

ANNUAL REPORT
OF THE
WATER SUPPLY DISTRICT
OF
ACTON, MASSACHUSETTS



For the Year Ending December Thirty-first

1988

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WATER DISTRICT ORGANIZATION - 1988

ELECTED OFFICIALS

COMMISSIONERS

William P. Walsh, *Chairman*
Stephen C. Stuntz
Leonard A. Phillips

CLERK

Anita E. Page

MODERATOR

John W. Putnam

APPOINTED OFFICIALS

FINANCE COMMITTEE

Joyce E. Foley, *Chairman*
William L. Kingman
Theodore Jarvis

ATTORNEY

Charles E. Orcutt, Jr.

ACCOUNTANT

Raymond L. Page

TREASURER & COLLECTOR

Stephen G. Peterson

GROUNDWATER PROTECTION COMMITTEE

Joseph Markind

ACTON WATER DISTRICT STAFF - 1988

DISTRICT MANAGER	John E. MacLeod
TREASURER / COLLECTOR	Stephen G. Peterson
ENVIRONMENTAL ENGINEER	Joseph Markind
SECRETARY / BOOKKEEPER	Kymberlee A. Jones
SECRETARY (part-time) / BOOKKEEPER	Linda Larson
FOREMAN	Carleton Troupe
ASSISTANT FOREMAN	Robert Koch
OPERATORS	Robert Delaney Paul McGovern Randall Troupe Stephen Peterson
CHEMIST (part-time)	Dr. John Swallow
COMMISSIONER'S SECRETARY	Jane Cutler

ORGANIZATION - 1988

Water Commissioners

William P. Walsh	Term expires 1989
Stephen C. Stuntz	Term expires 1990
Leonard A. Phillips	Term expires 1991

Moderator

John Putnam	Term expires 1989
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Clerk

Anita E. Page	Term expires 1989
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Finance Committee

Joyce E. Foley	Term expires 1988
William L. Kingman	Term expires 1989
Theodore Jarvis	Term expires 1990

*Commissioners meet on second and fourth Monday of the month
Whitcomb Station, 693 Massachusetts Avenue, Acton
7:30 P.M.*

Appointment by the Water Commissioners

District Manager

John E. MacLeod	Contract expires 1995
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Treasurer and Collector

Stephen G. Peterson	Term expires 1989
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Accountant

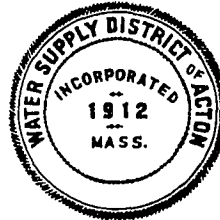
Raymond L. Page	Term expires 1989
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Attorney

Charles E. Orcutt, Jr.	Term expires 1989
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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 their precinct:

Precincts 1 & 2 — Conant School—Taylor Road
Precincts 3, 4 & 5 — Blanchard Auditorium, off
Massachusetts Avenue

On MONDAY, APRIL 3, 1989
between 7 o'clock A.M. and 8 o'clock P.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.

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

Acton-Boxborough Regional High School Auditorium
Charter Road at Hayward, West Acton
On WEDNESDAY, MARCH 15, 1989

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, 1989, 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 action relative thereto.

ARTICLE 4. To see what sums of money the District will vote to raise and appropriate to defray the usual expenses of the District.

ARTICLE 5. To see if the District will vote to transfer from Surplus Revenue, or to borrow under Chapter 44, of the General Laws or to raise and appropriate the sum of \$15,000.00 for the purchase of a new car and to authorize the Commissioners to trade or sell the 1984 Chevrolet Celebrity, or to take any other action relative thereto.

ARTICLE 6. To see if the District will vote to transfer from Receipt Reserve for Appropriation Account (W.R. Grace settlement) a sum of \$60,000.00 for the maintenance and operation, carbon replacement and power costs at the various treatment plants operated by the District, or to take any other action relative thereto.

ARTICLE 7. To see if the District will vote to transfer from Surplus Revenue, the sum of \$10,000.00 to install a precast utility building and related equipment at the Assabet Well #2 in South Acton off High Street, 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 Mary S. Marshall located on the westerly side of Main Street, Acton, Middlesex County, Massachusetts, containing about 4.2 acres, more or less, and being a part of the land shown on Owner's Land Court Certificate 101462, recorded in Land Court Registration Office, Book 637, Page 112. Said land acquisition is for the protection of existing water supply sources and well field; and to raise and appropriate or transfer from any available source, or to borrow under 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 transfer from Surplus Revenue the sum of \$3,500.00 to purchase a dirt compactor and a portable welder, or to take any other action relative thereto.

ARTICLE 10. To see if the district will vote to authorize the Treasurer with the approval of the Commissioners to transfer the following unexpended balances remaining after the completion of projects authorized by vote of the District to the Surplus Revenue Account, or to take any other action relative thereto.

- A. Unexpended balance in the sum of \$421.00 for project completed under Article 7 of the Annual Meeting held March 19, 1980, which approved updating the District Master Plan.
- B. Unexpended balance in the sum of \$10,213.44 for project completed under Article 6 of the Special Meeting held November 21, 1983, which approved Hydrological study around Clapp Well.
- C. Unexpended balance in the sum of \$1,006.00 for project completed under Article 14 of the Annual Meeting held March 21, 1984, which approved a Corrosive Study.
- D. Unexpended balance in the sum of \$10,000.00 for project completed under Article 13 of the Annual Meeting held March 19, 1986, which approved Monitoring Contamination before it reached wells in the School Street area.
- E. Unexpended balance in the sum of \$70.00 for project completed under Article 15 of the Annual Meeting held March 19, 1986, to install a backup power source for Assabet Wells I and II.

ARTICLE 11. To see if the District will vote to transfer from Surplus Revenue the sum of \$10,000.00 to install an Automatic Control Valve to prevent surges at the Conant Well located off Route 27 Main Street, or to take any other action relative thereto.

ARTICLE 12. To see if the District will vote to accept the provisions of Section 42J of Chapter 40 of the General Laws as provided by Chapter 42 of the Acts of 1988, or to take any other action relative thereto.

ARTICLE 13. To see if the District will vote to amend the By-Laws of the District as provided by Chapter 42 of the Acts of 1988 by adding a new Section 14 to said By-Laws to allow the Commissioners to establish due dates for the payment of water charges and bills, and to fix a rate at which interest shall accrue if such charges or bills remain unpaid after such due dates; provided, however, that such rate of interest shall not exceed the rate at which interest may be charged on tax bills under the provisions of Section 57 of Chapter 59 of the General Laws, or to take any other action relative thereto.

ARTICLE 14. To see if the District will vote to transfer from Surplus Revenue the sum of \$8,500.00 to undertake to install test wells and to do pumping tests to determine the feasibility of developing a well or well-field as a possible water supply for the inhabitants of the Town of Acton on land owned by Marilyn E. Kunelius located on the southerly side of South Acton Road and the westerly side of Tuttle Lane in Stow, Mass., approximately one mile from the Stow and Acton town boundary, or to take any other action relative thereto.

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 Twenty-Third day of January in the year one thousand nine hundred and eighty nine.

