

WEST and SOUTH
Water Supply District

OF ACTON, MASSACHUSETTS

INCORPORATED BY THE ACTS OF LEGISLATURE OF 1912,
CHAPTER 326, AND ACCEPTED BY THE
DISTRICT, APRIL 16, 1912

THE CENTER DISTRICT ACCEPTED SECTION 13 OF SAID ACT



Annual Report, March 31, 1939

ORGANIZATION—1938

Clerk

JAMES E. KINSLEY, Term expires 1939

Water Commissioners

WALDO E. WHITCOMB, Chairman	Term expires 1941
GEORGE E. CLAPP, Clerk	Term expires 1940
HOWARD J. BILLINGS	Term expires 1939

Treasurer

*CARRIE M. DURKEE Term expires 1939

Auditor

DAVID R. KINSLEY, Term expires 1939
Appointments by the Water Commissioners

Collector

WALDO E. WHITCOMB, Term expires 1939

Superintendent

GEORGE E. CLAPP, Term expires 1939

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

To the Clerk of the West and South Water Supply District of Acton,
GREETINGS:

You are directed to notify and warn the inhabitants of the Town of Acton residing in the Water Supply District as bounded and defined by Chapter 326 of the Acts of 1912 Sections 1 and 13 of said Act, qualified to vote in elections and town affairs, to assemble in Firemen's Hall, West Acton,

TUESDAY, APRIL 4, 1939, at Eight O'Clock, P. M.

Then and there to act on the following articles to wit:

Article 1. To choose a Moderator to preside at said meeting.

Article 2. To elect by ballot a Clerk for one year, a Treasurer for one year, and Auditor for one year and one Member of the Board of Water Commissioners to serve for the term of three years and fix salaries of same.

Article 3. To see if the District will vote to authorize the Commissioners to employ for additional compensation any of their members and to fix the additional compensation of such members, as provided in Section 4A Chapter 41 of the General Laws.

Article 4. To hear and act on the report of the Water Commissioners, Treasurer, Collector and other officers of the District or any committee appointed at any previous meeting.

Article 5. To see if the District will authorize the Treasurer to borrow money with the approval of the Water Commissioners if necessary, in anticipation of revenue of current year.

And you are directed to serve this warrant by posting copies attested by you, in three or more public places in the District thereof seven days at least before the time of said meeting as directed by vote of the Water District.

Hereof fail not and make due returns of this warrant with your doings thereon to the Water Commissioners on or before the time of holding said meeting.

Given under our hands in Acton this twentieth day of March in the year one thousand nine hundred and thirty-nine.

WALDO E. WHITCOMB,
HOWARD J. BILLINGS,
GEORGE E. CLAPP,
Water Commissioners.

A true copy. Attest:

Clerk.

WATER COMMISSIONERS' REPORT

We present herewith our report for the year ending March 15, 1939.

In accordance with the vote of the last annual meeting, the accounts of the District have been audited by the State Department of Accounts and we call your attention to the accompanying report of this audit.

During the year three new services have been added and one broken hydrant replaced.

At a special meeting the District voted to accept a P. W. A. grant on a \$50,000 project covering extension of pipe lines and a new engine.

Notes have been issued by the District to the amount of \$30,000 to cover its share of the project at an interest rate of $1\frac{3}{4}\%$. This loan is to be amortized at the rate of \$2,000 a year over a 15 year period.

This fund together with federal funds which have been received is deposited in a special construction account in accordance with Federal regulations.

The P. W. A. contract has been awarded to the R. H. Newell Company and calls for a new Diesel engine and the laying of approximately $3\frac{1}{2}$ miles of "Transito" pipe, most of which is six inch.

On account of bad weather only a small amount of pipe has been laid to date, but the new engine, a Fairbanks Morse Diesel, has been installed and is operating.

Up to the present time, fourteen property owners have indicated that they will take water as soon as the new lines are completed. With the addition of the new engine, the mechanical equipment of the District is in good condition and should require little expense, other than general upkeep, for some time.

WALDO E. WHITCOMB,
HOWARD J. BILLINGS,
GEORGE E. CLAPP,
Water Commissioners.

WATER MEETING

Abstract of the proceedings of the Annual Meeting of the West and South Water Supply District of Acton

APRIL 5, 1938, 8 P. M.

Article 1. To choose a Moderator to preside at said meeting.

Chose David R. Kinsley, Moderator of the meeting.

