

**Warrant
Dracut Water Supply District
Election
May 7, 2022**

Commonwealth of Massachusetts
County of Middlesex ss.

To: Kathleen Graham, District Clerk or Constable

In the name of the Commonwealth of Massachusetts, you or a 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 places located within the District as follows:

On Saturday, May 7, 2022 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:

One (1) Commissioner for a term of three years

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

And further you are 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 Harmony Hall, 1600 Lakeview Avenue on Saturday, May 14, 2022, commencing at 9:00 AM then and there to act on the articles that follow:

And you are further directed to serve this warrant by posting attested copies thereof at each of the polling places in Dracut:

Precincts 1 & 6A
Precincts 2, 3, 4, 5, 6, 7, 8, & 9

Senior Citizens's Center, 951 Mammoth Rd.
Richardson Middle School, 1570 Lakeview Ave.

DWSD Election and Annual Meeting
Warrant 2022
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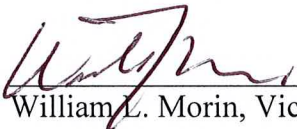
Additionally by posting at the Dracut Town Hall Lobby, Dracut Water Supply District and Dracut Public Library.

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

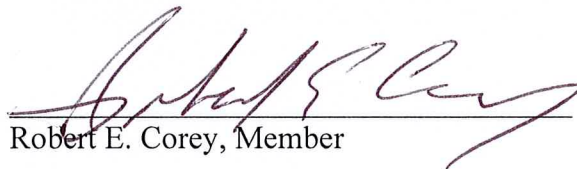
Given our hands this 13th day of April, 2022:



William "Zee" Zielinski, Chairman



William L. Morin, Vice Chairman



Robert E. Corey, Member

April 14, 2022, I have this date posted up attested copies of the above Warrant at the following places as designated in the By-Law of the Dracut Water Supply District:.

Precincts 1 & 6A
Precincts 2, 3, 4, 5, 6, 7, 8, & 9
Dracut Public Library

Senior Citizens's Center, 951 Mammoth Rd.
Richardson Middle School, 1570 Lakeview Ave.
28 Arlington Street

Also, at the Dracut Water Supply District, 59 Hopkins Street, and the Dracut Town Hall, 62 Arlington Street, inside and outside.

A TRUE COPY ATTEST: 

Kathleen M. Graham, District Clerk

Kathleen M. Graham, District Clerk

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
ANNUAL MEETING MAY 14, 2022

Article #1:

To see if the District will vote to bring in the vote for Water Commissioner for a term of three (3) years held by ballot;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #2:

To see if the District will vote to hear the reports of the Water Commissioners;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #3:

To see if the District will vote to hear the report of the Dracut Water Supply District Treasurer;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
ANNUAL MEETING MAY 14, 2022

Article #4:

To see if the District will vote to hear the report of committees having direction from previous meetings;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #5:

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account the amount of Five Million Six Hundred Seventeen Thousand Two Hundred Eighty-Six Dollars (\$5,617,286.00) to defray costs for the ensuing Fiscal year beginning on July 1, 2022 to be expended as follows:

Salary, Wages and Benefits Account	\$1,958,060.00
Operations Expenses	\$3,659,226.00
Total	\$5,617,286.00

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #6:

To see if the District will vote to transfer from "Free Cash" July 1, 2021 certified amount of Four Hundred Thirty Thousand Two Hundred Ninety-Two Dollars (430,292.00) as follows:

Purchase of Fill Screener Equipment	\$ 242,000.00
OPEB Trust	\$ 100,000.00
Accrued Vacation	\$ 31,000.00
Accrued Sick Leave	\$ 34,155.00
Makos Pump Station Repairs	\$ 23,137.00
Total	\$ 430,292.00

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Article #7:

To see if the District will vote to raise and appropriate or transfer from the Water Revenue Account the amount of Fourteen Thousand dollars (\$14,000.00) to defray costs for the ensuing fiscal year beginning on July 1, 2022 to be expended as follows:

Out of State Travel	\$14,000.00
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Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
ANNUAL MEETING MAY 14, 2022

Article #8:

To see if the District will vote to authorize the Treasurer to enter into compensating balance agreements during the fiscal year beginning July 1, 2022, as permitted by Massachusetts General Laws, Chapter 44, Section 53F;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #9:

To see if the District will vote to authorize the Superintendent to sell off scrap metals and surplus, outdated or obsolete equipment as may accumulate during the year;

Or act in any other way relative thereto.