WILLIAM P. WALSH
STEPHEN C. STUNTZ
LEONARD A. PHILLIPS
Water Commissioners

A true copy. ATTEST:

Anita E. Page
District Clerk

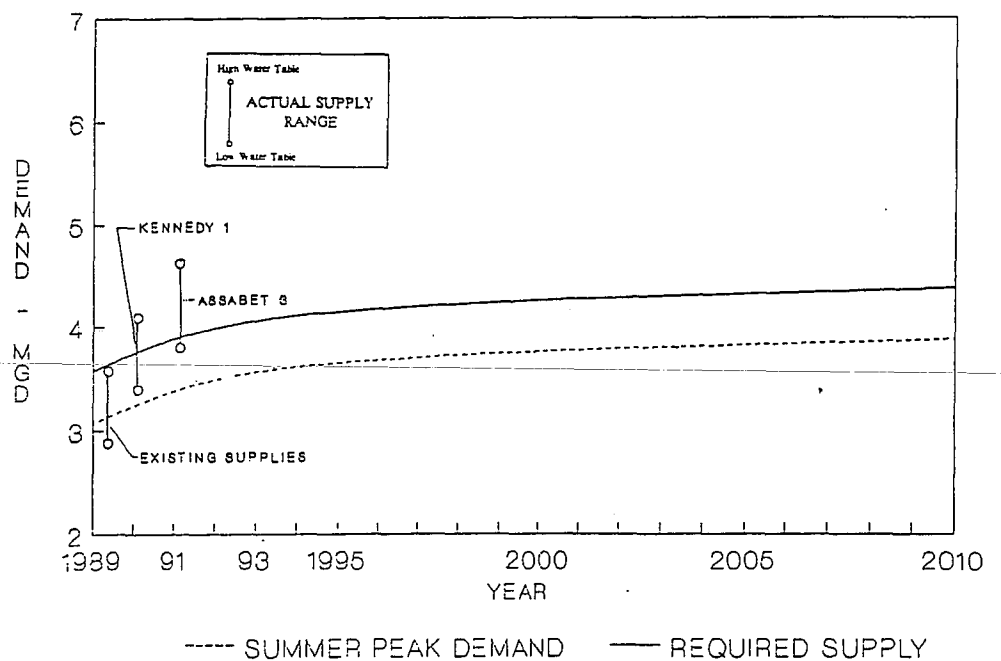
REPORT OF THE COMMISSIONERS

Early in 1988 the Water District negotiated with five financial institutions concerning the placement of funds received from the Grace settlement. The firm selected was Gardner, Preston and Moss. To date they have been instrumental in securing a respectable return on the monies placed with them.

The District has managed to obtain titles to all of the land within the required 400 feet from the Assabet III Well. This well, you may recall, was deeded to the District by W.R. Grace as part of its settlement. In future years this well which has a capacity of delivering 500 thousand gallons of water per day will prove to be an invaluable resource.

The Marshall Well in North Acton has gone on line this past summer in accordance with plan. The Kennedy I Well, also in North Acton, will be developed this coming summer along with a three million gallon water storage facility. These wells will help the District meet ever increasing demands for water. The storage facility will greatly improve the Town's capabilities in fire protection in the North Acton area.

ACTON'S FUTURE WATER SUPPLY-DEMAND



The aeration water treatment facility designed to supplement the Scribner Well Field, the Christofferson Well and the Lawsbrook Well was completed and introduced into the District's distribution system. Monies from the Grace settlement totally supported the development of this treatment plant. Potential contamination that might arise from the W.R. Grace and Airco complex may now be mitigated should it flow to these wells.

The accompanying figure illustrates the projected demand for water and the District's capability of meeting this demand. It is similar to those figures which appeared in the Annual Reports of the two previous years and which highlighted the same relationships. The current figure differs from the others in two respects. The anticipated demand has grown, and certain wells have been rescheduled for development to better meet this usage of water. More and different types of housing development along with the distinct possibility of the District being called on to supply those now being served by private wells and the Concord Water System (along Route 2A) have elevated the District's demand projections.

As may be seen "low water table" years, due to drought conditions, such as that which is being experienced currently has potential of leaving a deficit of water supply out to 1991 and beyond. Consequently, conservation measures, of an increased proportion may well have to be implemented. New supplies may have to be located in deeper regions of the rock underlying our present gravel water table aquifers or from neighboring townships. A more orderly development of housing and industrial projects may have to complement the aforementioned measures.

The challenge, which the District met in the 1980's was providing to its users water whose quality far exceeds the published requirements of federal and state authorities. All of this was accomplished in the face of major sources of ground-water contamination. The challenge which both the District and Town must confront in the decade ahead will be the maintenance of an adequate supply of water for the Town of Acton.

The Commissioners are especially appreciative of the professional services rendered by all District personnel under the able direction of the District Manager, Mr. John MacLeod; are grateful for the support and advice offered by our Finance Committee and are thankful for the cooperation of the Town Boards and State Agency.

Respectfully submitted,
William P. Walsh, Chairman
Stephen C. Stuntz
Leonard A. Phillips

REPORT OF THE ENVIRONMENTAL ENGINEER

Enactment of the Federal Safe Drinking Water Act (S.D.W.A.) in 1974 signaled the beginning of a new age for operations of public water systems. As a result, more is known about the quality of drinking water than ever before. This constitutes numerous parameters including volatile organic compounds, coliform bacteria, chemical factors governing corrosion control and chemical species affecting primary and secondary water concerns.

In addition to an effective Corrosion (pH) Control Program initiated in the spring of 1987, the District has also recently implemented a program to mitigate the aesthetic problems resulting from iron and manganese staining.

Iron and manganese are natural occurring constituents of the earth's crust, and both elements can create nuisance problems in drinking water supplies. They are typically found in both surface and groundwater supplies. In groundwater, both iron and manganese may originally exist as the soluble form because of the low presence of oxygen in most well water sources. Upon subsequent aeration, the metals tend to form insoluble compounds and result in objectionable staining problems associated with household fixtures, and laundry apparel.

Anticipating the need to address this problem within the District, a program has been recently instituted to chemically control the water supply by "sequestering" the iron and manganese with a D.E.Q.E. approved chemical treatment of zinc polyphosphate. In this program, 2-3 parts per million of the polyphosphate compound are injected into the source water supply to prevent oxidation to its insoluble form. This program has been implemented at 7 of the District Wells and will be evaluated in conjunction with the comprehensive main flushing operations that will be intensified during the warmer weather. This effort along with the recently implemented chemical addition program should serve to optimize the overall effort to achieve aesthetic control features in the water distribution system.

Also, the development of State of the Art Laboratory Facility at the Whitcomb Station Facility is continuing. Many new features have been successfully achieved and the facility is nearly completed.

In its operational state, the laboratory facility will serve to assist the extended monitoring features mandated under the S.D.W.A. and other quality control requirements, for a host of organic and inorganic parameters.

Respectfully submitted,
Joseph Markind
Environmental Engineer

REPORT OF THE FINANCE COMMITTEE

The Finance Committee, Water Commissioners, District Manager, Treasurer and Accountant chose the investment firm of Gardner, Preston & Moss to manage the W.R. Grace settlement of \$1,750,000.00. This decision was made in April with a review with their management team in September. Monies have been invested in bonds and treasury notes. When sufficient interest has been accrued, this interest will be invested in reliable stocks and/or certificates. No monies have been expended from this account to date.

The Finance Committee will be reviewing, along with the Commissioners and staff, the possibility of a water rate increase in the next fiscal year due to monies voted at the November, 1988 Special Water District Meeting for the new storage tank off Windcliff Drive and Kennedy Well construction. These two projects resulted in a \$2.4 million bond, the interest on which is largely responsible for the 25% increase in fiscal year 1990's budget.

The Committee once again wishes to express sincere thanks for the support we have received from District staff, particularly Mr. John MacLeod, District Manager and Mr. Stephen Peterson, Treasurer. Their commitment to the District and its efficient management is deeply appreciated.

