

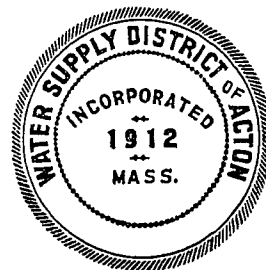
ANNUAL REPORT

OF THE

WATER SUPPLY DISTRICT

OF

ACTON, MASSACHUSETTS



FOR THE YEAR
ENDING DECEMBER THIRTY-FIRST

1965

MURPHY & SNYDER, INC. • MAYNARD, MASSACHUSETTS

ORGANIZATION — 1965

Clerk

MRS. BERYL B. SILVA Term expires 1966

Water Commissioners

DONALD L. LORING Term expires 1968

HARLAN E. TUTTLE Term expires 1967

EDWIN H. CHRISTOFFERSON Term expires 1966

Commissioners meet second Tuesday of the month
8 P. M.

Whitcomb Station, Mass. Avenue, West Acton

Treasurer

ORMAL S. R. LAFFIN Term expires 1966

Appointments by the Water Commissioners

Superintendent

RAY L. HARRIS (tenure of office)

Collector

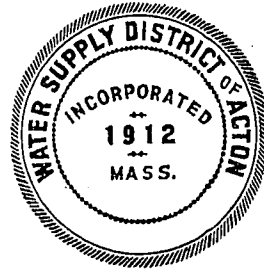
HAROLD M. RICHARDSON Term expires 1966

Accountant

MRS. BERYL B. SILVA Term expires 1966

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, ss.



To the Clerk of the Water Supply District of Acton,
GREETINGS:

You are directed to notify the inhabitants of the Town of Acton, qualified to vote in election and town affairs on January 1, 1966, to assemble in

Town Hall, Acton Center

MONDAY, FEBRUARY 21, 1966

at 8:00 o'clock P. M.

Then and there to act on the following articles:

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 one member of the Board of Water Commissioners to serve for the term of three years, and to fix the salaries of same.

Article 3. To hear and act on the report of the Commissioners, the Treasurer, and other officers of the District.

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

Article 5. To see if the District will vote to instruct the Commissioners to have an audit of the various accounts of the District or act anything thereon.

Article 6. To see what sums of money the District will vote to raise and appropriate to defray the usual expenses of the District.

Article 7. To see if the District will vote to rescind action taken under article 11, of the annual meeting of February 17, 1964, or act anything thereon.

Article 8. To see if the District will vote to appropriate from surplus revenue to the Lights, Power, and Telephone account the sum of \$703.94, to balance the account for 1965, or act anything thereon.

Article 9. To see if the District will vote to appropriate from surplus revenue the sum of three thousand dollars (\$3,000.00) for the 1966 rental fee on the Allan Christofferson land off School Street, one-half of said sum to be applied to the purchase price of said property per 1964 agreement, or act anything thereon.

Article 10. To see if the District will vote to appropriate from surplus revenue the sum of eight thousand dollars (\$8,000.00) to the Survey-New Water Supply account, or act anything thereon.

Article 11. To see if the District will vote to appropriate from surplus revenue the sum of two thousand eight hundred dollars (\$2,800.00) to purchase a new $\frac{3}{4}$ ton pick up truck with utility body, and authorize the Commissioners to sell or trade the 1954 truck, or act anything thereon.

Article 12. To see if the District will vote to transfer the balance in the Parker Street Extension account, to the Concord Road-Pope Road Extension account, or act anything thereon.

Article 13. To see if the District will vote to raise and appropriate the sum of eleven thousand five hundred (\$11,500.00) dollars to extend an 8-inch water main for a distance of 1,425 feet on Hayward Road, from the end of the existing main at Rex Corporation, to Jefferson Drive, to connect with existing main, and to install the necessary hydrants and fittings, and to authorize the Treasurer, with the approval of the Commissioners, to borrow such sums as may be necessary to meet said appropriation, or act anything thereon. (Inserted at the request of the Fire Chief).