Submitted by Board of Water Commissioners

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #10:

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, 2022, 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 Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #11:

To see if the District will vote to set the annual salary stipend for the Clerk of the District to \$5000;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #12:

To see if the District will vote to set the annual salary stipend for each Commissioner of the District to \$4,500;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #13:

To see if the District will vote to set the annual salary stipend for the Moderator of the District to \$600;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
ANNUAL MEETING MAY 14, 2022

Article #14

To see if the District will vote to raise and appropriate, borrow and/or transfer from available funds such sums of money as may be necessary to defray District charges and expenses for the fiscal year beginning July 1, 2022 and to make appropriations for the same;

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Article #15:

To see if the District will vote to transfer from the Accrued Sick Leave fund Thirty-Eight Thousand Five Hundred Forty-Eight Dollars (\$38,548.00) into the General Account to reimburse for Sick Time Buyback.

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

*Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval*

Note: This is a transfer from the Stabilization Account and will require a 4/5ths vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
ANNUAL MEETING MAY 14, 2022

Article #16:

To see if the District will vote to transfer from the Accrued Vacation Leave fund Fifty - Four Thousand Nine Hundred and Fifty-Seven Dollars (\$54,957.00) into the General Account to reimburse for Vacation Time Buyback.

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Note: This is a transfer from the Stabilization Account and will require a 4/5ths vote for approval.

Article #17:

To see if the District will vote to change the day of the annual district meeting from Saturday to Monday by amending Section 2.0 of the Dracut Water Supply District Bylaw as follows:

Section 2.1. The date of the Annual Election shall coincide with the Town of Dracut Election. Polling places utilized by the Town of Dracut in conducting elections shall also be used by the District to conduct the District Annual Election whenever possible. The annual business meeting shall be held on the **first available Monday** following the District Annual Election at a suitable place within the District; in the event of a conflict with that date, the Board of Water Commissioners shall call said annual business meeting on the **next available Monday**.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommend Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #18:

To see if the District will vote to delete the below section 2.4 from the District's By-Law as it is now governed by statute;

SECTION 2.4. At the annual meeting the District shall by ballot elect a Moderator who shall enter upon the performance of his duties as soon as he is qualified and shall preside at all meetings during the year. The District shall also by ballot elect a Clerk for a term of three years, and an Auditor who shall serve until the next annual meeting, each of whom shall enter upon the performance of his duties as soon as he is qualified and shall hold office until his term expires and until his successor is qualified.

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

Article #19:

To see if the District will vote to amend the 11.16A Personnel By Law, Scope of the By-Law by inserting the bold text below:

SCOPE OF THE BY-LAW:

This By-Law shall pertain to all District employees except:

1. The Superintendent/Director
2. Positions filled by popular election
3. District Counsel
- 4. Commissioners' Secretary**

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #20:

To see if the District will vote to amend the 11.16A Personnel By Law, Performance Evaluations by inserting the bold text below:

PERFORMANCE EVALUATIONS: Performance evaluations of all employees will be once annually. (The Commissioners will evaluate the Superintendent/Director, **Treasurer and Commissioners' Secretary**). All other employees shall be evaluated and reviewed by the Superintendent/Director. All employees shall have the opportunity to review the evaluations and be given the opportunity to correct or implement suggestions regarding their job performance. The Superintendent/Director may determine the need for additional evaluations. If so, the employee shall be given the opportunity to review and comment on each additional evaluation. All performance evaluations shall become a permanent part of the employees Personnel File.