Joyce Foley
William Kingman
Theodore Jarvis
Finance Committee

WATER SUPPLY DISTRICT
OF
ACTON, MASSACHUSETTS
AMORTIZATION SCHEDULE - BONDS AND INTEREST

	Original Amount	Balance 7/1/89	1989-1990 Principal Interest	1990-1991 Principal Interest	1991-1992 Principal Interest	1992-1993 Principal Interest	1993-1994 Principal Interest	1994-1995 Principal Interest	1995-1996 Principal Interest	1996-1997 Principal Interest	1997-1998 Principal Interest
Nagog Hill Reservoir	540,000.	120,000.	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.	40,000.	20,000.00 1,710.00	20,000.00 570.00							
Water Bonds	220,000.	30,000.	10,000.00 1,212.50	10,000.00 727.50	10,000.00 242.50						
Building	130,000.	30,000.	10,000.00 1,212.50	10,000.00 727.50	10,000.00 242.50						
Water Bonds	910,000.	350,000.	80,000.00 33,725.00	80,000.00 26,125.00	80,000.00 18,525.00	60,000.00 10,725.00	50,000.00 4,875.00				
Water Bonds	595,000.	395,000.	50,000.00 29,625.00	50,000.00 25,875.00	50,000.00 22,124.00	50,000.00 18,375.00	50,000.00 14,625.00	50,000.00 10,875.00	50,000.00 7,125.00	45,000.00 3,375.00	
Water Bonds	625,000.	460,000.	55,000.00 29,440.00	55,000.00 25,920.00	50,000.00 22,400.00	50,000.00 19,200.00	50,000.00 16,000.00	50,000.00 12,800.00	50,000.00 9,600.00	50,000.00 6,400.00	50,000.00 3,200.00
TOTALS	\$3,405,000.	\$1,425,000.	\$357,910.00	\$339,200.00	\$296,100.00	\$239,155.00	\$185,500.00	\$123,675.00	\$116,725.00	\$104,775.00	\$ 53,200.00
Water	*2,240,000. \$5,645,000.	*3,665,000.	**335,000.00 \$692,910.00								

* New Issue

** Amount may vary depending upon interest at time of issue

APPROPRIATIONS AND EXPENDITURES 87-88, 6 MONTHS OF 89

	1987 Appro.	1987 Expend.	1988 Appro.	1988 Expend.	1989 Appro.	1989 6 Months	1990 Appro.
Salaries & Wages	\$292,800.	\$291,221.30	\$311,000.	\$315,479.62	\$334,000.00	\$169,636.02	\$367,000.00
Group Insurance	21,000.	25,217.10	22,100.	21,358.58	27,000.00	12,735.16	34,000.00
Mdx. County Retirement	24,000.	27,462.80	32,000.	35,881.00	38,000.00	37,969.00	42,000.00
Educational Expense	5,000.	5,083.70	5,000.	5,251.70	6,000.00	4,407.78	6,000.00
Maintenance & Operation	60,000.	71,315.46	65,000.	76,892.03	70,000.00	47,243.71	60,000.00
Meters	6,000.	5,991.07	7,000.	7,000.00	10,000.00	2,141.71	10,000.00
Auto & Equipment	16,000.	12,715.53	17,000.	16,527.29	17,000.00	3,696.05	17,000.00
Fuel	5,000.	4,838.07	5,000.	4,614.53	5,000.00	1,528.71	5,000.00
Equipment Rental	2,000.	5,305.00	2,000.	2,483.11	2,000.00	-0-	2,000.00
Permanent Paving	3,000.	3,542.30	3,000.	2,196.60	4,000.00	4,398.17	4,000.00
Chemicals	c97,902.	71,099.24	70,000.	68,932.28	45,000.00	21,081.23	50,000.00
			c26,802.		c44,320.20		c
Lights, Power, Telephone	75,000.	76,054.18	60,000.	60,051.02	70,000.00	22,728.06	60,000.00
							c
Laboratory Analysis	5,000.	3,313.44	5,000.	3,495.00	5,000.00	2,162.25	3,000.00
			c1,686.		c3,191.56		c
Treatment Plant-Spec. Anal.	5,000.	4,484.11	-0-	-0-	-0-	-0-	-0-
Insurance	26,000.	29,745.00	35,000.	37,644.00	48,000.00	36,301.20	45,000.00
Office Supplies	7,500.	7,414.59	6,500.	7,252.79	7,500.00	6,494.29	9,000.00
Postage	5,000.	4,923.50	5,000.	5,126.00	6,000.00	1,932.00	4,500.00
Audit	c5,000.	-0-	c5,500.	-0-	5,500.00	7,125.00	c
					9,000.00		

Legal & Accountant	12,000.	14,000.00	12,000.	11,774.80	12,000.00	8,175.82	15,000.00
Water Words Notice	2,500.	444.68	c2,055.	1,693.18	1,000.00	-0-	1,500.00
					c362.14		
Advisory Committee	500.	-0-	500.	494.90	500.00	-0-	-0-
	c1,804.		c1,584.		c1,589.12		
Miscellaneous	1,000.	775.11	1,000.	887.84	1,000.00	240.00	1,000.00
Land Survey	8,000.	-0-	5,000.	3,825.00	-0-	-0-	c
			c8,000.		c9,175.00		
Land Appraisal	-0-	-0-	-0-	-0-	-0-	-0-	-0-
Engineering	10,000.	5,110.00	10,000.	10,282.00	10,000.00	-0-	10,000.00
Survey New Water	c2,162.	1,837.50	2,000.	-0-	2,000.00	-0-	c
	c23,873.		c324.		c2,324.64		
Bonds & Interest	c450,135.	416,410.54	410,675.	412,897.51	385,000.00	112,667.00	655,910.00
			c57,597.		c55,375.00		
Reserve Fund	25,000.	23,753.48	25,000.	*19,610.42	35,000.00	-0-	35,000.00
Special Legal	50,000.	50,000.00	-0-	-0-	-0-	-0-	-0-
		sa(64,419.60)					
	<u>\$1,117,435.</u>	<u>\$1,226,237.30</u>	<u>\$1,116,775.</u>	<u>*\$1,114,040.78</u>	<u>\$1,150,000.00</u>	<u>\$502,663.16</u>	<u>\$1,436,910.00</u>

c - Previous yrs. monies not spent. Carried over.

ESTIMATED RECEIPTS 1990

Hydrants	\$ 58,814.00
Water Rates	1,244,971.00
Sprinklers	13,125.00
Repairs & New Installations	120,000.00
TOTAL RECEIPTS	\$ 1,436,910.00

William P. Walsh
Stephen C. Stuntz
Leonard A. Phillips
Water Commissioners

REPORT OF THE DISTRICT MANAGER

The following report covers the activities of the District for 1988.

New house installations	39
Old service lines replaced or renewed	17
Old meters replaced with new meters	85
Repair of damaged hydrants	12
Repair of water main and service breaks	11
Replacement of old fire hydrants	3
Total gallons pumped in 1988	581,379,000

New water mains were installed at the following locations:

Cross Street
North Street
Pope Road
South Street
Lisa Lane
Heron View
Davis Road

The Water District now has 9 Wells to supply water to the town of Acton with public water. The Water District has been dealing with several contamination issues and aesthetic complaints in the past few years. The quality of the water we now deliver to our consumers exceeds all Federal and State standards. We have done some flushing to our system this past year and hope to extend this operation to the rest of our system this year.

The Water District's major concern is to maintain our high standards for now and in the future also to be able to supply Drinking Water and Fire Protection to all of our present consumers and for future growth. The Water District is currently working on projects to supply homes and apartments with water and fire protection that are currently supplied with water from private wells, and also to establish enough water capacity to handle the growth issue, which is of concern to the Water District.