Article 14. To see if the District will vote to raise and appropriate a sum of money to extend an 8-inch water main

for a distance of 400 feet in a northeasterly direction on Minot Avenue, from the end of the existing water main, and to install the necessary hydrants and fittings, and to authorize the Treasurer, with the approval of the Commissioners, to borrow such sums as may be necessary to meet said appropriation, or act anything thereon.

Article 15. To see what action the District wishes to take in reference to the new reservoir on Flagg Hill.

Article 16. To see if the District will vote to authorize the Commissioners to enter into a lease with Margaret Travers of a certain parcel of land situated on the southerly side of Willow Street in that part of Acton called West Acton, and bounded as follows:

Beginning at a point on Willow Street, said point being 495.62 feet westerly of a pipe at land of Melville A. Thompson and Henry S. Watkins at Willow Street, thence S. 4° 58' E. 118 feet by land of said Thompson, thence N. 85° 02' E. 50 feet by land of said Thompson to land of the Town of Acton, thence S. 4° 58' E. by land of the Town of Acton 210 feet, thence S. 21° 44' W. 22 feet by land of Henry S. Watkins, thence Southwesterly 350 feet by land of Margaret Travers, thence Northwesterly 350 feet by land of Margaret Travers to Willow Street, thence Northeasterly by Willow Street 350 feet to the point of beginning. Containing 2.9/10 acres, more or less.

For a term not to exceed one (1) year, for the purpose of operating thereon a well for an additional water supply. To do or act thereon.

Article 17. To see if the District will vote to appropriate or transfer, from any available source, a certain sum of money for the payment of the rent provided for in the lease of the said Margaret Travers land. To do or act thereon.

Article 18. To see if the District will vote to appropriate or transfer, from any available source, a certain sum of money for the purpose of purchasing and installing about eight hundred (800) feet of eight (8") inch water pipe and all necessary fixtures and hydrants to extend the existing water main on Willow Street in that part of Acton called West Acton, for a distance of about seven hundred fifty (750) feet in a westerly direction and about fifty (50) feet in the land to be leased from Margaret Travers to the new well. To do or act thereon.

Article 19. To see if the District will vote to appropriate or transfer from surplus revenue, the sum of eight hundred

fifty (\$850.00) dollars for the purpose of purchasing a certain parcel of land situated off the northeasterly side of Lawsbrook Road, consisting of about one (1) acre, more or less, and bounded about as follows:

SOUTHEASTERLY by land of Lexington Sand & Gravel Co., three hundred thirty (330) feet;

NORTHEASTERLY by land of the Marshall Corporation, about one hundred twenty-eight (128) feet;

NORTHWESTERLY by land of William A. Massie, Jr., about three hundred ten (310) feet; and

SOUTHWESTERLY by land of Augustine J. and Mary A. Walther, about one hundred thirty-four and 77/100 (134.77) feet.

All for the purpose of protecting an existing water supply source. To do or act thereon.

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

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 this twenty-sixth day of January in the year one thousand nine hundred and sixty-six.

DONALD L. LORING
HARLAN E. TUTTLE
EDWIN H. CHRISTOFFERSON
Water Commssioners

REPORT OF THE WATER COMMISSIONERS

The Commissioners wish to thank everyone for their cooperation in conserving water during the past year. Until we have a substantial amount of rain, we urge you to continue this necessary measure. With the additional users being added every year, we are pumping more and more water.

With your approval of the necessary money, we hope to have another well in operation by early summer on the Travers land on Willow Street at the Stow line. This well has been tested and approved and will yield about 150 gallons per minute. We also hope to complete the main on Hayward Road from Rex Brand property to Jefferson Drive, forming a loop which is very important to the operation of the system.

It was with great regret that we accepted the retirement of Ray L. Harris as Superintendent of the Department on December 31, 1965. He is the one responsible for the excellent condition of the District as it is today. During his fifteen years with the District he pushed and prodded the Commissioners into various projects which he thought were necessary for the development of the system. Having made these improvements, we have been able to meet most of the demands the building boom has made necessary. We sincerely hope he enjoys his well-deserved retirement, and stops by the pumping station for a free drink (water) once in a while.

