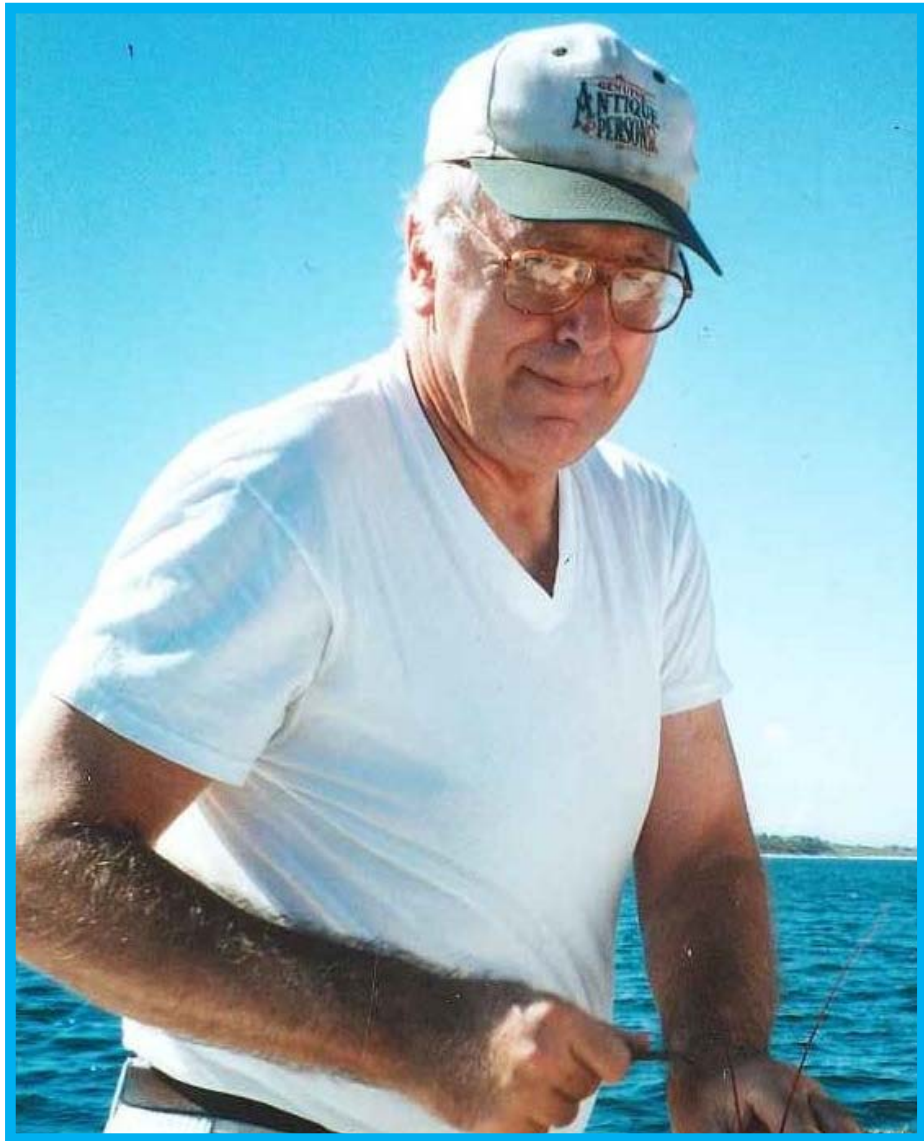


**REPORTS OF THE OFFICERS
OF THE
DENNIS WATER DISTRICT**



**FOR THE
CALENDAR AND FISCAL YEAR
2016**



This Annual Report is Dedicated to

CHARLES F. CROWELL

Water Commissioner
1987 - 2016

DISTRICT OFFICIALS 2016

ELECTED OFFICIALS

WATER COMMISSIONERS

Term Expires

Paul F. Prue, <i>Chairman</i> , Dennis	2017
Charles F. Crowell, Vice Chairman, East Dennis	2019 (Deceased June 2016)
Peter L. McDowell, <i>Vice Chair</i> , Dennis	2018
Alan Tuttle, South Dennis	2019

MODERATOR

William E. Crowell, Jr., East Dennis	2018
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APPOINTED BY MODERATOR

FINANCE COMMITTEE

Greg Stone, <i>Chairman</i>	2019
James Plath	2017
Peter Nyberg	2018
Richard Roy	2019
Robert Perry	2017

EMPLOYEES APPOINTED BY WATER COMMISSIONERS

SUPERINTENDENT

David Larkowski

CLERK & TREASURER

Sheryl A McMahon

ASSISTANT SUPERINTENDENT

James Ritchie

Administration

Emily Finnegan
Elsie Lang
Ralph Luedeker (sporadic)
Katie Milano
Louise McInnis

Water Works & Production

Peter Alex
George Avery
Robert Barboza
Andrew Carroll
Kenneth Davis
Eric DiRusso
Stephan Drozell
David Griffin
Scott Hollis
Joshua Kelley
Joseph Kraul
Jonathan Moore
Profirio Pina, Jr.
Brian Saunders

COUNSEL

Pamela B Marsh, Esq. and Bruce Gilmore, Esq.

CONSULTING ENGINEERS

Comprehensive Environmental, Inc.

REPORT OF THE BOARD OF WATER COMMISSIONERS 2016

This past year was a somber one with the passing of our long serving fellow Water Commissioner Charlie Crowell. Charlie fought a courageous battle with cancer for more than a year when he passed away in June. He will always be remembered as a man who spoke when he had something important to say, was always a gentlemen and served his community in many ways with dignity and grace. He will be greatly missed.

In the early part of the year, the Board's focus was primarily on selecting the design and determining the funding requirements to replace the existing one-half million water tank in West Dennis with a new one-million gallon tank. Various construction methods associated with the most practical designs were considered along with aesthetics and the possible impacts construction might have on the quality of life for the immediate neighborhood. The Board settled on a composite-style tank best described as a cement pedestal with a steel cylindrical storage tank on top. Careful consideration was given to ensure that the design would allow the maximum number of cellular carriers to be installed on the new tank. Once the design was determined, bids were advertised and received. The total cost of the project at the time was estimated to be \$4 million including the removal of the existing tank. The project is expected to be completed by July 1, 2018.

At the Annual District Meeting in April, the voters agreed with the recommendation of the Finance Committee and unanimously supported a \$4 million appropriation for the new tank. Work would begin immediately on final design plans and developing a project schedule.

