

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



**FOR THE
CALENDAR AND FISCAL YEAR
2017**

DISTRICT OFFICIALS 2017

ELECTED OFFICIALS

WATER COMMISSIONERS

Term Expires

Paul F. Prue, <i>Chairman</i> , Dennis	2020
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
Faith Hallett	2018
Robert Perry	2020
James Plath	2020
Richard Roy	2019

EMPLOYEES APPOINTED BY WATER COMMISSIONERS

SUPERINTENDENT

David Larkowski

CLERK & TREASURER

Sheryl A McMahon

ASSISTANT SUPERINTENDENT

James Ritchie

Administration

Emily Finnegan
Louise McInnis
Catherine Mullikin
Erica Spuria

Water Works & Production

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

COUNSEL

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

CONSULTING ENGINEERS

Comprehensive Environmental, Inc.

REPORT OF THE BOARD OF WATER COMMISSIONERS 2017

The Board is pleased to file this report for the year and to report that construction of the new one million-gallon water tank in West Dennis is progressing on schedule and well under the original estimated budget of \$4 million. The voters supported the Board's request at the Annual District Meeting by approving a transfer of \$1 million from "free cash" (undesignated surplus funds) to the project bringing the total cash funds to \$3 million. The Board anticipates that next year there will be sufficient available funds to support a transfer of an additional \$600,000 towards the project. The total cost of the project, including the installing of new mains to the tank and the removal of the old elevated tank, will not exceed \$3.6 million. The new tank will be online prior to the demands of the summer season next year. Our sincerest appreciation goes to Superintendent David Larkowski, whose leadership on the project has yielded significant savings to the rate payers as they will undertake site work, computer control systems and installing water mains.

In early spring, following the Treasurer's review of the Fiscal Year 2015 and 2016 audits with Standard & Poor's, the credit-rating agency reaffirmed the District's bond rating at AA+. A rating of 'AA' differs from the highest-rated bonds (AAA) only to a small degree. The rating recognizes the District's capacity to meet its financial commitments as being very strong.

Status levels of a U.S. Geological Survey monitoring well in Brewster were observed to be well below average since December 2016. The Superintendent advised the Board that water levels in some supply wells must be monitored carefully, and for shallow wells it may mean having to reduce the volume of water being pumped during periods of peak demand. In accordance with its Drought Management Plan, the Water Commissioners moved the *Drought Action Level Status* from "Normal" to "Advisory". The Advisory status seeks voluntary odd-even outdoor watering. Over the course of the summer, the monitoring well recovered from its previous Advisory condition and the Board voted to return to a Normal status in late September. As of the publication of this report in 2018, groundwater levels are at historically high levels.

The Board reviewed the FY 2018 budget and capital requests as proposed by management and in March the Board presented them to the District Finance Committee for their recommendations to go before the Annual District Meeting. It is typical to trade-in existing vehicles when purchasing new, however, when it was decided that the \$5,000 trade-in value quoted by the dealership on the price of a new dump truck was far below the resale value, the District placed the truck with an on-line auction company and received more than \$20,800 from an off-Cape buyer. The Board is pleased with the ease and profitability of using an on-line auction company for the disposal of surplus vehicles and equipment.

During the year, the Board was advised by the Superintendent that areas of the distribution system are beginning to show signs of aging and, in some cases, are no longer operable. There are a number of intersections in which our work crews were unable to shut down the flow of water off in order to repair a main, hydrant or gate valve. The Board will review and recommend an appropriation for the FY 2019 capital budget to begin replacing components of the infrastructure that are known to have problems and endeavor to make repairs when it will cause the least amount of disruption of service to homes and businesses.

Over the course of the year, the Board was desirous of having employee job descriptions reviewed by an independent consultant. Robert Lawton, former Yarmouth Town Administrator, submitted the lowest responsible and responsive quotation and the Board will review his recommendations in early 2018. As a matter of ensuring that the District is up-to-date with its employment practices, management is undertaking a comprehensive review of the personnel code and will be developing an employee guidelines book as well as an employee benefits book for review and adoption by this Board as soon as is practical in the new year.

We are always grateful for the energy and dedication the District's employees demonstrate each and every day to the mission of providing the very best in water quality and customer service. Their efforts do not go unnoticed or unappreciated.