The District voters approved the installation of a new well to be located in North Acton and to construct a three million gallon storage tank. The District is hoping that these two projects will be completed late 1989. This will help us in supplying more water and will give the town better fire protection. This will also allow us to have more storage in cases of emergency.

The District also had a steel building installed this year to house one of our Carbon Treatment Plants located in Acton near the Boxborough town line.

The Water District's Laboratory is almost completed. This is located at our office building off of Mass. Ave. in Acton. The District will provide testing for private wells located in the town of Acton and will also be doing much of our own testing in the future.

The Water District is currently working on projects located in South Acton between School Street and Lawsbrook Road. This project involves pumping water from Fort Pond Brook to recharge the Scribner Well Field which has several shallow wells. It would also enable us to pump more water from this well when the water table is low.

The Water District is also proceeding to perform a pumping test on land located in Acton Center for a future water supply for the town of Acton.

The District is also requiring that new development firms complete an Impact Report for the Water District by the Water District Engineering Firm to see what improvements have to be made to our water system. This would enable the District to safely supply the Developer with water and fire protection without faulting parts of our present system.

The Water District will provide a tour of its Treatment Facilities to any citizen of Acton. Arrangements can be made by contacting the District Manager or the Environmental Engineer.

Several of the District's employees have completed, and will continue to attend, courses and seminars on water supply and water pollution issues. All of the Water District employees have passed the State Operator Certification Examination.

The Water District and Town staffs have established a new program of communication with respect to growth and other issues of major concern.

Over the past few years, the District has accumulated a library of educational material that remains on file. This material is always available for review by citizens of Acton.

The District adds the following chemicals to its water supply zinc polyphosphate, sodium fluoride, potassium hydroxide and sodium hypochlorite.

I am also working with several local communities concerning our water supply problems. In an attempt to determine measures that we can all take to make our departments more efficient and our environment safer, we have formed a new professional organization called the Middlesex Worcester County Water Association. I am also President of this Association.

The Water District has received financial assistance from the Commonwealth of Massachusetts in the form of grants and reimbursements. The District will continue to apply for grant money as it becomes available.

I would like to take this opportunity to express my sincere thanks to the Board of Water Commissioners, Finance Committee, Land-Water Management Advisory Committee, Town Manager, Board of Selectmen, Board of Health, Department of Public Works, Engineering Department, Planning Board, Groundwater Protection Committee, Acton Fire Department, Acton Police Department, Acton School Department and all the citizens of Acton. In addition, I would like to thank the DEQE, EPA, U.S. Representative Chester Atkins, State Representative John Loring, State Senator Paul Celucci and neighboring towns who have helped us with our problems. I also look forward to better communications with all Town, State and Federal departments with whom the Water District associates.

John E. MacLeod
District Manager

POSSIBLE DROUGHT CONDITIONS

The northeast area of the United States normally receives ample rain fall and snow each year, but our weather pattern appears to have changed. Acton's wells are all in gravel areas and vary in depth from 25' to 70' in depth and we, like many other towns, depend on rain and snow to recharge our aquifers. In the last couple of years, we have not received our normal amounts of recharge water from rain and snow. The Water District has added more wells to the water system in the past couple of years and knows where our future well site will be located. When the water table drops down it affects our pumping capacity and problems occur. Presently, the Water District has an odd and even day watering restriction for programs assigned for outside water use. Odd numbered houses can use outside water on an odd calendar day and even numbered houses can use outside water on an even calendar day. The Water District and many other towns may be forced to use stricter measures on conservation efforts if we do not receive adequate rain fall soon. The Water District has a fine system already in our Rules and Regulations which we do not like to enforce, but in an emergency situation this regulation will be applied. The Water District also has a moratorium on underground lawn sprinkler systems, and does not allow any more underground lawn sprinkler systems to be tapped off of our water mains. There are many lawn sprinkler systems already installed in Acton without proper approval from the Board of Health and the Acton Water District. Any lawn sprinkler system that is in violation will be disconnected from our water system or the water could be shut off. I would like the citizens of Acton to pitch in and help us conserve water so we can prevent a possible emergency.

John E. MacLeod
District Manager

REPORT OF THE DISTRICT ACCOUNTANT

Balance Sheet
June 30, 1988
(Unaudited)

Account	Debit	Credit
Cash (Including Invested Cash)	881501.02	
Cash (Reserved for Appropriation)	120156.84	
Investments (Reserved for Appropriation)	1750000.00	
Special Surplus (Reserved for Appropriation)		1870156.84
Cash (Overview Development)	169248.86	
Pope Road Main (Overview Development)		169248.86
Petty Cash	80.00	
Reserve Petty Cash		80.00
Surplus Revenue		215538.88
Water Rates & Services	43634.34	
Water Revenue Reserve		43634.34
Kennedy Land		201950.00
Master Plan Update		421.00
Assabet Gas Line		3186.00
Lawsbrook Main		200.00
Potassium Hydroxide Project		14626.50
Clapp Well Study		10213.44
Conant Land Pumping Test		46535.00
Special Study		1006.00
Rehabilitation Great Hill Standpipe		2111.92
Scribner Well Study		4980.00
Whitcomb Well Study		5293.00
Clapp Well Aquifer Cleanup		12321.08
Septage Lagoons Disposal		3632.41
Monitoring Well—School Street		10000.00
Emergency Power Source		70.00
Marshall Well		22516.97
Ground Water Monitoring Well		15000.00
Water Distribution System		5834.50
Steel Building		55000.00
New Laboratory—Whitcomb		41752.66
½ Ton Pickup Truck		10601.00
¾ Ton Van		11669.00
Power Update Whitcomb		4000.00
Boiler Whitcomb		6025.00
Precast Building—Lawsbrook		8980.00
North Street Water Main		28900.00
Truck with Crane		17299.00
Bonds & Interest		55375.00
Land Survey		9175.00
Accounting		5500.00
Laboratory Analysis		3191.00
Chemicals		44320.20
Survey for New Water Supply		2324.64
Water Words Notice		362.14
Advisory Committee		
		1589.12
	2964621.06	2964621.06

July 1, 1988—June 30, 1989		
Estimated Revenue (March 16, 1988)	1150000.00	
Anticipated Control—July 1, 1988—June 30, 1989		1150000.00
(Voted at March 16, 1988 Meeting)	<u>4114621.06</u>	<u>4114621.06</u>

Raymond L. Page
District Accountant

Report of the Treasurer
Cash Receipts and Disbursements
July 1, 1987 through June 30, 1988

Cash Balance for July 1, 1987		\$ 804,231.88
CASH RECEIPTS		
Water Rates	1,031,670.94	
Hydrants	55,185.00	
Sprinklers	14,875.00	
Repairs & Installation	143,178.22	
Baystate Rental	6,000.00	
Sales Tax	1,257.11	
Invested Interest	52,050.47	
Transfer from Grace	3,359.00	
Miscellaneous (Insurance credit)	19,485.07	
Temporary Loan	38,245.00	
Total Cash Receipts		1,365,305.81
CASH DISBURSEMENTS		
Salaries & Wages	315,479.62	
Insurance—Health	21,358.58	
Middlesex County Retirement	35,881.00	
Special Education	5,251.70	
Maintenance & Operation	76,892.03	
Meters	7,000.00	
Auto & Equipment	16,527.29	
Fuel	4,614.53	
Equipment Rental	2,483.11	
Permanent Paving	2,196.60	
Chemicals	68,932.28	
Lights, Power, Telephone	60,051.02	
Laboratory Analysis	3,495.00	
Insurance—Domestic	37,644.00	
Office Supplies & Postage	12,378.79	
Legal & Accountant	11,774.80	
Water Words & Miscellaneous	2,581.02	
Advisory Committee	494.90	
Land Survey	3,825.00	
Engineering	10,282.00	
Bonds & Interest	412,897.51	
Reserve Fund	(19,610.42)	
Special Appropriations	135,933.20	
Sales Tax	1,257.11	
Refunds	560.58	
Total Cash Disbursements	\$1,249,791.67	
Temporary Loan	38,245.00	
Total	1,288,036.67	1,288,036.67
Ending Cash Balance June 30, 1988		881,501.02