The Board was pleased to receive news in May that the Massachusetts Department of Environmental Protection (DEP) announced that Dennis Water District would receive the 2016 Public Water System Award. Also in May, the results of DEP's Sanitary Survey were reviewed by the Board. The state agency gave the District high marks for the way in which its facilities are maintained, managed and records are kept. For this, we recognize the outstanding job of the Superintendent and his staff in garnering this recognition.

During the summer the Board was kept apprised of ground water conditions as much of the Commonwealth was experiencing serious drought conditions. However, in terms of the Board's *Draft Drought Management Plan*, the continued observation of the USGS well in Brewster remained at a satisfactory level so the Board continued a "Normal" condition.

During the fall, the District joined with the Town in setting December 6 for a special election. Three candidates competed to fill Mr. Crowell's unexpired term and we congratulate and welcome former Dennis Selectman Alan Tuttle on his win.

As the year came to an end, the Board met with the principal auditor to review the Final Statements and audit findings for the Fiscal Years 2015 and 2016. It was noted that the accrued unfunded liabilities for pensions and other post-employment benefits now appear on the Balance Sheet as a liability. The Board is desirous and is encouraging management to continue the development of written policies and procedures so that they may be used as a guide and reference for the administrative and financial activities of the District. The Board has requested a further detailed review with the auditor scheduled for our regular business meeting at 6:00 PM, on June 1, 2017.

This is an award-winning District and this recognition could not be achieved without the dedication and hard-work of the men and women of our water works and administrative staff. It is their professionalism and commitment to this District that enables us to be the envy of the state.

BOARD OF WATER COMMISSIONERS

Paul F. Prue, *Chairman*

Peter L. McDowell, *Vice Chair*

Alan Tuttle

MINUTES OF THE ANNUAL DISTRICT MEETING HELD ON APRIL 26, 2016

The Moderator, William E. Crowell, Jr., having declared a quorum of at least 25 voters present, called the meeting to order at 7:00 PM. The pledge of allegiance was recited. The Moderator then introduced the Board of Water Commissioners and Finance Committee.

The Moderator then proceeded with the reading of the Warrant. On a motion made by James Plath, and duly seconded, those present VOTED: to waive the balance of the formal reading of the Warrant.

The Moderator reviewed the rules for conduct of the meeting and for the benefit of those in attendance he noted that the Finance Committee recommendations are printed in the Warrant with the exception of Article 1. He then called for the recommendation of the Water Commissioners which recommended acceptance of the Reports. He then called for the recommendation of the Finance Committee which recommended acceptance of the Reports. Mr. Moderator then called for a motions for the following articles:

ARTICLE 1. UNANIMOUSLY VOTED: To accept the Reports of the District Officers for the Fiscal and Calendar Year 2015 be accepted as printed, with the exception of printer's errors.

ARTICLE 2. UNANIMOUSLY VOTED: To transfer and appropriate the sum of \$7,956 from the General Water District Revenues of the Fiscal Year 2017 for the salaries of the elected officials:

*3 Water Commissioners at \$2,550 each
1 Moderator at \$306*

ARTICLE 3. UNANIMOUSLY VOTED: To transfer and appropriate the sum of \$3,187,183 from the Fiscal Year 2017 General Water District Revenues for the Operating and Maintenance Budget commencing July 1, 2016.

ARTICLE 4. UNANIMOUSLY VOTED: To transfer and appropriate from the FY 2017 General Water District Revenues, for the General Expenses for the Fiscal Year 2017, as follows:

Reserve Fund	\$ 50,000
Principal on Loans	555,867
Interest and Fees on Loans	149,967
Independent Financial Reporting	15,000
Insurance Expense (Property, Workers' Comp, etc.)	125,000
Water Services	110,000
Household Hazardous Waste Collection Day	14,000
Leak Detection Survey	3,000

For a total of \$1,022,834 for the purpose of the article.

ARTICLE 5. UNANIMOUSLY VOTED: To transfer and appropriate \$279,892 from the FY 2017 General Water District Revenues for:

Cleaning Wells & Pump Repairs	\$ 80,000
New Trucks with Equipment	55,292
Construction Equipment	85,000
Miscellaneous Equipment	9,600
Green Sand Replacement	\$ 50,000

And to transfer and appropriate \$39,708 from Free Cash, also for New Trucks with Equipment for a total of \$319,600 for the purposes of the article and further, to sell or trade a 2008 utility truck, a 2008 ¾-ton 4-wheel drive utility truck with plow and a 2007 ½-ton pickup truck, and a 2005 backhoe/loader, now in use, and to apply the funds received towards the new purchases.

MINUTES OF ANNUAL MEETING HELD APRIL 26, 2016 CONTINUED:

ARTICLE 6. UNANIMOUSLY VOTED: To rescind the \$200,000 borrowing authorization granted under Article 6, of the Annual District Meeting held April 28, 2015, or to take any other action relative thereto.

ARTICLE 7. UNANIMOUSLY VOTED: To appropriate \$4,000,000 to pay costs of engineering, design and construction of a one million gallon composite style water tank in West Dennis, including the laying and relaying of new or existing water mains to deliver water to and from the tank, and for the engineering costs, demolition and debris removal of the existing water tank, and all other costs incidental and related thereto, and that to meet this appropriation, (i) \$500,000 shall be transferred from Free Cash, (ii) \$500,000 shall be transferred from the Maintenance and Power Washing of Water Tanks Account, (iii) \$1,000,000 shall be transferred from the Stabilization Fund, and (iv) the Treasurer, with the approval of the Water Commissioners, is authorized to borrow \$2,000,000 under and pursuant to Chapter 44, Section 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the District therefor.

On a motion made and duly seconded the meeting was adjourned at 7:12 PM.