BOARD OF WATER COMMISSIONERS

Paul F. Prue, *Chairman*

Peter L. McDowell, *Vice Chair*

Alan Tuttle

MINUTES OF THE ANNUAL DISTRICT MEETING

HELD ON APRIL 25, 2017

The Moderator, William E. Crowell, Jr., having declared a quorum of at least 25 voters present, called the meeting to order at 7:15 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 Peter McDowell, 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 and 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 Finance Committee which recommended acceptance of the Reports. Mr. Moderator then called for a motions for the following articles:

ARTICLE 1. VOTED: To accept the Reports of the District Officers for the Fiscal and Calendar Year 2016 be accepted as printed, with the exception of printer's errors.

ARTICLE 2. VOTED: To transfer and appropriate the sum of \$7,956 from the General Water District Revenues of the Fiscal Year 2018 for the salaries of the elected officials:

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

ARTICLE 3. VOTED: To transfer and appropriate the sum of \$3,220.728 from the Fiscal Year 2018 General Water District Revenues for the Operating and Maintenance Budget commencing July 1, 2017.

ARTICLE 4. VOTED: To transfer and appropriate the sum of \$1,079,418 from the FY 2018 General Water District Revenues for the General Expenses commencing July 1, 2017 as follows:

Reserve Fund	\$ 75,000
Principal on Loans	555,867
Interest and Fees on Loans	134,551
Independent Financial Reporting	14,000
Insurance Expense	130,000
Legal Expenses - Litigation	50,000
Water Services	110,000
Household Hazardous Waste Collection Day	10,000

ARTICLE 5. VOTED: To transfer and appropriate \$273,787 from the FY 2018 General Water District Revenues for:

Cleaning Wells & Pump Repairs	\$ 58,487
Water Distribution System Maintenance & Extensions	150,000
Miscellaneous Equipment	15,300
Green Sand Replacement	50,000

And to transfer and the sum of \$292,513 from Free Cash for:

Cleaning Wells & Pump Repairs	\$ 141,513
New Trucks with Equipment	96,000
Construction Equipment	55,000

For a total of \$566,300 for the purposes of the article;

MINUTES OF ANNUAL MEETING HELD APRIL 25, 2017 CONTINUED:

And further, to sell or trade a 2002 cargo van, a 2002 1-ton dump truck with plow and a 2005 backhoe/loader, now in use, and to apply the credits received towards the new purchases or deposit cash received to the general fund.

ARTICLE 6. VOTED: To transfer and appropriate \$1 million from Free Cash to be used with, and added to, funds already appropriated under Article 7 of the Annual District Meeting held April 26, 2016, for the engineering, design and construction costs 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 including all other costs incidental and related thereto.

ARTICLE 7. VOTED: To transfer and appropriate \$67,168 from Free Cash to the Other Post-Employment Benefits Trust Fund as established by vote of the Board of Water Commissioners in accordance with Massachusetts General Law Chapter 32B, Section 20.

ARTICLE 8. UNANIMOUSLY VOTED: To authorize the Board of Water Commissioners to acquire by gift and or by eminent domain with the consent of the owner for well protection purposes, three contiguous parcels of land of Peter J. Nyberg, Individually and as Trustee of the Jil-Mar Realty Trust and the P. J. Nyberg Family Limited Partnership containing a total of 6.76 acres, more or less, located off Rena's Way, South Dennis, shown on a plan of land entitled "Plan of Land in South Dennis, MA, Prepared for: Denis Water District, Scale 1" = 100', April 24, 2017, Demarest Land Surveying."

ARTICLE 9. VOTED: To transfer and appropriate \$1,742 from Free Cash to an Employee Health Insurance Mitigation Fund in accordance with the provisions of Massachusetts General Law Chapter 32B, Section 21.

On a motion made and duly seconded the meeting was adjourned at 7:36 PM.