Article 2. To elect by ballot a Clerk for one year, a Treasurer for one year and Auditor for one year, and one Member of the Board of Water Commissioners to serve for the term of three years, and to fix salaries of same.

Elected James E. Kinsley, Clerk for one year.

Elected Carrie M. Durkee, Treasurer for one year.

Elected David R. Kinsley, Auditor for one year.

Elected Waldo E. Whitcomb, Water Commissioner for three years.

Voted: To fix the salaries at the same rate as for the previous year.

Article 3. To hear and act on the reports of the Water Commissioners, Treasurer, Collector and other officers of the District, or any committee appointed at any previous meeting.

Voted: To accept the reports of the District Officers.

Article 4. To see if the District will authorize the Treasurer to borrow money with the approval of the Water Commissioners if necessary, in anticipation of revenue the current year.

Voted: That the District treasurer with the approval of the Water Commissioners be and is hereby authorized to borrow money from time to time in anticipation of the revenue of the financial year beginning april 1, 1938 and to issue a note or notes therefore payable within one year, any debt or debts incurred under this vote to be paid from the revenue of said financial year.

Article 5. To see if Water District will vote to petition the Director of Accounts for an audit of the accounts of the District.

Voted: To have the Water District petition the Director of Accounts for an audit of the accounts of the district.

Article 6. To see if the District will vote to accept the provisions of Chapter 40, Section 42A to F, inclusive of the Gen-

eral Laws, whereby unpaid Water Charges become a lien on the property served and to instruct the Clerk to file a certificate of such acceptance in the Registry of Deeds, or act anything thereon.

Voted: That the District accept the provisions of Chapter 40, Section 42A to F., inclusive of the General Laws, whereby unpaid Water Charges become a lien on the property served and to instruct the Clerk to file a certificate of such acceptance in the Registry of Deeds.

Meeting adjourned at 8:26 p. m.

JAMES E. KINSLEY, Clerk.

WATER MEETING

Abstract of the proceedings of the Special Meeting of the West and South Water Supply District of Acton held at the West Acton Woman's Clubhouse

AUGUST 31, 1938, 8 P. M.

Chose David R. Kinsley, Moderator of the meeting.

The Moderator appointed Lossie E. Laird, Benjamin Ineson, Porter Jenks and Charles S. Coulter to act as Tellers, to receive and count the ballots.

Article 1. To see if the West and South Water Supply District of Acton will vote to raise and appropriate a sum of money for the purpose of extending water mains throughout said District and authorize and direct the Board of Water Commissioners to accept on behalf of the District, for use in carrying out such project, a Federal grant of money pursuant to the Public Works Administration Appropriation Act of 1938; and authorize the Board of Water Commissioners to construct said project and contract with respect thereto; and authorize the Treasurer, with the approval of the Board of Water Commissioners, to borrow such sums as may be necessary to meet any appropriation made and to use any other available funds that may be raised by taxation or appropriated for that purpose, or take any action relative thereto.

The following motion was made by Albert R. Jenks:

For the purpose of extending water mains of not less than six inches in diameter, but less than sixteen inches in diameter, and to enable the District to secure the benefits of funds granted by the Federal Government under the Public Works Administration Appropriation Act of 1938, there be raised and appropriated the sum of \$50,000.00 (fifty

thousand dollars) and the Treasurer, with the approval of the Water Commissioners, be and hereby is authorized to borrow the sum of \$30,000.00 and to issue bonds or notes of the District therefor, under authority of and in accordance with the provisions of Chapter 50 of the Acts of 1938, said bonds or notes to be payable in not more than 15 years at such term and maximum rate of interest as may be fixed by the Emergency Finance Board.

All moneys received by way of grant from the Federal Government on account of this project shall be applied first to meet the cost of construction thereof and any balance shall be applied to the payment of the lien herein authorized.

The Water Commissioners are hereby authorized and directed to accept on behalf of the District, for use in carrying out such project, a Federal grant of money, pursuant to the Public Works Administration Appropriation Act of 1938; and the Water Commissioners are authorized to proceed with the construction of said project and to enter into all necessary and proper contracts and agreements in respect thereto, all subject to applicable Federal regulations; and the Water Commissioners are authorized to do all other acts and things necessary or convenient for obtaining said grant, making said loan, and constructing said project.

After a discussion of the motion, it was voted to proceed to vote on the motion by ballot, those in favor of the motion voting YES and those opposed voting NO.

