

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



**FOR THE
CALENDAR AND FISCAL YEAR
2018**

DISTRICT OFFICIALS 2018

ELECTED OFFICIALS

WATER COMMISSIONERS

Term Expires

Paul F. Prue, <i>Chairman</i> , Dennis	2020
Peter L. McDowell, <i>Vice Chair</i> , Dennis	2021
Alan Tuttle, South Dennis	2019

MODERATOR

William E. Crowell, Jr., East Dennis	2021
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APPOINTED BY MODERATOR

FINANCE COMMITTEE

Greg Stone, <i>Chairman</i>	2019
Faith Hallett	2021
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 2018

The year was one of accomplishments for the District. In June, the new one-million gallon water tank went on-line following an inspection by the Department of Environmental Protection. The new tank is double the capacity of the old elevated tank and will provide sufficient storage capacity for summer demand well into the future. In the fall, the old tank was cut into pieces by the contractor and the scrap metal removed from the site. Final site work will be completed by District personnel in the early spring of 2019. The Board wishes to express its appreciation to the neighborhood residents and Fire Department personnel for their patience and cooperation throughout the project. The estimated cost of the project is \$3.7 million which was entirely funded with available funds over three fiscal years and did not require any borrowing.

In January, the Board reviewed and adopted revisions and recommendations to the job descriptions for all positions, including that of the Superintendent and Clerk/Treasurer. The Board engaged the consulting services of Robert Lawton, former Town Administrator of Yarmouth, to undertake the independent third-party review. The early months of the year were spent reviewing the operational budget and requests for capital items and re-investment in the water distribution system. The Board recommended a \$400,000 appropriation, with the Finance Committee's concurrence, for water distribution maintenance and extensions of mains at the Annual District Meeting. Some of the original water mains, gates and hydrants are close to seventy years old and need to be replaced. Having operational valves is critical when making repairs or replacements in order to minimize the impacts of water shut-downs to residents and business.

In May, the District recorded a quitclaim deed on 6.76 (+/-) acres of land for well protection purposes gifted by Peter J. Nyberg. The three contiguous parcels are located south of Rena's Way and run southerly and abut the northerly side of several homes on Setucket Road. The parcels lie just west and northerly of Run Pond and directly abut District land. The Board extends its sincerest appreciation to Mr. Nyberg for his most generous donation.

Always of great concern to the Board is protecting the quality of the drinking water supply. Over the past several years there has been considerable media attention given to Eversource and their use of herbicides and pesticides to control vegetation on the powerlines. There are a number of District wells in closed proximity to those right-of-ways. In June, the District announced its cooperation with the Massachusetts Department of Agricultural Resources to participate in a water sampling program in order to ascertain if any of the treatment chemicals used for their vegetation control is detected at the source. Customers will be notified via various media outlets if there are any detections.

The future cost of other post-employment benefits (OPEB which is primarily health insurance for retirees) is an unfunded liability for nearly all municipal entities in the Commonwealth. The Government Accounting Standards Board now requires disclosure of the liability on the District's financial statements. Although there is currently no requirement to fund that liability, the Board has supported the creation of an OPEB Liability Trust Fund and voters have transferred more than \$140,000 into the Fund to pay future benefits. Continued annual appropriations will benefit the District in years to come to help defray the cost of its obligation for retiree benefits.

Several years ago, six law suits were filed against the District claiming that the District had either not properly advised the owners of certain lands of their rights for damages and therefore, the land should be given aback to the owners or monetary compensation should be made. These were for parcels taken for water supply or watershed protection. Some were acquired as far back as the 1960's and other as early as the late 1990's. After considerable title research and legal work, the plaintiffs withdrew their claims with prejudice. This means that the claims cannot be filed again and the matter is dismissed permanently. The Board is thankful to the great work of Attorney Pamela Marsh, general counsel to the Board, and for supplemental title work undertaken by Attorney L Jay Murphy, which we believe laid the foundation for a set of facts and pleadings that ultimately convinced the plaintiffs that there was no basis for their claims leading to their withdrawal.

There are always improvements and enhancements that are to be considered and weighed carefully by the Board in terms of efficacy, efficiency and cost. The Board continues to support management's efforts to bring such programs forward for our consideration and ultimately for recommendations to you, the ratepayers of the Dennis Water District. It is a pleasure to serve our community as your Water Commissioners. As always, none of our accomplishments would be possible without the concerted and conscientious efforts of management, administrative staff and water works employees. To them, we say "Thank You."