Respectfully submitted,

Sheryl A McMahon
District Clerk

**DENNIS WATER DISTRICT
BALANCE SHEET
AS OF JUNE 30, 2016**

	Detail	Debit	Credit
Cash - Unrestricted			
1020 · Petty Cash Advance	500.00		
1040-01 · Cooperative Bank of C C - M Market	120,923.16		
1040-02 · TD Bank Money Market	381,798.95		
1040-03 · Unibank Auto Cash	4,266.88		
1040-04 · Belmont Savings Bank	377,211.79		
1040-05 · Harbor One - Money Market	402,106.30		
1040-07 · Citizens Bank	719,899.09		
1040-10 · Citizens Bank - Checking	8,291.80		
1040-11 · Cooperative Bank of C C - Checking	-72,319.82		
1040-12 · Unipay - On Line	13,645.77		
1040-13 · Cape Cod 5 Money Market	988,831.31		
1040-14 · Unibank Remote Deposit	28,609.54		
1040-20 · Mass Municipal Deposit Trust	353,600.50		
Total Cash - Unrestricted		3,303,365.27	
Cash - Restricted			
1050-11 · Cape Cod 5 - Stabilization	99,705.55		
Total Cash - Restricted		99,705.55	
Investments - Unrestricted			
1120-02 · Morgan Stanley	250,000.00		
1120-11 · MMDT Bond Fund	505,751.86		
1120-15 · Coop Bank of Cape Cod - Cert of Deposit	500,000.00		
Total Investments - Unrestricted		1,255,751.86	
Accounts Receivable			
1410 · Water Receivables	64,416.50		
1415-15 · FY 2015 Water Liens	2,048.22		
1415-16 · FY 2016 Water Liens	6,111.50		
1450 · Water Liens in Tax Title	7,474.11		
1600-09 · FY 2009 Personal Property Taxes	1.01		
1750 · Taxes in Litigation	473.71		
Total Accounts Receivables		80,522.05	
Reserve Accounts			
3241 · Reserve for Mass Sales Tax	-1,462.21		
3250 · Reserve for Petty Cash Advance	-500.00		
3293 · Reserve for Sick Leave Buy Back	-54,985.65		
3294 · Reserve for Safe Drinking Water Act	-18,433.77		
Total Reserve Accounts			-72,351.63
Payroll Liabilities			
2100-03 · State Income Tax Withheld	0.30		
2100-08 · AFLAC NY Short Term Disability	-217.58		
2100-10 · AFLAC NY Accident Insurance	-0.48		
2100-11 · AFLAC NE Accident Insurance	-661.88		
2100-12 · AFLAC NE Short Term Disability	-458.16		
2100-13 · AFLAC NE Cancer Insurance	-153.44		
2100-14 · AFLAC NE Life Insurance	-212.10		
2100-15 · Eye-Med	-29.49		
2100-50 · Health Insurance - Active	-5,889.61		
2100-51 · Dental Insurance - Active	-74.26		
2100-52 · Life Insurance - Active	-18.77		
2100-53 · Health Insurance - Retirees	183.08		
2100-54 · Dental Insurance - Retirees	-116.96		
Total Payroll & Tailings Liabilities			-7,649.08
FY 2016 Accruals			
3176-01 · Accrued Payroll	-19,135.42		
3176-02 · Accrued Accounts Payables	-23,343.49		
3176-03 · Workers' Comp Audit Premiums	-3,000.00		
Total FY 2017 Accruals			-45,478.91

Balance Sheet Continued...

	Detail	Debit	Credit
Designated Fund Balances			
3590 - Surplus Revenue	-1,771,669.30		
3600 - Stabilization Fund	-100,046.23		
3817 - Revenue Control FY 2017	4,497,865.00		
3867 - Appropriation Control FY 2017	-4,497,865.00		
Total Designated Fund Balances			-1,871,715.53
Revenue Accounts			
4210 - Water Revenue	-64,415.50		
4215 - Water Lien Revenue	-15,631.83		
4250 - Deferred Tax Revenue	-473.71		
4850 - Unrealized Gains/Losses Invst	1,701.85		
Total Revenue Accounts			-78,819.19
Appropriations			
5610 - Land Acquisition Expenses	-9,407.81		
5640 - Cleaning Wells & Pump Repairs	-75,846.89		
5650 - Household Hazardous Waste Day	-1,336.25		
5660 - Leak Detection Survey	-4,767.98		
5665 - Hydro Study Whites Pond	-2,761.08		
5680 - Water Main Rehabilitation	-34,278.91		
5831 - Water Withdrawal Permit Renewal	-7,226.92		
5833 - Asbuilt Program	-35,233.16		
5835 - Security Upgrades	-29,372.63		
5840 - New Trucks w/Equipment 4/24/16	-3,711.29		
5841 - New Trucks w/Equip 4/28/15	-851.60		
5842 - Miscellaneous Equip - 4/28/15	-4,389.21		
5860 - New Tank West Dennis	-1,982,000.00		
5865 - Tank Repairs & Power Washing	-130,196.18		
5866 - Power Line Maintenance	-37,617.96		
5867 - Transmission Main Extensions	-6,180.33		
5870 - Green Sand Replacement	-175,000.00		
6500 - Wastewater Studies	-123,152.19		
Total Appropriations			-2,663,330.39
GRAND TOTALS		4,739,344.73	-4,739,344.73
Loan Accounts			
2800-10 - Loans Authorized & Unissued			-2,000,000.00
2800-20 - Loans Authorized		2,000,000.00	
Debt Accounts			
7100 - Net Funded or Fixed Debt			-6,236,259.82
7600-01 - Land for Watershed Protection		1,155,000.00	
7600-02 - Water Treatment Facilities		5,081,259.82	

**DENNIS WATER DISTRICT
FISCAL YEAR 2016
REPORT OF RECEIPTS AND EXPENDITURES**

<i>Accounts</i>	<i>Detail</i>	<i>Totals</i>
CASH		
1020 · Petty Cash Advance	500.00	
1040 · Cash - Unrestricted	2,028,239.00	
1050 · Cash - Restricted	109,909.71	
1120 · Investments - Unrestricted	797,624.24	
1130 · Investments - Restricted	983,741.48	
BALANCES AS OF JUNE 30, 2015		3,920,014.43
RECEIPTS		
RECEIVABLES		
1410 · Water Receivables	4,804,809.52	
1415-15 · FY 2015 Water Liens	1,012.91	
1415-16 · FY 2016 Water Liens	15,688.17	
		4,821,510.60
PAYROLL AGENCIES		
2100-01 · Federal Income Tax Withheld	140,061.50	
2100-02 · FICA/Medicare Taxes Withheld	15,748.71	
2100-03 · State Income Tax Withheld	62,089.34	
2100-04 · County Retirement Withholdings	111,172.50	
2100-06 · Employee Direct Deposits	780,451.01	
2100-08 · AFLAC Short Term Disability	1,856.28	
2100-09 · Deferred Compensation	56,766.42	
2100-11 · AFLAC NE Accident Insurance	6,333.93	
2100-12 · AFLAC NE Short Term Disability	4,344.82	
2100-13 · AFLAC NE Cancer Insurance	1,106.64	
2100-14 · AFLAC NE Life Insurance	2,228.70	
2100-15 · EyeMed	716.84	
2100-50 · Health Insurance - Active	86,043.16	
2100-51 · Dental Premiums - Active	4,892.23	
2100-52 · Life Premiums - Active	256.07	
2100-53 · Health Premiums - Retirees	15,088.96	
2100-54 · Dental Premiums - Retirees	2,859.86	
2100-55 · Life Premiums - Retirees	164.72	
		1,292,161.69
RESERVES AND TAILINGS		
2520 · Tailings - Unclaimed Property	1,673.78	
3176-01 · Accrued Payrolls FY 2016	19,135.42	
3176-02 · Accrued Accts Payable FY 2016	23,343.49	
3176-03 · Workers' Comp Audit FY 2016	3,000.00	
3244 · Property & Casualty Claims	30,778.08	
3260 · MIIA Loss Control Grant	5,000.00	
3600 · Stabilization Fund	6,395.04	
		89,325.81
REVENUES		
4242 · Interest on Available Funds	7,906.40	
4640 · Tank Rental Fees	193,159.94	
4645 · Solar Revenue	158,662.02	
4841 · Miscellaneous Receipts	15,010.06	
4850 · Unrealized Gains/Losses from Investments	13,920.74	
		388,659.16
TOTAL RECEIPTS AND CASH BALANCES AS OF JUNE 30, 2016:		<u>10,511,691.71</u>