Respectfully submitted,

Sheryl A McMahon
District Clerk

**DENNIS WATER DISTRICT
BALANCE SHEET
AS OF JUNE 30, 2017**

	Detail	Debit	Credit
Cash - Unrestricted			
1020 - Petty Cash Advance	500.00		
1040-01 - Cooperative Bank of C C - M Market	39,129.10		
1040-02 - TD Bank Money Market	388,252.90		
1040-03 - Uribank Auto Cash	19,056.48		
1040-04 - Belmont Savings Bank	443,421.70		
1040-06 - East Boston Savings Bank	501,774.46		
1040-08 - Harbor One - Money Market	438,140.13		
1040-07 - Citizens Bank	484,875.81		
1040-10 - Citizens Bank - Checking	5,421.97		
1040-11 - Cooperative Bank of C C - Checking	540,329.22		
1040-12 - Uripay - On Line	315,624.55		
1040-13 - Cape Cod 5 Money Market	603,332.89		
1040-14 - Uribank Remote Deposit	156,718.60		
1040-18 - Morgan Stanley	1,136.41		
1040-20 - Mass Municipal Deposit Trust	<u>200,484.48</u>		
Total Cash - Unrestricted		4,138,198.68	
Cash - Restricted			
1050-11 - Cape Cod 5 - Stabilization	<u>100,346.29</u>		
Total Cash - Restricted		100,346.29	
Investments - Unrestricted			
1120-02 - Morgan Stanley	250,000.00		
1120-11 - MMDT Bond Fund	200,096.94		
Total Investments - Unrestricted		450,096.94	
Accounts Receivable			
1410 - Water Receivables	103,388.11		
1415-16 - FY 2016 Water Liens	919.95		
1416-16 - FY 2016 Water Liens	1,581.25		
1416-17 - FY 2017 Water Liens	3,388.52		
1450 - Water Liens in Tax Title	5,602.67		
1750 - Taxes in Litigation	<u>473.71</u>		
Total Accounts Receivables		115,332.21	
Reserve Accounts			
3241 - Reserve for Mass Sales Tax	-1,432.41		
3250 - Reserve for Petty Cash Advance	-500.00		
3293 - Reserve for Sick Leave Buy Back	-54,985.05		
3294 - Reserve for Safe Drinking Water Act	<u>-16,309.93</u>		
Total Reserve Accounts		-73,207.99	
Payroll Liabilities			
2100-50 - Health Insurance - Active	-8,886.56		
2100-51 - Dental Insurance - Active	543.68		
2100-52 - Life Insurance - Active	-25.52		
2100-54 - Dental Insurance - Retirees	<u>-77.28</u>		
Total Payroll Liabilities		-7,513.04	
FY 2017 Accruals			
3177-01 - Accrued Accts Payables FY 2017	-3,093.76		
3177-02 - Accrued Payroll FY 2017	-24,458.57		
3177-03 - Workers' Comp Audit Premiums FY 2017	<u>-3,000.00</u>		
Total FY 2017 Accruals		-30,550.33	
Trust Funds			
3300 - OPEB Liability Trust Fund	<u>-67,166.00</u>		
		-67,166.00	
Designated Fund Balances			
3890 - Surplus Revenue	1,545,170.68		
3800 - Stabilization Fund	-100,346.29		
3818 - Revenue Control FY 2018	4,581,889.00		
3867 - Appropriation Control FY 2017	<u>-4,581,889.00</u>		
Total Designated Fund Balances		-1,645,516.95	
Revenue Accounts			
4210 - Water Revenue	-103,220.78		
4216 - Water Lien Revenue	12,844.18		
4250 - Deferred Tax Revenue	-473.71		
4860 - Unrealized Gain/Losses Invt	<u>2,181.95</u>		
Total Revenue Accounts		-114,376.70	

Balance Sheet Continued...

Appropriations

5168 · Unemployment Claims	-11,824.00	
5610 · Land Acquisition Expenses	-6,207.81	
5640 · Cleaning Wells & Pump Repairs	-105,828.08	
5650 · Household Hazardous Waste Day	-5,673.11	
5660 · Leak Detection Survey	-7,333.82	
5665 · Hydro Study Whites Pond	-2,761.08	
5685 · Water Distribution System Maint & Exten	-7,302.41	
5830 · Employee Insurance Mitigation	-1,742.00	
5831 · Water Withdrawal Permit Renewal	-6,486.92	
5833 · Asbuilt Program	-30,294.92	
5835 · Security Upgrades	-29,372.63	
5848 · New Trucks w/Equipment 4/25/17	-93,587.50	
5860 · New Tank West Dennis	-2,179,480.80	
5865 · Tank Repairs & Power Washing	-115,148.07	
5866 · Power Line Maintenance	-37,617.96	
5870 · Green Sand Replacement	-225,000.00	
Total Appropriations		-2,865,641.11
GRAND TOTALS	4,803,974.12	-4,803,974.12

Loan Accounts

2800-10 · Loans Authorized & Unissued		4,000,000.00
2800-20 · Loans Authorized	4,000,000.00	

Debt Accounts

7100 · Net Funded or Fixed Debt		-5,680,393.68
7600-01 · Land for Watershed Protection	990,000.00	
7600-02 · Water Treatment Facilities	4,690,393.68	

