

# **Dracut Water Supply District**

## **Annual Report 2004**

Fiscal Year July 1, 2003 - June 30, 2004

## **Warrant District Election**

May 2nd 2005

## **Warrant Annual District Meeting**

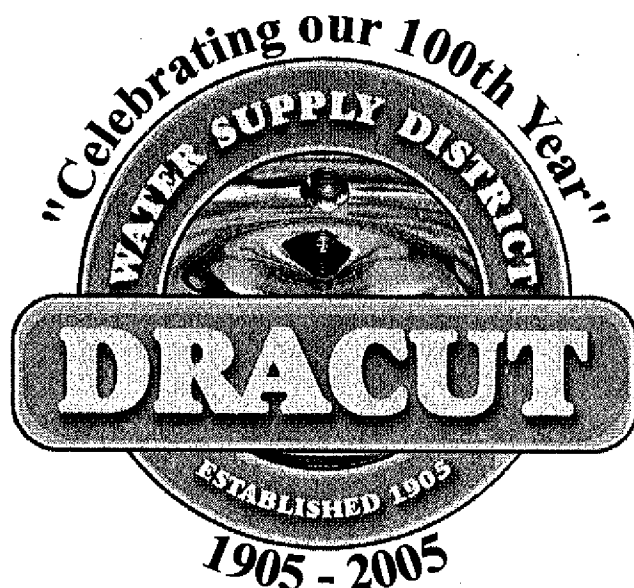
May 7th 2005

## **Warrant Special District Meeting**

May 7th 2005

## **Annual District Meeting Vote**

May 8th 2004



### **Board of Water Commissioners**

William (Bill) Morin, Chairman

William "Zee" Zielinski, Vice Chairman

Robert Corey, Commissioner

### **Staff**

Gary W. McCarthy

Superintendent-Director

Mark Riopelle

Assistant Superintendent

Debra Vinal

Treasurer



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## **SECTION I**



**Annual Report  
Of**

**Dracut Water Supply District  
59 Hopkins Street  
Dracut, MA 01826**

**Tel (978) 957-0441  
Fax (978) 957-2073**

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**Elected Officials**

**Board of Water Commissioners**

<b>William "Bill" Morin, Chairman</b>	<b>Term Expires 2005</b>
<b>William "Zee" Zielinski</b>	<b>Term Expires 2006</b>
<b>Robert E. Corey</b>	<b>Term Expires 2007</b>

**Clerk of the District**

<b>Barry K. Myers</b>	<b>Term Expires 2005</b>
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**Moderator**

<b>Donna Yackel</b>	<b>Term Expires 2006</b>
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**For the Year Ending June 30<sup>th</sup> 2004**

**Appointed Officials and Staff of the Dracut Water Supply District**

**Gary W. McCarthy**  
**Executive Director-Superintendent**

**Mark Riopelle**  
**Assistant Superintendent**  
**Primary Operator Distribution and Treatment**

**Debra Vinal**  
**District Treasurer**

**John Hudzik**  
**Secondary Operator Distribution and Treatment**

**Field Staff**

<b>Stephen Dehney</b>	<b>Field Systems Supervisor</b>
<b>Mark Basnett</b>	<b>Field Systems Operator</b>
<b>John Laffey</b>	<b>Field Systems Operator</b>
<b>Tim Germain</b>	<b>Field Systems Operator</b>

**Office Staff**

<b>Kelley Chasse</b>	<b>Billing and Accounts Specialist</b>
<b>Maureen Donnelly</b>	<b>Customer Service Specialist</b>
<b>Matthew Gill</b>	<b>Billing and Accounts Specialist</b>



## **SECTION II**



**Report of William "Bill" Morin  
Water Commissioner**

In considering my report for the Annual 2004 publication I was a bit surprised that I find myself completing my sixth year as one of your Water Commissioners. I reflected on how far we have come in the past six years and was simply amazed at the transformation.

When first starting at the District and faced with such an uncertain future it is hard to imagine what has been accomplished in only a short time. I am not, nor do I care to comment on the past other than to say those days are done and over. We now present ourselves to the state agency, the Department of Environmental Protection, as a model water system. Our staff, each and every one of them working in the field as a water operator is licensed by the Commonwealth of Massachusetts. Many of our operators hold multiple licenses and certifications and continue each and every year in various courses of study to maintain the highest standards. Our Office staff also works diligently with billing and all customer relations in a professional manner.

New Booster pump stations, new transmission lines, replacement of older street mains, inventory control, improved vehicle maintenance, carefully planned facility improvements, well field upgrades and staff performance all-around has seen the District simply transformed in these past few years.

This has come from the hard and dedicated work of many people, not just your Commissioners. I am pleased to be able to be a part of this team as a member of the Board of Water Commissioners.

Our efforts continue and I am committed to the continued goal of self sufficiency by ever improving the well fields and developing other possible sources of water.

Rates have remained constant and I pledge to carefully review any requests or need for increases. I am mindful that we need to remain vigilant if we are to continue the necessary improvements but pledge that rate increases, if and when necessary, shall be justified.

Also in the coming year, working with staff, we will see the final payments made on the settlement to the City of Lowell and a reduction of that charge from all bills. This will end this past problem and we no longer will see such charges. I am confident in our management team, Superintendent and all staff at the District. I want to thank all of you for allowing me, as your Commissioner, to be a part of this success story.

Sincerely,

William "Bill" Morin  
Water Commissioner



**Report of William "Zee" Zielinski  
Water Commissioner**

To the rate payers of the Dracut Water Supply District;

I'd like to take this opportunity to personally thank all the customers of the Dracut Water Supply District for allowing me to represent your interest and concerns during this last year as one of your three elected water commissioners.

It gives me great satisfaction being part of the Dracut Water Supply District (DWSD) that continues to strive at developing unique ways of delivering the best potable water possible and offering top quality professional services each and every day of the year.

During this last year, the District continued to make great strides at upgrading its delivery of potable water to the residents of Dracut and Tyngsboro. The District was able to eliminate the decades of low pressure affecting a large part of Dracut Center and upper Crosby Road area by putting on line a new state of the art pump station on District property at Marsh Hill. The District is now entering the final phase of construction on another pump station at the District's State Forest facility set to go on line early summer 2005. This new station will eliminate low pressure affecting a large area of Collinsville that has plagued the District for years. This year also, the District installed new generating equipment at its Tyngsboro Makos pump station which will provide a sizable area with uninterrupted water service during frequent power outages.

I look forward toward my third year as water commissioner while the District reaches it one hundredth year of operation. As was the case last year and will be for the foreseeable future, Dracut continues to see record new construction growth within the boundaries of the DWSD. This ever facing challenge has directed the Board of Water Commissioners to look for alternative sources of water to keep up with the ever increasing demands placed upon this District. It is with great expectations that we now enter the last phase of acquiring an additional source of water that will enter the District through the Methuen interconnection. Construction will begin and be completed during the summer of 2005. This new source of water will be constructed and totally funded by one of the many developers working within the DWSD, thus saving the ratepayer hundreds of thousands of dollars. With this additional supply of water on the eastern side of town, it will enable the District to meet all current and future demands for many years to come.

I anticipate this to be another active year here at the District. The ever popular undersized water main replacement program will continue this year targeting those streets suffering from low pressure and poor water quality. Plans will be underway to begin the design on a new pump station located in the Tyngsboro well field area. Once constructed, it is anticipated that this new station will enable the District to further lessen its dependence on the purchase of water from sources outside the District and increase the pressure in the Tyngsboro supply area. Finally, work will continue at up-grading the New Boston and Tyngsboro well field facilities which shall further enhance our most precious supply of fresh quality water.

As always, your thoughts and concerns regarding the water you purchase and consume is paramount to me. Please call, write or e-mail me at [William.Zielinski@dracutwater.com](mailto:William.Zielinski@dracutwater.com) any time. Best wishes for a safe and healthy year ahead.

Respectfully yours,  
William "Zee" Zielinski  
Water Commissioner



**Report of Robert E. Corey  
Water Commissioner**

I am pleased to present my report to the ratepayers of the Dracut Water Supply District for 2004.

Entering into the last year of my first term as one of your Commissioners I am enthusiastic regarding the continued efforts being made by the District.

The District has completed the new Marsh Hill Booster Pump Station. This new state of the art facility brings increased fire protection flows and higher service pressures to hundreds of homes in the northeast section of the District. Our second booster station project in the State Forest, Nashua/Tyngsboro Road area is scheduled for early summer 05'. Our new meter reading program now taking place will refit all our customers with auto read meters for up to date information and bills no longer needing to be estimated every other cycle.

Rates again have remained stable for the past 4 years. This is a direct result of active billing and collection as well as careful budgetary control. The District maintains careful accountability of all billing and deposits receipts daily. Credit card payments and a night drop box make payments easier than ever. The introduction of budget plans and quarterly billing also make accounts easier to control for both the District and our ratepayers.

Our "Meter to Main" program offering 24 hr coverage and repair service from the main to the inside meter and shut-off valves has been a tremendous success. For \$15.00 a bill or \$5.00 per month customers in the plan are covered for leaks, service calls, all materials and labor to fix any item covered in the plan and thus giving peace of mind to customers in the program. I encourage all of our customers in the residential billing to look into this value.

My commitment remains the same, to deliver the highest level of quality water at a fair price. I continue to work with our staff to develop policy and plans for a strong and improved Water District. I will keep in mind always the fair and equitable position that each of you, our customers, deserve. I will work with our staff to continue to upgrade our facilities, replace older mains and improve services where necessary.

I am pleased to be part of the Dracut Water Supply District and the continued outstanding efforts taking place.

Respectfully,

Robert E. Corey  
Water Commissioner





**Report of the Executive Director-Superintendent  
Fiscal Year Ending June 30<sup>th</sup> 2004**

It is with satisfaction that I report to you the ratepayers of the Dracut Water Supply District that ending June 30<sup>th</sup> 2004 the District is sound both financially and operationally.

This past year has seen a wide range of system improvements, stability in account collections, increased independence on water by using our own sources more efficiently, a fully trained and licensed field staff and efforts to make tremendous improvements as well in system upgrades.

It seems to have gone by so quickly but I am grateful in having been given the opportunity to work with the District over the past four years. It almost goes without saying that the District has certainly changed in so many ways that any comparison to the former District operations is not possible.

I want to thank the Board of Water Commissioners for allowing me the flexibility, along with their assistance, in making changes that have made our success possible.

Also my staff, without whose dedication, help, commitment and hard work, none of these changes would have been possible.

When first starting in 2001 we faced many problems. I am able to report that each and every major crisis faced by the District at that time have been solved, corrected or settled.

Our final payment to the City of Lowell will take place in 2005. Shortly thereafter each account will see a drop of \$13.33 from their quarterly bill, which represented the Lowell Assessment charge.

Our program of undersized main replacement and system upgrades continued in 2004 and will go forward in 2005. This program, partially funded by a 5% rate increase in 2002, has allowed many streets to be upgraded and many homes to realize improved pressures, flows and area fire protection.

Our continued commitment to system improvements have realized a new pumping station installed, a second in the final phase of completion and a third hopefully coming in 2005. Our system is stronger, more dependable and one of the most automated in the region for its size.

Our standing with all state agencies, in our commitment to deliver water, our ability to satisfy all reporting requirements and system improvements is recognized by many as a model to follow.