The Moderator declared the vote as follows:

Total number of ballots cast	97
Necessary two thirds	65
Yes	77
No	20

Article 2. To see if the Water District will vote to rescind the vote of the Annual Meeting April 6, 1937 "That all New Extensions be made on a guaranteed annual revenue amounting to six per cent of the total cost of the extension to remain in effect for a ten year period from the date of the completing of the extension," or take any action relative thereto.

Voted: To rescind the six per cent guarantee on extensions.

Meeting adjourned at 8:47 P. M.

JAMES E. KINSLEY, Clerk.

CLERK'S REPORT

Acton Motor Co., repairs	\$16.04
Allen Bros., stamps55
Acton Pipe Co., pipe	2.24
W. Anderson, gravel	4.00
R. Briggs, reading meter	16.00
Bursaw Gas & Oil Co., kerosene	214.05
Boston Pully & Shafting Co., shafting ..	43.49
Boston Gear Co., pump gears	76.87
R. S. Baker, gasoline	67.50
H. J. Billings, salary as Commissioner ..	25.00
H. Billings, Washington Telegram	1.44
B. & M. R. R., water pipe privilege	10.80
Lawrence Postage	2.25
T. F. Parker, battery and extension lights	2.63
B. & M. R. R., carfare	2.20
Paper Products Co., paper towels	2.10
George Clapp, express and freight paid out	26.84
Charter Gas Engine Co., engine parts ...	86.43
P. Campbell, rent of engine	10.00
A. Cameron, labor	6.00
George Caldwell Co., curb boxes and tools	104.40
Carpenter Co., light and charger	23.85
Central Garage, repairs	12.40
Middlesex Insurance Co., burglary ins. ..	26.00
Director of Accounts, certifying notes ..	30.00
A. G. Costa, motor oil	2.10
W. B. Case, rubber boots	7.15
Carrie Durkee, salary as Treasurer	50.00
Carrie Durkee, bond and postage	35.49
A. Dubey, labor	4.50
DeLuxe Filter Co., filters	19.05
A. W. Davis Co., supplies	45.39
Dunlop Co., chains	6.33
Edison Co., current	13.97
Excise Tax	10.90
Eureka Pipe Co., service pipe	187.31
Economy Lubricant Co., grease	7.00
Eagle Oil Co., oil	6.00
Fairbanks Mose Co., labor and parts ...	138.43
Farnan Brass Co., curb stops	16.38
Fitzgeralds Garage, gasoline	61.33
Ford Meter Box Co., connection	25.57
H. Gould, trucking	6.50
E. P. Gates, sharpening	14.95

O. Geers, dynamite and labor	7.00
Garlock Packing Co., packing	64.45
George Gutteridge, clock	3.95
A. Herderstedt, liability ins. and bond ..	147.69
Hayes Pump Co., pump valves	32.22
Hayward & Fullonton, machine work ..	13.45
Johnson Barker Co., brass goods	61.40
David R. Kinsley, salary as Auditor	10.00
James E. Kinsley, salary as Clerk	5.00
R. Lowden, reading meter	8.00
Locke Stevens, valve	12.54
H. Weis, wiping rags	14.00
H. Leonard, painting stand pipe roof ..	15.00
Murphy & Snyder, printing	33.45
J. Murry, labor	1.75
George E. Clapp, sal. as Superintendent	1,900.00
Maynard and Acton Oil Co., kerosene .	377.91
R. MacDougall, water reports	3.00
Mrs. John MacCarthy, garage rent	36.00
N. E. T. & T. Co., telephone	48.32
New England Transportation Co.	1.51
O. Nichols, labor	1,092.75
National Meter, meter parts	169.41
Neptune Meter Co., meters	84.63
E. Noterman, labor	487.75
News-Enterprise Co., printing	41.25
Nashoba Oil Co., lubricant oil	69.45
H. R. Prescott Co., corporation valves ..	41.45
Proctor Co., lumber	5.76
Phoenix Meter Corp., meter parts	23.26
Pittsburg Meter Co., meters	72.00
H. R. Preston, lubal	58.80
Pierces Express, express	5.37
Public Works Supply Co., cast iron fitting	29.49
Red Hed Mufg. Co., brass valves	35.68
Car registration	2.00
Registry of Deeds, registering water act	1.03
Summer & Dunbar, valves and fittings .	34.50
W. Scanlon, labor	9.00
A. P. Smith Co., 6" valve	48.00
Sprayed Metal Co., crank repairs	90.74
W. E. Whitcomb, salary as commissioner	25.00
W. E. Whitcomb, collecting water rates	180.59
A. Tupper, labor	7.50
G. Turner, labor	8.50
W. E. Whitcomb, postage and envelopes	40.55
W. A. Woman's Club, rent	4.00

\$6,936.53

BOND ACCOUNT

First National Bank—Bonds	\$3,800.00	
First National Bank—Interest	508.00	
		\$4,308.00
		\$11,244.53

GEORGE E. CLAPP,
Clerk of Commissioners.