**DENNIS WATER DISTRICT
FISCAL YEAR 2017
REPORT OF RECEIPTS AND EXPENDITURES**

Accounts	Detail	Totals
CASH		
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
RECEIPTS		
RECEIVABLES		
1410 · Water Receivables	4,701,865.71	
1415-15 · FY 2015 Water Liens	1,128.27	
1415-16 · FY 2016 Water Liens	4,530.25	
1415-17 · FY 2017 Water Liens	9,740.48	
1450 · Water Liens in Tax Title	1,871.44	
1600-09 · FY 2016 Personal Property Tax	1.01	
		4,719,135.14
PAYROLL AGENCIES		
2100-01 · Federal Income Tax Withheld	143,993.71	
2100-02 · FICA/Medicare Taxes Withheld	15,208.53	
2100-03 · State Income Tax Withheld	60,447.08	
2100-04 · County Retirement Withholdings	106,364.19	
2100-06 · Employee Direct Deposits	768,651.42	
2100-08 · AFLAC Short Term Disability	1,788.42	
2100-09 · Deferred Compensation	52,137.69	
2100-11 · AFLAC NE Accident Insurance	6,375.20	
2100-12 · AFLAC NE Short Term Disability	4,386.75	
2100-13 · AFLAC NE Cancer Insurance	1,085.76	
2100-14 · AFLAC NE Life Insurance	1,823.66	
2100-15 · EyeMed	567.14	
2100-50 · Health Insurance - Active	81,707.56	
2100-51 · Dental Premiums - Active	4,785.42	
2100-52 · Life Premiums - Active	245.92	
2100-53 · Health Premiums - Retirees	22,831.32	
2100-54 · Dental Premiums - Retirees	3,450.05	
2100-55 · Life Premiums - Retirees	182.12	
		1,276,029.94
RESERVES AND TAILINGS		
2520 · Tailings - Unclaimed Property	8,018.10	
3176-02 · Accrued Accts Payable FY 2016	175.00	
3177-01 · Accrued Payrolls FY 2017	24,456.57	
3177-02 · Accrued Accts Payable FY 2017	3,093.76	
3177-03 · Workers' Comp Audit FY 2017	3,000.00	
3244 · Property & Casualty Claims	1,991.60	
3600 · Stabilization Fund	300.06	
		41,035.09
REVENUES		
4242 · Interest on Available Funds	22,777.57	
4640 · Tank Rental Fees	276,657.89	
4645 · Solar Revenue	125,149.12	
4841 · Miscellaneous Receipts	12,421.19	
4850 · Unrealized Gains/Losses from Investments	-4,053.69	
		432,952.08
TOTAL RECEIPTS AND CASH BALANCES AS OF JUNE 30, 2017:		11,127,974.83

EXPENDITURES

RECEIVABLES - Refunds & Abatements

1410 · Water Receivables	437.70	437.70
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PAYROLL AGENCIES

2100-01 · Federal Income Tax Withheld	143,988.87	
2100-02 · FICA/Medicare Taxes Withheld	15,203.78	
2100-03 · State Income Tax Withheld	60,447.08	
2100-04 · County Retirement Withholdings	106,364.19	
2100-06 · Employee Direct Deposits	768,651.42	
2100-08 · AFLAC Short Term Disability	1,938.00	
2100-09 · Deferred Compensation	52,137.69	
2100-11 · AFLAC NE Accident Insurance	6,962.38	
2100-12 · AFLAC NE Short Term Disability	4,797.35	
2100-13 · AFLAC NE Cancer Insurance	1,190.16	
2100-14 · AFLAC NE Life Insurance	2,094.44	
2100-15 · EyeMed	610.02	
2100-50 · Health Insurance - Active	84,642.36	
2100-51 · Dental Premiums	4,945.08	
2100-52 · Life Insurance Premiums - Active	238.38	
2100-53 · Health Insurance Premiums - Retirees	19,604.76	
2100-54 · Dental Insurance Premiums - Retirees	2,958.46	
2100-55 · Life Insurance Premiums - Retirees	177.48	
	<hr/>	1,276,951.90

RESERVES

2520 · Tailings - Unclaimed Property	8,417.08	
3176-01 · FY 2016 Accrued Payroll	19,135.42	
3176-02 · FY 2016 Accrued Accts Payable	12,243.45	
3241 · Reserve for Mass Sales Tax	4,082.93	
3294 · Reserve for SDWA	8,675.93	
	<hr/>	52,554.81