Escrow

Balance July 1, 1987	34.11
Deposits	168,801.95
Interest	446.91
Disbursements	34.11
Balance as of June 30, 1988	169,248.86

W.R. Grace Settlement Account

June 30, 1987	\$2,197,434.62	
Interest	125,121.00	
Total		2,322,555.62
Disbursements	452,398.78	
Investment Disbursements	1,750,000.00	
Total		2,202,398.78
Ending Cash Balance June 30, 1988		\$ 120,156.84

W.R. Grace—Gardner, Preston, Moss Investment

April 4, 1988	1,750,000.00
Balance June 30, 1988	1,750,000.00

Report of the Collector July 1, 1987 to June 30, 1988

Outstanding June 30, 1987	\$ 54,624.86	
Charges	1,245,559.91	
Refunds	601.20	
Total		1,300,785.97
Payments	1,252,166.27	
Abatements	5,015.90	
Outstanding	43,603.80	
		\$1,300,785.97

Stephen Peterson
Treasurer & Collector

WATER MEETING

Abstract of the proceedings of the Annual Meeting of the Water Supply District of Acton, held in the Acton-Boxborough Junior High School Auditorium, Charter Road at Massachusetts Avenue, Acton.

WEDNESDAY, MARCH 16, 1988, at 7:30 PM

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

Chairman of the Commissioners	\$1,200.00 per year
Two (2) Commissioners	\$1,000.00 per year
Moderator	\$50.00 per meeting
Clerk	\$600.00 per year

(Unanimous)

ARTICLE 2. VOTED: To accept the reports of the Commissioners, the Treasurer and other officers and committees of the District.

(Unanimous)

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, 1988, 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.

(Unanimous)

ARTICLE 4. VOTED: To appropriate from estimated receipts of the District the sum of \$1,150,000.00 for the maintenance and operation of the District, and specific appropriations as follows:

Estimated Budget Expenditures for 1988-1989

Group Insurance	\$ 27,000.00
Bond & Interest	385,000.00
Salaries & Wages	334,000.00
Equipment Rental	2,000.00
Lights, Power & Telephone	70,000.00
Fuel	5,000.00
Maintenance & Operations	70,000.00
MDX. County Retirement	38,000.00
Postage	6,000.00
Miscellaneous	1,000.00
Mass. State Audit	9,000.00
Carry Over	(5,500.00)
Legal & Accounting	12,000.00
Land Appraisal	-0-
Land Survey	-0-
Engineering	10,000.00
Insurance	48,000.00
Meters	10,000.00
Auto & Equipment Expense	17,000.00
Reserve Fund	35,000.00
Office Supplies	7,500.00
Laboratory Analysis	5,000.00
Chemicals	45,000.00
Survey New Water	2,000.00
Special Legal	-0-

Educational Expense	6,000.00
Permanent Paving	4,000.00
Water Works Notice	1,000.00
Advisory Committee	500.00
Treatment Plant—Special Analysis	-0-
Total Budget	<u>\$1,150,000.00</u>
Estimated Receipts	
Hydrants	\$ 54,400.00
Water Rates	1,015,100.00
Sprinklers	10,500.00
Repairs & New Installations	70,000.00
Total Receipts	<u>\$1,150,000.00</u>

(Unanimous)

ARTICLE 5. VOTED: That the District transfer from Surplus Revenue the sum of \$17,299.00 for the purchase of a new truck, one ton, dual wheels, utility body with crane and authorize the Commissioners to trade or sell the 1983 Dodge truck.

(Unanimous)

ARTICLE 6. VOTED: That the District transfer from Surplus Revenue the sum of \$10,601.00 for the purchase of a new truck and to authorize the Commissioners to sell or trade the 1981 Dodge truck.

(Unanimous)

ARTICLE 7. VOTED: That the District transfer from Surplus Revenue the sum of \$11,669.00 for the purchase of a new truck and to authorize the Commissioners to trade or sell the 1980 Dodge truck.

(Unanimous)

ARTICLE 8. VOTED: That the District transfer from the Receipt Reserve for Appropriation Account (W.R. Grace 1987 settlement) the sum of \$60,000.00 for the maintenance and operation, carbon replacement and power costs at the various water treatment plants operated by the District.

(Unanimous)

ARTICLE 9. VOTED: That the District transfer from Surplus Revenue the sum of \$9,000.00 to upgrade power lines and equipment for the Whitcomb Well Building in West Acton.

(Unanimous)

ARTICLE 10. VOTED: That the District transfer from Surplus Revenue the sum of \$8,500.00 to install a new energy efficient boiler for the Whitcomb Office Building and the installation of a new roof on the Whitcomb Pumping Station, West Acton.

(Unanimous)

ARTICLE 11. VOTED: That the District transfer from Surplus Revenue the sum of \$10,000.00 for the construction of a pre-cast utility building and related equipment and to be located at the Lawsbrook Well in South Acton.

(Unanimous)

ARTICLE 12. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue the sum of \$65,000.00 to renovate existing facility at Whitcomb Station and to purchase equipment for the purpose of providing a program of analytical testing of drinking water and implement the monitoring requirements mandated by the "Safe Drinking Water Act" and the "Corrosion Control Mitigation Program."

(Unanimous)

ARTICLE 13.a. VOTE: Defeated (35 Yae—49 Nae)

ARTICLE 13.b. VOTED: To take no action.

(Unanimous)

ARTICLE 14. VOTED: That the District authorize the Commissioners to enter into a written lease not to exceed three (3) years with Bay State Explosives Company, Inc., a Massachusetts corporation having a usual place of business in Acton, Massachusetts, for the purpose of continued use of three magazines for the storage of explosives 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 issued by the Town of Acton, at an annual rental of \$6,000.00, which lease shall include such other terms, conditions and limitations as the Commissioners shall deem necessary or proper.

(62 Yae—8 Nae)

ARTICLE 15. VOTED: That the District install an eight (8) inch water main extension on North Street, North Acton from an existing main to Carlisle Road, a distance of about 800 feet more or less, together with hydrants and necessary fittings, and to transfer from Surplus Revenue the sum of \$29,500.00 for said purpose.

(Unanimous)

ARTICLE 16.a. VOTED: That the District install a ten (10) inch water main extension on Pope Road, East Acton from the existing main located on Pope Road near Bayberry Road a distance of about 3000 feet more or less, together with hydrants and necessary fittings, and to authorize the Treasurer with the approval of the Commissioners to borrow the sum of \$168,801.95 under Chapter 44 of the General Laws, as amended.

(45 Yae—19 Nae)

ARTICLE 16.b. VOTED: That the District authorize the Commissioners to accept a monetary contribution prior to the commencement of any work and the awarding of the bid for the water main extension approved in Article 16a. Said sum shall be sufficient to fund the cost of the extension aforesaid, including the purchase of materials, engaging a contractor to install pipe and fittings, payment of engineering, police supervision and inspections, and all other costs. Said funds shall be deposited with the Treasurer and payment shall be made in the form of a treasurer's or cashier's check.

(Unanimous)

ARTICLE 17.a. VOTE: Defeated (35 Yae—32 Nae)

ARTICLE 17.b. VOTED: To take no action.