REPORT OF COLLECTOR OF WATER RATES

APRIL 1, 1938 to APRIL 1, 1939

Metered and unmetered water	\$8,936.05
Installing and repairs	93.43
	\$9,029.48
Paid Treasurer	\$9,029.48
Uncollected March 15, 1939	55.40

METERED WATER FOR ONE YEAR

Center	West	South	Total
2,355,105 gal.	7,354,223 gal.	12,773,198 gal.	22,482,526 gal.
Water used through Fountains			1,269,426 gallons
Water used Cooling Engines at Station			401,890 gallons
			24,153,842 gallons

WATER PUMPED AT STATION, 1938

39,458,154 gallons

NUMBER OF SERVICES NOW INSTALLED

Center	West	South	Total
95	282	258	635
Number of Services Off March 1, 1939			57
Number of Hydrants Installed			115

WALDO E. WHITCOMB, Collector.

TREASURER'S REPORT

West and South Water District of Acton
West Acton, Mass., March 31, 1939.

Cash on hand, March 31, 1938	\$5,577.23	
Received from W. E. Whitcomb, Collector	9,029.48	
Hydrant rentals	2,875.00	
Junk sold	2.15	
North Middlesex Institution for Savings Interest	25.00	
Middlesex Institution for Savings Interest	30.00	
Check return from George Clapp	2.10	
Merchants National Bank of Boston Premium from P. W. A. Project	80.40	
Interest from P. W. A. Project	56.88	
Received from P. W. A.	39.00	
		\$17,717.24
Paid Commissioner's Orders		11,244.53
		\$6,472.71

RECONCILIATION OF CASH

On deposit North Middlesex Savings ...	\$1,000.00
On deposit Middlesex Institution for Savings	1,000.00
Checking Account Concord National Bank	4,472.71
	\$6,472.71

BOND ACCOUNT

Bond out March 31, 1938	\$12,500.00	
Bonds paid	3,500.00	
		\$9,000.00
Bonds out March 31, 1938	\$2,100.00	
Bonds paid	300.00	
		\$1,800.00
		\$10,800.00

CARRIE M. DURKEE, Treasurer.

AUDITOR'S REPORT

West Acton, Massachusetts, March 27, 1939.

Board of Water Commissioners:
Gentlemen:

This is to certify that I have completed an examination of the accounts of the Treasurer and Collector and have found them to be correct.

Very truly yours,

DAVID R. KINSLEY,
Auditor.

REPORT OF AN AUDIT

OF

THE ACCOUNTS OF

THE WEST AND SOUTH

WATER SUPPLY DISTRICT OF ACTON

FOR THE PERIOD FROM APRIL 1, 1935, TO MAY 24, 1938

Made in Accordance with Provisions of Chapter 44, General Laws

June 9, 1938

To the Board of Water Commissioners,
West and South Water Supply District of Acton,
Acton, Massachusetts
Gentlemen:

I submit herewith my report of an audit of the books and accounts of the West and South Water Supply District of Acton, for the period from April 1, 1935, to May 24, 1938, made in accordance with the provisions of Chapter 44, General Laws.

This is in the form of a report made to me by Mr. Herman B. Dine, Assistant Director of Accounts.

Very truly yours,

THEODORE N. WADDELL,
Director of Accounts.

June 9, 1938.

Mr. Theodore N. Waddell
Director of Accounts
Department of Corporations and Taxation
State House, Boston

Sir:

As directed by you, I have made an audit of the books and accounts of the West and South Water Supply District of Acton for the period from April 1, 1935, to May 24, 1938, and submit the following report thereon:

The financial transactions of the district as recorded on the books of the Treasurer were examined. The recorded receipts were analyzed and the payments were checked with the Commissioners' orders and with the approved vouchers on file. The cash balance as of May 24, 1938, was verified by a reconciliation of the bank balance with a statement furnished by the bank in which district funds were deposited and by examination of the savings bank books.

The payments on account of debt and interest were verified by a comparison with the amounts falling due, the cancelled securities and coupons being checked and the outstanding debt being listed and proved.