BOARD OF WATER COMMISSIONERS

Paul F. Prue, *Chairman*

Peter L. McDowell, *Vice Chair*

Alan Tuttle

MINUTES OF THE ANNUAL DISTRICT MEETING HELD ON APRIL 24, 2018

The Moderator, William E. Crowell, Jr., having declared a quorum of at least 25 voters present, called the meeting to order at 7:02 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 2017 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 2019 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 **\$3,220,728** from the Fiscal Year 2019 General Water District Revenues for the Operating and Maintenance Expenses commencing July 1, 2018.

ARTICLE 4. VOTED: To transfer and appropriate the sum of \$1,030,105 from the Fiscal Year 2019 General Water District Revenues for the General Expenses commencing July 1, 2018 as printed in the warrant:

Reserve Fund	\$ 75,000
Principal on Loans	555,867
Interest and Fees on Loans	119,237
Independent Financial Reporting	14,000
Insurance Expense (Property, Workers' Comp, etc.)	146,000
Water Services	110,000
Household Hazardous Waste Collection Day	10,000

ARTICLE 5: VOTED: I move that the District transfer and appropriate \$354,944 from Free Cash the following Capital Appropriations:

Cleaning Wells & Pump Repairs	150,000
Water Distribution System Maintenance and Extensions	73,944
New Truck w/Equipment	45,000
Miscellaneous Equipment (pipe horn, finders, concrete drills)	6,000
Water Billing Software & Computer Upgrades	30,000
Green Sand Replacement	50,000

And to transfer and appropriate \$326,056 from the General Water District Revenues of the Fiscal Year 2019 for Water Distribution System Maintenance and Extensions for a total of \$681,000 for the purposes of the

MINUTES OF ANNUAL MEETING HELD APRIL 24, 2018 CONTINUED:

article and further, to sell or trade a 2007 Ford F-350 service truck, now in use, and to apply the credit received towards the new purchase or deposit cash received to the general fund.

ARTICLE 6. VOTED: To transfer and appropriate \$600,000 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 purposes outlined in the article:

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 rescind the \$2,000,000 borrowing authorization granted under Article 7 of the Annual District Meeting held April 26, 2016.

ARTICLE 8. UNANIMOUSLY VOTED: To accept the provisions of Massachusetts General Laws Chapter 32B, Section 20 pursuant to subsection (b) for the purposes of establishing an Other Post-Employment Benefits Liability Trust Fund (OPEB Fund), and further, that the District, pursuant to subsection (d) designate the custodian, the Treasurer of the District as defined by subsection (c), as the trustee of said OPEB Fund.

ARTICLE 9. VOTED: I move that the District vote to transfer and appropriate \$74,223 from Free Cash to the Other Post-Employment Benefits Trust Fund as described in the article; *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 10. VOTED: To transfer and \$100,000 from Free Cash to the Stabilization Fund.

Chairman Prue thanked the voters for attending and for supporting the articles that were put forward. On a motion made, and duly seconded, the meeting was adjourned at 7:12 PM.

Respectfully submitted,

Sheryl A McMahon
District Clerk

MINUTES OF THE SPECIAL DISTRICT MEETING HELD ON SEPTEMBER 25, 2018

The Moderator, William E. Crowell, Jr., having declared a quorum of at least 25 voters present, called the meeting to order at 5:03 PM. The pledge of allegiance was recited. The Moderator then introduced the Board of Water Commissioners.

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 noted that the Finance Committee recommendations were not printed in the warrant and that they would be provided as the meeting proceeded. Mr. Moderator then called for a motion for the following articles:

ARTICLE 1. UNANIMOUSLY VOTED: (Finance Committee recommended the passing of the article.) To accept the provisions of Massachusetts General Laws Chapter 32B, Section 20 pursuant to subsection (g) that monies in the OPEB Fund not required for expenditures or anticipated expenditures within the investment period, shall be invested and reinvested by the custodian as directed by the investing authority from time to time; and to authorize investment under the prudent investor rule established in chapter 203C.

ARTICLE 2. UNANIMOUSLY VOTED: (Finance Committee recommended the passing of the article.) To authorize the Dennis Water District, in accordance with G.L. c. 328, §20(k), to participate in the Town of Dennis' Other Post-Employment Benefits (OPEB) Trust Fund, previously established pursuant to G.L. c. 328, §20, subject to any procedures and criteria established by the Town's board of trustees of the OPEB Trust Fund, and all other requirements of G.L. c. 328, §20(k), with both the Town and the District remaining separately responsible for the OPEB liabilities of their respective retirees/dependents.

ARTICLE 3. UNANIMOUSLY VOTED: (Finance Committee recommended the passing of the article.) To transfer and appropriate \$125,000 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 re-laying 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.

Moderator Crowell thanked the voters for attending. On a motion made, and duly seconded, the meeting was adjourned at 5:10 PM.