EXPENDITURES

RECEIVABLES - Refunds & Abatements

1410 · Water Receivables	1,675.10
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PAYROLL AGENCIES

2100-01 · Federal Income Tax Withheld	140,061.50	
2100-02 · FICA/Medicare Taxes Withheld	15,748.71	
2100-03 · State Income Tax Withheld	62,089.64	
2100-04 · County Retirement Withholdings	111,172.50	
2100-06 · Employee Direct Deposits	780,450.98	
2100-08 · AFLAC NY Short Term Disability	1,890.13	
2100-09 · Deferred Compensation	56,766.42	
2100-11 · AFLAC NE Accident Insurance	6,139.92	
2100-12 · AFLAC NE Short Term Disability	4,315.45	
2100-13 · AFLAC NE Cancer Insurance	1,082.40	
2100-14 · AFLAC NE Life Insurance	2,205.84	
2100-15 · EyeMed	730.25	
2100-50 · Health Insurance - Active	88,211.40	
2100-51 · Dental Premiums	5,378.92	
2100-52 · Life Insurance Premiums - Active	261.08	
2100-53 · Health Insurance Premiums - Retirees	14,971.22	
2100-54 · Dental Insurance Premiums - Retirees	3,838.19	
2100-55 · Life Insurance Premiums - Retirees	164.72	
		1,295,479.27

RESERVES

2520 · Tallings - Unclaimed Property	2,613.18	
3175-02 · FY 2015 Accrued Accts Payable	13,432.00	
3241 · Reserve for Mass Sales Tax	4,909.28	
3244 · Property & Casualty Claims	30,960.76	
3260 · MIIA Loss Control Grant	6,249.88	
3280 · Employee Insurance Mitigation Fund	5,392.07	
3293 · Accrued Sick Leave Buy Back	5,878.64	
3294 · Reserve for SDWA	8,344.76	
		77,778.57

OPERATING & MAINTENANCE

5000-01 · Gasoline	23,626.15
5000-02 · Tractor Expense	4,932.80
5000-03 · Truck Maintenance & Repairs	13,398.86
5000-04 · Misc Equip Repairs & Mainten	5,867.98
5000-05 · Electricity	301,782.87
5000-06 · Diesel Fuel	2,762.32
5000-07 · Heating - Natural Gas	2,542.83
5000-09 · Sick Leave Buy-Back	21,523.18
5000-11 · Treatment Chemicals	245,226.29
5000-12 · Propane Gas	6,254.62
5000-13 · Treasurer's Expense	1,585.90
5000-14 · Technical Services	3,222.00
5000-15 · Mains & Hydrants	13,003.22
5000-16 · Legal Services	15,239.74
5000-17 · Postage Expenses	20,533.09
5000-18 · Printing & Advertising	10,386.59
5000-19 · Office Expenses	9,596.30
5000-20 · Tool Expense	7,240.64
5000-21 · Meters & Parts	94,505.89

EXPENDITURES CONTINUED....

5000-23 · Superintendent's Expense	961.65	
5000-24 · Licenses, Dues & Training	3,369.00	
5000-26 · Safety Equipment & Supplies	2,230.72	
5000-27 · Substance Abuse Free Workplace	600.00	
5000-28 · Communication Expenses	14,796.86	
5000-29 · FICA/Medicare & UHI Tax Expense	16,790.88	
5000-31 · County Retirement Assessment	246,851.00	
5000-34 · Computer Expenses	16,696.92	
5000-35 · Uniforms, Rugs Rentals	18,570.41	
5000-36 · Rubbish Removal	1,498.00	
5000-37 · General Supplies	1,895.31	
5000-38 · Other Necessary Expenses	2,300.46	
5000-40 · Water Quality Expenses	12,782.00	
5000-60 · Payroll - Office & Admin	418,674.83	
5000-61 · Payroll - Water Works	802,866.65	
5000-62 · Payroll - On Call Duty	36,281.92	
5000-63 · Payroll - Station Duty	57,719.32	
5000-64 · Payroll - Overtime	26,469.21	
5000-64 · Payroll - Merit	5,000.00	
5000-66 · Payroll - Def Comp DWD Share	23,123.00	
5000-67 · Payroll - Longevity	11,652.00	
5010 · Repairs & Maintenance	72,400.22	
5030 · Group Insurance Costs	334,635.55	
		2,931,397.18
APPROPRIATIONS		
5130 · Elected Officials Salaries	7,879.30	
5140 · Principal on Debt	555,866.14	
5150 · Interest & Admin Fees on Debt	165,382.64	
5160 · Independent Financial Reports	17,000.00	
5170 · Insurance Expense	111,180.18	
5190 · Water Services	76,864.52	
5640 · Cleaning Wells & Pump Repairs	41,658.68	
5650 · Household Hazardous Waste Collection Day	10,813.32	
5660 · Leak Detection Survey	2,105.84	
5680 · Water Main Rehabilitation	39,453.33	
5831 · Water Withdrawal Permit	2,628.08	
5833 · Asbuilt-GIS Program	2,930.24	
5838 · Construction Equipment 4/28/15	20,488.26	
5840 · New Trucks w/Equipment 4/24/16	35,996.71	
5841 · New Trucks w/Equipment 4/28/15	66,148.40	
5860 · New West Dennis Tank	18,000.00	
5863 · New Tank Evaluation	24,900.00	
5865 · Tank Repairs & Power Washing	262,543.25	
5867 · Transmission Main Project	84,700.02	
		1,546,538.91
CAS 1020 · Petty Cash Advance	500.00	
1040 · Cash - Unrestricted	3,302,865.27	
1050 · Cash - Restricted	99,705.55	
1120 · Investments - Unrestricted	1,255,751.86	
BALANCES AS OF JUNE 30, 2016		4,658,822.68
TOTAL EXPENDITURES AND CASH BALANCES:		<u>10,511,691.71</u>