OPERATING & MAINTENANCE

5000-01 · Gasoline	23,449.96
5000-02 · Tractor Expense	1,657.31
5000-03 · Truck Maintenance & Repairs	9,950.10
5000-04 · Misc Equip Repairs & Mainten	10,786.46
5000-05 · Electricity	328,790.33
5000-06 · Diesel Fuel	6,951.90
5000-07 · Heating - Natural Gas	2,767.79
5000-09 · Sick Leave Buy-Back	27,645.58
5000-11 · Treatment Chemicals	219,437.18
5000-12 · Propane Gas	15,225.92
5000-13 · Treasurer's Expense	1,544.13
5000-15 · Mains & Hydrants	20,311.58
5000-16 · Legal Services	31,527.20
5000-17 · Postage Expenses	18,930.25
5000-18 · Printing & Advertising	11,849.57
5000-19 · Office Expenses	7,438.85
5000-20 · Tool Expense	7,166.55
5000-21 · Meters & Parts	95,888.88

5000-23 · Superintendent's Expense	903.78	
5000-24 · Licenses, Dues & Training	4,783.04	
5000-26 · Safety Equipment & Supplies	3,195.33	
5000-27 · Substance Abuse Free Workplace	395.00	
5000-28 · Communication Expenses	14,305.78	
5000-29 · FICA/Medicare & UHI Tax Expense	16,266.84	
5000-31 · County Retirement Assessment	237,719.00	
5000-34 · Computer Expenses	18,850.50	
5000-35 · Uniforms, Rugs Rentals	13,854.85	
5000-36 · Rubbish Removal	1,420.00	
5000-37 · General Supplies	1,582.89	
5000-38 · Other Necessary Expenses	2,670.60	
5000-40 · Water Quality Expenses	12,126.00	
5000-60 · Payroll - Office & Admin	374,563.09	
5000-61 · Payroll - Water Works	786,498.95	
5000-62 · Payroll - On Call Duty	36,330.96	
5000-63 · Payroll - Station Duty	59,779.78	
5000-64 · Payroll - Overtime	39,928.80	
5000-66 · Payroll - Def Comp DWD Share	21,247.00	
5000-67 · Payroll - Longevity	12,590.00	
5010 · Repairs & Maintenance	71,260.58	
5030 · Group Insurance Costs	331,821.61	
		2,903,413.90

APPROPRIATIONS

5130 · Elected Officials Salaries	6,826.53
5135 · Special District Election	6,328.97
5140 · Principal on Debt	555,866.14
5150 · Interest & Admin Fees on Debt	149,966.53
5160 · Independent Financial Reports	13,000.00
5166 · Unemployment Claims	4,546.00
5170 · Insurance Expense	125,945.99
5190 · Water Services	91,467.91

EXPENDITURES CONTINUED....

5610 · Land Acquisition Expenses	3,200.00
5640 · Cleaning Wells & Pump Repairs	191,535.55
5650 · Household Hazardous Waste Collection Day	9,663.14
5660 · Leak Detection Survey	434.16
5680 · Water Main Rehabilitation	26,976.50
5831 · Water Withdrawal Permit	760.00
5833 · Asbuilt Program	4,938.24
5837 · Construction Equipment 4/25/17	41,958.96
5838 · Construction Equipment 4/26/16	85,000.00
5840 · New Trucks w/Equipment 4/26/16	57,314.17
5843 · Miscellaneous Equipment 4/26/16	6,660.91
5848 · New Trucks w/Equipment 4/25/17	2,412.50
5860 · New Tank West Dennis	802,519.20
5865 · Tank Repairs & Power Washing	15,048.11
5867 · Transmission Main Extension Project	3,605.20

2,205,974.71

CASH

1020 · Petty Cash Advance	500.00
1040 · Cash - Unrestricted	4,137,698.68
1050 · Cash - Restricted	100,346.29
1120 · Investments Unrestricted	450,096.94