We submit the estimated budget for 1966:

Estimated Revenues and Receipts

Hydrant Service	\$21,000.00
Water Rates	125,000.00
Sprinkler Service	380.00
Installing and Repairs	18,000.00
	<hr/>
	\$149,380.00

Estimated Expenses for Current Year

Bonds and Interest	\$50,000.00
Group Insurance	1,000.00
Salaries and Wages	35,000.00
Equipment Rental	1,000.00
Lights, Power and Telephone	16,000.00
Fuel	600.00
Auto and Equipment Expense	2,500.00 - 3,500

Insurance and Rentals	1,500.00	
Meters	8,000.00	
Miscellaneous	2,000.00	
Materials and Supplies (maintenance and operation)	22,000.00	
Mass. State Audit	1,500.00	
Middlesex County Retirement	1,300.00	
		<u>\$142,400.00</u>
Estimated Gain		<u>\$6,980.00</u>

DONALD L. LORING, Chairman
HARLAN E. TUTTLE
EDWIN H. CHRISTOFFERSON
Water Commissioners

REPORT OF THE SUPERINTENDENT

To the Board of Water Commissioners:

The following report covers the activities of the District for 1965.

New house installations numbered 135, and 32 old house services have been repaired or renewed.

A new double acting control valve has been installed at the standpipe in South Acton.

The water main extension on Summer Street, from Arlington Street to Central Street was completed this year. Also the extension on Concord Road to the Jenks development off Pope Road, and the railroad crossing extension on Parker Street, have been completed.

Developers have installed water mains on the following streets: Captain Brown's Lane, Musket Drive, Old Village Road, Heritage Road, Craig Road, Bayberry Road, Myrtle Drive, Phlox Lane, Rose Court, Magnolia Drive, and Patriots Road.

Total water pumped from Oct. 1, 1964 to Oct. 1, 1965:

294,692,000 gallons.

In closing my report, I have retired as of December 31, 1965, after fifteen years of service for the District. I wish to thank the several town departments, especially the Highway, Police, and Fire Departments for their cooperation in working with us through the years.

The Commissioners have appointed Stephen Scribner as your new Superintendent. He has had several years' experience on the department, and he is very capable of carrying out the duties of the office.

Respectfully submitted,

RAY L. HARRIS
Superintendent

WATER MEETING

Abstract of the proceedings of the annual meeting of the Water Supply District of Acton, held in Town Hall, Acton Center,

MONDAY, FEBRUARY 15, 1965, at 8:00 o'clock P. M.

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

Chose James E. Kinsley, Moderator of the meeting. He was duly sworn to office by the Clerk.

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

The Moderator appointed the following tellers: W. Henry Soar, H. Wilson Bursaw, Patience H. MacPherson, Dewey E. Boatman.

Voted: (on motion of Charles D. MacPherson), to permit stickers to be passed out for Donald L. Loring for Water Commissioner. This was a unanimous vote.

Voted: That the laws governing town elections shall apply to this election. (Unanimous vote).

Voted to close ballot box at 8:30 P. M.

Total ballots cast: 47

Commissioner for 3 years:

Donald L. Loring	44
Other	1
Blank	2

Clerk for 1 year:

Beryl B. Silva	40
Blank	7

Treasurer for 1 year:

Ormal S. R. Laffin	40
Blank	7

(Necessary to elect: 39 votes). The above officers were declared elected.

Voted: To fix the salaries as follows:

Commissioner	\$100.00 per year
Treasurer	400.00 per year
Clerk	200.00 per year
Moderator	10.00 per meeting

Article 3. To hear and act on the report of the Commissioners, the Treasurer, and other officers of the District.

Voted: To accept the reports of the District officers.

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

Voted: That the Treasurer, with the approval of the Commissioners, be and hereby is authorized to borrow money from time to time in anticipation of the financial year beginning January 1, 1965, and to issue a note or notes therefor 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 the District will vote to instruct the Commissioners to have an annual audit of the various accounts of the District or act anything thereon.