SALARY & WAGES FY 2016

DENNIS WATER DISTRICT FISCAL YEAR 2016 PAYROLL

Regular Employees	Position	Regular	Deferred Compensation	Overtime	Double Overtime	Total
Alex Peter W	Meter Technician	52,449.95	1,300.00	2,202.01	0.00	55,951.96
Avery George A	Station Maintenance	23,794.13	0.00	144.45		23,938.58
Barboza Robert J	System Maintenance	79,134.00	1,300.00	18,485.13	3,694.96	102,614.09
Carroll Andrew W	Laborer	49,556.47	1,300.00	248.63		51,105.10
Davis Kenneth J	Station Maintenance	64,084.15	780.00	16,538.43	2,658.08	84,060.66
Drozell, Stephan	Laborer	28,310.00	950.00	972.00		30,232.00
Finnegan Emily	Administrative Assistant	17,283.16	585.00			17,868.16
Gaumont Karen	Administrative Assistant	69,038.78	1,300.00			70,338.78
Griffin David W	System Maintenance	67,983.56	1,300.00	25,451.34	68.40	94,803.30
Hollis Scott	System Maint/Mechanic	61,734.76	1,300.00	4,773.98	113.64	67,922.38
Kelley Joshua D	Laborer	42,581.78	1,300.00	1,778.11		45,659.89
Kraul Joseph D	Electrician	53,232.23	819.00	1,160.40		55,211.63
Larkowski David A	Superintendent	119,966.46	1,300.00	5,417.07		126,683.53
Luedeker Ralph H	Clerical	6,882.10				6,882.10
Marcotte LeeAnn	Administrative Assistant	45,065.35	1,300.00			46,365.35
Mason Matthew T	Laborer	9,360.94	175.00			9,535.94
McInnis Louise S	Administrative Assistant	67,116.12	1,300.00			68,416.12
McMahon Sheryl A	Clerk & Treasurer	119,766.46	1,300.00			121,066.46
Moore Jonathan C	Laborer	50,230.73	1,300.00	431.45		51,962.18
Pina Jr Profirio J	Machine Operator	74,496.34	1,300.00	524.48		76,320.82
Ritchie James E	Assistant Superintendent	99,514.96	1,300.00	15,807.40	723.52	117,345.88
Saunders Brian J	Station Maintenance	77,214.13	1,300.00	19,706.66	1,299.91	99,520.70
		1,278,796.56	22,809.00	113,641.54	8,558.51	1,423,805.61

REPORT OF THE SUPERINTENDENT

2016

Undoubtedly, this year will be remembered in Massachusetts as the 2016 Drought. While most of Massachusetts and New England did experience a drought, Cape Cod, and in particular Dennis, did not. This led to a lot of confusion. During much of the summer all the news outlets were talking about the drought and water-use restrictions in Massachusetts. State officials declared a drought “*Advisory*” condition and even a drought “*Watch*” for the Cape and Islands. But, here in Dennis, our ground water levels and rainfall amounts were normal. Local water suppliers got together and issued a public notice advising that despite what was being said about a state-wide condition, the Cape was not experiencing a drought situation. In fact, while water levels were normal throughout the year, the District met its demand by pumping the largest one-year record of 1,179,000,000 gallons.

In 2016, Cape water suppliers continued to dispute major points about the proposed water withdrawal limitations under the Water Management Act. Withdrawal permits were supposed to be issued in 2010 with huge cuts in permitted limits. Again, with thanks to our State Representative Tim Whelan, water suppliers continued to meet in Boston with the Department of Environmental Protection's Commissioner where amicable and productive discussions have occurred. No new permits were issued in 2016 to any Cape suppliers despite the progress.

As of my last report the Route 28 Water Tank Rehabilitation Project was withdrawn and the project became a replacement tank project. In early 2016, the Board evaluated designs and construction methods for a new one-million gallon tank. A composite style water tank was selected. This design incorporates an enclosed riser or pedestal made of concrete with a one million gallon steel tank at the top. The tank is mostly built on the ground and then the water tank is jacked up and set into place at the top. Long term, this design has lower maintenance costs and will eliminate most of the issues normally encountered with having to build a fully enclosed containment system as had been done in the past with the existing tank and its proximity to neighbors and the fire station. It also has lower construction costs than other designs. Four bids were received and the contract was awarded to Caldwell Tank of Louisville Kentucky for \$3,337,000. The start of construction is planned for spring 2017 and estimated to be finished by the summer 2018.

It often seems that tank maintenance work, of one kind or another, is underway nearly all of the time. This spring work began on painting the exterior of the 2.7-million gallon Hokum Rock Tank (Paddocks Path). Three bids were received and the contract was awarded to Limerick Steeple Jacks, Inc. of Cornish, ME for \$233,000. This was the first exterior painting of this tank since its construction in 1997. It involved power washing the entire tank, power tooling rust or corrosion spots, prime those spots and painting the entire exterior. Favorable spring weather meant the work was done within the allotted eight weeks and was back in service before June.

One of the things that shortens the life of paint on the exterior of water tanks is the buildup of black mold. It can be seen on nearly every roof in town. In August, the exterior of the Six-million gallon tank on Route 134 was power washed. Since the exterior was last painted, the tank has been power-washed about every two years to remove the mold that damages the paint. In September, the Old Bass River Road Tank was washed, and thanks to the willingness and good work of our maintenance crews, rust spots under the catwalk were power grinded and painted. This relatively easy and inexpensive maintenance effort extends the life of the paint considerably.

With broken hearts of everyone here at the District, we sadly lost one of our own. Water Commissioners Charles F. Crowell, “Charlie” passed away in June. Charlie was a great supporter of the District and always gave such thoughtful consideration in setting goals for us to achieve. He was always willing to support our efforts to try something new and took pride in our successes. He will be sorely missed and never forgotten.

