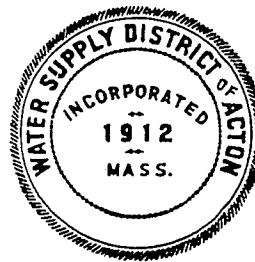


**ANNUAL REPORT**  
OF THE  
**WATER SUPPLY DISTRICT**  
OF  
ACTON, MASSACHUSETTS



*For the Year Ending December Thirty-first*

**1979**

## ORGANIZATION — 1979

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### Water Commissioners

Kevin B. Sweeney	Term expires 1980
Alvin R. Piper	Term expires 1981
Harry B. Morse	Term expires 1982

### Moderator

Richard P. O'Brien	Term expires 1980
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### Clerk

Anita E. Page	Term expires 1980
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### Finance Committee

Raymond L. Page	Term expires 1980
Charles W. Pappas	Term expires 1981

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Commissioners meet on second Tuesday of the month  
Whitcomb Station, 693 Massachusetts Avenue, Acton  
8 P.M.

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### Appointments by the Water Commissioners

#### Superintendent

Stephen W. Scribner	Term expires 1980
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#### Treasurer and Collector

Stephen G. Peterson	Term expires 1980
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#### Accountant

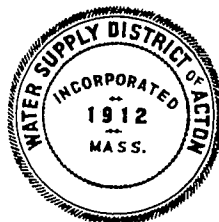
Louise Murray	Term expires 1980
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#### Attorney

Charles E. Orcutt, Jr.	Term expires 1980
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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 elections and town affairs, to assemble at the

Whitcomb Station of the Water Supply District  
Massachusetts Avenue (Route 111), West Acton

on MONDAY, MARCH 3, 1980

at 7:00 o'clock A.M.;

Then and there to bring their votes on one ballot for the following officers:

Moderator for one year, one commissioner for three years,  
and Clerk for one year.

The polls will open at SEVEN O'CLOCK, A.M., and close at  
EIGHT O'CLOCK P.M., March 3, 1980.

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You are further requested to notify the legal voters of said  
Town of Acton, as aforesaid, to meet at the

Acton-Boxborough Regional High School Auditorium  
Charter Road at Hayward Road, West Acton  
on WEDNESDAY, MARCH 19, 1980

at 7:30 o'clock P.M.

Then and there to act on the following articles:

ARTICLE 1. To fix the salaries of the elected officers.

ARTICLE 2. To act on the reports of the Commissioners, the Treasurer, and other officers and committees of the District.

ARTICLE 3. To see if the District will vote to authorize the Treasurer, with the approval of the Commissioners, to borrow in anticipation of the revenue for the fiscal year beginning July 1, 1980, in accordance with the provisions of General Laws, Chapter 44, Section 4, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provisions of General Laws, Chapter 44, Section 17, or take any other action relative thereto.

ARTICLE 4. To see if the District will vote to instruct the Commissioners to have an audit of the various accounts of the District, or to take any action relative thereto.

ARTICLE 5. To see what sums of money the District will vote to raise and appropriate to defray the usual expenses of the District.

ARTICLE 6. To see if the District will vote to transfer from surplus revenue a certain sum of money for the purchase of a new pick-up truck, or to take any other action relative thereto.

ARTICLE 7. To see if the District will vote to raise and appropriate, or transfer from any available source, or to borrow under authority of Chapter 44 of the General Laws, as amended, a certain sum of money, for the preparation of an updated ten year comprehensive long range master plan which shall serve as a basis for the expansion and improvement of the water supply and distribution system of the District, or to take any other action relative thereto.

ARTICLE 8. To see if the District will vote to purchase or take by eminent domain, or otherwise acquire, the fee, in all or part of the land owned now or formerly by Mabel Jenks McNiff located on the westerly side of Main Street in North Acton and being shown on a plan entitled "Plan of Land in Acton, Mass., owned by Mabel Jenks McNiff dated Oct. 25, 1979", as Lot A containing 317,623 square feet, more or less, together with a temporary construction easement to pass and repass by foot and vehicular traffic over an access and utility easement as shown on

said plan from Main Street to said Lot A; and to use and improve and install and repair water mains, if necessary, within said easement. Said land acquisition is for water supply purposes and for the construction of a water storage tank; and to raise and appropriate or to transfer from any available source, or to borrow under authority of Chapter 44, of the General Laws, as amended, a certain sum of money for said purpose, or to take any other action relative thereto.

ARTICLE 9. To see if the District will vote to authorize the Treasurer, with the approval of the Commissioners to borrow under the provisions of Chapter 732 of the Acts of 1979 and the applicable provisions Chapter 44 of the General Laws, the sum of three hundred and fifty thousand (\$350,000.00) dollars, for the purpose of conducting a hydro-geological study, including but not limited to the following: determining the location of aquifers, water recharge areas, other sensitive areas related to water supply and conducting water favorability studies and test well exploration, or to take any other action relative thereto.

ARTICLE 10. To see if the District will vote to authorize the Commissioners to transfer to the New Lawsbrook Well Field Account the unexpended balance in the amount of \$6,081.64 from the Hammond Street Water Main Extension Account, which extension was approved under Article 10 of the annual meeting of the District held on March 16, 1977, or to take any other action relative thereto.

ARTICLE 11. To see if the District will vote to authorize the Commissioners to transfer to the New Lawsbrook Well Field Account the unexpended balance in the amount of \$11,107.18 from the Newtown Road and Arlington Street Water Main Extension Account, which extension was approved under Article 10 of the annual meeting held on March 15, 1978, or to take any other action relative thereto.