(Unanimous)

ARTICLE 18. VOTED: That the District amend the ByLaws by adding a new section 13 which reads as follows:

Section 13a. No person shall maintain upon premises which they own or occupy, a physical cross connection between the distribution system of a public water supply, the water of which is being used for drinking, domestic, or culinary purposes, and the distribution system of any unapproved water supply, unless the installation has been reviewed and approved by the Water District and permits have been issued in accordance with the Drinking Water Regulations of the Department of Environmental Quality Engineering.

Section 13b. That the Water District shall have the authority to terminate any water source to any facility where cross connections are maintained without required backflow prevention devices which have been approved by the District.

Section 13c. That the Commissioners shall enact such Cross Connection Control Program and Regulations as are necessary to protect the public potable water supply served by the District from the possibility of contamination or pollution by isolating within its customers' internal distribution system, such contaminants or pollutants which could backflow or back siphon into the public water system; and to promote the elimination or control of existing cross connections between its customers; in-plant potable water system, and not-potable water system; and to provide for maintenance of a continuing program of cross connection control which will effectively prevent the contamination or pollution of all potable water systems by cross connection.

(Unanimous)

ARTICLE 19.a. VOTED: That the District accept the provisions of Chapter 705 of the Acts of 1986 which provides that the retired employees of the District provide \$5,000.00 of group life and accidental death and dismemberment insurance for retired employees of the District in lieu of \$1,000.00 of group life insurance; and that the District provide for increased contribution by the District of 90% for retirees' general group or blanket insurance and other health benefits provided under said policy or policies.

(Unanimous)

ARTICLE 19.b. VOTED: That the District accept the provisions of Chapter 32B of the General Laws, Section 9D ½, Section 9E and Section 16.

(Unanimous)

Adjourned: 9:50 PM

Water Supply District of Acton

A true copy:

Attest:

Anita E. Page
Clerk

March 16, 1988

WATER MEETING

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

MONDAY, APRIL 4, 1988

at the six precincts of the Town of Acton (Polls open from 7:00 A.M. to 8:00 P.M.)

Total number of ballots cast: 1346

The following were elected:

Commissioner for 3 years: Leonard A. Phillips 718

Moderator for 1 year: John Putnam 1096

Clerk for 1 year: Anita E. Page 1097

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 Junior High School Auditorium, Charter Road at Massachusetts Avenue, Acton,

WEDNESDAY, November 30, 1988, at 7:30 PM

ARTICLE 1. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue the sum of Fifty-Five Hundred (\$5,500.00) Dollars to update the computer billing system and word processor.

(Unanimous)

ARTICLE 2. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue the sum of Thirty Thousand (\$30,000.00) Dollars for cleaning, chemical treatment and redevelopment of the Assabet Well #1 and #2 in South Acton.

(Unanimous)

ARTICLE 3. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue the sum of Fifteen Thousand (\$15,000.00) Dollars for cleaning, chemical treatment and redevelopment of the Conant Well in Acton Center.

(Unanimous)

ARTICLE 4. VOTED: That \$400,000.00 is appropriated for the construction of a gravel packed well and three satellite wells connected to the main well, the construction of a pumping station and pumping station equipment, and for water mains at land now owned by the District located off Main Street (Rte. 27) in North Acton; that to meet this appropriation the Treasurer with the approval of the Commissioners is authorized to borrow \$400,000.00 under G.L. c. 44, ss. 8; and the Commissioners are authorized to contract for and expend any federal or state aid available for the project.

(Unanimous)

ARTICLE 5. VOTED: That \$1,840,000.00 is appropriated for the construction of a three million gallon concrete water storage tank, booster station and for installing a 16 inch water main with necessary fittings and other appurtenances, on land owned by the District located off Main Street (Rte. 27), near Wyndeclyffe Heights, North Acton; that to meet this appropriation the Treasurer with the approval of the Commissioners is authorized to borrow \$1,840,000.00 under G.L. c. 44, ss. 8; and the Commissioners are authorized to contract for and expend any federal or state aid available for the project.

(Unanimous)

ARTICLE 6. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue, the sum of \$5,000.00 for installing a sealed vault and fiber glass tank and necessary fittings, and other appurtenances at 693 Mass. Ave., the District Office and Laboratory Building.

(Unanimous)

ARTICLE 7. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue, the sum of Thirty-Eight Thousand Two Hundred Forty-Five (\$38,245.00) Dollars to pay off a Temporary Loan to Hudson National Bank.

(Unanimous)

ARTICLE 8. VOTED: That the District authorize the Commissioners to transfer from Surplus Revenue, the sum of Thirty Five Thousand (\$35,000.00) Dollars to the legal account.

(Unanimous)

ARTICLE 9A. VOTED: That the District vote to install a twelve (12") inch water main extension on Harris Street, North Acton, from the existing water main located on Main Street to Route 2A, a distance of 3200 feet, more or less, together with hydrants and necessary fittings, and to authorize the Treasurer with the approval of the Commissioners to borrow \$260,236.00 under Chapter 44 of the General Laws, as amended, for said purpose.

(Yae 36—Nae 15)

ARTICLE 9B. VOTED: That the District authorize the Commissioners to accept a monetary contribution prior to the commencement of any work and the awarding of the bid for the water main extension approved in Article 9A. Said sum shall be sufficient to fund the full cost of the extension aforesaid, including the purchase of materials, engaging a contractor to install pipe and fittings, payment of engineering, police supervision and inspections, and all other costs incurred to complete the twelve (12") inch water main extension on Harris Street. Said funds shall be deposited with the Treasurer and payment to the Treasurer shall be made in the form of a treasurer's or cashier's check.

(Unanimous)

ARTICLE 10. VOTED: That the District authorize the Commissioners to enter into a funding agreement with the Town of Acton under the provisions of Chapter 40, Section 4 of the General Laws (Governmental Units Authorized to Contract Relative to the Performance of Public Service), and to authorize the Commissioners to transfer from Surplus Revenue, the sum of \$24,000.00 to provide financial assistance for the completion of a new Groundwater Protection District Map which was approved under ARTICLE 9 of the Special Town Meeting, Town of Acton, April 7, 1988.

(Unanimous)

Adjourned: 9:15 PM

Water Supply District of Acton

A true copy, Attest:

Anita E. Page,
Clerk

November 30, 1988

WATER SUPPLY DISTRICT OF ACTON
RULES, REGULATIONS AND RATES
Amended October 24, 1988

The following Rules and Regulations shall be considered a part of the Contract with every person using the water.

1. All applications for the use of water are available at the Whitcomb Pumping Station, Mass. Avenue. Demand charge schedule is set forth as follows:

<u>PIPE SIZE</u>	<u>DEMAND CHARGE</u>
¾ inch	\$ 2000.00
1 inch	2520.00
1½ inch	7440.00
2 inch	15840.00
Over 2 inch	20000.00
Multi-dwelling (per apt. or each living unit)	1200.00

SPRINKLER DEMAND CHARGES

Buildings up to 20,000 square feet	\$ 500.00
Buildings between 20,000 square feet and 40,000 square feet	1000.00
Buildings between 40,000 square feet and 60,000 square feet	1500.00
Buildings between 60,000 square feet and 80,000 square feet	2000.00
Buildings over 80,000 square feet	2500.00

Pipe size and type for any installation will be determined by the Water Commissioners or their agents. Costs of installation service will be charged to applicant separate of the demand charge. Costs will be paid before the water is turned on. The demand charges are payable prior to service connection.