Respectfully submitted,

Sheryl A McMahon
District Clerk

**DENNIS WATER DISTRICT
BALANCE SHEET
AS OF JUNE 30, 2018**

	Detail	Debit	Credit
Cash - Unrestricted			
1020 - Petty Cash Advance	500.00		
1040-01 - Cooperative Bank of C C - M Market	57,106.30		
1040-02 - TD Bank Money Market	173,558.71		
1040-03 - Unibank Auto Cash	57,953.31		
1040-04 - Belmont Savings Bank	256,030.49		
1040-05 - East Boston Savings Bank	537,273.72		
1040-06 - Harbor One - Money Market	439,900.66		
1040-07 - Citizens Bank	52,169.21		
1040-10 - Citizens Bank - Checking	7,228.04		
1040-11 - Cooperative Bank of C C - Checking	258,664.21		
1040-12 - Unipay - On Line	70,033.25		
1040-13 - Cape Cod 5 Money Market	106,230.67		
1040-14 - Unibank Remote Deposit	31,450.21		
1040-20 - Mass Municipal Deposit Trust	506,467.41		
Total Cash - Unrestricted		2,554,566.19	
Cash - Restricted			
1050-11 - Cape Cod 5 - Stabilization	201,014.72		
Total Cash - Restricted		201,014.72	
Investments - Unrestricted			
1120-11 - MMDT Bond Fund	199,170.60		
Total Investments - Unrestricted		199,170.60	
Accounts Receivable			
1410 - Water Receivables	64,081.95		
1415-16 - FY 2016 Water Liens	1,581.25		
1415-17 - FY 2017 Water Liens	2,741.74		
1415-18 - FY 2018 Water Liens	3,533.86		
1450 - Water Liens In Tax Title	6,522.62		
1750 - Taxes In Litigation	473.71		
Total Accounts Receivables		78,935.13	
Reserve Accounts			
3241 - Reserve for Mass Sales Tax	-1,714.16		
3250 - Reserve for Petty Cash Advance	-500.00		
3293 - Reserve for Sick Leave Buy Back	-54,965.65		
3294 - Reserve for Safe Drinking Water Act	-14,555.78		
Total Reserve Accounts			-71,735.59
Payroll Liabilities			
2100-15 - Eye-Med	-14.40		
2100-50 - Health Insurance - Active	-7,207.42		
2100-51 - Dental Insurance - Active	-266.08		
2100-52 - Life Insurance - Active	-17.40		
2100-54 - Dental Insurance - Retirees	-163.04		
2100-55 - Life Insurance - Retirees	3.48		
Total Payroll Liabilities			-7,664.86

**DENNIS WATER DISTRICT
BALANCE SHEET
AS OF JUNE 30, 2018**

	Detail	Debit	Credit
FY 2018 Accruals			
3178-01 · Accrued Payroll FY 2018	-24,217.82		
3178-02 · Accrued Accts Payables FY 2018	-398.82		
Total FY 2018 Accruals			-24,616.64
Trust Funds			
3300 · OPEB Liability Trust Fund	-142,585.60		-142,585.60
Designated Fund Balances			
3590 · Surplus Revenue	-1,054,245.11		
3600 · Stabilization Fund	-201,014.72		
3818 · Revenue Control FY 2018	4,652,262.00		
3868 · Appropriation Control FY 2018	-4,652,262.00		
Total Designated Fund Balances			-1,255,259.83
Revenue Accounts			
4210 · Water Revenue	-64,081.95		
4215 · Water Lien Revenue	-14,379.47		
4250 · Deferred Tax Revenue	-473.71		
4850 · Unrealized Gains/Losses on Invest	829.40		
Total Revenue Accounts			-78,105.73
Appropriations			
5175 · Legal Expense - Litigation	-31,369.53		
5610 · Land Acquisition Expenses	-4,706.01		
5640 · Cleaning Wells & Pump Repairs	-224,814.54		
5650 · Household Hazardous Waste Day	-2,573.24		
5660 · Leak Detection Survey	-7,333.82		
5685 · Water Distribution System Maint & Exten	-151,396.72		
5820 · Billing Software & Computer Upgrades	-30,000.00		
5831 · Water Withdrawal Permit Renewal	-5,858.92		
5833 · Asbuilt Program	-14,621.72		
5835 · Security Upgrades	-29,372.63		
5836 · Replace Pole - Storm Damage	-6,231.00		
5845 · Miscellaneous Equipment 4/24/18	-6,000.00		
5849 · New Truck w/Equipment 4/24/18	-45,000.00		
5860 · New Tank West Dennis	-416,674.23		
5865 · Tank Repairs & Power Washing	-115,148.07		
5866 · Power Line Maintenance	-37,617.96		
5870 · Green Sand Replacement	-325,000.00		
Total Appropriations			-1,453,718.39
GRAND TOTALS		3,033,686.64	-3,033,686.64
Debt Accounts			
7100 · Net Funded or Fixed Debt			-5,124,527.54
7600-01 · Land for Watershed Protection		825,000.00	
7600-02 · Water Treatment Facilities		4,299,527.54	