ARTICLE 12. To see if the District will vote to authorize the Commissioners to transfer to the New Lawsbrook Well Field Account the unexpended balance in the amount of \$11,788.53 from the Nagog Hill Reservoir Account, which reservoir construction was approved under Article 4 of the special meeting held on November 28, 1973, or to take any other action relative thereto.

ARTICLE 13. To see if the District will vote to install an 8 inch water main from the existing water main on Lawsbrook Road to the new well field under development by the District on

land owned by the District, a distance of about 1850 feet, more or less, together with hydrants and necessary fittings; and to raise and appropriate, or transfer from any available source, or to borrow under Chapter 44 of the General Laws, as amended, the sum of \$27,000.00, for the payment of said installation, or to take any other action relative thereto.

ARTICLE 14. To see if the District will vote to install several wells and to construct a pumping station, install a suitable pump, equipment and necessary fittings and other appurtenances at the site of the new well field off Lawsbrook Road, and to raise and appropriate, or transfer from any available source, or to borrow under Chapter 44 of the General Laws, as amended, the sum of \$150,000.00, for the payment of said construction, or to take any other action relative thereto.

ARTICLE 15. To see if the District will vote to authorize the Commissioners to raise and appropriate or transfer from any available source or to borrow under Chapter 44 of the General Laws as amended, a sum of money for the purpose of laboratory analysis of water samples from all active District operated wells, said analyses to include an initial analysis for the 129 priority pollutants identified by the EPA and to be followed by biannual testing for any chemicals which have been identified in the initial analysis, or to take any other action relative thereto. (Submitted by petition of thirteen registered voters.)

ARTICLE 16. To see if the District will vote to authorize the Commissioners to enter into a final written agreement with Assabet Sand & Gravel Company, Inc., a Massachusetts corporation having a usual place of business in Acton, Massachusetts, regarding the removal of over-burden and completion of final landscaping and grading incident thereto on land owned by the District located off Powder Mill Road and New High Street in said Acton, and subject to the terms and conditions of a permit from the Acton Board of Appeals, if applicable.

Said agreement shall be for one year and contain whatever terms, restrictions, conditions or limitations the District or Board of Selectmen, or both, deem necessary to protect the interests of the District and the Town. The District is to be reimbursed by Assabet Sand & Gravel Company, Inc., under the terms of said agreement, or to take any other action relative thereto.

ARTICLE 17. To see if the District will vote to authorize the Commissioners to enter into a one year written agreement

regarding the removal of over-burden, grading, seeding, sloping and general landscaping on land owned by the District located off Lawsbrook Road. The District shall be reimbursed under the terms of said agreement and shall include such other terms and conditions as the Commissioners deem best for the interest of the Town and the District as provided for in Chapter 40, Section 41 of the General Laws, as amended, or to take any other action relative thereto.

ARTICLE 18. To see if the District will vote to discontinue the policy of sand and gravel removal from District lands, and to pursue methods of water search and well development which will not require such removal, or to take any other action relative thereto. (Submitted by petition of twenty-four registered voters)

ARTICLE 19. To see if the District will vote to discontinue the practice of sand and gravel removal from the District lands, or to take any other action relative thereto. (Submitted by petition of fifteen registered voters)

ARTICLE 20. To see if the District will vote to establish a moratorium on the removal of sand, gravel and other materials from District lands off Lawsbrook Road until such time as an hydrogeological survey of the entire town of Acton has been completed, or to take any other action relative thereto. (Submitted by petition of twenty-five registered voters)

ARTICLE 21. To see if the District will develop a plan and estimates for grading and safely sloping the Lawsbrook Sand Pit area so that the land can begin to reseed itself; such plan to be acceptable to the Lawsbrook School Street neighborhood group, or take any other action relative thereto. (Submitted by petition of twenty-four registered voters)

And you are directed to serve this Warrant by posting copies attested by you in two or more public places in the Water Supply District, fourteen days at least before the time of said meeting, as authorized by Chapter 41, Section 119, of the General Laws.

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 1st day of February, in the year one thousand nine hundred and eighty.

KEVIN B. SWEENEY  
HARRY B. MORSE  
ALVIN R. PIPER  
Water Commissioners.

A true copy.

ATTEST:

ANITA E. PAGE  
District Clerk

## REPORT OF THE COMMISSIONERS

The Commissioners of the Water Supply District of Acton make the following report:

The year of 1979 was an extremely important year in the history of the District. Having to close down the Assabet wells in December of 1978, which represented 40% of the District's water supply was a severe blow. We as commissioners had two choices to follow. One was to replace the 40% water supply, and the second was to clean the Assabet well. An intense exploration for new wells was undertaken at a great expense but fortunately was extremely successful. A new well was found and installed at Lawsbrook Road yielding 400,000 gallons per day. Additional sites were found and pump tested in North Acton which when added to the Lawsbrook site will equal our loss at the Assabet site. In order to continue our exploration for new water supplies we had to find a way to finance the cost. We petitioned the Massachusetts Legislature for a bill that would allow the District to bond a survey for new water supply. This is a first, and Acton is the only town in the Commonwealth allowed to do so. This will allow the District to survey all open land prior to development based on a high priority list made up by our Engineering firm, Dufresne-Henry. During our explorations, hopefully, we will not only find water, but also valuable hydrologic and geologic data which we will share with the Town of Acton and its consulting firm to form a more complete Hydrogeologic Study.

Our second important task was to see what could be done to remove organics from the water at the Assabet well sites. A pilot plant of activated carbon absorption was run from July to December 1979. Early results of those tests we feel have been successful, but the final results are not at hand and we are waiting for a final report.