Voted: To instruct the Commissioners to have an audit of the various accounts of the Water District under the direction of the Commonwealth of Massachusetts.

Article 6. To see what sums of money the District will vote to raise and appropriate to defray the usual expenses of the District.

Voted: To appropriate the receipts of the District for maintenance and operation of the District with specific appropriations as follows:

Bonds and Interest	\$54,000.00
Group Insurance	1,000.00
Salaries and Wages	29,000.00
Equipment Rental	1,000.00
Fuel	600.00
Lights, Power and Telephone	12,000.00
Auto and Equipment Expense	3,000.00
Insurance and Rentals	1,500.00
Meters	6,500.00
Miscellaneous	2,000.00

Materials and Supplies	
(maintenance and operation)	19,000.00
Mass. State Audit	800.00
Middlesex County Retirement	1,025.64

Total\$131,425.64

(Unanimous vote).

Article 7. To see if the District will vote to rescind action taken under article 6, of the special meeting of October 14, 1963, or act anything thereon.

Voted: To rescind. (Unanimous vote).

Article 8. To see if the District will vote to appropriate from surplus revenue the sum of two thousand dollars (\$2,000) to extend 8-inch water main, together with fittings and hydrants, a distance of approximately 350 feet in an easterly direction on Minot Avenue, from the existing main on Forest Road, or act anything thereon.

Voted: To appropriate from surplus revenue the sum of \$2,000.00 to extend 8-inch water main, together with fittings and hydrants, a distance of approximately 350 feet in an easterly direction on Minot Avenue, from the existing main on Forest Road. (Unanimous vote).

Article 9. To see if the District will vote to raise and appropriate the sum of three thousand dollars (\$3,000) for the 1965 rental fee on the Allan Christofferson land off School Street, and to authorize the Treasurer, with the approval of the Commissioners, to transfer the unexpended balance from the School Street Well account to meet said appropriation, or act anything thereon.

Voted: To appropriate \$3,000.00 for the 1965 rental fee on the Allan Christofferson land off School Street, and authorize the Treasurer, to transfer the unexpended balance from the School Street Well account to meet this appropriation. (Unanimous vote).

Article 10. To see if the District will vote to appropriate from surplus revenue the sum of nine thousand dollars (\$9,000) to extend 12-inch water main for a distance of approximately 1,725 feet on Summer Street, from the end of the existing main at Summer and Arlington Streets to Central Street, or act anything thereon.

Voted: To appropriate from surplus revenue the sum of \$9,000.00 to extend 12-inch water main for a distance of

approximately 1,725 feet on Summer Street, from the end of the existing main at Summer and Arlington Streets to Central Street. (Unanimous vote).

Article 11. To see if the District will vote to transfer the unexpended balance from the Summer Street extension voted in 1964, to the extension requested under article 10 of this warrant, or act anything thereon.

Voted: To transfer the unexpended balance of \$1,193.37 from the Summer Street extension account voted in 1964, to the extension voted under article 10 of this warrant. (Unanimous vote).

Article 12. To see if the District will vote to transfer the unexpended balance from the Arlington and Homestead Street extension voted in 1964, to the extension requested under article 10 of this warrant, or act anything thereon.

Voted: To transfer the unexpended balance of \$2,630.33, from the Arlington and Homestead Street extension voted in 1964, to the extension voted under article 10 of this warrant. (Unanimous vote).

Voted to adjourn 9:50 P. M.

A true copy. Attest:

BERYL B. SILVA
District Clerk

WATER MEETING

Abstract of the proceedings of a special meeting of the Water Supply District of Acton, held in Town Hall, Acton Center,

MONDAY, JULY 26, 1965, at 8:00 o'clock P. M.

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

Chose James E. Kinsley, Moderator of the meeting.

Article 2. To see if the District will vote to appropriate from surplus revenue, the sum of \$393.46, to the State Audit account, or act anything thereon

Voted: To appropriate. (Unanimous vote).

Article 3. To see if the District will vote to appropriate from surplus revenue, the sum of \$2,000.00, to the Summer Street Extension account, or act anything thereon.