Our new metering program started in 2004 and to be completed in 2005 will eliminate estimated reads and provide actual billing data for every billing cycle.

Our **"Meter to Main"** program has been a huge success; while placing no additional costs on the budget. This program has saved many families thousands of dollars. Costing only \$15.00 a bill or \$60.00 a year all customer residential accounts in this group have total coverage for labor and material costs in the event of a leak on their property leading from the water main in the street. I urge everyone to consider enrolling in this program as it provides tremendous coverage for little cost compared to what would be paid to repair any leak on your property. This program offers this coverage 24hrs a day, 365 days a year and includes all service calls for any potential leak problem a home owner may face on their service line.

It is my hope that in the coming year we will finalize the additional pump station in the Tyngsboro area. We will see the completion of a 3,300' main extension to the Town of Methuen providing another water source being installed in the summer of 2005. We will continue to replace the mains and upgrade services on almost another mile of streets. In 2005 we will be looking at improvements in our well fields to see greater amounts of water being made available to reduce our dependency on other Water Systems.

Our water system this year (June 10<sup>th</sup> 2005) will celebrate 100 years in providing water to the community. Certainly, as with any agency so long established, there have been highs and lows. I am happy to report however that at this time the Dracut Water Supply District sees itself in what can only be described as one of its highest points.

I am confident when I report that the Dracut Water Supply District is off to an outstanding start into the next century of operation as a financially sound, operationally excellent and dependably managed agency.

I want to thank each of you that have offered support, congratulatory comments on the District's success and wishes for our continued independence as a water system. You too, the ratepayers and community customers are to be congratulated on your willingness and much appreciated trust as the Dracut Water Supply District has established itself again as an example of a water system that is to be admired and trusted.

I thank you, my staff and the Board of Water Commissioners for affording me the opportunity to have played a part in these accomplishments. I look forward to the continued successes we have all worked so very hard for.

Respectfully yours,

Gary W. McCarthy  
Executive Director-Superintendent  
Dracut Water Supply District

## **Report of the Water Merger Committee**

At the Annual meeting of May 8<sup>th</sup> 2004, under the provisions of Article 15 a committee was appointed to report back to the Annual Meeting of 2005 regarding a merger of the two water systems. As part of that committee appointments were made from the community and Board of Water Commissioners. While the Town of Dracut was invited to send representation, no persons exclusively representing the Town were appointed.

Serving on the Committee were District Commissioners William Zielinski and Robert Corey while representing the community were Mr. Michael Blatus and Mr. Michael Pelletier.

The committee met over several meetings and reviewed recommendations of the Town, as noted in the Town Manager's Report, the Dracut Water Supply Superintendent's Report, information on both the water systems, rates, customer base, service area, infrastructure of both systems, staffing, equipment, billing and future expansion and related costs.

Each system serves customers in the Town of Dracut, with the District system also serving customers in Tyngsboro. The Dracut Water Supply has approximately 7,500 accounts and the Town 1,500 accounts.

The Committee, in considering the value of each system, reviewed pro's and con's of a merger, regardless of which entity, the Town or District should, operate any newly formed system. The Commission looked at the customer and what could be expected if a merger were to take place.

Following is a brief overview of both Systems.

### **Kenwood Water Department**

This Kenwood Water System was established in the early 1960's. This system, via the Town Charter, falls under the direct control of the Town Manager. The system provides water service to customers primarily in the east section of the Town and along Rte 110.

### **Water Source**

Water supply is provided from two sources, the City of Lowell and the Town of Methuen. There is no independent source of water and the system is considered an extension of both these other communities under the state Department of Environmental Protection guidelines. Proposals for the year 2005 call for an inter connection to the Dracut Water Supply District system connecting Kenwood to the Marsh Hill service area. This would allow for an additional source of water to Kenwood.

### **Staffing**

Except for Office Staffing in the Clerk's Office there are no full time employees for the Kenwood Water Department. Until recently all field requirements and operations were conducted by the Dracut Water Supply District Staff. In 2004, through a bid the Town offered this work to Small Water Systems Services of Littleton MA. The Town also contracts to retain for emergency back-up the Dracut Water Supply District as well.

### **Infra Structure**

Kenwood is a distribution only system. As such the system consists of 3 pump site locations, mains, interconnecting valves and meter pits to the City of Lowell and Methuen. There is no storage facility within the system nor are there any independent water sources.

### **Controlling Authority**

Kenwood is under the control, by Charter, of the Town Manager or his/her designee.

### **Funding Source**

Kenwood is funded via the Town through an Enterprise Account. This account draws from the rates set by the Town Manager for its operational expenses. Tax dollars do not support the system but rather the rate payers. The system is backed by the Town and as such would enjoy any bond rating the Town has.

### **Equipment**

Except for minor hand tools the Kenwood Water Department does not possess any major investment in equipment. The Kenwood Water Department via the DPW, has access to another department's equipment.

### **Billing and Metering**

Kenwood as of 2004/05 bills semi-annually. Metering is through an automated metering read system that utilizes a telephone system whereby the meter sends to a computerized system in the Clerk's Office the reads of the meter. The system was installed over 10 years ago and was system wide.

### **Emergency Services and Repair**

In addition to Small Water Systems of Littleton MA serving as the systems Primary Operator, Kenwood also under a contract agreement retains RH White for emergency repairs. This contract is part of a bid agreement conducted by the Dracut Water Supply District, which included as part of the agreement the Kenwood System.

## **Water Rates**

Kenwood's base water charge is \$325.00 per year for 7,000 cubic feet of water billed semi-annually. The excess rate after the base is \$3.25 per 100 cubic feet. (Note: a cubic foot of water is approximately 7.5 gallons). In addition Kenwood charges \$65.00 for each customer who resides on the water main line but does not use the water as a service charge to maintain hydrants and fire protection use.

In reviewing the Kenwood Water Department the Committee felt the system had mains that need to be replaced with no present plan to do so and an ever expanding demand. One predominant weakness of the system is that Kenwood is merely an extension of Lowell and Methuen with no real capability to provide its own source of water. Additionally problematic was that the system depended on three pumping stations, only one of which had back-up power installed. One of the pump stations in fact was under reconstruction and upgrades would be, in the opinion of the committee, needed shortly on the main station. **(It should be noted that this report intentionally for security reasons and under present guidelines of law does not, nor will it discuss the exact locations of any facility for either water system.)**

Also within the system, with the exception of one location, all metering pits and pump stations were underground. While basically not a concern to functionality it does present a distinct problem for staffing as it is required that multiple personnel are available for "confined space entry".

Next the committee addressed each of the same categories to the Dracut Water Supply District water system.

## **Dracut Water Supply District**

The Dracut Water Supply District was established by an act of the legislature in 1905 and has over the past 100 years expanded from its original district many times. The system provides water service to customers in Dracut as well as the Town of Tyngsboro. The District falls under the authority of a Board of Water Commissioners who are elected at large with each commissioner serving a 3 year term so arranged that one commissioner is elected each year.

In addition the District holds an Annual District Election and Meeting similar to the Town Meeting at which the business of the District is conducted. The budget is presented annually as well. The District serves the majority of the Town of Dracut except for the northeast corner.

## **Water Source**

The system is capable of being a self sustained water system using multiple wells. In addition the system maintains and utilizes, when needed, a major connection with the City of Lowell. In 2005 an additional connection will be created to the Town of Methuen via the Kenwood transmission line. This line will then allow the transfer of water from Kenwood and the District thereby allowing Departments, Kenwood and Dracut Water Supply to support each other for water sources.

## **Staffing**

Dracut Water Supply District maintains full time staff in both the office and the field exclusively for water operations. Dracut Water Supply District has 7 Full-Time Field Staff consisting of 3 supervisors, 3 Field Operators and a Superintendent. Each of the Field staff is licensed water system operators with some holding multiple licenses and certificates. Office staff consists of 3 full-time and 2 Part-time employees. The District is also a twenty-four hour operation with field employees on call during evening hours and daily staffed seven days a week

## **Infra Structure**

The Dracut Water Supply District is a complete system with its own water sources, storage, distribution, water treatment facilities and pumping facilities. Presently there are multiple wells within the system which allows the District to operate completely independent of other sources. The District maintains an inter connection to the City of Lowell for peak demand times.

The District infra structure of mains runs up to 24" diameter pipes and spans throughout two-thirds of Dracut and parts of Tyngsboro. All major pumping stations are above ground and have full access without constraints of "confined space entry." The District maintains three on line pumping stations all with 24 hr emergency back up power. Another station is coming on line in summer 2005 complete with all back up power and automation.

The District is presently undergoing a complete meter reading system upgrade in which every service will be either replaced with a new auto read meter or retrofitted. All main storage facilities have been inspected, serviced and repaired in the past 6 years and is cleaned every two years.

A new and fully automated monitoring system is in place where operators can monitor the complete operation via computer or link up from home laptops when alarms sound. In addition the District maintains offices at 59 Hopkins Street along with a fully equipped maintenance facility, including meeting space, offices and a laboratory for daily water quality testing.

### **Controlling Authority**

The Dracut Water Supply District is controlled through its Annual District Meeting and Elections by the Ratepayers who are qualified to vote in the District. These voters elect a three member Board of Water Commissioners which is charged with the oversight and policy setting of the District. Guidelines that assist the Board are the various legislative Acts, By-Laws, as well as, Rules and Regulations. The Board appoints an Executive Director-Superintendent. This person is charged with the day to day operation of the District and responds to the concerns of customers. The current Executive Director-Superintendent is a licensed water systems operator in the State of Massachusetts.

### **Funding Source**

The District's operational funding is provided through an Enterprise Account supported by the ratepayers. The District while a quasi-state/municipal agency does not receive tax revenue from the Town nor State for its operation. The accounts, as with the Town system, are subject to annual audits. Just recently the District achieved its first ever bond rating (A2) through Moody's Investment services.

### **Equipment**

The District is a fully equipped water system. While emergency services are contracted out to cover such repairs for both the District and the Town other services are done in house using District employee. Such services are routine repairs, inspections, routine meter installations, service calls and site inspections as well as site maintenance all conducted with District personnel.

The District maintains three fully equipped service vehicles. Each vehicle carries all the necessary equipment for routine call-outs.

In addition the District maintains heavy equipment for some non-emergency repairs when responding to customers.

The District maintains a complete inventory of most pipe sizes from 1" to 24" mains with all necessary, gates, valves and assorted fittings on site, along with hydrants and other minor fittings used in day to day operations of a water system.

### **Billing and Metering**

With rare exception, the District is 100% metered. Unique to the District is the present re fit of all meters within the system to a new Automated Reading system. All meter sites are in the process of being inspected and upgraded through this new system. Our billing system in 2002 was completely upgraded. We bill all 7,500 accounts on a quarterly cycle. In addition the District maintains a budget billing plan, flat rate plan and offers a senior citizens discount plan.

The system also maintains a complete automated work order plan for customer concerns.

### **Emergency Services and Repair**

The District personnel respond to all emergency call outs and in most instances such repairs are handled by our staff. In the event of major breaks in water mains the District, like the Town, under contract with RH White calls out an outside contractor. The District has not, nor has the Town, found it to be economically feasible to do major repairs.

The District also offers its residential customers a program called "Meter to Main" under which all water service from the street into the house is 100% covered for labor and material in the event of any leak leading to the customers home or within the dwelling up to the valve that isolated the meter from the home. Over 1,000 customers are enrolled in this optional service program.