We are presently working with the W. R. Grace Company on short term and long term proposals concerning the Assabet Acquirer. The W. R. Grace Company has signed a "Standstill Agreement" which primarily indicates their continued co-operation to clean all of that which they are responsible for.

Other projects which were completed are the extensions on Windsor Avenue, for the Housing for the Elderly, and the loop from Ticonderoga Road to Squirrel Hill Road.

Our new building was completed and is serving us well.



The Lawsbrook Road sand pit area was not worked other than material needed by the Town of Acton. Area residents and your Commissioners have met several times to try and negotiate a workable plan of action for this area.

The Water District will be entering into a final agreement with the Assabet Sand & Gravel Company unless otherwise instructed by the voters of the District.

The Commissioners would also like to report that your town's fire rating for insurance purposes has increased, and your personal rates should decrease. This is due to upgrading of the system and creating better fire flows.

Due to the District growth and changing involvement with the town boards, extra monies are needed for engineering, water sampling tests, legal fees, additional employees, and explorations for new water supplies. These additional functions along with increases to our standard operating procedures forces us to reluctantly raise the water rates and other charges.

We submit herewith the estimated budget for the fiscal year July 1, 1980 to June 30, 1981.

#### Estimated Receipts

Hydrants	\$ 50,440.00
Water Rates	457,949.50
Sprinklers	8,250.00
Repairs & New Installations	45,000.00
Assabet Sand & Gravel Company	45,000.00
Contract — Community Concepts	26,700.00

\$633,339.50

#### Estimated Expenditures

Group Insurance	\$ 9,500.00
Bonds & Interest	211,631.50
Salaries & Wages	150,000.00
Equipment Rental	2,000.00
Lights, Power & Telephone	65,000.00
Fuel	3,500.00
Maintenance & Operation	40,000.00
Miscellaneous	1,000.00
Middlesex County Retirement	10,208.00
Massachusetts State Audit	2,000.00
Land Survey	2,000.00
Legal Expenses	10,000.00
Land Appraisal	2,000.00
Engineering Expense	7,500.00
Insurance	10,000.00
Meters	6,000.00
Auto & Equipment Expense	14,000.00
Reserve Fund	25,000.00
Office Expense	2,000.00
Laboratory Analysis	5,000.00
Survey New Water Supply	5,000.00
Special Legal Expense	50,000.00

\$633,339.50

KEVIN B. SWEENEY  
ALVIN R. PIPER  
HARRY B. MORSE

Water Commissioners

WATER SUPPLY DISTRICT  
OF  
ACTON, MASSACHUSETTS

AMORTIZATION SCHEDULE - BONDS AND INTEREST

	<u>Original Amount</u>	<u>Balance 7/1/80</u>	<u>1980-1981 Principal Interest</u>	<u>1981-1982 Principal Interest</u>	<u>1982-1983 Principal Interest</u>	<u>1983-1984 Principal Interest</u>	<u>1984-1985 Principal Interest</u>	<u>1985-1986 Principal Interest</u>
Water Mains	130,000	13,000	\$13,000.00 598.00					
Community Concepts	300,000	90,000	30,000.00 3,375.00	\$30,000.00 2,025.00	\$30,000.00 675.00			
Flagg Hill Reservoir	200,000	40,000	10,000.00 1,120.00	10,000.00 800.00	10,000.00 480.00	\$10,000.00 160.00		
Water Mains	196,000	61,000	15,000.00 3,263.50	10,000.00 2,501.00	10,000.00 1,891.00	10,000.00 1,281.00	\$10,000.00 671.00	\$ 6,000.00 183.00
Nagog Hill Reservoir	540,000	390,000	30,000.00 21,375.00	30,000.00 19,665.00	30,000.00 17,955.00	30,000.00 16,245.00	30,000.00 14,535.00	30,000.00 12,825.00
Water Bonds	385,000	260,000	25,000.00 14,107.50	25,000.00 12,682.50	25,000.00 11,257.50	25,000.00 9,832.50	25,000.00 8,407.50	25,000.00 6,982.50
Water Bonds	220,000	200,000	20,000.00 9,215.00	20,000.00 8,245.00	20,000.00 7,275.00	20,000.00 6,305.00	20,000.00 5,335.00	20,000.00 4,365.00
Building	130,000	120,000	10,000.00 5,577.50	10,000.00 5,092.50	10,000.00 4,607.50	10,000.00 4,122.50	10,000.00 3,637.50	10,000.00 3,152.50
TOTALS	\$2,101,000	\$1,174,000	\$211,631.50	\$186,011.00	\$179,141.00	\$142,946.00	\$127,586.00	\$118,508.00

WATER SUPPLY DISTRICT  
OF  
ACTON, MASSACHUSETTS

AMORTIZATION SCHEDULE - BONDS AND INTEREST (CONTINUED)

	<u>Original Amount</u>	<u>Balance 7/1/80</u>	<u>1986-1987 Principal Interest</u>	<u>1987-1988 Principal Interest</u>	<u>1988-1989 Principal Interest</u>	<u>1989-1990 Principal Interest</u>	<u>1990-1991 Principal Interest</u>	<u>1991-1992 Principal Interest</u>	<u>1992-1993 Principal Interest</u>
Water Mains	130,000	13,000							
Community Concepts	300,000	90,000							
Flagg Hill Reservoir	200,000	40,000							
Water Mains	196,000	61,000							
Nagog Hill Reservoir	540,000	390,000	\$30,000.00 11,115.00	\$30,000.00 9,405.00	\$30,000.00 7,695.00	\$30,000.00 5,985.00	\$30,000.00 4,275.00	\$30,000.00 2,565.00	\$30,000.00 855.00
Water Bonds	385,000	260,000	25,000.00 5,557.50	25,000.00 4,132.50	20,000.00 2,850.00	20,000.00 1,710.00	20,000.00 570.00		
Water Bonds	220,000	200,000	20,000.00 3,395.00	20,000.00 2,425.00	10,000.00 1,697.50	10,000.00 1,212.50	10,000.00 727.50	10,000.00 242.50	
Building	130,000	120,000	10,000.00 2,667.50	10,000.00 2,182.50	10,000.00 1,697.50	10,000.00 1,212.50	10,000.00 727.50	10,000.00 242.50	
TOTALS	\$2,101,000	\$1,174,000	\$107,735.00	\$103,145.00	\$83,940.00	\$80,120.00	\$76,300.00	\$53,050.00	\$30,855.00