**DENNIS WATER DISTRICT
FISCAL YEAR 2018
REPORT OF RECEIPTS AND EXPENDITURES**

<i>Accounts</i>	<i>Detail</i>	<i>Totals</i>
CASH		
1020 · Petty Cash Advance	500.00	
1040 · Cash - Unrestricted	4,137,698.68	
1050 · Cash - Restricted	100,346.29	
1120 · Investments - Unrestricted	<u>450,096.94</u>	
BALANCES AS OF JUNE 30, 2017		4,688,641.91
RECEIPTS		
RECEIVABLES		
1410 · Water Receivables	4,358,184.50	
1415-17 · FY 2017 Water Liens	624.78	
1415-18 · FY 2018 Water Liens	<u>5,599.53</u>	
		4,364,388.81
PAYROLL AGENCIES		
2100-01 · Federal Income Tax Withheld	129,537.00	
2100-02 · FICA/Medicare Taxes Withheld	15,426.95	
2100-03 · State Income Tax Withheld	60,470.45	
2100-04 · County Retirement Withholdings	111,672.28	
2100-06 · Employee Direct Deposits	800,352.31	
2100-08 · AFLAC Short Term Disability	1,768.00	
2100-09 · Deferred Compensation	58,928.59	
2100-11 · AFLAC NE Accident Insurance	6,110.00	
2100-12 · AFLAC NE Short Term Disability	3,873.48	
2100-13 · AFLAC NE Cancer Insurance	1,085.78	
2100-14 · AFLAC NE Life Insurance	1,811.68	
2100-15 · EyeMed	653.04	
2100-50 · Health Insurance - Active	86,376.06	
2100-51 · Dental Premiums - Active	4,318.96	
2100-52 · Life Premiums - Active	214.60	
2100-53 · Health Premiums - Retirees	26,441.24	
2100-54 · Dental Premiums - Retirees	2,966.56	
2100-55 · Life Premiums - Retirees	168.20	
2100-60 · Health Savings Accounts	<u>7,400.00</u>	
		1,319,575.14
RESERVES AND TAILINGS		
2520 · Tailings - Unclaimed Property	6,717.38	
3178-01 · Accrued Payrolls FY 2018	24,217.82	
3178-02 · Accrued Accts Payable FY 2018	398.82	
3178-03 · Workers Compensation Premiums FY 2018		
3241 · Reserve for Mass Sales Tax		
3244 · Property & Casualty Claims	10,905.60	
3300 · OPEB Liability Trust Fund	1,194.60	
3600 · Stabilization Fund	<u>668.43</u>	
		44,102.65
REVENUES		
4242 · Interest on Available Funds	17,381.23	
4640 · Tank Rental Fees	320,202.89	
4645 · Solar Revenue	108,442.36	
4841 · Miscellaneous Receipts	28,449.63	
4850 · Unrealized Gains/Losses from Investments	<u>2,513.89</u>	
		476,990.00
TOTAL RECEIPTS AND CASH BALANCES AS OF JUNE 30, 2018:		<u>10,893,698.51</u>

EXPENDITURES**RECEIVABLES - Refunds & Abatements**

1410 · Water Receivables	8,599.64	8,599.64
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PAYROLL AGENCIES

2100-01 · Federal Income Tax Withheld	129,537.00	
2100-02 · FICA/Medicare Taxes Withheld	15,426.95	
2100-03 · State Income Tax Withheld	60,470.45	
2100-04 · County Retirement Withholdings	103,072.62	
2100-06 · Employee Direct Deposits	800,352.31	
2100-08 · AFLAC Short Term Disability	1,768.00	
2100-09 · Deferred Compensation	68,928.59	
2100-11 · AFLAC NE Accident Insurance	6,110.00	
2100-12 · AFLAC NE Short Term Disability	3,873.48	
2100-13 · AFLAC NE Cancer Insurance	1,085.76	
2100-14 · AFLAC NE Life Insurance	1,811.68	
2100-15 · EyeMed	638.64	
2100-50 · Health Insurance - Active	88,036.20	
2100-51 · Dental Premiums	4,596.56	
2100-52 · Life Insurance Premiums - Active	222.72	
2100-53 · Health Insurance Premiums - Retirees	26,441.24	
2100-54 · Dental Insurance Premiums - Retirees	2,880.80	
2100-55 · Life Insurance Premiums - Retirees	171.68	
2100-60 · Health Savings Accounts	7,400.00	
	<hr/>	1,310,823.68