BALANCES AS OF JUNE 30, 2017 4,688,641.91

TOTAL EXPENDITURES AND CASH BALANCES: 11,127,974.83

**DENNIS WATER DISTRICT
FISCAL YEAR 2017 PAYROLL**

	POSITION	REGULAR WAGES	OVERTIME	DOUBLE OVERTIME	DEFERRED COMPENSATION	TOTAL
Alex Peter W	Meter Technician I	52,558.29	2,172.37		1,300.00	56,030.66
Avery George A	Station Maintenance III	4,377.78				4,377.78
Barboza Robert J	Backhoe/Foreman	77,924.76	21,159.61	4,363.88	1,300.00	104,748.25
Carroll Andrew W	Meter Tech I/Laborer	50,448.58		0.00	1,300.00	51,748.58
Davis Kenneth J	Station Maintenance III	63,923.35	11,686.02	968.36	780.00	77,357.73
DiRusso Eric G	Meter Tech I/Laborer	30,967.00	1,826.25		975.00	33,768.25
Drozell Stephan	Meter Tech I	41,329.05	2,197.16		1,300.00	44,826.21
Finnegan Emily	Backflow Administration	17,505.96			585.00	18,090.96
Griffin David W	System Maintenance III	69,685.85	32,011.07	1,606.80	1,300.00	104,603.72
Hollis Scott	System Maint I/Mechanic	62,010.26	3,348.04		1,300.00	66,658.30
Kelley Joshua	System Maintenance II	45,082.96	2,061.72		1,300.00	48,444.68
Kraul Joseph D	Electrician	50,199.90	454.81		819.00	51,473.71
Lang Elsie M	Administrative Assistant	17,403.77				17,403.77
Larkowski David A	Superintendent	121,140.56	9,424.52	189.95	1,300.00	132,055.03
Luedeker Ralph H	Clerical	1,934.99				1,934.99
Marcotte LeeAnn	Accts Rec/Payroll	17,545.25			450.00	17,995.25
McInnis Louise S	Accts Pay/Billing Office Sprvsr	69,306.20	732.90		1,300.00	71,339.10
McMahon Sheryl A	Clerk & Treasurer	120,940.56			1,300.00	122,240.56
Milano Katie H	Meter Services Coordinator	19,039.50			450.00	19,489.50
Moore Jonathan C	System Maintenance I	30,582.25	440.37		625.00	31,647.62
Pina, Jr Profirio J	Backhoe/Foreman	73,220.61	1,092.44		1,300.00	75,613.05
Ritchie James E	Assistant Superintendent	100,702.48	18,073.93	744.36	1,300.00	120,820.77
Saunders Brian J	Station Maintenance III Sprvsr	81,806.86	21,293.95	1,153.45	1,300.00	105,554.26
Spuria Erica	Meter Services Coordinator	11,536.00	148.50		80.00	11,764.50
Totals		1,231,172.77	128,123.66	9,026.80	21,664.00	1,389,987.23

**ELECTED
OFFICIALS**

Crowell, Jr William E	Moderator	306.00
McDowell Peter L	Water Commission, Vice Chair	2,550.00
Prue Paul F	Water Commission Chairman	2,550.00
Tuttle Alan	Water Commissioner	1,420.53
		6,826.53

REPORT OF THE SUPERINTENDENT 2017

Two Thousand and Seventeen was another successful year with continued progress in system maintenance and infrastructure replacement. In keeping with our cyclical maintenance program, all the wells are tested and rated for performance. Six locations were identified as needing cleaning including the five individual wells that comprise the Main Station, for a total of ten well cleanings as well as pump cleanings and replacements. The key to consistently meeting the heavy summer demand on the system is for a water supplier to have all production up to, or as close as possible, 100% of the well's rated capacity. This annual program has been a great success for the District thanks to the voters who support the budget requests that provide the resources to undertake this work.

Of course, the largest infrastructure project this year is the construction of the one-million gallon elevated replacement tank in West Dennis. After careful planning and design, our contractor, Caldwell Tanks, broke ground in early 2017. Due to sandy soil conditions at the tank site, a robust foundation design of 104 forty-foot piles was installed by the contractor Caldwell Tanks in early 2017. Soon thereafter, the public began to see the process of building the riser pedestal as it slowly rose over the trees. Then on November 14, the steel tank bowl, which had been built on the ground, was lifted into place. For many people it was a surprise to come home that afternoon to find the tank in place in only a few hours. Progress continued into the early winter months until weather conditions became uncooperative. Its anticipated the tank will be on-line for the summer of 2018.

In line with the tank work, Verizon Wireless responded to a request for proposals to install a new cell phone site at the West Dennis Tank. Verizon chose to install a temporary site on the old tank with the understanding they are going to move over to the new tank when it is completed. This is the sixth cell phone lease the District currently has for a total income of over \$300,000.

Cape Cod did "Ok" this year with its overall precipitation unlike most of the northeast however, Dennis did make a small change in accordance with its Drought Management Plan by moving the status from "Normal" to "Advisory". Monitoring rainfall and groundwater is a daily task and while the levels were just at an average status, we did ask the Town for a mandatory odd/even watering schedule for all parks, fields and islands and asked our customers to follow voluntary water restrictions. It was a good exercise for customers to be aware of their watering habits as small changes can help the District manage water production demands as well as save you folks, the customer, a few bucks.