### **Water Rates**

Dracut Water Supply District's base water rate is \$210.00 for 5,000 cubic feet per year. We bill in quarters so each home receives 1,250 cubic feet before any excess charges. The excess water charge is \$3.15 per 100 cubic feet for accounts using over 2,500 but less than 10,000 cu feet per year. Accounts exceeding 10,000 (usually commercial) pay a rate of \$3.89 per 100 cubic feet. The District does not have a line charge for any person on the line that does not have water in their homes. It should be mentioned that the Town of Dracut pays for the use of fire hydrants for fire protection as well as DPW use annually. The District also offers a senior citizen discount program.

### **Conclusion**

It is the conclusion of the Committee that at this time the merger would not be in the best interests of the District. While certainly the Town's Kenwood system would benefit tremendously, the District customers would be foregoing a tremendous asset and a much improved and technically superior system.

No one questions that the Town, and we speak generally of the community, would see some benefit in one water system. However, in financial terms, assets, staffing and in almost all areas it is the District which brings the largest share to any such merger at this time. It is questionable as well that even if the Kenwood system were to become part of the District and fall to the District for all operations, billing and business that it is not certain that such an acquisition would be in the best interest of the District ratepayers. It would be the responsibility of the District should such a merger take place to upgrade many areas of the Kenwood System that the Town is now addressing.

Given these considerations which are being made without regard to any political influence, but rather to the practicality of such a merger the District would not be best represented by either being merged with the Town, nor to accept the Kenwood Department as part of the District Operations.



It would be therefore the recommendation of the committee at this time, after looking at each system, to have the systems remain separate and independent of each other. Each has in place a system of checks and balances for operations, budgeting, financial expenditure and oversight. The fact is the District falls under the control of the ratepayers through Annual District meetings as well as elections and in some cases has more stringent control than that of the Town who, through a single appointee, as required by Charter does not have direct ratepayer or multi board or commission impact.

Other concerns addressed, while not discussed here in detail, involved such concerns as the disposition of union vs. non union employees, assets and liability concerns, contracts with other communities, potential loss of current property rights of the District, health care inconsistencies between the two agencies, varied rates, varied charges, potential loss of major well fields just to mention a few.

Notwithstanding it is the opinion of the committee that the study of this potential has merit and that perhaps the subject should be visited again in the near future. It does appear however that to merge with the Town does not offer any more protection or security for either system if management fails to monitor the daily operations and stay vigilante to both the systems and their operational needs and requirements.

The individual water systems provide an essential service to their respective customer base and each does so within the confines and restraints of budgets. It goes without saying that neither the District nor, in the opinion of the Committee, the Town questions the present staffing and dedications of the individuals responsible for each system to continue to do what is necessary for continued efficient and affective services to continue.

However, that being said, it is clearly the opinion of the Committee that any merger at this time should not be considered.

Respectfully reported for the Water Merger Committee,

William "Zee" Zielinski, Chairman  
Michael Blatus, Vice-Chairman  
Robert E. Corey  
Michael Pelletier



## **SECTION III**



**Warrant  
Dracut Water Supply District  
District Election  
May 2<sup>nd</sup> 2005**

Commonwealth of Massachusetts  
County of Middlesex ss.

To: Barry Myers, District Clerk or Dracut Constable

In the name of the Commonwealth of Massachusetts, you or qualified Dracut Constable are hereby directed to notify the inhabitants of the Town of Dracut, qualified to vote in elections and in town affairs residing in the Dracut Water Supply District, to meet at the polling booths located within the District as follows:

Precincts 1 + 6A	Senior Citizen's Center 951 Mammoth Road
Precincts 2+ 6	Lakeview Junior High School 1570 Lakeview Ave
Precincts 3 + 8	Christ Church United, 10 Arlington Street
Precincts 4 + 7	Campbell School, 1021 Methuen Street
Precincts 5+ 9	Lakeview Junior High School 1570 Lakeview Ave

On Monday May 2<sup>nd</sup> 2005 then and there to bring in the votes to elect the officers for the following District Offices under Article One of the Annual Meeting Warrant

- (1) Water Commissioner for a term of three years
- (1) District Clerk for a term of three years

All on the same ballot.

The polls will open at 7:00AM and close at 8:00PM

And you are further directed to notify the inhabitants of the Town of Dracut qualified to vote in town affairs and residing in the Dracut Water Supply District to meet at the Lester C. Richardson Auditorium at the Dracut Senior High School, 1500 Lakeview Avenue on Saturday May 7<sup>th</sup> 2005, commencing at 10:30 AM then and there to act on the articles that follow:

### **Article #1**

To bring in the vote for:

Water Commissioner for a term of three years

District Clerk for a term of three years

all held on the same ballot, or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

### **Article #2**

To hear the report of the Water Commissioners and act thereon

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

### **Article #3**

To hear the report of the Dracut Water Supply District Treasurer and act thereon

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article #4**

To hear the report of committees having direction from previous meetings and act thereon.

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article #5**

To see if the district will vote to transfer from "Free Cash" July 1, 2004 Certified amount of \$744,304.00 (Seven Hundred Forty Four Thousand Three Hundred Four Dollars) to the following amounts by item

Item One:

Stabilization Fund for Debt and

Liability ..... \$ 150,000.00

Item Two:

Repair/Replacement of Distribution

System and sites.....\$ 100,000.00

Item Three:

System and Site Development &AMR Project

Account.....\$ 400,000.00

Item Four

General Stabilization Account..... \$ 94,304.00

Total.....\$ 744,304.00

Or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article # 6**

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account \$ 1,043,198.00 (One Million Forty Three Thousand One Hundred Ninety Eight Dollars )to defray District charges for the ensuing fiscal year beginning July 1, 2005 for Salary, Wages (Labor), Employee benefits or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article # 7**

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account \$ 1,841 908.00 ( One Million Eight Hundred Forty-One Thousand Nine Hundred Eight Dollars ) to defray District charges for the ensuing fiscal year beginning July 1, 2005 for Expenses of the District Operations or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article # 8**

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account \$ 655,980.00 ( Six Hundred Fifty Five Thousand Nine Hundred Eighty Dollars ) to defray the District charges for the ensuing fiscal year beginning July 1, 2005 for Chemicals/Utilities/Electricity related to Operations of the District or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval



#### **Article #9**

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account the amount of \$3,500.00 to defray the District charges for the ensuing year beginning July 1, 2005 for "Out of State Travel" or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article #10**

To see if the District will vote to set the salary of elected officials as follows:

Commissioners	\$2,500.00 per year
Moderator:	500.00 per year
Clerk	\$5,000.00 per year

or act in any other way relative thereto.

Submitted by:  
Gary W. McCarthy  
Executive Director

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

#### **Article #11**

To see if the District will vote to transfer from the Debt and Liability Stabilization account the amount of \$ 30,000.00 (Thirty Thousand Dollars) for the payment of accrued vacation as determined in the best interest of the District by the Superintendent-Executive Director, or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article #12**

To see if the District will vote to transfer from the water revenue account the amount of \$10,000.00 (Ten Thousand Dollars) to the Senior Citizens/Discount Program Fund or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article # 13**

To see if the District will vote to authorize the District Treasurer to enter into compensating balance agreements during the fiscal year beginning on July 1, 2005, as permitted by General Laws, Chapter 44, Section 5F, or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article # 14**

To see if the District will vote to transfer from the water revenue account the amount of \$ 156,332.00 (One Hundred Fifty-Six Thousand Three Hundred Thirty-Two Dollars) which represents the 5% funds collected for the undersized Water Mains & Valves Account as established by the Board of Water Commissioners in FY2003 for the period collected January 1<sup>st</sup> 2004- December 31<sup>st</sup> 2004 said funds to be used to replace, repair and upgrade as determined by the Superintendent 2" and undersized mains and valves or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

**Article # 15**

To see if the District will vote to authorize the Superintendent to sell off scrap metals and surplus, outdated or obsolete equipment as they may accumulate during the year, or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent  
Dracut Water Supply District

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

**Article #16**

To see if the District will vote to authorize the Treasurer with the approval of the Board of Water Commissioners, to borrow in anticipation of Revenue for the fiscal year beginning July 1, 2005, in accordance with MGL Chapter 44 Section 4 and the acts and amendments thereof; Chapter 849 of the Acts of 1969, as amended and to renew any notes as may be given for a period of less than one year in accordance with MGL Chapter 44, Section 17 or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent  
Dracut Water Supply District

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article #17**

To see if the District will vote to amend the Dracut Water Supply District Rate structure by including the following:

### **"Conservation Credit Program"**

Any account within a billing cycle that consumes less than the minimum allowable in the billing cycle shall be given a "Conservation Credit".

The conservation credit shall be based on 10% of the base rate as it may be set from time to time. The credit shall be applied equally as determined by the billing cycles.

For example Based on a quarterly bill with the current 2005 base rate of 210.00 per year the credit would be \$5.25 per bill.

Submitted by

Board of Water Commissioners  
By Unanimous Vote

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article # 18**

To see if the District will vote to transfer from the Debt and Liability Stabilization account the amount of \$16,000.00 (Sixteen Thousand Dollars) said amount to fund the sick leave excess account or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article #19**

To see if the District will vote to add the following By-Law regarding Unauthorized Hydrant Use:

Use of Hydrants: No person may operate, open, tamper with or cause to be connected any hydrant within the Dracut Water Supply (DWSD) system without authorization of the District. All hydrants whether directly or indirectly connected to the DWSD system shall fall under the exclusive control of the DWSD. Any person operating, opening, tampering with or causing to be connected for any use of a hydrant without the express consent of the DWSD shall be subject to a fine of not less than \$500.00 and shall pay for the expense to test and assure that the hydrant operated without consent is operational and in good repair. The District shall also, if it deems necessary, make any repair or perform any test to assure said operational status and said costs shall be assessed to the person, persons or company that performed the illegal use. The District may pursue with the District Attorney of the County of Middlesex charges against said person, persons, agency or company for theft of water and any subsequent charges or costs that the District may cause to suffer damages.

The DWSD may seek any and all damages, fees and penalties as the laws shall allow both civilly and criminally against any person, persons, agency or company operating any hydrant within the DWSD system without the consent of the DWSD.

Consent shall be the written authorization of the Superintendent. (Exceptions shall be the Dracut DPW and Dracut Fire Departments both of which except for emergencies shall notify the Department by calling prior to operation of any hydrant. The dispatch of the water department will not in the daily log each such call), or act in any other way relative thereto.

Submitted by  
Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article # 20**

To see if the District will vote to transfer from the System and Development Fees account the sum of \$350,000.00 (Three Hundred Fifty Thousand Dollars) said sum to be used for the undersized main replacement account or act in any other way relative thereto

Submitted by  
Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article # 21**

To see if the District will vote to establish the Well Fields Improvement Account, said account to be funded for the sole purpose of and costs relating to the design, construction or upgrades to the District Well Fields. That the Board of Water Commissioners as authorized may establish from time to time a fixed assessment to water accounts by vote of the Board or future vote of the District at any Annual or Special Meeting and that the Treasurer shall credit the same to this account.

Submitted by  
William "Zee" Zielinski  
Water Commissioner

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article #22**

To see if the District will vote to authorize the Board of Water Commissioners to petition the legislature to amend (Chapter 433 of the Acts of 1905) the enabling legislation as it pertains to the following:

Whenever a connection is made, either directly or indirectly, to any water main supplied by the District, a permanent water system development fee shall be assessed.