RESERVES

2520 · Tailings - Undeclared Property	11,530.44	
3177-01 · FY 2017 Accrued Payroll	24,466.57	
3177-02 · FY 2017 Accrued Accts Payable	3,093.76	
3241 · Reserve for Mass Sales Tax	4,202.84	
3244 · Property & Casualty Claims	10,905.80	
3294 · Reserve for Safe Water Drinking Act	9,830.66	
	<hr/>	64,019.87

OPERATING & MAINTENANCE

5000-01 · Gasoline	27,648.05
5000-02 · Tractor Expense	1,491.90
5000-03 · Truck Maintenance & Repairs	11,057.51
5000-04 · Misc Equip Repairs & Mainten	5,330.46
5000-05 · Electricity	296,741.62
5000-06 · Diesel Fuel	7,396.30
5000-07 · Heating - Natural Gas	3,828.55
5000-09 · Sick Leave Buy-Back	24,503.16
5000-11 · Treatment Chemicals	187,362.25
5000-12 · Propane Gas	22,269.66
5000-13 · Treasurer's Expense	2,252.18
5000-15 · Mains & Hydrants	5,722.84
5000-16 · Legal Services	4,422.33
5000-17 · Postage Expenses	19,144.43
5000-18 · Printing & Advertising	9,917.54
5000-19 · Office Expenses	8,927.22
5000-20 · Tool Expense	7,718.01
5000-21 · Meters & Parts	96,182.65
5000-23 · Superintendent's Expense	1,024.00
5000-24 · Licenses, Dues & Training	8,475.95
5000-26 · Safety Equipment & Supplies	2,487.34
5000-27 · Substance Abuse Free Workplace	545.00
5000-28 · Communication Expenses	14,316.20
5000-29 · FICA/Medicare & UH Tax Expense	16,963.34
5000-31 · County Retirement Assessment	256,166.00
5000-34 · Computer Expenses	15,373.60
5000-35 · Uniforms, Rugs Rentals	11,196.19
5000-36 · Rubbish Removal	1,390.00
5000-37 · General Supplies	1,485.44
5000-38 · Other Necessary Expenses	1,282.95
5000-40 · Water Quality Expenses	20,502.50

Report of Receipts & Expenditures Continued...

5000-60 · Payroll - Office & Admin	386,527.83	
5000-61 · Payroll - Water Works	803,572.12	
5000-62 · Payroll - On Call Duty	37,878.22	
5000-63 · Payroll - Station Duty	60,090.35	
5000-64 · Payroll - Overtime	40,017.72	
5000-65 · Payroll - Merit	1,608.00	
5000-66 · Payroll - Def Comp DWD Share	20,883.50	
5000-67 · Payroll - Longevity	13,500.00	
5000-68 · Payroll - Regrades	2,000.00	
5010 · Repairs & Maintenance	94,266.71	
5030 · Group Insurance Costs	<u>367,273.25</u>	
		2,920,741.77
APPROPRIATIONS		
5130 · Elected Officials Salaries	6,043.50	
5140 · Principal on Debt	555,866.14	
5150 · Interest & Admin Fees on Debt	134,550.42	
5160 · Independent Financial Reports	12,670.00	
5168 · Unemployment Claims	13,440.00	
5170 · Insurance Expense	122,526.00	
5175 · Legal Expense - Litigation	18,630.47	
5190 · Water Services	96,579.68	
5610 · Land Acquisition Expenses	1,501.80	
5640 · Cleaning Wells & Pump Repairs	89,500.54	
5650 · Household Hazardous Waste Collection Day	786.87	
5660 · Leak Detection Survey	12,313.00	
5685 · Water Distribution System and Extensions	79,849.69	
5830 · Employee Insurance Mitigation	1,742.00	
5831 · Water Withdrawal Permit	608.00	
5832 · Consulting Service - Job Descriptions	5,500.00	
5833 · Asbuilt-GIS Program	15,673.20	
5836 · Replace Pole - Storm Damage	3,769.00	
5844 · Miscellaneous Equipment 4/25/17	7,782.50	
5848 · New Trucks w/Equipment 4/25/17	92,622.66	
5860 · New Tank West Dennis	<u>2,362,806.57</u>	
		3,634,762.04
CASH		
1020 · Petty Cash Advance	500.00	
1040 · Cash - Unrestricted	2,554,066.19	
1050 · Cash - Restricted	201,014.72	
1120 · Investments - Unrestricted	199,170.60	
		2,954,751.51
BALANCES AS OF JUNE 30, 2018		
TOTAL EXPENDITURES AND CASH BALANCES:		<u>10,893,698.51</u>