In June, the District held its annual Household Hazardous Waste Collection Day. The Tony Kent parking lot has been a great location over the years making it easy to drop your unused materials to us while you make your way to or from the Transfer Station. Close to 300 households are served by this collection day with many repeat customers. Typically, what we see is a lot of cleanouts as a result of the sale of homes. Whether cleaning out before the closing or the new owners afterwards, there can be years-worth of accumulated materials that need to be disposed of properly. Why wait? The collection is free and we are happy that so many of you take advantage of it. Feel free to bring even just one or two items, rather than waiting to fill boxes and boxes.

As always, the District staff is committed to providing over a billion gallons of good quality water to our customers, working to install or repair water service lines, removing and reinstalling meters for our seasonal customers, reading meters for billing, answering your calls for service and questions regarding water bills and repairs and conducting our water main flushing program. All of this is done on a daily basis with dedication and professionalism. My thanks to them for all they do. Special thanks to our customers and rate payers for their continued support and confidence in what we do.

Respectfully submitted,

David Larkowski
Superintendent

Pumping Equipment Operations 2017

	<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	106	Sub-Station 12 – Old Chatham Road 75 hp electric motor w/700 gpm pump	189
Sub-Station 1 – Old Chatham Road 40 hp electric motor w/350 gpm pump	121	Sub-Station 13 – Center Street Decommissioned December 1999	
Sub-Station 2 – Old Chatham Road 20 hp electric motor w/200 gpm pump	121	Sub-Station 14 – Baker’s Pond Road 60 hp electric motor w/ 450 gpm pump	148
Sub-Station 3 – Old Chatham Road 20 hp electric motor w/250 gpm pump	121	Sub-Station 15 – Baker’s Pond Road 75 hp electric motor w/700 gpm pump 70kW generator	232 38 hrs
Sub-Station 4 – Old Bass River Road 30 hp electric motor w/350 gpm pump 85kW generator	128 44 hrs	Sub-Station 16 – Timber Lane 40 hp electric motor w/ 450 gpm pump	186
Sub-Station 5 – Route 134 30 hp electric motor w/450 gpm pump	204	Sub-Station 18 – Hokum Rock Road 75 hp electric motor w/ 700 gpm pump 70kW generator	207 33 hrs
Sub-Station 6 – Old Bass River Road 30 hp electric motor w/150 gpm pump	116	Sub-Station 19 – Setucket Road 75 hp electric motor w/700 gpm pump 75kW generator	217 42 hrs
Sub-Station 7 – Airline Road 40 hp electric motor w/450 gpm pump	210	Sub-Station 20 – Setucket Road 75 hp electric motor w/700 gpm pump 70kW generator	248 31 hrs
Sub-Station 8 – Airline Road 40 hp electric motor w/350 gpm pump	210	Sub-Station 21 – Route 134 75 hp electric motor w/700 gpm pump 80 kW generator	196 44 hrs
Sub-Station 9 – Grassy Pond Drive 75 hp electric motor w/650 gpm pump 75kW generator	176 42 hrs	Sub-Station 22– Route 134 75 hp electric motor w/700 gpm pump	210
Sub-Station 10 – Airline Road 75 hp electric motor w/700 gpm pump	119	Sub-Station 23– Old Chatham Road 75 hp electric motor w/700 gpm pump 85kW generator	138 39 hrs
Sub-Station 11 – Old Bass River Road 60 hp electric motor w/500 gpm pump	187	Booster Station – Route 134 2 – 345 hp caterpillar diesel engines w/3,500 gpm pump on each motor (manual)	0 hrs

VEHICLE & EQUIPMENT OPERATIONS 2017

Truck #		Miles
2	2008 Ford Expedition	8,313
4	2014 GMC 2500	15,920
6	2015 Chevrolet ¾-ton pickup	6,671
8	2013 GMC 1500	7,874
10	2011 Chevrolet ½-ton pickup (traded)	173
10	2017 Chevrolet ½-ton pickup	5,713
12	2005 Chevrolet 1-ton dump truck (sold)	2,377
12	2017 Chevrolet 1-ton dump truck	1,792
14	2015 Chevrolet ½-ton pickup	8,959
16	2016 Chevrolet utility van	7,880
18	2007 Chevrolet ½-ton pickup	5,810
20	2002 Chevrolet dump truck	916
22	1999 GMC dump truck	1,382
24	2016 Chevrolet 2500 utility truck	10,587
26	2012 Chevrolet 1500 ½-ton pickup	3,665
28	2008 Ford F-350 utility truck	7,357
30	2002 Chevrolet cargo van (traded)	3,170
30	2017 Chevrolet Citi Van	515
32	2016 Chevrolet 3500 utility truck	7,704
TOTAL MILEAGE		106,778