2. Costs of new service installations from the water main into the house, including meter, shall be paid for by the owner or applicant before the water will be turned on.
3. No person will connect, or cause to be connected, any service pipe with the main or any distributing pipes, except by order of the Water Commissioners made on such application for new service. No permanent outside sprinkler system shall be allowed unless approved by the Board of Health.
4. Periodic inspection of pipes to the meter may be made by the District Manager or Foreman. When equipment is found defective all payment for the necessary repairs between the property line and the meter shall be assessed to the owner. Persons allowing their meter to be damaged by frost or otherwise will be held responsible therefore. The District will keep meters in repair from ordinary derangements.
5. All apparatus and all places supplied with water must be accessible at all reasonable times to the inspection of the Commissioners or their agents.
6. No alterations shall be made to the service installed by the Water District except by authorized agents of the Water District.

7. The Water District shall not in any way, nor under any circumstances, be held liable or responsible to any person or persons for any loss or damage from any excess or deficiency in the pressure, volume or supply of water, due to any cause whatsoever. The Water District will undertake to use all reasonable care and diligence to avoid interruptions and fluctuations in the service, but cannot and does not guarantee that such will not occur.
8. The Water District will not be responsible for damages caused by dirty water resulting from the opening or closing of any gates for repairs or any other reasons, the use of hydrants, or the breaking of any supply lines.
9. The Water District will endeavor to give due notice to as many of the consumers affected as time and character of the work permit whenever it may be necessary to shut off the supply from any section of the District to make repairs or changes or because of broken main and will as far as practicable, use every effort to prevent damage or inconvenience; but failure to give such notice will not involve the Water District in any responsibility or liability for damage arising from the shutting off of any supply or any subsequent conditions arising therefrom.
10. The Water District reserves the right at any time without notice to shut off the water supply for purpose of making repairs, extensions, or other reasons, and all consumers having boilers or other appliances on their premises are hereby warned against danger of collapse from these sources and are urged to provide safety devices for their own protection. In any event the District expressly stipulates that there shall be no liability for damages resulting therefrom.
11. The Water District will not assume any liability for conditions in the consumer's plumbing or appliances, which may be the cause of the trouble, coincident with the following repairs made to any part for the supply system by the District.
12. Service pipes or fixtures of any description, that are connected with the mains of the Water District, shall not under any circumstances be connected with any other sources of water supply.
13. The Water Commissioners reserve the right to shut off water for the purpose of making alterations or repairs. A water service may be shut off from any taker for non-compliance with the Rules and Regulations for non-payment of the water rates and violation of Massachusetts General Laws relating to water supply. When water has been shut off because of disregard of rules or non-payment of rates it will be turned on again when the Commissioners are satisfied that there will be no further cause of complaint and on the payment of fifteen dollars. With the approval of the Department of Environmental Quality Engineering (Chapter 40, Section 41A of the MA General Laws), the Commissioners reserve the right to restrict the use of water if necessary in any manner deemed appropriate.
14. The Fire Department will have control of the hydrants in case of fires and for necessary practice. In no other case will any person be allowed to handle hydrants or other water apparatus without permission of the Water Commissioners.
15. No water taker will be allowed to supply water to others except by special permit from the Board of Water Commissioners and found doing so without a permit, the supply will be shut off.
16. Owners should notify the Water District to shut off water if the building becomes vacant. Water will be turned on again when the owner notifies the Water District and upon the payment of eighteen dollars for turn-on.
17. All bills for new services, repairing old services, supplies and labor, must be paid within thirty days from the date of the bill.

18. The water may be turned off without notice when bills for water remain unpaid for fifteen days after they become due, thirty days from the date of issue. Owners of premises will be held responsible for the water bills of their tenants. Unpaid water bills are now lien on real estate and collections may be made on the sale of property: Massachusetts Legislature, Acts of 1923, Chapter 391.

19. Any person who shall remove, change, alter or willfully damage or injure any meter will be liable for all damages. Any change in meter location shall be done under the direction of the District Manager or Foreman.

20. On all dwelling houses, apartments and condominiums, a minimum charge shall be made for water for each family or living unit for which the owner or owners shall be liable, if it is desired that all water flow through one meter. Larger quantities of water shall be charged on the above same basis.

On all business and/or professional buildings, for non-dwelling use, there shall be a charge for each toilet and/or lavatory facility, for which the owner shall be liable.

The District Manager or authorized agent shall be empowered by the Commissioners to confer with the owner or his agent to establish the number of facilities for which the minimum service charge shall be made. The minimum payment will be applied toward charge for the water at the rates established under the rules and regulations for the Water Board, but if less quantity of water is used than the quantity for which the minimum charge would pay, no deduction from the minimum charge will be made.

21. VOTED: That the District amend the By-Laws by adding a new section ten which reads as follows: "Any person violating any order restricting water use imposed by vote of the Commissioners shall be fined not more than \$200.00 for each offense, which shall inure to the District for such uses as the Commissioners may direct. Fines shall be recovered by indictment or on a complaint before the district court, or by non-criminal disposition in accordance with section twenty-one D of Chapter 10 of the General Laws. Every day that such violation continues shall constitute a separate offense."

22. Effective October 1, 1985 water users will be billed as follows: Minimum Price at which water will be furnished, including the use of the meter, will be \$12.00 per each 3 month period. This will allow the use of 1000 cubic feet each 6 months, with no refund or abatement for amounts of water less than 1000 cubic feet used.

On January 1, and July 1, a minimum charge of \$12.00 will be made to each user. Excess water for each 6 month period will be billed in October and April as follows:

Water usage in excess of 1000 cubic feet shall be billed at the rate of \$1.50 per 100 cubic feet.

A minimum charge shall apply to each family or living unit. A minimum charge shall apply to all non-residential users in accordance with applicable sections of Rules, Regulations and Rates. Larger quantities of water beyond the minimum shall be charged as set forth above.

New owners having had possession of property less than 30 days and less than 1,000 cubic feet of water will be billed at the rate of \$1.50 per 100 cubic feet.

There will be a minimum closing charge of \$5.00 for final water meter reading.

Water rates, demand charges, rental fees, hydrants and sprinklers and other charges imposed by the District shall be determined by vote of the Commissioners at a regular or special meeting of the Commissioners.

23. If a meter is out of order and fails to register, the consumer will be charged at the average daily consumption as shown by the meter when in order. An average will be taken of the last 3 corresponding readings.

24. Any and all penalties for violations of these regulations or arrearages for non-payment of water rates or charges may be collected as authorized by law in a civil action.

25. The Commissioners shall regulate the use of water in such manner as they deem for the best interest of the District, fix and collect prices and rates for the use thereof, prescribe the time and manner of the payment of such prices and rates. The Commissioners shall have exclusive charge and control of the water department and water system, subject to all lawful by-laws, and subject to such instructions as the District may from time to time impose by its vote.

26. The Water District will have an inspector on sites where new water main and necessary fittings are installed in new developments, private roads, business and commercial sites. The Water District shall charge an hourly fee which will be paid to the Water District by the owner, contractor or developer. All materials used shall meet the specifications of the Water Supply District of Acton.

27. No person shall turn on or tamper with water main or hydrant or other device used for water supply, or install a bypass around a water meter without first procuring a written permit to do so from the Manager of the Water District. Any person violating said section shall be fined not more than \$200.00 for each offense, which shall inure to the District or be recovered by indictment or on complaint before the District Court or by non-criminal disposition in accordance with section 21D of Chapter 40 of the General Laws. Every day that such violation continues shall constitute a separate offense. This section shall not curtail the fire department or Water District in the normal course of providing fire protection or water supply.

