the meeting be closed, the time being 7:12 p.m.


SUMMARY OF VOTED APPROPRIATIONS

	To be raised by District Revenue	Surplus Revenue	To be raised by Borrowing	Capital Outlay Fund
Article 6	\$ 1,934,791.80			
Article 7		\$ 40,000.00		
Article 8		10,557.00		
Article 9	100,000.00			
Article 10		27,748.00		
Article 11	40,000.00			
Article 12	13,000.00			
TOTALS	\$ 2,087,791.80	\$ 78,305.00		

Total Voted Fiscal Year 2021 Budget:

\$ 2,166,096.80

A true record:

Attest 

Kathleen A. Fletcher
Fire District Clerk

Specimen Ballot for the Adams Fire District - Tuesday, June 9, 2020

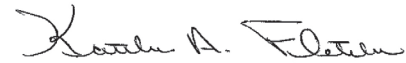
Commonwealth of Massachusetts

OFFICIAL BALLOT

FOR THE

ADAMS FIRE DISTRICT

TUESDAY, JUNE 9, 2020



CLERK OF ADAMS FIRE DISTRICT

To Vote, Mark a Cross in Space at right

Prudential Committee for Three Years		Vote for One
WRITE IN		
Chief Engineer for Three Years		Vote for One
JOHN M. PANSECCHI	Candidate for Election 4 Forest Park Avenue	
WRITE IN		
First Assistant Engineer for Three Years		Vote for One
TIMOTHY C. ZIEMBA	Candidate for Election 112 East Hoosac Street	
WRITE IN		
Second Assistant Engineer for Three Years		Vote for One
DAVID J. LENNON, JR.	Candidate for Election 53 Highland Avenue	
WRITE IN		
Third Assistant Engineer for Three Years		Vote for One
EDWARD B. CAPELESS	Candidate for Election 3 Donald Avenue	
WRITE IN		
Fourth Assistant Engineer for Three Years		Vote for One
MARK J. THERRIEN	Candidate for Election 3 Bieniek Avenue	
WRITE IN		

VOLUNTEER



- Help Your Neighbors
- Donate Your Time
- Join Today!



The Adams Fire Department
AND
Alert Hose Company N° 1
NEED YOU TODAY!!!

STOP by THE FIRE STATION at 3 COLUMBIA ST.

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www.adamsalerts.com  AlertHoseCompany