	Equipment	Hours
1993	Gravelly	50
2016	Sullivan Air Compressor	93
2000	Ingersol Rand Air Compressor	11
2000	Kobelco Excavator	41
2016	John Deere Backhoe Loader	91
2014	John Deere Backhoe Loader	101
2005	John Deere Backhoe Loader (traded)	42
2015	John Deere Mini-excavator 35G	291
2017	John Deere Mini-excavator 50G	95
2005	Gravelly	24
2004	Mower	44
2004	Roller	28
2000	100kw Generator Set #1	35
2000	100kw Generator Set #2	40

CUSTOMER TRANSACTIONS – FY 2017

Meter Replacements	844
Seasonal Meter Removal/Re-install	3,430
Final Readings	509
Backflow Prevention Device Tests	220
Demand Letters Processed	336
Demand Shut-Off Processed	168
Frozen Meters	34
Meter Tampering	0
Service Calls/Repairs	454
Fire Sprinkler Standby	114
Renewal/Relocation and Cut-Off of Water Services	112
Payments Processed	29,071

NEW SERVICES FY 2017

Dennis	11
East Dennis	6
Dennisport	14
West Dennis	11
South Dennis	7
<i>TOTAL</i>	<i>49</i>

WATER PUMPED IN 2017 In Gallons

January	34,812,800
February	30,974,400
March	34,580,900
April	44,750,400
May	79,697,400
June	132,284,300
July	203,983,400
August	184,644,000
September	116,056,900
October	77,276,500
November	45,230,500
December	38,519,100
<i>Total</i>	<i>1,022,810,600</i>

MAIN LINE GATES & HYDRANTS
as of December 31, 2017

Year	20"	16"	12"	10"	8"	6"	2"	Total	Hydrants
All	14	10	194	144	604	2528	162	3656	1584
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		4	1
2017						6	-4	2	2
Totals	14	20	221	144	624	2595	158	3776	1616

WATER MAINS
as of December 31, 2017

Year	24"	16"	12"	10"	8"	6"	4"	2"	Total
Prev	15,998	10,978	137,233	91,894	422,188	474,549	373	60,225	1,213,438
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
2017						1,141		-955	186
	15,998	15,917	159,332	91,894	434,867	480,358	373	58,619	1,257,358

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

PRODUCTION DEMAND STATISTICS

Calendar Year 2017

Largest Day	July 4	10,024,000
Smallest Day	February 2	826,500
2 nd Largest Day	August 6	9,363,000
2 nd Smallest Day	February 10	891,300
Largest Week	July 2 - 8	49,159,000
Smallest Week	January 12 - 18	6,504,400
2 nd Largest Week	July 12 - 22	49,082,100
2 nd Smallest Week	January 19 - 25	7,341,500
Largest Month	July	203,983,400
Smallest Month	February	30,974,400
2 nd Largest Month	August	184,644,000
2 nd Smallest Month	March	34,580,900

SYSTEM STATISTICS

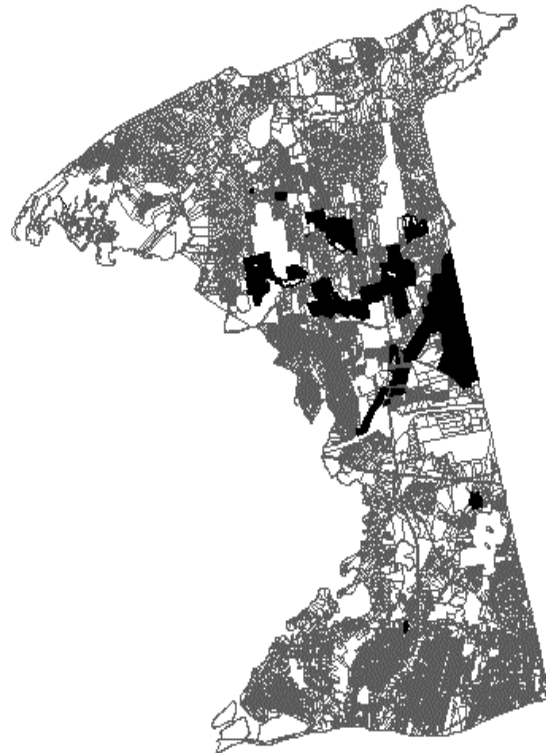
Calendar Year 2017

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 - 6/30/17 - Account Charge \$42 - no allowance

CONSUMPTION

07/01/09 - 06/30/2017—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
are per one thousand gallons.

cycle

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.