The fee shall be that which is in effect on June first, of each year or as may be set by any Annual or Special meeting of the District.

The permanent water system and development fee shall be three thousand five hundred dollars per unit or as may be changed from time to time by vote of the Annual or Special District Meeting. The number of units shall be determined as follows:

### **RESIDENTIAL (New Construction)**

1. Each single family building connected directly or indirectly to the District water main shall be assessed as one unit.
2. Each dwelling unit in a multiple dwelling, whether connected to the District main directly or indirectly, and whether in one or more buildings shall each be assessed as a unit. For the purposes of this section, multiple family dwellings shall be deemed to include, but not limited to, more than a single family building, apartment houses, complexes containing multiple dwelling units, condominiums, motels, hotels, condex units or otherwise.

#### OTHER USES (New Construction)

3. For other than residential uses, there shall be an assessment of a minimum of one unit for each separate commercial or industrial use. A unit shall not exceed 4,000 square feet. For each unit beyond 4,000 square feet or portion thereof exceeding said initial 4,000 square feet there shall be a  $\frac{1}{2}$  unit charge for every additional 4,000 square feet or portion thereof.

#### INDIVIDUAL CONNECTIONS:

4. Each connection to the system, direct or indirect, shall be so constructed that a separate meter may be installed as per the Rules and Regulations of the District as may be in force or amended from time to time. Each unit shall be so constructed as to allow outside connection shut-offs or shall be fed from a utility room so as to allow individual control of each unit.

#### EXISTING USES:

5. When a water service has been previously connected and been in use for a period of more than one year, upon the renovation, rehabilitation, expansion and/or change of use, a system and development fee shall be assessed as follows:

##### Residential:

- (a) For an expansion of an existing structure or the conversion of an existing structure to provide additional dwelling units, one unit charge for each unit added.

##### Other Uses:

- (b) For every 2,000 square feet or any portion thereof added to existing gross floor space,  $\frac{1}{2}$  unit charge shall apply provided that, by a vote of the Board of Water Commissioners, any such charge may be waived as may be conditioned by the Rules and Regulations of the District that are now in force or as may be amended from time to time and if in the opinion by a vote of the Board of Water Commissioners the expansion does not require any increased demand for water use for potable water (fire suppression fees, if any, would still apply)
- (c) Any service currently connected to the system shall, in the event of demolition, building movement and /or total building loss due to fire or natural cause damages, the owner may reconstruct the premises, provided that there is no expansion of the existing gross square footage, nor any change of use, without assessment of the system and development fee, provided however meter and inspectional charges

along with standard water usage charges shall be assessed. The owner shall be required to renew the service line to the main if the existing service line does not meet the construction guidelines then in force under the Rules and Regulations of the District.

(d) When an existing Commercial or Industrial use is converted to additional units, whether for dwelling or commercial/industrial units, within a previously established account each additional unit shall be assessed ½ unit charge as may be set from time to time. The conversion shall require the isolation by shut off or common utility room for independent shut-off of each connection directly or indirectly. The installation shall allow for independent metering of each unit contained therein. All such conversions shall fall into the existing gross square footage.

6. The money collected under the permanent system and development fee shall be held by the treasurer of the District in a separate account which shall be used to defray the cost of additional water supply, storage and pressure facilities that may be needed to supply sufficient water and adequate pressures to meet the demands of or added to the water system.

Or act in any other way relative thereto

Submitted by  
Board of Water Commissioners

Board of Water Commissioners Recommend Approval (Unanimous)  
Executive Director-Superintendent Recommends Approval

### **Article #23**

To see if the District will vote to amend the System and Development Fee Schedule by adding the following:

#### **Fire Service Connection Fee**

Any person wishing to connect to the public water supply for the purposes of fire protection shall:

1. When connecting for Fire Protection Only and not a water user, shall pay the amount of the full system and development fee along with the Annual Sprinkler charge.
2. When presently a customer with the District the applicant shall pay a sprinkler connection charge equal to the Annual Sprinkler charge plus the yearly sprinkler charge for the year or any part thereof.



3. New Applications for Water Service and Sprinkler connections shall pay a full system and development fee plus 2 times the Sprinkler annual charge to connect.
4. Sprinkler charges are set by diameter of the sprinkler line

Note: All Sprinkler charges are as set from time to time. System and development fees shall be as set by the Annual District Meeting.

Or act in any other way relative thereto

Submitted by  
Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous)  
Executive Director-Superintendent Recommends Approval

And you are directed to serve this warrant by posting attested copies thereof; one each at the polling places of the District

Precincts 1 + 6	Senior Citizen's Center 951 Mammoth Road
Precincts 2 + 6	Lakeview Junior High School 1570 Lakeview Ave
Precincts 3 + 8	Christ Church United, 10 Arlington Street
Precincts 4 + 7	Campbell School, 1021 Methuen Street
Precincts 5 + 9	Lakeview Junior High School 1570 Lakeview Ave

Additionally by posting at the Dracut Town Hall Lobby and District Office

Hereof fail not and make due return of this Warrant with your doings thereon to the Water Commissioners at the time and place of the meeting as aforesaid

Given under our hands this 13<sup>th</sup> day of April 2005

\_\_\_\_\_  
William Morin, Chairman /s/

\_\_\_\_\_  
William "Zee" Zelinski – Vice Chairman /s/

\_\_\_\_\_  
Robert E. Corey – Commissioner/s/

April 14th, 2005 I have this day posted up attested copies of the above Warrant for the Annual District Meeting and Election of Officers at the above listed places designated in the By-Laws of the Dracut Water Supply District and listed above.

Also at the Town Offices inside and out as well as the District Office

Attest \_\_\_\_\_

Constable Virginia Courtenay /s/

Barry Myers, District Clerk or Dracut Constable Virginia Courtenay  
Dracut Water Supply District

**Warrant Special District Meeting  
May 7th 2005  
Dracut Water Supply District**

Commonwealth of Massachusetts  
County of Middlesex ss.

To: Barry Myers, District Clerk or Dracut Constable

In the name of the Commonwealth of Massachusetts you as Clerk of the District or a qualified Dracut Constable are hereby directed to notify the inhabitants of the Town of Dracut qualified to vote in town affairs and residing in the Dracut Water Supply District to meet at the Lester C. Richardson Auditorium at the Dracut Senior High School, 1500 Lakeview Avenue on Saturday May 7<sup>th</sup> 2005, commencing at 11:00 AM then and there for a Special District Meeting to act on the article(s) that follow.

**Article #1**

To see if the District will vote to transfer from the Lowell Assessment Account the sum of \$450,000.00 (Four Hundred Fifty Thousand Dollars) said amount to be paid to the City of Lowell in (FY 2005) in accordance with the terms and conditions set forth by agreement or act in any other way relative thereto

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article #2**

To see if the District will vote to transfer from the debt and liability stabilization account a sum of money to be paid to the City of Lowell (in FY 2005) in accordance with the terms and conditions set forth by agreement or act in any other way relative thereto.

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

## **Article #3**

To see if the District will vote to amend the personnel by-laws as follows:

By adding the following section to

Sick Time

Employees may accrue up to 60 days sick time. That the District shall reimburse at the rate of pay of each employee for sick time accrued in a year beyond 60 days. This payment shall be made at the last pay period of the fiscal year in which said sick time was earned. The District shall as part of this plan offer long term disability insurance with a 60 day waiting period. Contribution to the plan shall be in the amounts as covered in the General Health Care plan.

((Note: Any employee who presently has accrued more than sixty days shall have the option to carry over said amount. This shall be noted in the personnel record of the employee.

In the event an employee with sick time accrued beyond 60 days (and noted in the personnel file) wishes to buy-back the excess days, said employee shall notify the Superintendent in the year prior to the fiscal year in which the payment shall be made.))

The Superintendent shall provide for normal budget buy-backs for all employees who will exceed the 60day sick time limit in each fiscal year budget.

The Superintendent may at his/her discretion fund buy-backs in the current fiscal year if budgetary considerations would allow. That the employee shall and this by-law will reflect unlimited accrual should the District fail to fund long term disability.

And further to eliminate the section that calls for the accrual of sick leave shall be unlimited said by-law to become effective in FY 2005 or act in any other way relative thereto.

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

**Article #4**

To see if the District will vote to transfer from the debt and liability stabilization account the amount of \$22,000.00 (Twenty Two Thousand Dollars) to be used for the sick leave excess account in accordance with the terms and provisions of the Sick Leave By-Law or act in any other way relative thereto.

Submitted by

Gary W. McCarthy  
Executive Director-Superintendent

Board of Water Commissioners Recommend Approval (Unanimous Vote)  
Executive Director-Superintendent Recommends Approval

And you are directed to serve this warrant by posting attested copies thereof; one each at the polling places of the District

Precincts 1 + 6	Senior Citizen's Center 951 Mammoth Road
Precincts 2 + 6	Lakeview Junior High School 1570 Lakeview Ave
Precincts 3 + 8	Christ Church United, 10 Arlington Street
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Precincts 5 + 9	Lakeview Junior High School 1570 Lakeview Ave

Additionally by posting at the Dracut Town Hall Lobby and District Office

Hereof fail not and make due return of this Warrant with your doings thereon to the Water Commissioners at the time and place of the meeting as aforesaid