Respectfully submitted,

David Larkowski
Superintendent

Pumping Equipment Operations 2016

	<i># of days</i>		<i># of days</i>
Main Station – Old Bass River Road 5 submersible electric pumps with a total capacity of 700 gpm pump	130	Sub-Station 12 – Old Chatham Road 75 hp electric motor w/700 gpm pump	218
Sub-Station 1 – Old Chatham Road 40 hp electric motor w/350 gpm pump	160	Sub-Station 13 – Center Street Decommissioned December 1999	
Sub-Station 2 – Old Chatham Road 20 hp electric motor w/200 gpm pump	160	Sub-Station 14 – Baker’s Pond Road 60 hp electric motor w/ 450 gpm pump	167
Sub-Station 3 – Old Chatham Road 20 hp electric motor w/250 gpm pump	154	Sub-Station 15 – Baker’s Pond Road 75 hp electric motor w/700 gpm pump 70kW generator	215 24 hrs
Sub-Station 4 – Old Bass River Road 30 hp electric motor w/350 gpm pump 85kW generator	190 28 hrs	Sub-Station 16 – Timber Lane 40 hp electric motor w/ 450 gpm pump	209
Sub-Station 5 – Route 134 30 hp electric motor w/450 gpm pump	209	Sub-Station 18 – Hokum Rock Road 75 hp electric motor w/ 700 gpm pump 70kW generator	228 24 hrs
Sub-Station 6 – Old Bass River Road 30 hp electric motor w/150 gpm pump	162	Sub-Station 19 – Setucket Road 75 hp electric motor w/700 gpm pump 75kW generator	245 20 hrs
Sub-Station 7 – Airline Road 40 hp electric motor w/450 gpm pump	214	Sub-Station 20 – Setucket Road 75 hp electric motor w/700 gpm pump 70kW generator	259 19 hrs
Sub-Station 8 – Airline Road 40 hp electric motor w/350 gpm pump	212	Sub-Station 21 – Route 134 75 hp electric motor w/700 gpm pump 80 kW generator	209 24 hrs
Sub-Station 9 – Grassy Pond Drive 75 hp electric motor w/650 gpm pump 75kW generator	158 20 hrs	Sub-Station 22– Route 134 75 hp electric motor w/700 gpm pump	239
Sub-Station 10 – Airline Road 75 hp electric motor w/700 gpm pump	187	Sub-Station 23– Old Chatham Road 75 hp electric motor w/700 gpm pump 85kW generator	155 26 hrs
Sub-Station 11 – Old Bass River Road 60 hp electric motor w/500 gpm pump	196	Booster Station – Route 134 2 – 345 hp caterpillar diesel engines w/3,500 gpm pump on each motor (manual)	0 hrs

VEHICLE & EQUIPMENT OPERATIONS 2016

Truck #		Miles
2	2008 Ford Expedition	7,301
4	2014 GMC 2500	16,890
6	2015 Chevrolet ¾-ton pickup	8,120
8	2013 GMC 1500	8,493
10	2011 Chevrolet ½-ton pickup	13,936
12	2005 Chevrolet 1-ton dump truck	5,830
14	2015 Chevrolet ½-ton pickup	10,107
16	2003 GMC cargo van (Traded)	8,150
16	2016 Chevrolet utility van	2,907
18	2007 Chevrolet ½-ton pickup	9,954
20	2002 Chevrolet dump truck	580
22	1999 GMC dump truck	704
24	2008 Chevrolet 2500 utility truck (Traded)	4,112
24	2016 Chevrolet 2500 utility truck	4,218
26	2012 Chevrolet 1500 ½-ton pickup	5,891
28	2008 Ford F-350 utility truck	8,307
30	2002 Chevrolet cargo van	7,893
32	2010 Ford F350 utility truck (Traded)	3,601
32	2016 Chevrolet 3500 utility truck	2,813
TOTAL MILEAGE		129,807

	Equipment	Hours
1993	Gravelly	60
1993	Sullivan Air Compressor (Traded)	48
2016	Sullivan Air Compressor	23
2000	Ingersol Rand Air Compressor	31
2000	Kobelco Excavator	107
2001	John Deere Backhoe Loader (Traded)	51
2016	John Deere Backhoe Loader	79
2014	John Deere Backhoe Loader	299
2005	John Deere Backhoe Loader	164
2015	John Deere Mini-excavator	312
2005	Gravelly	101
2004	Mower	42
2004	Roller	36
2000	100kw Generator Set #1	8
2000	100kw Generator Set #2	9

CUSTOMER TRANSACTIONS – FY 2016

Meter Replacements	928
Seasonal Meter Removal/Re-install	3,456
Final Readings	522
Backflow Prevention Device Tests	164
Demand Letters Processed	278
Demand Shut-Off Processed	97
Frozen Meters	75
Meter Tampering	0
Service Calls/Repairs	453
Fire Sprinkler Standby	110
Renewal/Relocation and Cut-Off of Water Services	101
Payments Processed	30,835

NEW SERVICES FY 2016

Dennis	17
East Dennis	7
Dennisport	18
West Dennis	12
South Dennis	7
<i>TOTAL</i>	<i>61</i>

WATER PUMPED IN 2016 In Gallons

January	35,011,800
February	34,849,400
March	35,065,200
April	41,865,400
May	97,088,100
June	183,291,700
July	226,400,700
August	221,698,800
September	143,271,800
October	81,636,400
November	40,718,100
December	38,945,100
<i>Total</i>	<i>1,179,842,500</i>

MAIN LINE GATES & HYDRANTS
as of December 31, 2016

Year	20"	16"	12"	10"	8"	6"	2"	Total	Hydrants
All	14	10	194	144	599	2516	163	3640	1577
2006					5	12	-1	16	7
2007						8		8	1
2008		10	13		15	24	1	63	14
2009					1	5		6	2
2010	<i>There were no items added in calendar 2010</i>								
2011					1	1		2	2
2012			7		1	3		11	2
2013			2			8	-1	9	4
2014					2			2	2
2015			3			10		13	2
2016			2			2			1
Totals	14	20	221	144	624	2589	162	3774	1614

WATER MAINS
as of December 31, 2016

Year	24"	16"	12"	10"	8"	6"	4"	2"	Total
Prev	15,998	10,978	137,233	91,894	421,175	473,228	359	60,264	1,211,129
2006					1,013	1,321	14	-39	2,309
2007						843			843
2008		4,904	12,047		8,164	577		105	25,797
2009					1,132	740		-306	1,566
2010	<i>There were no items added in calendar 2010</i>								
2011					240	15			255
2012			5,399		40	463			5,902
2013			3,161		1,953	2,195		-450	6,859
2014		35			1,150				1,185
2015			1,492			-615			877
2016						450			450
	15,998	15,917	159,332	91,894	434,867	479,217	373	59,574	1,257,172