28. Any person making application for water use having a design demand in excess of 5,000 gallons per day, shall submit a concept plan with sufficient information so that the Water District can generate a Water Impact Report. This report shall: 1.) define the plan's impact on the District's current/future water demand and existing water supply system, and 2.) stipulate conditions that the applicant shall meet to mitigate the effects of this impact. The Water Impact Report shall be reviewed and approved by the Water Commissioners. Costs associated with generating the Water Impact Report shall be borne by the applicant.

29. All new Industrial and Commercial Establishments attached to the Acton Water System will be required to install, at the service entrance and immediately downstream of the meter, a Reduced Pressure (RP) Back Flow Device. The Device must be approved by the Acton Water District and all costs will be paid by the owner/s and or the person/s to whom the bills are so assigned.

30. Effective June 30, 1988, the Board of Water Commissioners voted to place a moratorium on, not allowing any underground lawn sprinkler systems to be tapped off public water mains or services.

BY ORDER OF THE
ACTON WATER COMMISSIONERS
William P. Walsh, *Chairman*
Stephen C. Stuntz
Leonard A. Phillips

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 ballot unless he or someone on his behalf has submitted nomination papers signed by fifty registered voters of 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. Nomination papers of a candidate for office of the District shall be filed with the Clerk of the District in accordance with Chapter 53, Section 10 of the General Laws. Submission to the Registrar of Voters shall be in accordance with Chapter 41, Section 115 of the General Laws.
- 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.
- VII Elections and Nominations of district officers shall be conducted in accordance with chapters fifty to fifty-six, inclusive, of the General Laws so far as applicable, except as otherwise provided in sections one hundred and fourteen to one hundred and seventeen of Chapter 41 of the General Laws, inclusive, and except as otherwise provided by the district bylaw.

BYLAWS
(as adopted and amended to February, 1985)

- 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 election of officers shall be held on the first Monday of April 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 Election Day 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 of 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.
- X Any person violating any order restricting water use imposed by vote of the Commissioners shall be fined not more than \$200.00 for each offense, which shall inure to the district for such uses as the Commissioners may direct. Fines shall be recovered by indictment or on a complaint before a district court, or by non-criminal disposition in accordance with section Twenty-one D of Chapter 40 of the General Laws. Every day that such violation continues shall constitute a separate offense.

- XI a) A five member Water-Land Management Advisory Committee is hereby established. Two members to be appointed by the Commissioners for a term of three years, two members to be appointed by the Moderator of the District for a term of two years, one member to be appointed by the Selectmen for a term of one year. Thereafter, each appointment shall be for a term of three years.
- b) The Advisory Committee shall review and make recommendations to the Commissioners on matters relating to water and land management policies of the district and shall make recommendations to the Commissioners on any matters relating to agreement authorized under the "Bylaw to Regulate the Removal of Sale of Sand and Gravel from Lands in District Use," and shall undertake such other tasks related to water and land management as the Commissioners deem appropriate.
- XII No person shall turn on or tamper with a water main or hydrant or other device used for water supply or install a bypass around a water meter without first procuring a written permit to do so from the Manager of the Water District. Any person violating said section shall be fined not more than \$200.00 for each offense, which shall inure to the District for such uses as the Commissioners may direct. Fines shall be recovered by indictment or on complaint before the District Court or by non-criminal disposition in accordance with section 21D of Chapter 40 of the General Laws. Every day that such violation continues shall constitute a separate offense. This section shall not curtail the fire department or Water District in the normal course of providing fire protection or water supply.
- XIII a) No person shall maintain upon premises which they own or occupy, a physical cross connection between the distribution system of a public water supply, the water of which is being used for drinking, domestic, or culinary purposes, and the distribution system of any unapproved water supply, unless the installation has been reviewed and approved by the Water District and permits have been issued in accordance with the Drinking Water Regulations of the Department of Environmental Quality Engineering.
- b) That the Water District shall have the authority to terminate any water source to any facility where cross connections are maintained without required backflow prevention devices which have been approved by the District.
- c) That the Commissioners shall enact such Cross Connection Control Program and Regulations as are necessary to protect the public potable water supply served by the District from the possibility of contamination or pollution by isolating within its customers' internal distribution system, such contaminants or pollutants which could backflow or back siphon into the public water system; and to promote the elimination or control of existing cross connections between its customers; in-plant potable water system, and not-potable water system; and to provide for maintenance of a continuing program of cross connection control which will effectively prevent the contamination or pollution of all potable water systems by cross connection.

NEW BY-LAW

"By-Law to Regulate the Removal and Sale of Sand and Gravel from Lands in District Use."

Section One. The purpose of this bylaw is to regulate the removal of sand and gravel on lands owned or leased by the district so as to promote safe and sound economic development, improvement and management of said land; and protect and preserve the purity of the water supply, wells and aquifers.

Section Two. The Commissioners shall fix a reasonable time for a public hearing on any proposal for removal and sale of sand and gravel from land in district use. Notice of the public hearing shall be given at least two weeks prior to the hearing by publication of the time, place and purpose of the hearing in a local newspaper, and by mailing a copy of said notice to the owners of all property within five hundred (500) feet of the property line of the district land as they appear on the most recent applicable tax list. Included in the list of owners shall be abutters, owners of land directly opposite on any public or private street, and abutters to abutters within the five hundred (500) feet aforesaid.

The public hearing shall be held no later than 21 days prior to the business meeting of the district which includes an appropriate warrant article for action by voters of the district. Action by voters of the district on any article permitting the Commissioners to enter into a written contract for removal and/or sale of earth materials from lands of the district shall require a two-thirds vote. At the public hearing the Commissioners shall present evidence of the need for excavation, removal and/or sale of earth materials from district lands; the depth and limits of excavation; a site specific map of wetlands, limits of 100 year flood plain, vegetation, surface waters, topography (before and after), property lines and adjacent land uses; and estimation of high water table on the land.

Section 3. In entering into a written contract not to exceed one year, the Commissioners shall impose conditions and specifications including but not limited to the following:

- A. A detailed plan showing limits and phases of excavation.
- B. Specific and reasonable hours of operation, including truck arrival and departure.
- C. Required stockpiling of topsoil for use in restoration.
- D. Prohibition of excavation within 10 feet of the annual high water table.
- E. Prohibition of removal within 100 feet of property lines and existing public ways.
- F. Limitation of work faces to 10 vertical feet and requirement that all faces shall be broken down to their natural angle of repose at the end of each working day. Any existing non complying faces shall be reduced as fast as safety and practical engineering permit.
- G. Maintenance of natural vegetation on undisturbed land for screening and noise reduction purposes, and provision for dust suppression on the site.
- H. A requirement that restoration be carried on simultaneously with excavation, so that when any three acres operation area has been excavated, at least two acres shall be restored before work commences on the next contiguous three acres, so that at no time will more than four acres be unrestored.
- I. Provisions to grade slopes safely, loam and revegetate all disturbed areas.
- J. Removal of debris, stumps, boulders, etc. from the site and dispose of in an approved location or, in the case of inorganic matter, buried and covered with at least two feet of soil.
- K. A requirement that all retained subsoil and topsoil be spread over the disturbed area and seeded. Trees or shrubs of prescribed species will be planted to provide screening and reduce erosion during the establishment period.

L. A requirement that final restoration work be completed within 60 days, weather permitting, after completion of excavation operations.

M. A requirement of posting of surety bond, performance and payment bond or other adequate security to insure compliance with terms of the contract.

N. Regular inspection by the Commissioners or their agent at reasonable hours to insure that contract provisions are being adhered to, and provision for halting operations for any violation.

O. Other appropriate conditions, limitations and safeguards as the Commissioners deem necessary for the protection of the public health, safety, convenience and welfare, and for protection and preservation of the purity of the water.