Voted: To appropriate. (Unanimous vote).

Article 4. To see if the District will vote to appropriate from surplus revenue, the sum of \$5,000.00, to the Survey-New Water Supply account, or act anything thereon.

Voted: To appropriate. (Unanimous vote)

Article 5. To see if the District will vote to appropriate from surplus revenue, the sum of \$3,000.00, to the Materials and Supplies account, or act anything thereon.

Voted: To appropriate. (Unanimous vote).

Article 6. To see if the District will vote to raise and appropriate a sum of money to extend a 10-inch water main, from the end of the existing main on Concord Road to Route 2A, thence southerly along Route 2A to Pope Road, thence easterly along Pope Road to Bayberry Street, a total distance of approximately 2,700 feet, together with hydrants and fittings, and to authorize the Treasurer with the approval of the Commissioners to borrow such sums as may be necessary to meet said appropriation, or act anything thereon. (Inserted at the request of Jenks Realty Corp.)

Motion: (Presented by Porter Jenks), That the District appropriate the sum of twenty-one thousand six hundred

(\$21,600.00) dollars for the extension of the existing 10-inch water main on Concord Road, easterly on said Concord Road to 2A, thence southerly on said Route 2A to Pope Road, thence easterly on said Pope Road to Bayberry Street for a total distance of about 2,700 feet, together with all required hydrants and fittings; and to authorize the Treasurer of the District to borrow the District's share of the appropriation, to wit: \$8,640.00, with the approval of the Commissioners, and to authorize the District to employ the sum of \$12,960.00, deposited herewith by the petitioner, Jenks Realty Corp., representing the petitioner's share of the appropriation, and further to authorize the District to reimburse the said Jenks Realty Corp., sixty percent of any excess, if any there be.

The Moderator appointed the following tellers:
Albert E. Foster, Ralph C. Morse, Allen Moody, John Whittier.

Total Vote cast: 81.
Yes — 55. No — 25.
Needed to pass: 54.

Motion carried by one vote.

Article 7. To see if the District will vote to raise and appropriate a sum of money to extend a 10-inch water main, a distance of approximately 675 feet on Pope Road, from Bayberry Street to Braebrook Road, and to install the necessary hydrants and fittings, and to authorize the Treasurer with the approval of the Commissioners to borrow such sums as may be necessary to meet said appropriation, or act anything thereon.

Motion: (Presented by Richard Cheever), That the District raise and appropriate the sum of \$7,600.00, to extend a 10-inch water main a distance of approximately 950 feet on Pope Road, from Bayberry Street, to a point opposite the northerly property line of the lot presently owned by Michael A. Sarno, and to install the necessary hydrants and fittings, and to authorize the Treasurer with the approval of the Commissioners, to borrow \$7,600.00, to meet said appropriation.

Total vote cast: 72.
Yes — 54. No — 18.
Needed to pass: 48.

Motion carried by six votes.

Voted to adjourn 9:15 P. M.

A true copy. Attest:

BERYL B. SILVA
District Clerk

REPORT OF THE COLLECTOR OF WATER RATES

Assessed Valuation of the District

\$55,100,000 approximation
In the process of re-evaluation.

Total Water Pumped from October 1, 1964 to October 1, 1965
298,990,000 gallons

Total Water Metered from October 1, 1964 to October 1, 1965
231,300,000 gallons

Number of Hydrants as of January 1, 1966

Private 13
Other 457

Number of Services as of January 1, 1966

Center 470
South 868
West 1,239

2,577

Outstanding January 1, 1965 \$1,889.93
Charges 159,915.75
Refunds 4,910.03

\$166,715.71

Paid to Treasurer \$158,974.74
Outstanding January 1, 1966 2,258.09
Abatements 5,242.65
Overpayments 41.20
Credits 76.12
Audit Adjustment 122.91

\$166,715.71

Respectfully submitted,

HAROLD M. RICHARDSON,
Collector.

REPORT OF THE DISTRICT ACCOUNTANT

To the Board of Water Commissioners:

Submitted herewith is a summary of expenditures for the year 1965.