Given under our hands this 13<sup>th</sup> day of April 2005

\_\_\_\_\_  
William Morin, Chairman /s/

\_\_\_\_\_  
William "Zee" Zelinski – Vice Chairman /s/

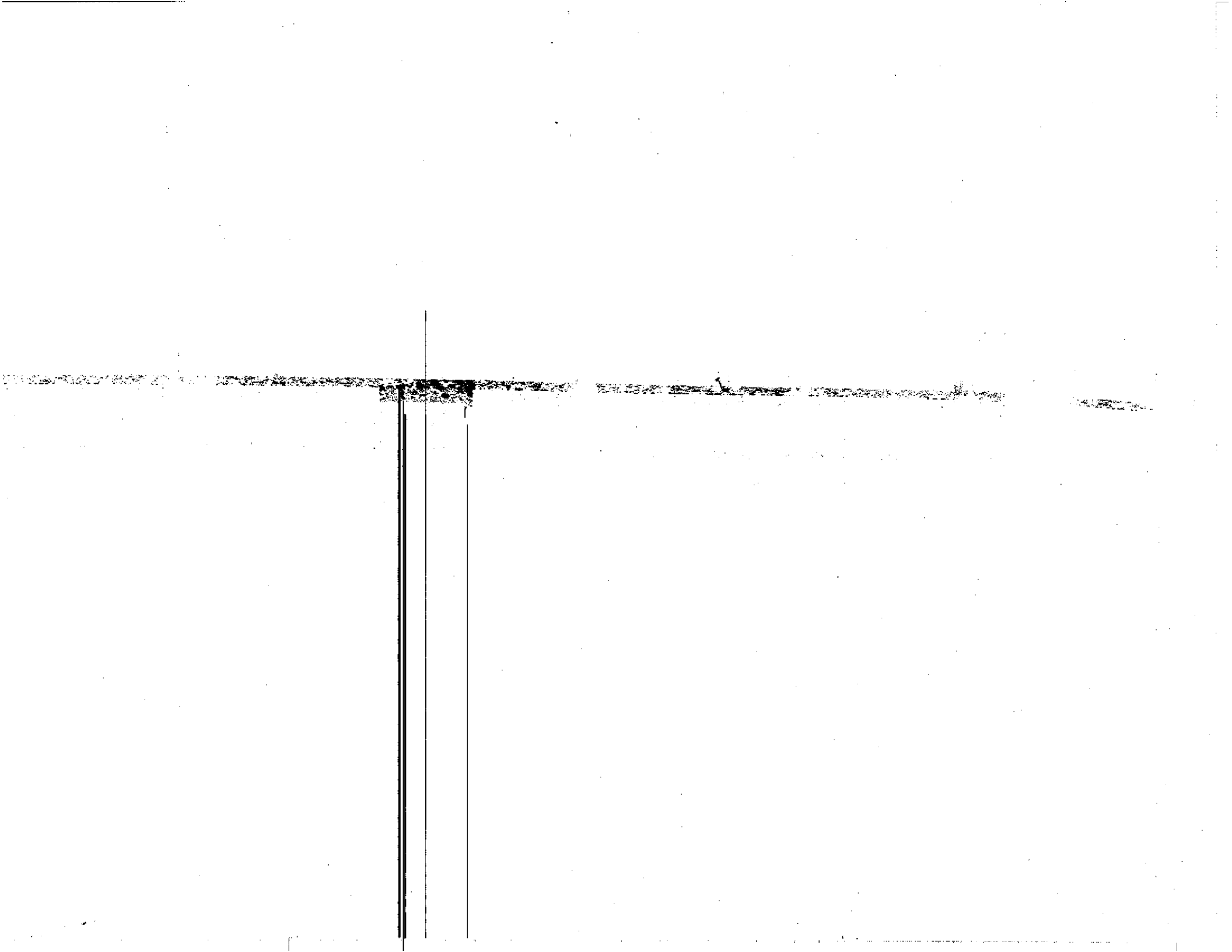
\_\_\_\_\_  
Robert E. Corey – Commissioners /s/

April 14<sup>th</sup>, 2005 I have this day posted up attested copies of the above Warrant for the Annual District Meeting and Election of Officers at the above listed places designated in the By-Laws of the Dracut Water Supply District and listed above.

Also at the Town Offices inside and out as well as the District Office

Attest \_\_\_\_\_  
Constable Virginia Courtenay  
Barry Myers, District Clerk or Dracut Constable  
Dracut Water Supply District

## **SECTION IV**





**DRACUT WATER SUPPLY DISTRICT  
PURCHASE ANALYSIS VENDOR REPORT  
JULY 1, 2003 TO JUNE 30, 2004**

VENDOR	DESCRIPTION	AMOUNT
A.J. GAGNON & SONS	MATERIALS	\$400.00
A.M. GALLAHER	SUB-CONTRACTOR	\$1,550.00
A/D INSTRUMENT REPAIR, INC.	SUB-CONTRACTOR	\$32,256.66
AAA BACKFLOW	SUB-CONTRACTOR	\$7,985.00
AAA SERVICE & LASER SUPPLY	OFFICE SUPPLIES	\$1,931.79
ADP EASYPAY BOSTON	PAYROLLS	\$3,717.68
ADP, INC.	PAYROLLS	\$1,063.00
ALIAN-COMMONWEALTH OF MA	PAYROLLS	\$13,870.00
ALL SPORTS PROMOTIONS	UNIFORMS	\$2,029.75
ALMO'S FLOWER & GARDEN CENTER	SUPPLIES	\$977.08
AMERICAN INDUSTRIAL SUPPLY	SUPPLIES	\$658.30
AMERICAN WATER WORKS ASSOCIATION	DUES	\$1,492.00
AMERIVault CORP	COMPUTERS	\$2,196.29
ANDREW LORANGER DBA WARLOCK R&D	SUB-CONTRACTOR	\$1,362.50
ANTHONY J. TUTTLE	EMPLOYEE	\$32,609.93
APEX BUSINESS FORMS, INC.	PRINTING	\$18,437.83
APPLIED DYNAMICS CORPORATION	SUB-CONTRACTOR	\$8,340.44
ARCH WIRELESS	PAGERS	\$222.72
ARTHUR C. SULLIVAN, JR., ESQ.	LEGAL FEES	\$10,200.87
ARTHUR S. DEMOULAS	WATER RATE REFUND	\$1,033.12
AT & T	TELEPHONES	\$1,301.07
AUGER ALARMS CORP.	ALARMS	\$5,362.50
AUTO RENTAL CORPORATION	TRUCKS	\$42,199.87
BARRY MYERS	DISTRICT CLERK	\$5,000.00
BENEFIT PAYOUT	PAYROLLS	\$23,777.60
BEVERLY L. KLEY	OFFICE EXPENSE	\$2,210.00
BEVERLY L. KLEY	EMPLOYEE	\$9,877.54
BROX INDUSTRIES, INC.	HOT-TOP, GRAVEL	\$1,648.14
BSC PETROLEUM SALES, INC	GASOLINE	\$112.66
C.A. TURNER CO. INC.	SUPPLIES	\$4,361.70
CALCIQUEST	CHEMICALS	\$5,396.80
CARUS CORPORATION	LAB SUPPLIES	\$16,793.37
CASON'S OUTDOOR POWER EQUIPMENT	EQUIPMENT REPAIRS	\$688.67
CDW GOVERNMENT, INC.	COMPUTERS	\$5,305.91
CHARLES BROMAGHIN	REPAIRS	\$300.00
CITY OF LOWELL	WATER PURCHASE	\$375,983.62
CITY OF LOWELL	LEGAL	\$450,000.00
COLONIAL PEST CONTROL	SUB-CONTRACTOR	\$270.00
COMCAST	OFFICE EXPENSE	\$1,094.08
COMM OF MA/DIV. OF REGISTRATION	LICENSES	\$613.00
COMMONWEALTH OF MA D.E.P	D.E.P. ASSESSMENT	\$6,896.74
CONCORD HERITAGE -(Group only)	INSURANCE	\$643.20
CONCORD HERITAGE LIFE INSURANCE	EMPLOYEE'S SHARE-INSURANCE	\$2,419.25
D&D CONTRUCTION	SUB-CONTRACTOR	\$1,400.00
D.L. MAHER a division of Boart Longyear Company	SUB-CONTRACTOR	\$43,026.60

VENDOR	DESCRIPTION	AMOUNT
DATTEL COMMUNICATIONS	OFFICE EXPENSE	\$1,680.00
DAVID M. MURPHY PLUMBING HEATING , INC	SUB-CONTRACTOR	\$14,645.00
DAY ASSOCIATES, INC.	SUPPLIES	\$2,713.25
DEBRA VINAL	OFFICE EXPENSE	\$1,112.82
DEBRA VINAL	EMPLOYEE	\$53,785.10
DELL MARKETING L.P.	COMPUTERS	\$177.00
DISPATCH PUBLISHING COMPANY, INC.	LEGAL ADS	\$525.70
DOHERTY SIGN CO.	SIGNS	\$761.00
DONNA YACKEL	MODERATOR	\$500.00
DRACUT APPLIANCE CENTER	EQUIPMENT	\$349.95
DRACUT AUTO PARTS, INC.	TRUCK REPAIR	\$159.36
DRACUT PERFORMANCE	SUB-CONTRACTOR	\$2,400.00
DRACUT POST OFFICE	POSTAGE	\$3,058.85
DRACUT PUBLIC SCHOOLS	HALL RENTAL	\$298.50
DRACUT TIRE SHOP	TRUCK REPAIR	\$701.00
DRACUT TOWN CLERK/ELECTIONS	ELECTION	\$6,196.78
DRACUT TRUE VALUE	SUPPLIES	\$2,526.13
DRACUT WATER SUPPLY DISTRICT	SUPPLIES	\$387.34
E.J. PRESCOTT, INC.	SUPPLIES	\$48,394.30
EASTERN PROPANE	PROPANE	\$750.97
EASTON WINWATER WORKS CO.	METERS	\$27,196.10
EDWARD L. MORRIS, JR	LEGAL FEES	\$3,749.99
ENTERPRISE BANK AND TRUST CO.	BANK CHARGES	\$3,330.79
EXCHANGE NETWORK, INC.	ANSWERING SERVICE	\$1,456.91
EXPERIOR	EMPLOYEE TRAINING	\$450.00
FIRST BANKCARD	SUPPLIES	\$6,054.33
FIRST SOUTHWEST COMPANY	BOND	\$11,020.00
FISHER SCIENTIFIC	LAB SUPPLIES	\$442.16
FLEET BANK	BONDS & INTEREST	\$1,290,229.72
FRANK GORMAN	WATER RATE REFUND	\$292.40
FRANKLIN MOTORS	TRUCK REPAIR	\$3,740.00
FRONTIER RESEARCH	LAB TESTING	\$11,795.00
FULLERTON CONCRETE FOUNDATIONS	SUB-CONTRACTOR	\$3,585.00
G.MITCHELL & ASSOCIATES	SUB-CONTRACTOR	\$84,166.00
GARY HARTMAN	REIMBURSEMENT	\$142.62
GARY MCCARTHY	REIMBURSEMENT	\$258.94
GARY W. MCCARTHY	EMPLOYEE	\$91,115.63
GEORGE RANCOURT JR	SUB-CONTRACTOR	\$3,400.00
GRAND RENTAL STATION	EQUIPMENT RENTAL	\$228.80
H2O SOFTWARE	COMPUTERS	\$1,820.00
HACH COMPANY	LAB SUPPLIES	\$2,239.10
HANGIN W' JUDE	OFFICE EXPENSE	\$274.00
HARCROS CHEMICAL GROUP	LAB SUPPLIES	\$4,600.00
HARMON'S PAINT & WALLPAPER	SUPPLIES	\$515.91
HARRIS COMPUTER SYSTEMS	BILLING SYSTEMS	\$14,225.00
HASTINGS-TAPLEY INSURANCE AGENCY	INSURANCE	\$1,150.00
HEATH CONSULTANTS	SUB-CONTRACTOR	\$9,104.04
HOWE SURVEYING ASSOCIATES INC.	SUB-CONTRACTOR	\$2,344.02
IMS	COMPUTERS	\$160.65
IRA DODGE OF LOWELL	TRUCK REPAIR	\$924.45