## REPORT OF THE FINANCE COMMITTEE

The voters of the District might find it helpful to know the relationship of receipts and expenditures in the budget.

The estimated expenditures are the amounts that the Commissioners feel are necessary to operate the District for the fiscal year July 1, 1980 through June 30, 1981. These amounts must be met by:

1. Estimated receipts.
2. An appropriation from surplus revenue.
3. If estimated receipts and surplus revenue are not sufficient,
  - (a) by an increase in the water rates, or
  - (b) by an inclusion of any amount needed in the general tax levy of the town.

As noted in the Commissioners' Report they have recommended a rate increase to help balance this year's budget. The Finance Committee will review the recommendation and express our opinion regarding the rate increase at the Annual Meeting.

The Water District has earned \$8,790.65 during the year ended December 31, 1979 from invested free cash. These earnings will be included in the surplus revenue of the District. It is our intention to finance capital items from these earnings whenever possible.

We would like to thank all the members working for the Water District, especially Louise Murray, Accountant, our Clerk, Anita Page, and Steve Scribner, Superintendant, for their cooperation and efforts this past year.

RAYMOND L. PAGE  
CHARLES W. PAPPAS

Finance Committee

## REPORT OF THE SUPERINTENDENT

To the Board of Water Commissioners:

The following report covers the activities of the District for 1979.

New house installations:	74
Old service lines repaired and renewed:	25
Old meters replaced with new outside readers:	45

The work at the Taylor Road and Minot Avenue intersection was completed in the fall.

Developers have installed water mains in the following streets and subdivisions:

Beth Circle  
Kingman Road  
Castle Drive  
Freedom Farm Road  
Old Barn Way

I would like to express my thanks to the Fire Department, Engineering Department, Highway Department, and Board of Health as well as all others who assisted us in any way during the past year.

STEPHEN SCRIBNER

Superintendent

## REPORT OF THE COLLECTOR

June 30, 1978 to June 30, 1979

Outstanding June 30, 1978	\$ 19,556.65	
Charges	477,376.76	
Refunds	<u>191.72</u>	
		\$497,125.13
Payments	477,263.98	
Abatements	208.31	
Outstanding	<u>19,652.84</u>	
		\$497,125.13

June 30, 1979 to December 31, 1979

Outstanding June 30, 1979	\$ 19,652.84	
Charges	318,050.61	
Refunds	<u>248.98</u>	
		\$337,952.43
Payments	301,726.75	
Abatements	506.83	
Outstanding	<u>35,718.85</u>	
		\$337,952.43

STEPHEN G. PETERSON

Treasurer and Collector

REPORT OF THE DISTRICT ACCOUNTANT

This portion of the report covers expenditures for the fiscal year 1978 - 1979 (July 1, 1978 - June 30, 1979).

Account	Balance 7-1-78	Balance 6-30-79
Reserve Fund	\$ 20,000.00	\$ 13,490.70
Group Insurance	9,500.00	1,998.45
Bonds & Interest	201,765.00	
Salaries & Wages	127,500.00	
**	311.55	
Equipment Rental	1,750.00	
**	1,340.00	82.50
Light, Power & Telephone	48,000.00	
**	1,786.25	
Fuel	2,000.00	275.62
Maintenance & Operation	38,000.00	
**	577.50	
Massachusetts State Audit	2,000.00	229.52
Land Survey	2,000.00	
Legal Expense	6,000.00	
**	488.00	
Land Appraisal	1,000.00	
Engineering Expense	5,000.00	
**	2,006.00	
Insurance	8,500.00	4,283.89
Meters	6,000.00	18.88
Auto & Equipment Expense	7,500.00	578.11
Miscellaneous	3,000.00	31.96

(\*\* from Reserve Fund)

Special Appropriations

Account	Balance 7-1-78	Balance 6-30-79
Telemeter System	\$ 6,145.68	\$ 5,728.68
Survey for New Water Supply	26,410.49	2,162.37
Hammond St. Extension	1,833.27	12,130.64
Ticonderoga Rd. Extension	25,000.00	4,894.02
Newtown Road	75,000.00	21,023.52
New Building	100,000.00	19,536.40
Windsor Ave. Housing for Elderly	25,000.00	6,511.12
Standpipe (Great Hill)	239.00	239.00
Great Rd 2A Extension	745.29	745.29
Kinsley Reservoir	11,788.53	11,788.53
Erickson Well	589.52	589.52
Harris Reservoir	3,712.00	3,712.00
Taylor Road	3,000.00	3,000.00
Hammond Street	12,130.64	6,081.64
Mohawk Drive	990.73	990.73

The appropriations voted by the District, March 5, 1979 cover the period July 1, 1979 - June 30, 1980. Below are listed expenditures for the first six months of this period.