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #21:

To see if the District will vote to delete the below 11.16A Personnel By-Law, Employee Disciplinary Notifications Process which will now be addressed in the Employee Handbook;

EMPLOYEE DISCIPLINARY NOTIFICATIONS PROCESS: All employees other than those employed pursuant to a written contract, are employed at the will of the Board of Water Commissioners and may be terminated by majority vote of the Board at any time notwithstanding any provisions in these By-Laws, District Rules and Regulations or contractual considerations that might appear to the contrary (Amended May 21st 2002 Annual District Meeting)

Or act in any other way relative thereto

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #22:

To see if the District will vote to delete the below 11.16A Personnel By Law, Amendments to or changes in Classification;

AMENDMENTS TO OR CHANGES IN CLASSIFICATION: If at any time the Superintendent/Director is of the opinion that changes in this By-Law are desirable, he shall be responsible for initiating all necessary actions to effect the changes. The Superintendent/Director may add new job titles and descriptions and any reclassification shall be effective for the period from that date to the date of any vote with respect thereto adopted at the next District Meeting

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #23:

To see if the District will vote to change the definition of work week by amending the 11.16A Personnel By-Law and inserting the revised language in place of the bold type language in Work Week Definition:

Proposed Revised Language:

“The workweek shall be as established by the Superintendent and approved by the Board of Commissioners from time to time.”

Current Definition:

WORK WEEK: The workweek shall be defined as forty (40) regularly scheduled hours in one week. **The workweek shall be Monday through Friday unless otherwise specified.** For payroll purposes, the pay week shall commence through Saturday at twelve (12) midnight.

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
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Article #24:

To see if the District will vote to delete the below section 11.20 Expense Reimbursement from the District's By-Laws;

SECTION 11.20. EXPENSE REIMBURSEMENT All elected Water Commissioners must submit travel expense vouchers in lieu of receiving an annual car allowance. Any miscellaneous out of pocket expenses claimed on these vouchers must be accompanied by receipts showing specific dates the expense was incurred. Place and location must be shown along with mileage used. No reimbursement will be made unless the travel is prior approved by both of the other Commissioners. When and if substantiated, incurred expenses may be reimbursed. If their privately owned vehicle is used, the mileage rate of reimbursement will be paid at the rate currently being used by the IRS for the year the expense is incurred

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.

DRACUT WATER SUPPLY DISTRICT WARRANT
ELECTION MAY 7, 2022
ANNUAL MEETING MAY 14, 2022

Article #25:

To see if the District will vote to delete the below Maternity and Paternity/Adoption Leave sections in 11.16A Personnel By Law which are governed by state and federal laws;

MATERNITY LEAVE: An employee who becomes pregnant and wishes leave will consult the Superintendent/Director to make arrangements on an individual basis to determine the type of leave to be granted and the length of time off the employee and her physician anticipate may be needed for prenatal and postnatal requirements. Massachusetts Law and Regulations of the Massachusetts Commission Against Discrimination are applicable to the District and require, among other things that up to eight (8) weeks of maternity leave may be granted dating from the termination of pregnancy. Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery there from are, for all job related purposes, temporary disabilities and should be treated as such under the District's sick leave procedures and medical insurance coverage if the employee is a participant.

When leave is granted, an employee who returns to active employment upon completion of her leave from pregnancy will retain the unused benefits accrued during her District employment. The position to which the employee returns shall be the same position from which the pregnancy leave was granted or similar thereto in status, pay, length of service credit, and seniority. An employee who elects to terminate employment because of pregnancy will be terminated without prejudice and may apply for consideration for re-employment at a further date.

PATERNITY/ADOPTION LEAVE: The Superintendent/Director may, authorize employees a reasonable amount of leave without pay for paternity or adoption leave. Said leave shall be requested in writing to the Superintendent/Director. No employee shall be granted more than one year without pay.

Or act in any other way relative thereto.

Submitted by Michael Sheu
Superintendent

Board of Water Commissioners Recommends Approval
Superintendent Recommends Approval

Note: This is a change to the By-Law and will require a 2/3rds vote for approval.