VENDOR	DESCRIPTION	AMOUNT
ITRON, INC	SUPPORT	\$2,827.32
J & J HEATING & AIR CONDITIONING	HEAT OFFICE/GARAGE	\$347.00
J.G. MacLELLAN CONCRETE CO., INC	MATERIALS	\$1,409.68
JAMES McPHILLIPS	OFFICE EXPENSE	\$2,290.00
JAYNE BOISSONNEAULT	BOARD SECRETARY	\$7,047.76
JAY'S SERVICE CENTER, Inc.	GASOLINE	\$175.60
JD CONSTRUCTION & EXCAVATION	SUB-CONTRACTOR	\$25,810.00
JOHN HUDZIK	EMPLOYEE	\$53,096.19
JOHN LAFFEY	EMPLOYEE	\$40,798.52
JOHN McPHILLIPS	SUB-CONTRACTOR	\$2,913.93
KELLEY A. CHASSE	EMPLOYEE	\$21,452.83
KENWOOD HARDWARE	SUPPLIES	\$177.91
KEYSPAN ENGERY DELIVERY	HEAT FOR BUILDINGS	\$7,165.79
KRAFT POWER CORP	EQUIPMENT	\$22,100.00
L & M AUTO SPRING SERVICE	TRUCK REPAIR	\$632.42
LAKEVIEW FENCE COMPANY	SUB-CONTRACTOR	\$9,300.00
LANIER HEALTHCARE	OFFICE EXPENSE	\$102.00
LAYNE CHRISTENSEN COMPANY	SUB-CONTRACTOR	\$32,999.23
LEBLANC GEN. CONTRACTOR	SUB-CONTRACTOR	\$27,367.00
LEO FORTIER	WATER RATE REFUND	\$226.72
LEWIS ENGINEERING, PLLC	SUB-CONTRACTOR	\$18,462.50
LIFELINKS	WATER RATE REFUND	\$367.78
LINE-X OF NEW HAMPSHIRE, INC	TRUCK REPAIR	\$495.00
LOWELL SUN	LEGAL ADS	\$4,013.86
M. LEE SMITH	OFFICE SUPPLIES	\$197.00
M.C. COMPANY	SUB-CONTRACTOR	\$3,093.00
M.L. & SONS ENTERPRISES, INC.	PERFORMANCE BOND REFUND	\$3,000.00
MARK S. BASNETT	EMPLOYEE	\$38,351.09
MARK BASNETT	REIMBURSEMENT	\$146.83
MARK R. RIOPELLE	EMPLOYEE	\$84,320.74
MASON ELECTRIC	SUB-CONTRACTOR	\$9,875.00
MASS ELECTRIC	POWER FOR PUMPS	\$63,000.09
MASS WATER POLLUTION ABATEMENT TRUST	BONDS	\$41,773.32
MATTHEW GRIESBACH	EMPLOYEE	\$3,345.00
MATTHEW T. GILL	EMPLOYEE	\$28,848.46
MATTHEW T. GILL	REIMBURSEMENT	\$105.74
MAUREEN DONNELLY	EMPLOYEE	\$30,722.52
McKENNA-OUELLETTE FUNERAL HOME	WATER RATE REFUND	\$187.76
MCKITTRICK INDUSTRIAL SUPPLY	SUPPLIES	\$264.95
MEDICAL CENTER OF GREATER LOWELL	TREATMENT OF EMPLOYEES	\$325.00
MELICK, PORTER & SHEA, LLP	LEGAL	\$8,000.00
MERRIAM GRAVES DRACUT IND	SUPPLIES	\$181.00
MICHAEL CULHANE	EMPLOYEE	\$10,763.75
MICHAEL DEHNEY	TRUCK REPAIR	\$5,000.00
MICRO WAREHOUSE	COMPUTERS	\$274.00
MIDDLESEX RET-ASSESMENT	ASSESMENT	\$47,562.00
MIDDLESEX RETIREMENT SYSTEM	EMPLOYEE'S SHARE-RETIREMENT	\$45,208.46
MIDDLESEX COUNTY REGISTRY OF DEEDS	LIENS	\$1,715.00
MIDDLESEX COUNTY RETIREMENT-ERI	EARLY RETIREMENT	\$90,132.00
MIIA HEALTH BENEFITS TRUST	INSURANCE	\$208,516.71

**VENDOR**

MIIA PROPERTY & CASUALTY GROUP, INC.  
MILL CITY LOCK AND KEY, INC.  
MOODY'S INVESTORS SERVICE  
MUNDO CORP.  
MURPHY & COMPANY  
NASSAR FORD  
NATIONAL BUSINESS FURNITURE  
NEW ENGLAND WATER WORKS ASSOCIATION  
NEW HORIZONS  
NEXTEL COMMUNICATIONS  
NORTHEAST PUMP & INSTRUMENTS COMPANY  
NORTHROP GRUMMAN  
NU GLASS & MIRROR  
O'BRIEN AUTO BODY & SALES  
OFFICE HORIZONS  
P.J. KEATING COMPANY  
PARAGON CONSULTING  
PHILLIP ROMANDO  
PITNEY BOWES  
POLAND SPRING  
POSTAGE BY PHONE - RESERVE ACCOUNT  
POWER PRODUCTS  
PREMIER HOMES, INC.  
PUBLIC WORKS SUPPLY COMPANY  
R.D. VINAL & SONS, INC.  
R.L. PROULX ELECTRICAL CONTRACTORS  
RED BIRD SERVICE  
RH WHITE CONSTRUCTION CO., INC.  
RICHARD PAQUIN  
RINEY MGT. HOVEY SQUARE CONDO  
ROBERT E. COREY  
ROPES & GRAY  
S M R TREE SERVICE, LLC  
SAM'S CLUB  
SILVA TENT & AWNING CO., INC  
SOFTWARE TECHNIQUES INC.  
SOUTHWORTH MILTON, INC.  
ST. ONGE SUPPLY COMPANY, INC.  
STAPLES CREDIT PLAN  
STEPHEN DEHNEY  
STEPHEN DEHNEY  
SUNOCO, INC.  
TCS COMMUNICATIONS CORP.  
THE WARREN GROUP  
THORNDIKE FACTORY OUTLET  
TIMOTHY GERMAIN  
TIMOTHY GERMAIN  
TI-SALES, INC.  
TOSHIBA AMERICA INFO SYS INC.  
TOWN OF DRACUT

**DESCRIPTION****AMOUNT**

INSURANCE \$36,224.00  
SUPPLIES \$2,351.45  
BONDS \$5,300.00  
SUPPLIES \$392.46  
SUB-CONTRACTOR \$2,455.93  
TRUCK REPAIR \$160.00  
OFFICE EXPENSE \$724.00  
DUES \$2,910.00  
EMPLOYEE TRAINING \$225.00  
TELEPHONES \$9,347.94  
SUPPLIES \$1,074.92  
REPAIRS \$308.00  
OFFICE EXPENSE \$143.00  
TRUCK REPAIR \$350.00  
OFFICE EXPENSE \$690.00  
HOT-TOP, GRAVEL \$2,082.54  
SUB-CONTRACTOR \$8,625.00  
WATER RATE REFUND \$118.04  
OFFICE EQUIPMENT \$9,767.48  
RENTAL \$131.88  
POSTAGE \$10,000.00  
SUPPLIES \$2,188.58  
SUB-CONTRACTOR \$29,746.80  
SUPPLIES \$56,818.13  
SUB-CONTRACTOR \$35,789.43  
SUB-CONTRACTOR \$76,188.30  
SUPPLIES \$389.45  
SUB-CONTRACTOR \$71,988.25  
SUB-CONTRACTOR \$2,460.00  
WATER RATE REFUND \$164.10  
COMMISSIONER \$2,000.00  
BONDS \$7,800.00  
SUB-CONTRACTOR \$14,992.50  
SUPPLIES \$1,869.26  
RENTAL \$2,166.00  
SUPPORT \$110.00  
EQUIPMENT PURCHASE \$16,255.00  
SUPPLIES \$392.29  
OFFICE SUPPLIES \$3,994.38  
EMPLOYEE \$48,822.73  
REIMBURSEMENT \$900.19  
GASOLINE \$14,331.20  
SYSTEM TELEMETRY \$2,424.76  
OFFICE SUPPLIES \$248.00  
UNIFORMS \$350.00  
EMPLOYEE \$29,310.01  
REIMBURSEMENT \$111.97  
SUPPLIES \$802.00  
OFFICE EQUIPMENT \$6,067.06  
POLICE DETAIL \$8,073.55

VENDOR	DESCRIPTION	AMOUNT
TOWN OF DRACUT	PERMITS	\$110.00
TOWN OF TYNGSBOROUGH	POLICE DETAIL	\$696.26
TOWN OF TYNGSBOROUGH	REAL ESTATE TAXES	\$8,219.44
TOWN OF TYNGSBOROUGH	PERMITS	\$100.00
TRANSCANADA POWER	POWER FOR PUMPS	\$81,538.31
TRUE NORTH SYSTEMS	SUPPLIES	\$3,450.00
TUCCI & ROSELLI, CPA	AUDITOR	\$12,500.00
TURNING POINT DEVELOPMENT	SUB-CONTRACTOR	\$46,426.22
U.S. BANK	BONDS	\$48,945.00
U.S. DEPARTMENT OF TREASURY	PAYROLLS	\$9,001.11
U.S. POST OFFICE	POSTAGE	\$431.78
UNDERWATER SOLUTIONS, INC	SUB-CONTRACTOR	\$14,650.00
UNIVAR USA, INC.	CHEMICALS	\$56,310.18
UNIVERSITY OF MASS/LOWELL	EMPLOYEE TRAINING	\$1,350.00
USA BLUEBOOK	SUPPLIES	\$9,223.97
VADAR SYSTEMS	ACCOUNTING SUPPORT	\$1,980.00
VERIZON	TELEPHONES	\$8,981.84
VICTOR M. FORSLEY	LEGAL FEES	\$8,750.00
VWR SCIENTIFIC PRODUCTS CORPORATION	LAB SUPPLIES	\$2,045.28
WALLY DUNN'S AMOCO	TRUCK REPAIR	\$2,429.60
WATER WORKS SUPPLY CORPORATION	SUPPLIES	\$2,304.96
WEDGE MANUFACTURING LLC	SUPPLIES	\$230.00
WELCH WELDING, IND.	SUPPLIES	\$512.00
WESTON & SAMPSON ENGINEERS, INC.	SUB-CONTRACTOR	\$21,994.67
WILLIAM MORIN	COMMISSIONER	\$2,000.00
WILLIAM ZIELINSKI	COMMISSIONER	\$2,000.00
XEROX CORPORATION	OFFICE SUPPLIES	\$291.00
XORA	SUPPLIES	\$791.34
ZEP MANUFACTURING COMPANY	SUPPLIES	\$188.22



**DRACUT WATER SUPPLY DISTRICT**

**GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2004**

	General	Stabilization	System Development	Litigation Assessment	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>						
Cash and short-term investments	\$ 1,052,629	\$ 316,895	\$ 496,512	\$ 135,559	\$ 1,982,423	\$ 3,984,018
Receivables, net of allowance for uncollectibles						
Water rates	269,753					269,753
Other	6,404					6,404
Assessments				37,463		37,463
<b>Total Assets</b>	<b>\$ 1,328,786</b>	<b>\$ 316,895</b>	<b>\$ 496,512</b>	<b>\$ 173,022</b>	<b>\$ 1,982,423</b>	<b>\$ 4,297,638</b>
<b>LIABILITIES AND FUND BALANCES</b>						
<b>LIABILITIES:</b>						
Warrants and accounts payable	\$ 220,634				\$ 82,870	\$ 303,504
Other liabilities	86,640					86,640
Deferred revenues	276,157			\$ 37,463		313,620
<b>Total Liabilities</b>	<b>583,431</b>	<b>\$ -</b>	<b>\$ -</b>	<b>37,463</b>	<b>82,870</b>	<b>703,764</b>
<b>FUND BALANCES:</b>						
Reserved for:						
Litigation settlement				135,559		135,559
System development			496,512			496,512
Stabilization		\$ 316,895				316,895
Unreserved:						
Undesignated, reported in:						
General fund	745,355					745,355
Capital projects funds					1,899,553	1,899,553
<b>Total Fund Balances</b>	<b>745,355</b>	<b>316,895</b>	<b>496,512</b>	<b>135,559</b>	<b>1,899,553</b>	<b>3,593,874</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 1,328,786</b>	<b>\$ 316,895</b>	<b>\$ 496,512</b>	<b>\$ 173,022</b>	<b>\$ 1,982,423</b>	<b>\$ 4,297,638</b>