Account	Appropriations for 79-80	Balance 12-31-79
Reserve Fund	\$ 20,000.00	\$ 20,000.00
Group Insurance	9,500.00	6,208.95
Bonds & Interest	230,104.50	55,706.50
Salaries & Wages	137,000.00	62,811.27
Equipment Rental	2,000.00	1,910.00
Lights, Power & Telephone	52,000.00	20,097.53
Fuel	3,500.00	2,913.67
Maintenance & Operation	38,000.00	15,456.37
Miscellaneous	1,000.00	439.94
Massachusetts State Audit	2,000.00	2,000.00
Land Survey	2,000.00	2,000.00
Land Appraisal	1,000.00	1,000.00
Engineering Expense	5,000.00	1,204.00
Insurance	8,500.00	2,180.95
Meters	6,000.00	2,128.26
Auto & Equipment Expense	8,000.00	2,515.46
Office Expense	2,000.00	817.76
Legal Expense	6,000.00	1,896.35

Special Appropriations

Survey for New Water Supply	42,162.37	33,559.77
Standpipe (Great Hill)	239.00	239.00
Great Road 2A Extension	745.29	745.29
Kinsley Reservoir	11,788.53	11,788.53
Erickson Well	589.52	589.52
Harris Reservoir	3,712.00	3,712.00
Taylor Road	3,000.00	1,273.31
Hammond Street	12,130.64	6,081.64
Mohawk Extension	990.73	990.73
Squirrel Hill Easement	1,800.00	
Hayward Road	2,000.00	2,000.00
Newtown Road	21,023.52	11,107.18
New Building	19,536.40	801.74
Windsor Ave. Housing for Elderly	6,511.12	4,649.81
Ticonderoga	4,894.02	4,894.02
Telemeter System	5,728.68	5,439.68
Laboratory Analysis	5,000.00	3,665.00

LOUISE F. MURRAY

Accountant



# REPORT OF THE TREASURER

July 1, 1978 to June 30, 1979

## CHECKING ACCOUNTS

Baybank Middlesex, Balance June 30, 1978	\$ 869.13
Transferred from Savings Account	192,349.74
Deposits	<u>477,304.68</u>
Total	\$670,523.55

Disbursements	\$528,264.79
Insufficient Funds	889.78
Adjustments	11,806.05
Transferred to Savings	<u>128,800.00</u>
Total	\$669,760.62

Balance June 30, 1979	\$ 762.93
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July 1, 1979 to December 31, 1979

Baybank Middlesex, Balance June 30, 1979	\$ 762.93
Transferred from Savings Account	109,000.00
Deposits	<u>294,168.39</u>
Total	\$403,931.32

Disbursements	\$332,172.29
Insufficient Funds	146.96
Transferred to Savings Account	<u>70,000.00</u>
Total	\$402,319.25

Balance December 31, 1979	\$ 1,612.07
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July 1, 1978 to June 30, 1979

Shawmut Bank, Balance June 30, 1978	\$ 995.88
Transferred from Savings Account	51,056.00
Deposits	<u>250,716.50</u>
Total	\$302,768.38

Disbursements	\$193,721.18
Transferred to Savings Account	<u>109,000.00</u>
Total	\$302,721.18

Balance June 30, 1979	\$ 47.20
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Shawmut Bank, Balance June 30, 1979	\$ 47.20
Transferred from Savings Account	36,550.00
Total	<u>\$ 36,597.20</u>
Disbursements	<u>\$ 36,561.31</u>
Total	<u>\$ 36,561.31</u>
Balance December 31, 1979	\$ 35.89

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#### BANK INVESTED FUNDS

Assabet Savings bank, Balance June 30, 1978	\$ 44,337.62
Deposits	—
Interest	2,558.08
Withdrawals	8,000.00
Balance June 30, 1979	\$ 38,895.70
Leader Federal Savings, Balance June 30, 1978	\$ 39,855.26
Deposits	—
Interest	2,369.40
Balance June 30, 1979	\$ 42,224.66
Middlesex Institution for Savings	
Balance June 30, 1978	\$ 2,230.22
Deposits	—
Interest	119.52
Withdrawals	2,349.74
Balance June 30, 1979	00
Reliance Co-operative Bank, Balance June 30, 1978	\$ 35,987.70
Deposits	—
Interest	1,914.78
Withdrawals	16,000.00
Balance June 30, 1979	\$ 21,902.48
Baybank Middlesex, Balance June 30, 1978	\$ 57,936.86
Deposits	128,800.00
Interest	1,358.67
Withdrawals	166,000.00
Balance June 30, 1979	\$22,095.53

Shawmut Bank, Balance June 30, 1978	\$	—
Deposits		109,000.00
Interest		2,658.92
Withdrawals		51,056.00
Balance June 30, 1979	\$	60,602.92
Assabet Savings Bank, Balance June 30, 1979	\$	38,895.70
Deposits		27,000.00
Interest		932.80
Withdrawals		26,000.00
Balance December 31, 1979	\$	40,828.50
Leader Federal, Balance June 30, 1979	\$	42,224.66
Deposits		39,000.00
Interest		790.34
Withdrawals		39,000.00
Balance December 31, 1979	\$	43,015.00
Reliance Co-operative Bank, Balance June 30, 1979	\$	21,902.48
Deposits		—
Interest		461.70
Withdrawals		18,000.00
Balance December 31, 1979	\$	4,364.18
Baybank Middlesex, Balance June 30, 1979	\$	22,095.53
Deposits		70,000.00
Interest		120.55
Withdrawals		92,000.00
Balance December 31, 1979	\$	216.08
Shawmut Bank, Balance June 30, 1979	\$	60,602.92
Deposits		—
Interest		1,106.75
Withdrawals		36,550.00
Balance December 31, 1979	\$	25,159.67

STEPHEN G. PETERSON

Treasurer

## WATER MEETING

Abstract of the proceedings of the annual election of officers  
of the Water Supply District of Acton, held on

MONDAY, MARCH 5, 1979

at the Whitcomb Station of the Water Supply District, Massachusetts Avenue (Route 111), West Acton. (Polls open from noon to 8 P.M.).