238.100 Miles of Water Main
All Cast/Ductile Iron - Cement Lined Pipe

PRODUCTION DEMAND STATISTICS

Calendar Year 2016

Largest Day	August 7	9,305,300
Smallest Day	January 4	865,600
2 nd Largest Day	August 14	9,106,900
2 nd Smallest Day	February 8	894,800
Largest Week	August 7 - 13	54,367,700
Smallest Week	January 31 - February 6	6,549,100
2 nd Largest Week	August 14 - 20	51,996,000
2 nd Smallest Week	February 7 - 13	6,693,200
Largest Month	July	226,400,700
Smallest Month	February	34,849,400
2 nd Largest Month	August	221,698,800
2 nd Smallest Month	January	35,011,800

SYSTEM STATISTICS

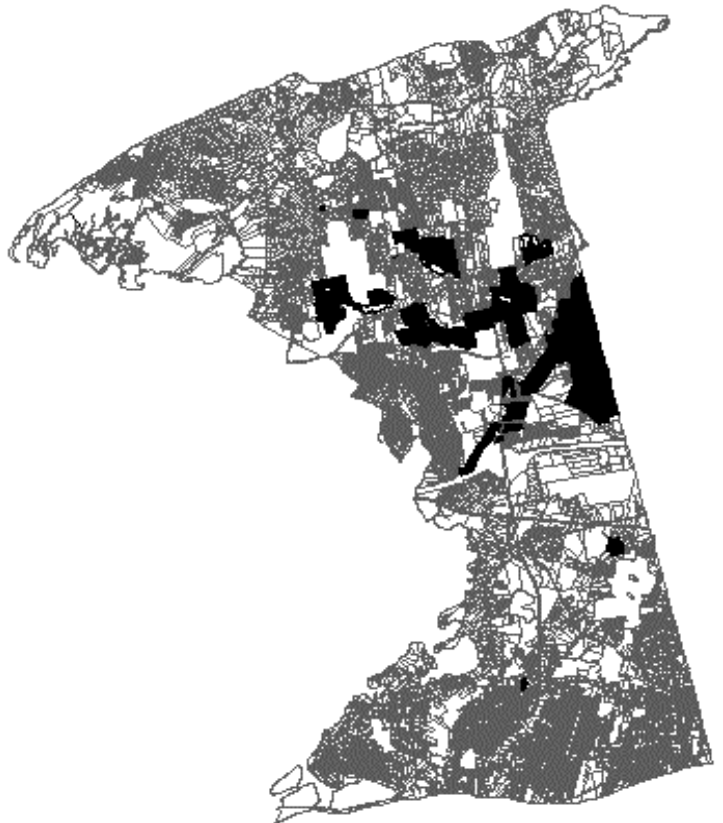
Calendar Year 2016

Pumping Capacity of Main Station and 22 Sub Stations	11,600 Gallons Per Minute
Chemical Feed Pumping Stations	13
Storage Capacity of Three Standpipes and One Elevated Tank	10,550,000 Gallons
Maximum Permitted Withdrawal from all wells Per Year	1.189 Billion Gallons
Two Iron & Manganese Removal Treatment Plants	9,700,000 Gallons Per Day

LAND OWNED BY DISTRICT (acres)

Land Owned as of 12/31/14—998.41

***Total Watershed Conservation
Restrictions Held as of 12/31/2014—69.60***



WATER RATES & CHARGES

DISTRICT PROPERTY TAX RATE

In Fiscal Year 1989, the District's tax rate was set at "zero." It continued at zero until FY2009, when by action under Article 9, the voters appropriated funds for the continued investigation of wastewater planning which re-established a tax rate. The rate when approved by the Department of Revenue was set at 4¢ per thousand dollars of property valuation. The tax rate has been set at zero since FY 2010.

ACCOUNT CHARGE

Formerly known as the *Minimum Charge*, which provided an "allowance" of 15,000 gallons for each six-month billing cycle, this charge now represents a basic semiannual fee regardless of the amount of water used, if any, during each six-month billing cycle.

7/1/91 - 6/30/92 - Minimum Charge \$30 with an allowance of 15,000

7/1/92 - 6/30/93 - Account Charge \$25 - no allowance

7/1/93 - 6/30/98 - Account Charge \$20 - no allowance

7/1/98 - 6/30/08 - Account Charge \$25 - no allowance

7/1/08 - 6/30/09 - Account Charge \$36 - no allowance

7/1/09 - 6/30/16 - Account Charge \$42 - no allowance

CONSUMPTION

07/01/09 - 06/30/2016—First 50,000 gallons - \$2.50

Next 50,000 gallons - \$3.00

101,000 gallons and up - \$3.50

7/1/92 - 6/30/94 - No Allowance - \$1.50

7/1/94 - 6/30/00 - First 50,000 gallons - \$1.50

51,000 and over - \$1.75

7/1/00 - 12/31/04 - First 50,000 gallons - \$1.50

Next 50,000 gallons - \$2.00

101,000 gallons and up - \$2.50

1/1/05 - 06/30/09 - First 50,000 gallons - \$2.00

Next 50,000 gallons - \$2.50

101,000 gallons and up - \$3.00

Rates for water billed during each six-month billing cycle are per one thousand gallons.

SAFE DRINKING WATER ACT ASSESSMENT

This is a pass through fee set by the Department of Environmental Protection. This revenue subsidizes DEP's oversight of public water suppliers and the enforcement of EPA compliance. The rate includes a five percent administrative fee.

7/1/95 - 6/30/03 - \$0.0084 per thousand gallons

7/1/03 - 6/30/16 - \$0.0090 per thousand gallons

LAND ACQUISITION FEE—\$10 semiannual fee from Aug 2001 through February 2007

WATERSHED PROTECTION FEE—At the Annual District Meeting, held April 25, 2007, the voters, under Article 12, approved the purchase of 6.5 acres of land for wellhead and watershed protection and the purchase of water conservation restrictions on 59(+/-) acres of land in the Town of Brewster. The article approved the cost at \$2,500,000. In order to pay for the bond issuance costs, debt service and other ancillary costs, the voters also approved a new fee. The fee was set at \$10 per customer every six months until the total cost is recovered. The fee was first assessed in August 2007 and is expected to continue for approximately 13 years.