**DENNIS WATER DISTRICT
FISCAL YEAR 2018 PAYROLL**

	POSITION	REGULAR WAGES	OVERTIME	DOUBLE OVERTIME	DEFERRED COMPENSATION	TOTAL
Alex Peter W	Meter Technician I	53,355.20	1,708.98		1,300.00	56,364.18
Barboza Robert J	Backhoe/Foreman	79,230.42	21,669.12	5,240.86	1,300.00	107,440.40
Carroll Andrew W	Meter Tech I/Laborer	51,751.23	403.19		1,300.00	53,454.42
Davis Kenneth J	Station Maintenance III	66,765.54	10,030.39	1,701.43	780.00	79,277.36
DiRusso Eric G	Meter Tech I/Laborer	40,948.00	1,962.08		1,300.00	44,210.08
Drozell Stephan	Meter Tech I	42,393.63	1,668.38		1,300.00	45,362.01
Finnegan Emily	Backflow Administration	18,615.18			585.00	19,200.18
Griffin David W	System Maintenance III	68,895.20	35,341.51	3,996.55	1,300.00	109,533.26
Hollis Scott	System Maint I/Mechanic	63,306.40	3,879.39		1,300.00	68,485.79
Kelley Joshua	System Maintenance II	44,161.61	1,500.14		1,300.00	46,961.75
Kraul Joseph D	Electrician	49,615.13	905.36	146.32	819.00	51,485.81
Lang Elsie M	Administrative Assistant	2,766.50				2,766.50
Larkowski David A	Superintendent	121,265.85	7,744.95		1,300.00	130,310.80
McNnis Louise S	Accts Pay/Billing Office Sprvr	67,928.50	224.60		1,300.00	69,453.10
McMahon Sheryl A	Clerk & Treasurer	119,765.85			1,300.00	121,065.85
Mullikin, Catherine M	Accts Rec/Payroll	34,851.00			975.00	35,826.00
Pina, Jr Profirio J	Backhoe/Foreman	74,477.60	207.44		1,300.00	75,985.04
Ritchie James E	Assistant Superintendent	102,426.03	18,302.16		1,300.00	122,028.19
Saunders Brian J	Station Maintenance III Sprvr	83,100.04	21,024.86	180.40	1,300.00	105,605.30
Spuria Erica	Meter Services Coordinator	37,816.00	310.50		520.00	38,646.50
Sullivan, Devin J	Laborer	27,773.00	337.50			28,110.50
Totals		1,251,207.91	127,220.55	11,265.56	21,879.00	1,411,573.02

**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	2,550.00
		7,956.00

REPORT OF THE SUPERINTENDENT 2018

Two Thousand Eighteen wrapped up with the completion of the new 1,000,000 gallon composite elevated water storage tank followed by the demolition of the old 500,000 gallon tank. The old tank was built in 1955 and served the District well all those years. The doubling of the tank size in West Dennis brings our total water storage capacity up to 11,000,000 gallons. Originally, this project started out as a painting and maintenance project of the old tank. However, in 2016 when the bid prices came in way over our estimated budget, we took a step back and evaluated the possibility of replacement. Two and one-half years later we have a brand new tank with twice the volume which will service the District's needs well into the future.

Of course, there is never a lack of maintenance projects to do in a distribution system that has some areas well over seventy-years old. A few highlights of this work in 2018 was the replacement of an insulated 8" water main and its support structures underneath the Lower County Road and Swan River Bridge. We also replaced numerous gate valves and hydrants throughout the system, continued with our routine well cleanings and pump replacements at Wells 9, 10 and 11. District personnel also performed our own building maintenance and replaced roofs at the Main Station Offices and the pumping and corrosion station facilities at Well 18. We also made further progress on the District's graphical and information systems which now has our distribution mapping system available remotely.

As many customers know, the District tests for hundreds of contaminants each year under the guidance of the Safe Drinking Water Act and the Massachusetts Drinking Water Regulations. Samples are collected according to a sampling plan issued by Department of Environmental Protection. At the peak of the summer season the District collects more than 120 bacteria samples a month, approximately 1100 a year. It is not uncommon, nor is it a violation to have a random detection of coliform bacteria. We are pleased to report that in 2018 the District did not have one detection in the system.

Every year, the District (1) and Town of Dennis (2) hold Household Hazardous Waste Collection Days. We encourage all of our residential customers to take advantage of this environmentally important service to protect our groundwater. This year, all three were well attended and we thank all who attended.