The commitments of water charges were examined and verified. The payments to the Treasurer were compared with the Treasurer's record of receipts and the outstanding accounts were listed and proved.

The outstanding accounts were further verified by mailing notices to all persons whose names appeared on the books as owing money to the district and from the replies received it appears that the outstanding accounts, as listed, are correct.

A balance sheet showing the financial condition of the district was prepared as of May 24, 1938. This balance sheet indicates that the district is in excellent financial condition.

There are appended to this report, in addition to the balance sheet, tables showing a reconciliation of the Treasurer's and the Collector's cash, as well as a summary of the water accounts receivable.

For the cooperation extended by the officials of the district during the process of the audit, I wish, on behalf of my assistants and for myself, to express appreciation.

Respectfully submitted,

HERMAN B. DINE,
Assistant Director of Accounts.

RECONCILIATION OF TREASURER'S CASH

Balance April 1, 1935		\$4,251.94	
Receipts:			
Fiscal year ending:			
March 31, 1936	\$12,319.02		
March 31, 1937	12,135.18		
March 31, 1938	12,482.95		
		36,937.15	
			\$41,189.09
Payments per Commissioners' orders:			
Fiscal year ending:			
March 31, 1936	\$12,118.65		
March 31, 1937	12,236.50		
March 31, 1938	11,256.71		
		\$35,611.86	
Balance March 31, 1938		5,577.23	
			\$41,189.09
Balance April 1, 1938		\$5,577.23	
Receipts April 1 to May 24, 1938		2,137.57	
			\$7,714.80
Payments per Commissioners' orders:			
April 1 to May 24, 1938		\$1,347.77	
Balance May 24, 1938:			
Concord National Bank	\$4,367.03		
North Middlesex Savings Bank of Ayer, Book No. 24741	1,000.00		
Middlesex Institution for Savings of Con- cord, Book No. 39176	1,000.00		
		6,367.03	
			\$7,714.80

Concord National Bank

Balance May 24, 1938, per statement		\$4,441.16
Balance May 24, 1938, per check book	\$4,367.03	
Outstanding checks May 24, 1938, per list ..	74.13	
		\$4,441.16

RECONCILIATION OF COLLECTOR'S CASH

Collections:		
Fiscal year ending:		
March 31, 1936	\$9,294.05	
March 31, 1937	9,227.72	
March 31, 1938	9,551.21	
April 1 to May 24, 1938	2,546.05	
		\$30,619.03
Excess cash May 24, 193850
		\$30,619.53
Payments to Treasurer:		
Fiscal year ending:		
March 31, 1936	\$9,294.05	
March 31, 1937	9,225.98	
March 31, 1938	9,552.95	
April 1 to May 24, 1938	2,137.57	
		\$30,210.55
Cash on hand May 24, 1938, verified		408.98
		\$30,619.53

WATER RATES

Outstanding April 1, 1935	\$97.72	
Charges:		
Fiscal year ending:		
March 31, 1936	\$9,264.97	
March 31, 1937	9,317.15	
March 31, 1938	9,441.05	
	28,023.17	
Collections not committed	39.68	
		\$28,160.57
Payments to Treasurer:		
Fiscal year ending:		
March 31, 1936	\$9,294.05	
March 31, 1937	9,225.98	
March 31, 1938	9,552.95	
	\$28,072.98	
Abatements	14.00	
Credits	17.00	
Outstanding March 31, 1938	56.59	
		<u>\$28,160.57</u>
Outstanding April 1, 1938	\$56.59	
Charges April 1 to May 24, 1938	4,364.34	
Excess cash50	
		\$4,421.43

Payments to Treasurer		
April 1 to May 24, 1938	\$2,137.57	
Credits April 1 to May 24, 1938	37.00	
Outstanding May 24, 1938, per list	1,837.88	
Cash balance May 24, 1938	408.98	\$4,421.43

WEST AND SOUTH WATER SUPPLY DISTRICT OF ACTON
Balance Sheet — May 24, 1938

GENERAL ACCOUNTS

	Assets	Liabilities and Reserves	
Cash:			18
Treasurer	\$6,367.03	Water Revenue	\$1,837.88
Collector	408.98	Surplus Revenue	6,776.01
	\$6,776.01		
Accounts Receivable:			
Water Rates	1,837.88		
	\$8,613.89		
	DEBT ACCOUNTS		
Net Funded or Fixed Debt	\$14,300.00	Water Loan 1912	\$12,500.00
		Water Loan 1914	1,800.00
	\$14,300.00		\$14,300.00