**DRACUT WATER SUPPLY DISTRICT**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND  
YEAR ENDED JUNE 30, 2004**

	Budgeted Amounts		Actual Budgetary Amounts	Variance Favorable (Unfavorable)
	Original Budget	Final Budget		
<b>REVENUES</b>				
Water rates	\$ 3,563,605	\$ 3,563,605	\$ 3,368,521	\$ (195,084)
Investment income	-	-	41,159	41,159
Miscellaneous	-	-	38,114	38,114
Total Revenues	3,563,605	3,563,605	3,447,794	(115,811)
<b>EXPENDITURES</b>				
Maintenance and operations	2,217,470	2,217,470	1,864,426	353,044
Water purchases	750,000	750,000	380,713	369,287
Fringe benefits	308,932	308,932	261,321	47,611
Debt service	118,963	118,963	69,925	49,038
Total Expenditures	3,395,365	3,395,365	2,576,385	818,980
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers out	(957,777)	(957,777)	(957,777)	-
Total Other Financing Sources (Uses)	(957,777)	(957,777)	(957,777)	-
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES/USE OF PRIOR YEAR BUDGETARY FUND BALANCE</b>	(789,537)	(789,537)	(86,368)	703,169
<b>BUDGETARY FUND BALANCES, JULY 1, 2003</b>	831,723	831,723	831,723	-
<b>BUDGETARY FUND BALANCES, JUNE 30, 2004</b>	\$ 42,186	\$ 42,186	\$ 745,355	\$ 703,169



**DRACUT WATER SUPPLY DISTRICT**

**GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
JUNE 30, 2004**

	General	Stabilization	System Development	Litigation Assessment	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES</b>						
Water rates	\$ 3,368,521					\$ 3,368,521
Development fees			\$ 344,952			344,952
Litigation assessments				\$ 357,895		357,895
Departmental and other revenue					\$ 27,500	27,500
Investment income	41,159	\$ 738	3,665		262	45,824
Miscellaneous	38,114					38,114
<b>Total Revenues</b>	<b>3,447,794</b>	<b>738</b>	<b>348,617</b>	<b>357,895</b>	<b>27,762</b>	<b>4,182,806</b>
<b>OTHER FINANCING SOURCES</b>						
Transfers in		389,537		100,000	468,240	957,777
Proceeds from bond issuances					2,280,000	2,280,000
<b>Total Other Financing Sources</b>	<b>-</b>	<b>389,537</b>	<b>-</b>	<b>100,000</b>	<b>2,748,240</b>	<b>3,237,777</b>
<b>Total Revenues and Other Financing Sources</b>	<b>3,447,794</b>	<b>390,275</b>	<b>348,617</b>	<b>457,895</b>	<b>2,776,002</b>	<b>7,420,583</b>
<b>EXPENDITURES</b>						
Maintenance and operations	1,864,426				257,471	2,121,897
Water purchases	380,713					380,713
Fringe benefits	213,759	106,420				320,179
Pension benefits	47,562					47,562
Debt service - principal	28,776			450,000		478,776
Debt service - interest	41,149				40,508	81,657
<b>Total Expenditures</b>	<b>2,576,385</b>	<b>106,420</b>	<b>-</b>	<b>450,000</b>	<b>297,979</b>	<b>3,430,784</b>
<b>OTHER FINANCING USES</b>						
Transfers out	957,777					957,777
<b>Total Expenditures and Other Financing Uses</b>	<b>3,534,162</b>	<b>106,420</b>	<b>-</b>	<b>450,000</b>	<b>297,979</b>	<b>4,388,561</b>
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES</b>	<b>(86,368)</b>	<b>283,855</b>	<b>348,617</b>	<b>7,895</b>	<b>2,478,023</b>	<b>3,032,022</b>
<b>FUND BALANCES, (DEFICITS) JULY 1, 2003</b>	<b>831,723</b>	<b>33,040</b>	<b>147,895</b>	<b>127,664</b>	<b>(578,470)</b>	<b>561,852</b>
<b>FUND BALANCES, JUNE 30, 2004</b>	<b>\$ 745,355</b>	<b>\$ 316,895</b>	<b>\$ 496,512</b>	<b>\$ 135,559</b>	<b>\$ 1,899,553</b>	<b>\$ 3,593,874</b>

**DRACUT WATER SUPPLY DISTRICT**

**NOTES TO BASIC FINANCIAL STATEMENTS**

**YEAR ENDED JUNE 30, 2004**

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**Detailed Notes to All Funds**

**Long-Term Debt**

Bond Debt Issued - The following summarizes outstanding debt obligations relative to the issuance of debt for the year ended June 30, 2004:

Description of Issue	Year of Issue	Maturity Date	Interest Rate	Original Amounts	Amounts Outstanding
Massachusetts Water Pollution Abatement Trust	2000	08/01/20	4.50 - 5.625%	\$ 936,689	\$ 830,681
General Obligation Bond	2003	10/01/23	2.75 - 5.0%	2,280,000	2,280,000
<b>Total Bond Debt</b>					<u><u>\$ 3,110,681</u></u>

Court Settlement - The following summarizes outstanding debt obligations relative to a legal settlement for the year ended June 30, 2004:

Description of Issue	Year of Issue	Maturity Date	Interest Rate	Original Amounts	Amounts Outstanding
City of Lowell, Massachusetts	2002	07/01/05	0.00%	1,505,186	\$ 450,000
<b>Total Court Settlement</b>					<u><u>\$ 450,000</u></u>

**DRACUT WATER SUPPLY DISTRICT**

**NOTES TO BASIC FINANCIAL STATEMENTS - CONTINUED**  
**YEAR ENDED JUNE 30, 2004**

**III. Detailed Notes to All Funds (continued)**

**F. Long-Term Debt (continued)**

*Future Debt Payoff* - Payments on long-term debt obligation due in future years consist of the following:

Year Ending <u>June 30</u>	<u>Principal</u>			<u>Interest</u>		
	<u>Balance</u>	<u>Subsidy</u>	<u>Net</u>	<u>Balance</u>	<u>Subsidy</u>	<u>Net</u>
2005	\$ 152,331	\$ (8,040)	\$ 144,291	\$ 129,146	\$ (31,099)	\$ 98,047
2006	603,307	(8,488)	594,819	121,694	(29,856)	91,838
2007	154,408	(8,947)	145,461	114,097	(28,580)	85,517
2008	155,695	(9,518)	146,177	107,444	(27,167)	80,277
2009	157,021	(10,158)	146,863	102,162	(25,657)	76,505
Thereafter	2,337,919	(180,325)	2,157,594	744,442	(168,826)	575,616
Total	<u>\$ 3,560,681</u>	<u>\$ (225,476)</u>	<u>\$ 3,335,205</u>	<u>\$ 1,318,985</u>	<u>\$ (311,185)</u>	<u>\$ 1,007,800</u>



## **SECTION V**



May 26, 2004

Mr. Peter Sacks, Chief  
Administrative Law Division  
Office of the Attorney General  
One Ashburton Place  
Boston, MA 02108

Dear Mr. Sacks,

The Annual Meeting of the Dracut Water Supply district was held on May 8, 2004 at the Lester G. Richardson Auditorium. Moderator Donna Yackel called the meeting to order at 10:34 AM.

**PROCEDURAL MOTIONS:**

**Unanimously** the District voted to waive the reading of the warrant articles.

Submitted by Gary w. McCarthy, Executive Director/superintendent

**ARTICLE #1:**

**Unanimously** the District voted to bring in the vote for a Water Commissioner for a term of three years, all on the same ballot. The Election, held May 3, 2004, with the following results:

**Commissioner:**

Robert E. Corey:	1902
Blanks:	149
Write Ins:	90
<b>Total Vote:</b>	<b>2141</b>

Submitted by Barry Myers, Clerk, Dracut Water Supply District  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #2:**

**Unanimously** the District voted to hear the report of the Water Commissioners.

Submitted by Robert E. Corey, Chairman, Board of Water Commissioners  
Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval  
DWSD Annual District Meeting – May 8, 2003  
Page 2 of 10

**ARTICLE #3:**

**Unanimously** the District voted to waive the reading of the Treasurer's report and accept as printed in the Annual District Report.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #4:**

**Unanimously** the District voted to dismiss Article 4, as there are no reports due.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #5:**

**Unanimously** the District voted to transfer from "Free Cash" July 1, 2003 Certified amount of \$789,537.00 (Seven Hundred Eighty Nine Thousand Five Hundred Thirty Seven Dollars) to the following amounts by item:

Item One:

Stabilization Fund for Debt and  
Liability ..... \$ 250,000.00

Item Two:

Repair/Replacement of Distribution  
System and sites.....\$150,000.00

Item Three:

System and Site Development  
Account.....\$150,000.00

Item Four:

Middlesex County Retirement Early Retirement  
Program Payment in full.....\$ 90,132.00

Item Five:

General Stabilization Account..... \$ 49,405.00

Total.....\$ 689,537.00



**ARTICLE # 5 (Cont'd):**

(Note \$100,000.00 of Certified Free Cash transferred via Special District Meeting Vote to Lowell Assessment Payment due June 2004)

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #6:**

**Unanimously** the District voted to raise and appropriate or transfer from the Water Revenue Account \$ 1,064,716.00 (One Million Sixty Four Thousand Seven Hundred Sixteen Dollars) to defray District charges for the ensuing fiscal year beginning July 1, 2004 for Salary, Wages (Labor), Employee benefits.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #7:**

**Unanimously** the District voted to raise and appropriate or transfer from the Water Revenue Account \$1,574,583.00 (One Million Five Hundred Seventy Four Thousand Five Hundred Eighty-Three Dollars) to defray District charges for the ensuing fiscal year beginning July 1, 2004 for Expenses of the District Operations.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #8:**

**Unanimously** the District voted to raise and appropriate or transfer from the Water Revenue Account \$ 880,980.00 ( Eight Hundred Eighty Thousand Nine Hundred Eighty Dollars) to defray the District charges for the ensuing fiscal year beginning July 1, 2004 for Chemicals/Utilities/Electricity related to Operations of the District.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

A motion from the floor was made and seconded to recess the Annual Meeting at 11:01 AM in order to convene a Special District Meeting. The Annual Meeting was reconvened at 11:05 PM.