Total number of ballots cast:	33
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The following were elected:

Commissioner for 3 years:	
Harry Morse	32

Moderator for 1 year:	
Richard P. O'Brien	32

Clerk for 1 year:	
Anita E. Page	32

A true copy.

Attest:

ANITA E. PAGE

District Clerk

## WATER MEETING

Abstract of the proceedings of the Annual Meeting of the Water Supply District of Acton, held in the Acton-Boxborough Regional High School Auditorium, Hayward and Charter Roads, West Acton,

WEDNESDAY, MARCH 21, 1979, at 7:30 o'clock P.M.

ARTICLE 1. VOTED: To fix the salaries of the elected officers as follows:

Chairman of the Commissioners	\$800.00 per year
Two (2) Commissioners	\$600.00 each per year
Moderator	\$ 25.00 per meeting
Clerk	\$600.00 per year

(Unanimous vote)

ARTICLE 2. VOTED: To accept the reports of the District Officers as presented in the 1978 annual report.  
(Unanimous vote)

ARTICLE 3. VOTED: That the District authorize the Treasurer, with the approval of the Commissioners, to borrow in anticipation of the revenue for the fiscal year beginning July 1, 1979, in accordance with provisions of General Laws, Chapter 44, Section 4, and to renew any note or notes as may be given for a period of less than one year, in accordance with the provision of General Laws, Chapter 44, Section 17.  
(Unanimous vote)

ARTICLE 4. VOTED: To instruct the Commissioners to have an audit of the various accounts of the District under the direction of the Commonwealth of Massachusetts.  
(Unanimous vote)

ARTICLE 5. VOTED: To appropriate from estimated receipts of the District the sum of \$525,720.00 and from free cash the sum of \$18,092.50, for maintenance and operation of the District, and the specific appropriations as follows:

### Estimated Expenditures

Group Insurance	\$ 9,500.00
Bonds & Interest	230,104.50
Salaries & Wages	137,000.00

Equipment Rental .	\$ 2,000.00
Light, Power & Telephone	52,000.00
Fuel	3,500.00
Maintenance & Operation	38,000.00
Miscellaneous	1,000.00
Office Expense	2,000.00
Middlesex County Retirement	10,208.00
Massachusetts State Audit	2,000.00
Land Survey	2,000.00
Legal Expenses	6,000.00
Land Appraisal	1,000.00
Engineering Expense	5,000.00
Insurance	8,500.00
Meters	6,000.00
Auto & Equipment Expense	8,000.00
Reserve Fund	20,000.00
Total	\$543,812.50
(Unanimous vote)	

Note:

The Annual Meeting of the District was recessed at 7:50 P.M. to allow for the start of the Special Meeting at 8:00 P.M.

ARTICLE 6. VOTED: That the District authorize the Commissioners to enter into a written agreement with Assabet Sand & Gravel Company, Inc., a Massachusetts Corporation having a usual place of business in Acton, Massachusetts, regarding the removal of over-burden and required landscaping incident thereto on land owned by the District located off Powder Mill Road and New High Street in said Acton, and subject to the terms and conditions of a permit from the Acton Board of Appeals, if applicable.

Said agreement to be in effect until the next annual meeting and subject to the prior approval of the Department of Public Health, Commonwealth of Massachusetts. Said agreement shall also contain whatever terms, restrictions, conditions or limitations the District or Board of Selectmen, or both, deem necessary to protect the interests of the District and the Town. The District is to be reimbursed by Assabet Sand & Gravel Company, Inc., under the terms of said agreement.

(Unanimous vote)

ARTICLE 7. VOTED: That the District take no action on this article.

(Unanimous vote)

ARTICLE 8. VOTED: That the District take no action on this article.  
(Unanimous vote)

ARTICLE 9. VOTED: That the District authorize the Commissioners to transfer from surplus revenue the sum of \$25,000.00 to the "Survey for New Water Supply" account.  
(Unanimous vote)

ARTICLE 10. VOTED: That the District authorize the Commissioners to transfer from surplus revenue the sum of \$9,577.09 to the "Bond and Interest" account.  
(Unanimous vote)

ARTICLE 11. VOTED: That the District install a 6 inch water main on Taylor Road at the intersection of said Taylor Road and Minot Avenue, a distance of about 150 feet, together with the necessary fittings; and to transfer from surplus revenue the sum of \$3,000.00 for payment of said extension.  
(Unanimous vote)

ARTICLE 12. VOTED: That the District replace a 6 inch water main at the culvert on Hayward Road near the intersection of Hayward Road and Arlington Street, a distance of about 100 feet, together with necessary fittings; and to transfer from surplus revenue the sum of \$2,000.00 for payment of this installation.  
(Unanimous vote)

Voted to adjourn: 10:50 P.M.

A true copy:

Attest: ANITA E. PAGE

District Clerk

## SPECIAL WATER MEETING

Abstract of the proceedings of the Special Meeting of the Water Supply District of Acton, held in the Acton-Boxborough Regional High School Auditorium, Hayward and Charter Roads, West Acton,

WEDNESDAY, MARCH 21, 1979, at 8:00 o'clock P.M.

ARTICLE 1. VOTED: That the District rescind the action taken under Article 4 as described in the Warrant for the Special Meeting of the District of June 13, 1977, which approved of a one year extension to a prior agreement with Lexington Sand & Gravel Co.