Another year has passed without DEP having issued the District a new Water Management Act Permit. Our permit to pump water expired in 2010 and we have been continuing to operate under an extension of our old permit. The District pumped 1,113,000,000 gallons in 2018 leaving just a very small cushion of 76,000,000 gallons. Rainfall and ground water levels were considerable this year. Rainfall totaled 69" for the year, a staggering 19" above normal. This was easily notable by looking at any pond or stream here in town and on Cape Cod.

This year the District-owned watershed properties grew by 6.76 acres with the generous gift of land by Mr. Peter Nyberg. Mr. Nyberg is a life-long resident of Dennis and was known for his contractor business operations. He served for a number of years as a member of the District's Finance Committee. This land is situated north of Setucket Road just west of Old Bass River Road. It abuts Run Pond, which is owned by the District and the Town of Dennis Highland Golf Course. A special thank you to Mr. Nyberg for his thoughtful donation to the District. It is greatly appreciated.

Respectfully submitted,

David Larkowski
Superintendent

Pumping Equipment Operations 2018

	<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	145	Sub-Station 12 – Old Chatham Road 75 hp electric motor w/700 gpm pump	198
Sub-Station 1 – Old Chatham Road 40 hp electric motor w/350 gpm pump	127	Sub-Station 13 – Center Street Decommissioned December 1999	
Sub-Station 2 – Old Chatham Road 20 hp electric motor w/200 gpm pump	127	Sub-Station 14 – Baker’s Pond Road 60 hp electric motor w/ 450 gpm pump	149
Sub-Station 3 – Old Chatham Road 20 hp electric motor w/250 gpm pump	127	Sub-Station 15 – Baker’s Pond Road 75 hp electric motor w/700 gpm pump 70kW generator	260 40 hrs
Sub-Station 4 – Old Bass River Road 30 hp electric motor w/350 gpm pump 85kW generator	147 42 hrs	Sub-Station 16 – Timber Lane 40 hp electric motor w/ 450 gpm pump	217
Sub-Station 5 – Route 134 30 hp electric motor w/450 gpm pump	172	Sub-Station 18 – Hokum Rock Road 75 hp electric motor w/ 700 gpm pump 70kW generator	197 32 hrs
Sub-Station 6 – Old Bass River Road 30 hp electric motor w/150 gpm pump	97	Sub-Station 19 – Setucket Road 75 hp electric motor w/700 gpm pump 75kW generator	229 40 hrs
Sub-Station 7 – Airline Road 40 hp electric motor w/450 gpm pump	198	Sub-Station 20 – Setucket Road 75 hp electric motor w/700 gpm pump 70kW generator	254 30 hrs
Sub-Station 8 – Airline Road 40 hp electric motor w/350 gpm pump	197	Sub-Station 21 – Route 134 75 hp electric motor w/700 gpm pump 80 kW generator	219 44 hrs
Sub-Station 9 – Grassy Pond Drive 75 hp electric motor w/650 gpm pump 75kW generator	167 40 hrs	Sub-Station 22– Route 134 75 hp electric motor w/700 gpm pump	228
Sub-Station 10 – Airline Road 75 hp electric motor w/700 gpm pump	133	Sub-Station 23– Old Chatham Road 75 hp electric motor w/700 gpm pump 85kW generator	133 38 hrs
Sub-Station 11 – Old Bass River Road 60 hp electric motor w/500 gpm pump	181	Booster Station – Route 134 2 – 345 hp caterpillar diesel engines w/3,500 gpm pump on each motor (manual)	0 hrs

VEHICLE & EQUIPMENT OPERATIONS 2018

Truck #		Miles
2	2008 Ford Expedition	7,149
4	2014 GMC 2500	17,619
6	2015 Chevrolet ¾-ton pickup	7,410
8	2013 GMC 1500	11,276
10	2017 Chevrolet ½-ton pickup	12,002
12	2017 Chevrolet 1-ton dump truck	6,206
14	2015 Chevrolet ½-ton pickup	4,788
16	2016 Chevrolet utility van	8,227
18	2007 Chevrolet ½-ton pickup	4,895
20	2002 Chevrolet dump truck	869
22	1999 GMC dump truck	1,549
24	2016 Chevrolet 2500 utility truck	11,791
26	2012 Chevrolet 1500 ½-ton pickup	3,736
28	2008 Ford F-350 utility truck (sold)	5,088
28	2018 Chevrolet 2500 utility truck	2,739
30	2017 Chevrolet Citi Van	9,820
32	2016 Chevrolet 3500 utility truck	9,965
<i>TOTAL MILEAGE</i>		<i>125,129</i>