**ARTICLE #9:**

**Unanimously** the District voted to raise and appropriate or transfer from the Water Revenue Account the amount of \$3,500.00 to defray the District charges for the ensuing year beginning July 1, 2004 for “Out of State Travel”.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #10:**

**Unanimously** the District voted to set the salary of elected officials as follows:

Commissioners	\$2,500.00 per year
Moderator:	\$ 500.00 per year
Clerk	\$5,000.00 per year

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #11:**

**Unanimously** the District voted to transfer from the Debt and Liability Stabilization account the amount of \$25,000.00 (Twenty-Five Thousand Dollars) for the payment of accrued vacation as determined in the best interest of the District by the Superintendent-Executive Director.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #12:**

**Unanimously** the District voted to transfer from the water revenue account the amount of \$10,000.00 (Ten Thousand Dollars) to the Senior Citizens/Discount Program Fund.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #13:**

**Unanimously** the District voted to authorize the District Treasurer to enter into compensating balance agreements during the fiscal year beginning on July 1, 2004, as permitted by General Laws, Chapter 44, Section 5F.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #14:**

**Unanimously** the District voted to transfer from the water revenue account the amount of \$168,240.00 (One hundred Sixty Eight Thousand Two Hundred Forty Dollars) which represents the 5% funds collected for the undersized Water Mains & Valves Account as established by the Board of Water Commissioners FY2003 for the period collected 01/01/03-12/31/03 said funds to be used to replace, repair and upgrade as determined by the Superintendent 2" and undersized mains and valves.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #15:**

**Unanimously** the District voted to direct the Board of Water Commissioners to report back to the Annual 2005 District Meeting regarding the potential merger of the District and the Kenwood Water Department into one water department. That the District shall address the report no earlier than the Annual Meeting of 2005 for action.

That the District shall if the report is favorable, regarding a merger with recommendations as to Kenwood into the Dracut Water Supply District, the District under the Town or that both departments should remain as presently established. That the Commissioners shall place the matter on the District Ballot of 2006 so that the entire District shall vote to consider the option of merging and placement regarding the new water department as run by the District or the option of being run under the Town.

That the report shall be sent to all "voting eligible customers" (one per account) no later than 60 days prior to the Annual Meeting of 2005. That the report shall be sent only to accounts in the District. That included in the report shall be the position of the Board of Water Commissioners regarding the merger, as well as an independent position report of the Executive Director-Superintendent.

Submitted by William L. Morin, Commissioner, Dracut Water Supply District

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval  
DWSD Annual District Meeting – May 8, 2004  
Page 6 of 10

**ARTICLE #16:**

**Unanimously** the District voted to authorize the Superintendent to sell off scrap metals and surplus, outdated or obsolete equipment as they may accumulate during the year.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #17:**

**Unanimously** the District voted to authorize the Treasurer with the approval of the Board of Water Commissioners, to borrow in anticipation of Revenue for the fiscal year beginning July 1, 2004, in accordance with MGL Chapter 44 Section 4 and the acts and amendments thereof; Chapter 849 of the Acts of 1969, as amended and to renew any notes as may be given for a period of less than one year in accordance with MGL Chapter 44, Section 17.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #18:**

**Unanimously** the District voted refer Article #18 to a Committee for report and recommendations back to the district Annual 2005 Meeting. The Committee to consist of the Executive Director, Board of Commissioners and/or additional appointees as determined by the Board to be in the best interest of the District.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval to refer to Committee  
Executive Director/Superintendent recommended approval to refer to Committee

**ARTICLE #19:**

**By Majority** the following amendment to Article #19 was defeated:

I move that the District vote to eliminate the special election section and have the positions filled at the next annual election in staggered terms.

Submitted by Barry Myers, Clerk, Dracut Water Supply District

**By Majority** the following substitute motion was offered for Article #19, and was defeated:

I moved to dismiss Article #19.

**ARTICLE #19 (Cont'd):**

Submitted by Robert E. Corey, Commissioner, Dracut Water Supply District

**By Standing 2/3rds Vote,** Article #19 was defeated.

Submitted by Robert E. Corey, Chairman, Board of Water Commissioners

Board of Commissioners recommended approval of the original Article

Executive Director/Superintendent recommended approval of the original Article

**ARTICLE #20:**

**Unanimously** the District voted to authorize the program established, known as the "Meter to Main Program", to be administered by the Executive Director-Superintendent. That the program shall be for those expenses and repairs to services of customers participating in accordance with the plans terms and conditions and as determined by the Executive Director-Superintendent as being related to this program.

That the Meter to Main program shall be a separate account from the District operations.

That the Treasurer of the District shall maintain all funds and expenses of said account.

That the account shall be made part of the annual district audit.

That no further action shall be necessary for the annual operation of the account, unless so amended by future vote of the District.

The account herein established shall not be part of any billing or rate structure but rather an independently funded account by those persons participating under the program guidelines.

Submitted by Gary W. McCarthy, Executive Director/Superintendent

Board of Commissioners recommended approval

Executive Director/Superintendent recommended approval

**ARTICLE #21:**

**Unanimously** the District voted to amend the by laws section 5.0.0 Service Generally section 5.2 by adding the following:

The service termination to the main may be waived in the field by the Field Operator if it is determined that the curb box to the main condition is such that replacement to the main is not necessary. The decision of the field supervisor shall be final.

In the event, however, that the new service after demolition is serving a need in excess of the pre-demolition condition the old service shall be replaced back to the main. ( Note: in all instances when flare fittings are encountered it shall be required to be changed out)

**ARTICLE #21 (Cont'd):**

Prior to demolition the applicant shall under the direction of the Water District staff disconnect the line so as to avoid any demolition damage to the existing service. All services must be replaced to the curb box and renewed to the new construction in the event that the foundation is raised. The applicant shall be subject to inspectional charges for all phases of demolition regarding water service line work. Any demolition that occurs without inspectional service by the District shall require complete replacement of the service line from the home to the main at the owner's expense.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #22:**

**Unanimously** the District voted to amend the District By Laws Section 11.00.00 Miscellaneous Regulations, rules and Provisions by adding the following new Section.

**Automated Sprinkler systems:**

Any water district customer who installs/maintains an automated water sprinkling system shall provide for the inspection of said system by the Dracut Water Supply District. Included shall be the installation of a back-flow protection device as deemed appropriate by the District.

**No automated underground system shall be installed without backflow protection.**

The sprinkler system shall be equipped with a moisture sensor. The moisture sensor shall provide for an override in the event of sufficient irrigation levels due to rain or ground conditions.

Commencing with the passage of this article there shall be a \$75.00 inspectional charge on all new systems. Customers listed with automated irrigation systems shall, during reasonable times, allow for the inspection of systems to assure compliance with backflow protection and moisture control devices. Customers who fail to allow for inspection of pre-existing systems or new systems as of May 2004 shall be subject to service interruption if conditions present a potential hazard to the water system in the opinion of the District.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #23:**

**By Majority** the District voted to refer Article #23 to a Committee for report and recommendations back to the District Annual 2005 Meeting. The Committee to consist of the Executive Director, Board of Commissioners and/or additional appointees as determined by the Board to be in the best interest of the District.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval to refer to Committee  
Executive Director/Superintendent recommended approval to refer to Committee

**ARTICLE #24:**

**By Majority** the District voted to refer Article #24 to a Committee for report and recommendations back to the District Annual 2005 Meeting. The Committee to consist of the Executive Director, Board of Commissioners and/or additional appointees as determined by the Board to be in the best interest of the District.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval to refer to Committee  
Executive Director/Superintendent recommended approval to refer to Committee

**ARTICLE #25:**

**Unanimously** the District voted to dismiss Article #25.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended dismissal  
Executive Director/Superintendent recommended dismissal

**ARTICLE #26:**

**Unanimously** the District voted to Amend Section of the District By-Laws, -----  
Miscellaneous Regulations, Rules and Provisions, the section dealing with Annual Report  
as follows:

Delete the present section and insert the following:

The Executive Director-Superintendent shall in the Annual Report of the District list the following:

- 1 All construction projects and the status of each for any project that exceeds \$10,000.00
- 2 The number of new services/applications
- 3 Listing of all person or persons, companies and vendors where payment exceeds 100.00 in a fiscal year. Listed in Alphabetical Order.
- 4 List the status of all Street Upgrades for all Annual Report Period

**ARTICLE #26 (Cont'd):**

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #27:**

**Unanimously** the District voted to refer Article #27 to a Committee for report and recommendations back to the District Annual 2005 Meeting. The Committee to consist of the Executive Director, Board of Commissioners and/or additional appointees as determined by the Board to be in the best interest of the District.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval to refer to Committee  
Executive Director/Superintendent recommended approval to refer to Committee

A motion from the floor was made and seconded to adjourn the Annual District meeting. The Annual District Meeting was adjourned by the Moderator at 12:07 PM.

Respectfully submitted,

Barry Myers, Clerk  
Dracut Water Supply District



May 26, 2004

Mr. James R. Johnson, Director of Accounts  
Massachusetts Department of Revenue  
Division of Local Services  
PO Box 9655  
Boston, MA 02114

Dear Mr. Johnson,

A Special Meeting of the Dracut Water Supply district was held on May 8, 2004 at the Lester G. Richardson Auditorium. Moderator Donna Yackel called the meeting to order at 11:01 AM.

**ARTICLE #1:**

**Unanimously** the District voted to transfer from the July 2003 "Free Cash Certification" the amount of \$100,000.00 (One Hundred Thousand Dollars), said amount to be paid to the City of Lowell in accordance with the terms and conditions set forth by agreement added to and paid in the FY 2004 District Budget.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

**ARTICLE #2:**

**Unanimously** the District voted to transfer from the Lowell Assessment Account the sum of \$350,000.00 (Three Hundred Fifty Thousand Dollars) said amount to be paid to the City of Lowell in accordance with the terms and conditions set forth by agreement added to and paid in the FY 2004 District Budget.

Submitted by Gary W. McCarthy, Executive Director/Superintendent  
Board of Commissioners recommended approval  
Executive Director/Superintendent recommended approval

A motion from the floor was made and seconded to adjourn the Special District Meeting. Motion passed unanimously. The Special District Meeting was adjourned at 11:05 PM.

Respectfully submitted,

Barry Myers, District Clerk  
Dracut Water Supply District



# Dracut Water Supply District

**Main Office 978-957-0441**

**Fax 978-957-2073**

**Internet Address for Mail**

**Gary.McCarthy@Dracut Water.com**

**Web Site www.DracutWater.com**

## **Commonly asked questions and concerns.**

**My water is cloudy?** This condition is usually caused by a break somewhere in the line that required repair. This is simply air bubbles in the water and is harmless and should clear quickly.

**Is my water being treated?** Yes water in the Dracut Water Supply System is treated. We treat with phosphates and Potassium Hydroxide; this is to manage the pH level. This helps with balancing the naturally acidic water that is common in this area of the country. In addition we treat with fluoride.

**I notice water coming up from the street or my yard, what should I do?** This may be a leak or could be natural run off. Either way give us a call (978) 957-0441 we will be happy to check it out.

### **Is there a water ban?**

There is no water ban scheduled but we do provide for water conservation measures from Memorial Day-Labor Day. During this time water use outside is restricted on the following schedule. Odd numbered home addresses on Wednesday, Friday and Sunday. Even numbered home addresses are Tuesday, Thursday and Saturday. No watering outside on Mondays. This helps us recover from the weekend use. With proper watering it is not necessary to use lawn sprinklers everyday. There is no time limit for outside use on your days. Please, however water wisely and conserve.

**How am I billed?** You are billed quarterly at the Dracut Water Supply District. Each bill is for the quarter and the previous excess use. The present rate is \$210.00 per year for 5,000 cubic feet. Our new metering system is now being installed. We look forward to a completion in 2005. If you have any question on your bill please call so our billing staff can assist you.

The Water Department wishes to remind all of our customers that water use should always be reasonable. Excessive watering outside is not only wasteful but also very expensive. Take a moment now to check around your home for any leaks or dripping faucets. **"A raging river starts with but a drop of water"**

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