BERYL B. SILVA,
District Accountant.

Appropriations and Expenditures

Accounts	Appropriation	Expended	Balance
Salaries and Wages	\$29,000.00	\$28,356.16	\$643.84
Group Insurance	1,000.00	711.26	288.74
Bonds and Interest	54,000.00	48,818.00	5,182.00
Equipment Rental	1,000.00	882.63	117.37
Lights, Power, and Telephone	12,000.00	12,703.94	overdrawn
Fuel	600.00	478.78	121.22
Auto and Equipment Expense	3,000.00	1,745.29	1,254.71
Insurance and Rentals	1,500.00	1,123.97	376.03
Meters (New and Repairs)	6,500.00	6,390.97	109.03
Miscellaneous	2,000.00	1,827.99	172.01
Materials and Supplies (maintenance and operation)	19,000.00}		
*	3,000.00}	21,552.96	447.04
Mass. State Audit	800.00}		
*	393.46}	1,193.46	———
Middlesex County Retirement	1,025.64	1,025.64	———
Special Appropriations			
Summer St. Extension II	\$12,823.70}		
*	2,000.00}	14,471.19	352.51
Rent — School St. Well Land	3,000.00	3,000.00	———
Survey — New Water Supply (bal. 1/1/65)	713.61}		
*	5,000.00}	5,536.17	177.44
Parker St. Extension (bal. 1/1/65)	10,362.27	5,805.91	4,556.36
Flagg Hill Reservoir (bal. 1/1/65)	16,991.78	16,805.36	186.42
Minot Avenue Extension	2,000.00	2,000.00	———
Concord Rd. — Pope Rd. Extension	8,640.00}		
	12,960.00}	19,711.75	1,888.25
(OD — overdrawn account)			
(* — additional appropriation)			

Debt Account

Net Funded or Fixed Debt	\$244,040.00	Water Main Loans:	
		1957	\$2,400.00
		1961	18,000.00
		1961	2,000.00
		1962	3,000.00
		1963	2,000.00
		1963	12,000.00
		1964	180,000.00
		1964	16,000.00
		1965	8,640.00
	<u>\$244,040.00</u>		<u>\$244,040.00</u>

TREASURER'S REPORT

Cash in Bank, January 1, 1965	\$66,641.58
Water Receipts	\$158,929.84
Discount96
Boston and Maine Check returned	750.00
Accrued Interest on Bond Loan	9.22
Bond Loan	8,640.00
Jenks Homes Inc., Concord Road Ext.	12,960.00
Blue Cross and Blue Shield	132.24
	\$181,422.26
	\$248,063.84

Less:

Commissioner's Orders	\$121,746.02
New Well	16,158.68
Postage	358.20
Bonds	40,200.00
Bond Interest	8,618.00
Internal Revenue Service	2,414.90
Commonwealth of Massachusetts ..	326.24
Middlesex Retirement System	1,106.82
Miscellaneous	165.36
	\$192,422.94
Cash in Bank, Dec. 31, 1965 ..	\$55,640.90

BONDS

Bonds Outstanding, January 1, 1965	\$275,600.00
New Bond Issue	8,640.00
	\$284,240.00
Bonds Paid	40,200.00
Bonds Outstanding, December 31, 1965	\$244,040.00

ORMAL S. LAFFIN,
Treasurer.

THE COMMONWEALTH OF MASSACHUSETTS
Department of Corporations and Taxation
Bureau of Accounts
80 Mason Street, Boston

September 7, 1965

To the Board of Water Commissioners
Water Supply District of Acton
Acton, Massachusetts

Gentlemen:

I submit herewith my report of an audit of the books and accounts of the Water Supply District of Acton for the fiscal year 1964, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. William Schwartz, Assistant Chief of Bureau.

Very truly yours,

ARTHUR H. MacKINNON,
Director of Accounts.