For: 58 — Against: 3 — Abstain: 2

ARTICLE 2. VOTED: To take no action on this Article.  
(Unanimous vote)

Voted to adjourn: 10:23 P.M.

A true copy.

Attest:

ANITA E. PAGE  
District Clerk



## SPECIAL WATER MEETING

Abstract of the proceedings of the Special Meeting of the Water Supply District of Acton, held in the Acton-Boxborough Regional Junior High School Auditorium, Charter Road, West Acton,

WEDNESDAY, OCTOBER 24, 1979, at 7:30 o'clock P.M.

ARTICLE 1. VOTED: That the District authorize the Commissioners to transfer from surplus revenue the sum of \$40,000 to the "Survey for New Water Supply" account.  
(Unanimous vote)

ARTICLE 2. VOTED: That the District authorize the Commissioners to transfer from surplus revenue the sum of \$5,000.00 for laboratory analysis of water samples.  
(Unanimous vote)

ARTICLE 3. VOTED: That the District authorize the Commissioners to complete a permanent tie-in with Town of Concord water main on Route 2A, Acton, in the vicinity of the Concord Pumping Station, including the installation of electrical controls, vault, meter, booster pump, and necessary pipes and fittings, and that the District raise and appropriate the sum of \$30,000.00 to complete said work, and to authorize the Treasurer with the approval of the Commissioners to borrow under Chapter 44 of the General Laws, as amended, for said purpose.  
(Unanimous vote)

ARTICLE 4. VOTED: That the District take no action.  
(Unanimous vote)

ARTICLE 5. VOTED: That the District vote to ratify and confirm the petition submitted by the Commissioners of the Water Supply District of Acton to the Senate and House of Representatives in the General Court which reads as follows:

### WATER SUPPLY DISTRICT OF ACTON — AUTHORITY TO BORROW

An Act authorizing the Water Supply District of Acton to borrow money for water purposes.

The Water Supply District of Acton is hereby authorized to borrow from time to time, for a term not to exceed 15 years, the sum not exceeding, in the aggregate, three hundred and fifty thousand dollars (\$350,000.00) for the purpose of conducting a hydro-geological study, including but not limited to the following, determining the location of aquifers, water recharge areas, other sensitive areas related to water supply and conducting water favorability studies and test well exploration within and for said district. Said district may issue bonds or notes therefor, which shall bear on their face the words, Water Supply District of Acton Water Loan Act of 1979. Indebtedness incurred under this act, except as otherwise provided herein, be subject to the provision of chapter forty-four.  
(Unanimous vote)

Voted to Adjourn: 8:25 P.M.

A true copy.

Attest:

ANITA E. PAGE  
District Clerk

## BYLAWS

(as adopted and amended to February, 1973)

- I The annual meeting of the Water Supply District shall be held on the third Wednesday of March of each year for the transaction of the necessary business connected with the District, and the election of officers shall be held on the first Monday of March of each year. The time and place of holding such election and vote shall be stated in the warrant for the annual meeting and such election and vote shall be deemed part of the Annual District Meeting.
- II All meetings may be called by a majority of the Board of Water Commissioners, directed to the Clerk, or as specified in Chapter 326 of the Acts of 1912, Section 8.
- III All warrants shall be posted at least fourteen (14) days before the time of the meeting.
- IV The Clerk shall preside at each meeting until a Moderator is chosen.
- V At each annual meeting there shall be elected by ballot, one Commissioner for a term of three years, a Clerk and a Moderator who shall serve for one year.
- VI If a vacancy should occur for any cause in the office of Clerk, Treasurer, or any other officer of the District except the Board of Water Commissioners, it may be filled for any such unexpired term by the Water Commissioners.
- VII The Board of Commissioners shall annually in the report to the District, give an estimated budget for the ensuing year.
- VIII
  - a) The Moderator shall appoint a Finance Committee to advise the Commissioners. The Committee shall consist of three voters of the District and shall be appointed in the following manner:
    - One member shall be appointed for one year;
    - One member shall be appointed for two years; and
    - One member shall be appointed for a term of three years.Thereafter, each appointment shall be for a term of three years.
  - b) No member of the Finance Committee shall serve any other standing committee of the District or the Town of Acton having to do with expenditure of funds.
  - c) The Finance Committee shall review the budget for the annual meeting and shall make recommendations to the Commissioners on any matters of a financial nature arising out of an annual or special meeting, and shall make recommendations as to the long range fiscal plans of the District.
- IX The Commissioners shall appoint annually a Treasurer-Collector which office shall have all the powers and duties conferred by law upon a collector of taxes and district treasurer.

BYLAWS TO REGULATE THE NOMINATION AND  
ELECTION OF OFFICERS OF THE DISTRICT

- I The purpose of the Bylaws hereinafter set forth are to regulate the nomination and election of officers for the District so that the voters of the District may have knowledge of the candidates prior to an election.
- II All elections to any office in the District shall be by means of a printed ballot. This ballot shall be caused to be printed by the Commissioners acting as election officers from information furnished to them by the Clerk of the District as provided hereinafter.
- III No person's name shall be printed on the aforesaid ballot unless he or someone on his behalf has filed with the Clerk of the District not later than five o'clock in the afternoon of the second Monday in January of any year, a petition signed by at least one percent (1%) of the registered voters in the District setting forth the office for which he is a candidate and containing a statement signed by the candidate that he will accept the office, if elected.
- IV Nothing herein shall be construed as preventing a vote by stickers or writing in the name of a candidate, all as provided in the General Laws, except that no such sticker or write-in candidate shall be deemed to be elected unless he has received valid votes equivalent to 1% of the total of the number of registered voters in the District, as hereinafter determined.
- V The Commissioners, acting as election officers, shall prepare as of twenty (20) days prior to the annual election, a list of eligible voters from the official voting list of the Town of Acton as of that time. This list shall remain closed until after the annual meeting of the District. The list shall then be reviewed and revised for all subsequent special meetings, up to the day of the special meeting. These lists shall then be used to determine the right of any person to vote at any election or any meeting of the District.
- VI All candidates elected to offices in the District shall be sworn to the performance of their duties by the Clerk of the District, except in the case of the Clerk, who shall be sworn by any of the Commissioners. The Clerk shall make a record of the facts in the minutes of the meeting.