DENNIS WATER DISTRICT
BY - LAWS
(In effective as of 12/31/2008)

ARTICLE ONE OFFICERS

Section One: The officers of the District shall be specified and directed by Chapter 277 of the Acts of 1945. (Adopted April 23, 1946, Amended December 8, 1965)

ARTICLE TWO MEETINGS

Section One: Section One: For the year 2009, and each year thereafter, the annual meeting shall be held on the fourth Tuesday in April. Notwithstanding any general or special law to the contrary, for the year 2009, and each year thereafter, the annual election of the officers and any other matter that may appear on the official ballot shall be held on the fourth Wednesday in April. Commencing at an Annual Town Election to be held no sooner than 2010, or the next annual Dennis Town Election after enactment of special legislation authorizing Dennis Water District Elections to be held in conjunction with the Dennis Town Elections, the Dennis Water District Election shall be held in conjunction with the Dennis Town Election, with full responsibility for the conduct of such election to be vested in the officers of the Town, who shall place on the ballots to be used at said election the election of officers of the Dennis Water District and any question or questions as may be requested of them by the Board of Water Commissioners of the Dennis Water District. (Altered and Amended April 29, 2008) (Altered and Amended January 27, 2009)

Section Two: Meetings of the District shall be called by the clerk when requested in writing by a majority of the water commissioners or by ten or more legal voters of the District; and he shall give notice thereof by posting written notifications in two or more public places within the District, which notifications shall briefly state the purpose of the meeting. (Adopted March 18, 1953)

Section Three: No business shall be transacted at any District Meeting, except the election of officers, unless there is a quorum present consisting of at least 25 legal voters of the District. (Adopted March 18, 1953)

ARTICLE THREE FINANCES

Section One: Effective July 1, 1974 the Financial year shall commence on July 1, and continue through June 30 of the following year. (Altered and Amended January 24, 1974)

Section Two: No money, except interest and indebtedness authorized by the District shall be paid from the treasury without written approval or order of a majority of the water commissioners or by a vote of the District and according to its order. (Adopted April 23, 1946)

Section Three: There shall be a Finance Committee, consisting of five registered voters of the District appointed by the Moderator for three-year terms, the initial appointments to be for terms as follows: two members for three years, two members for two years and one for one year. The Finance Committee shall consider any and all District questions, for the purpose of making reports or recommendations to the District. Members of the Finance Committee shall serve without compensation and no member shall hold any other elective or appointive District position during this term of office. The Moderator shall fill any vacancy for an unexpired term. The Finance Committee shall annually choose a chairman, secretary, and such other officers as it deems necessary. (Adopted April 26, 1977)

ARTICLE FOUR AMENDMENTS

Section One: These bylaws may be altered, amended, repealed and added to at any meeting of the District provided notice of such proposal is set forth in the call of the meeting. (Adopted April 23, 1946)

(ARTICLE FIVE—WATER EXTENSIONS—(Adopted June 16, 1947, Amended March 17, 1965 and March 16, 1966, Rescinded April 25, 2007)

ARTICLE FIVE WATER USE RESTRICTION

Section One: Authority - This Bylaw is adopted by the Dennis Water District under its home rule powers, its police powers to protect public health and welfare and its power under M.G.L. C.40, §21 et seq. This bylaw implements the District's authority to regulate water use pursuant to C.41, §69B.

Section Two: Purpose - The purpose of this bylaw is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a state of water supply conservation or a state of water supply emergency by providing for enforcement of any duly imposed restrictions, requirements, provisions or conditions imposed by the District or by the Department of Environmental Protection.

Section Three: Definitions

Enforcement Authority shall mean the Dennis Water District Board of Water Commissioners having responsibility for the operation and maintenance of the water supply. The Board of Water Commissioners may also designate any other local body having police powers as an enforcement authority.

Water Supply Emergency shall mean a state of water supply emergency declared by the Department of Environmental Protection under M.G.L. C. 21G, §15-17.

State of Water Supply Conservation shall mean a state of conservation declared by the District pursuant to section four of this bylaw.

Water Users or Water Consumers shall mean all public and private users of the District's public water system, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

Person shall mean any individual, corporation, trust, partnership or association or other entity.

Public notice of a State of Water Conservation shall be given under section six of this bylaw before it may be enforced.

Section Four: Declaration of a State of Water Conservation

The District through its Board of Water Commissioners may declare a State of Water Conservation upon a determination by a majority vote of the Board that a shortage of water exists, and that conservation of water is necessary to insure adequate supply to all consumers under all conditions.

Section Five: Restricted Water Uses

A declaration of a State of Water Conservation issued by the Board of Water Commissioners may include one or more of the following restrictions, conditions, or requirements restraining the use of water for nonessential purposes as necessary to protect the water supply, which shall be included in the public notice required under section six.

- A) Odd/Even Law Watering Lawn watering at facilities with odd numbered addresses is permitted only on odd numbered days. Lawn watering at facilities with even numbered addresses is permitted only on even numbered days.
- B) Outdoor Watering Ban. Lawn watering, and all other forms of nonessential outdoor water use are prohibited.
- C) Outdoor Watering Hours. Outdoor watering is permitted only during off-peak hours, to be specified in the declaration of a state of water conservation and public notice thereof.
- D) Filling Swimming Pools. Filling of swimming pools is prohibited.
- E) Automatic Lawn Sprinkler Use. The use of automatic lawn sprinkler systems is prohibited.

Section Six: Public Notification of a State of Water Supply Conservation.

Notification of any provision, restriction, requirement or condition imposed by the District as part of a State of Water Conservation shall be published in a newspaper of general circulation within the District, or by such other means reasonably calculated to reach and inform all users of water of the state of conservation. Any restriction imposed under section five shall not be effective until such notification is provided.

Section Seven: Termination of a State of Water Supply Conservation; Notice

A state of Water Supply Conservation may be terminated by a majority vote of the Board of Water Commissioners upon a determination that the water supply shortage no longer exists. Notification of the termination of a state of water conservation shall be given in the same manner as notice of the state of water conservation is given.

Section Eight: State of Water Emergency; Restricted Water Use.

Upon notification of the public that a declaration of a state of water emergency has been declared by the Department of Environmental Protection, no person shall violate any provision, restriction, requirement, condition or order approved or issued by the Department intended to bring about an end to the emergency.

Section Nine: Penalties

Any person violating this bylaw shall be liable to the District in the amount of \$50. for the first violation and \$100. for each subsequent violation which shall insure to the District for such uses as the Board of Water Commissioners may direct. Fines shall be recovered by indictment, or on complaint before the District Court, or by non-criminal disposition in accordance with Section 21D of Chapter 40 of the general laws. Each separate issuance of a citation pursuant to this section shall constitute a separate violation.

Section Ten: Severability

The invalidity of any portion or provisions of this bylaw shall invalidate any other portion or provision thereof.