AHM:gbs

Mr. Arthur H. MacKinnon
Director of Accounts
Department of Corporations and Taxation
Boston, Massachusetts

Sir:

As directed by you, I have made an audit of the books and accounts of the Water Supply District of Acton for the fiscal year 1964, and submit the following report thereon:

The books and accounts of the district treasurer were examined and checked. The receipts, as recorded, were analyzed and proved, while the payments were compared with the bills and payrolls approved by the district commissioners. The cash book additions were proved, and the cash balance on March 16, 1965 was verified by reconciliation of the bank balances with statements furnished by the banks of deposit.

An analysis was made of the treasurer's ledger accounts, the necessary adjusting entries resulting from the audit were made, and a balance sheet, which is appended to this report, was prepared showing the financial condition of the district on December 31, 1964.

The appropriations, as listed from the district clerk's record of district meetings, were checked with the appropriation accounts in the treasurer's ledger.

The payments made for maturing debt and interest were compared with the amounts falling due and were checked with the cancelled securities and coupons on file.

The deductions from employees' salaries and wages for Federal and State taxes, the county retirement system, and Blue Cross and Blue Shield were examined, listed and reconciled with the treasurer's books.

The books and accounts of the district water collector were examined and checked. The charges for water rates, services and miscellaneous, and hydrant rentals were proved, the cash book was added and compared with the amounts posted in the commitment books, the payments to the treasurer were verified, and the outstanding accounts were listed and proved.

Verification of the outstanding accounts was obtained by mailing notices to a number of persons whose names appeared on the books as owing money to the district, the replies received thereto indicating that the accounts, as listed, are correct.

The surety bonds of the financial officials on file for the faithful performance of their duties were examined and found to be in proper form.

Appended to this report, in addition to the balance sheet, are tables showing a reconciliation of the treasurer's cash and summaries of the water accounts.

Cooperation was extended by all district officials during the progress of the audit, for which, on behalf of my assistants and for myself, I wish to express appreciation.

Respectfully submitted,

WILLIAM SCHWARTZ,
Assistant Director of Accounts.

WS:gbs

WATER SUPPLY DISTRICT OF ACTON
BALANCE SHEET — DECEMBER 31, 1964

GENERAL ACCOUNTS

Assets

Cash:	
General	\$67,391.20
Advance for Petty:	
Water Collector	70.00
Accounts Receivable:	
Water Rates and Services	2,896.79
Loans Authorized:	
Minot Avenue Extension	\$2,500.00
Newtown Road Extension	5,500.00
	\$8,000.00
Unprovided For or Overdrawn Accounts:	
Overdrawn Appropriations:	
Minot Avenue Extension	\$2,000.00
Materials and Supplies	2,102.61
	\$4,102.61
	\$82,460.60

Liabilities and Reserves

Payroll Deductions:	
Federal Taxes	\$596.80
State Taxes	80.40
County Retirement System	71.17
Blue Cross and Blue Shield	92.77
	\$841.14
Appropriation Balances:	
Revenue:	
Arlington Street Extension	\$2,630.33
School Street Well	3,000.00
Survey Water Supply	713.61
Non-Revenue:	
Flagg Hill Reservoir	16,991.78
Parker Street Extension	10,362.27
Summer Street Extension	1,193.37
	\$34,891.36
Loans Authorized and Unissued	8,000.00
Revenue Reserved Until Collected:	
Rates and Services	2,896.79
Reserve for Petty Cash Advance	70.00
Surplus Revenue	35,761.31
	\$82,460.60

Debt Accounts

Net Funded or Fixed		Serial Loans:	
Debt	\$275,600.00	Water Mains 1955 ..	\$700.00
		Water Supply 1955 ..	2,000.00
		Water Mains 1957 ..	3,600.00
		Water Mains 1960 ..	3,000.00
		Water Supply 1960 ..	6,300.00
		Water Supply 1961 ..	21,000.00
		Water Mains 1961 ..	5,000.00
		Water Mains 1962 ..	6,000.00
		Water Mains 1963 ..	4,000.00
		Water Mains 1963 ..	14,000.00
		Water Mains 1963 ..	190,000.00
		Water Mains 1964 ..	20,000.00
	\$275,600.00		\$275,600.00

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