LAURENCE D. FITZMAURICE  
COMMISSIONER

EDWARD G. McCANN, JR.  
DIRECTOR OF ACCOUNTS

*The Commonwealth of Massachusetts*  
*Department of Revenue*  
*Bureau of Accounts*

*Leverett Saltonstall Building, Government Center*  
*100 Cambridge Street, Boston 02204*

October 6, 1978

MAIL ADDRESS:  
P. O. BOX 7015  
BOSTON, MASS. 02204

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 period from July 1, 1976 to July 23, 1977, made in accordance with the provisions of Chapter 44, General Laws. This is in the form of a report made to me by Mr. Robert M. Crosby, Assistant Chief of Bureau.

Very truly yours,

*Edward G. McCann, Jr.*  
Director of Accounts

EGM:EFM

Mr. Edward G. McCann, Jr.  
Director of Accounts  
Department of Revenue  
Boston, Massachusetts

Sir:

In accordance with your instructions, I have made an audit of the books and accounts of the Water Supply District of Acton for the period from July 1, 1976 to July 23, 1977, the following report being submitted thereon:

The records of financial transactions of the district, as shown on the books of the departments receiving or disbursing money for the district or committing bills for collection, were examined and verified for the period of the audit.

The ledgers were analyzed, the appropriations and loan authorizations as listed from the district clerk's record of district meetings were checked with the appropriation accounts, and a balance sheet, which is appended to this report, was prepared showing the financial condition of the district on July 23, 1977.

The books and accounts of the district treasurer were examined and checked. The receipts as recorded were analyzed and checked, while the payments as entered were compared with the warrants and payrolls approved by the district commissioners. The cash book additions were proved, and the cash balance on July 23, 1977 was verified by actual count of the cash in the office, by reconciliation of the bank balances with statements furnished by the banks of deposit, and by examination of the savings bank books.

The reported payments on account of maturing debt and interest were compared with the amounts falling due and were checked with the cancelled coupons and securities on file. The bond and coupon account was reconciled with a statement furnished by the bank of deposit.

The records of payroll deductions for Federal and State taxes, county retirement, group hospital and life insurance, and annuities were listed and reconciled with the cash balances in the district treasury.

The books and accounts of the water collector were examined and checked. The charges for water rates, services and miscellaneous accounts were audited and proved.

The recorded collections of rates, services and miscellaneous accounts, as well as of guarantee deposits, were checked with the payments to the district treasurer. The abatements were checked with the records of the water commissioners, and the outstanding accounts were listed and reconciled.

Verification of the outstanding water 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 district 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 payroll deduction and water accounts.

Cooperation was extended by the 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,

ROBERT M. CROSBY  
Assistant Chief of Bureau

RMC:EFM

## WATER SUPPLY DISTRICT OF ACTON

Balance Sheet - July 23, 1977

## GENERAL ACCOUNTS

Assets		Liabilities and Reserves	
Cash:		Payroll Deductions:	
General	\$ 161,024.63	Federal Taxes	\$1,002.40
Special:		State Taxes	320.12
Escrow Account:		County Retirement	
Mohawk Drive Extension	1,489.13	System	340.83
Old Sudbury Road	4,383.50	Group Insurance	21.84
Extension			\$1,685.19
Nagog Woods and Community		Guarantee Deposits:	
Concept	198,001.40	Mohawk Dr. Extension	1,489.13
Advance for Petty:		Old Sudbury Road	4,383.50
Water Collector	80.00	Extension	
Accounts Receivable:		Nagog Woods and	188,431.40
Water Rates and Services	67,383.12	Community Concept	9,570.00
Estimated Receipts - to be Collected	460,109.34	Great Road	
Loans Authorized:			203,874.03
Municipal Garage	\$ 75,000.00	Tailings	76.55
Water Mains:		Appropriation Balances	
Hammond St.	135,000.00	Revenue:	
Windsor Avenue	25,000.00	General	463,466.48
New High Street	15,000.00	Survey Water	
	250,000.00	Supply	17,624.09
		Construction	27,625.84
		Purchase of	
		Equipment 1977	9,260.00
		Main Extensions:	
		Mohawk Drive	2,588.90
		Hammond Street	15,010.21
			535,575.52
		Loans Authorized and Unissued	250,000.00
		Revenue Reserved until Collected:	
		Rates and Services	67,383.42
		Reserve for Petty Cash Advances	80.00
		Surplus Revenue	83,796.71
			<u>\$1,142,471.42</u>
	<u>\$1,142,471.42</u>		

## DEBT ACCOUNTS

Net Funded or Fixed Debt	\$1,274,250.00	Serial Loans:	
		Water Mains 1963	\$ 70,000.00
		Water Mains 1970	106,000.00
		Purchase of Land 1970	30,000.00
		Water Mains 1971	52,000.00
		Water Mains 1972	180,000.00
		Purchase of Land 1974	21,250.00
		Water Mains 1974	335,000.00
		New Reservoir 1974	480,000.00
	<u>\$1,274,250.00</u>		<u>\$1,274,250.00</u>

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