	Equipment	Hours
1993	Gravely	15
2016	Sullivan Air Compressor	92
2000	Ingersol Rand Air Compressor	21
2000	Kobelco Excavator	48
2016	John Deere Backhoe Loader	145
2014	John Deere Backhoe Loader	107
2015	John Deere Mini-excavator 35G	305
2017	John Deere Mini-excavator 50G	150
2005	Gravely	9
2004	Mower	61
2004	Roller	31
2000	100kw Generator Set #1	26
2000	100kw Generator Set #2	34

CUSTOMER TRANSACTIONS – FY 2018

Meter Replacements	718
Seasonal Meter Removal/Re-install	3,344
Final Readings	481
Backflow Prevention Device Tests	167
Demand Letters Processed	589
Demand Shut-Off Processed	117
Frozen Meters	91
Meter Tampering	0
Service Calls/Repairs	546
Fire Sprinkler Standby	116
Renewal/Relocation and Cut-Off of Water Services	109
Payments Processed	30,836

NEW SERVICES FY 2018

Dennis	13
East Dennis	10
Dennisport	13
West Dennis	7
South Dennis	9
<i>TOTAL</i>	<i>52</i>

WATER PUMPED IN 2018 In Gallons

January	43,664,400
February	35,017,500
March	39,098,400
April	44,779,800
May	82,881,800
June	146,720,900
July	224,432,600
August	199,551,900
September	143,074,000
October	74,495,600
November	40,856,400
December	39,307,900
<i>Total</i>	<i>1,113,881,200</i>

MAIN LINE GATES & HYDRANTS
as of December 31, 2018

Year	20"	16"	12"	10"	8"	6"	2"	Total	Hydrants
All	14	10	194	144	604	2536	162	3664	1585
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
2018			1		1	5		7	3
Totals	14	20	222	144	625	2600	158	3783	1619

WATER MAINS
as of December 31, 2018

Year	24"	16"	12"	10"	8"	6"	4"	2"	Total
Prev	15,998	10,978	137,233	91,894	422,188	475,392	373	60,225	1,214,281
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
2018			196			1,066			1,262
	15,998	15,917	159,528	91,894	434,867	481,424	373	58,619	1,258,620

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

PRODUCTION DEMAND STATISTICS

Calendar Year 2018

Largest Day	July 1	9,519,400
Smallest Day	November 5	764,300
2 nd Largest Day	August 4	9,129,200
2 nd Smallest Day	December 28	903,600
Largest Week	July 8 - 14	51,923,000
Smallest Week	December 16 - 22	8,481,800
2 nd Largest Week	July 1 - 7	51,783,500
2 nd Smallest Week	December 2 - 8	8,757,800
Largest Month	July	224,432,600
Smallest Month	February	35,017,500
2 nd Largest Month	August	199,551,900
2 nd Smallest Month	March	39,098,400

SYSTEM STATISTICS

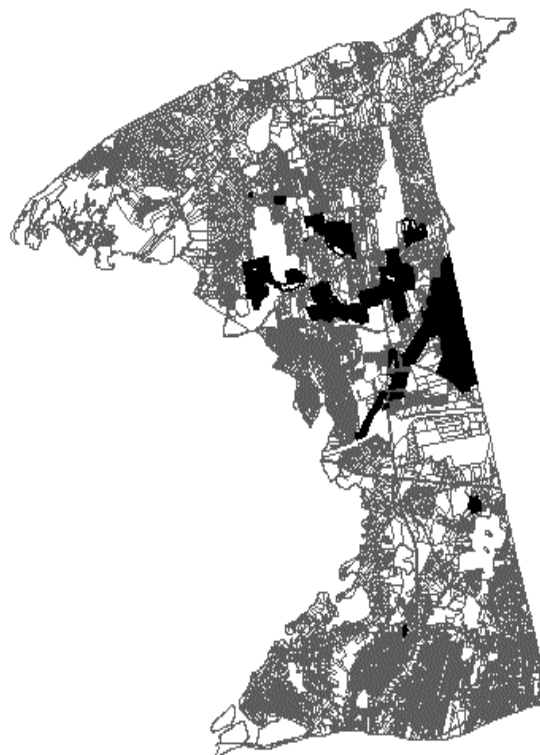
Calendar Year 2018

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	11,000,000 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
P J Nyberg Gifted Land + 6.76
Total: 1,005.17

***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 - 6/30/18 - Account Charge \$42 - no allowance

CONSUMPTION

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

07/01/09 - 06/30/2018 - First 50,000 gallons - \$2.50

Next 50,000 gallons - \$3.00

101,000 gallons and up - \$3.50

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.

Please note that the February and August 2018 Main-Line Newsletters and the Consumer Confidence Report are printed in the paper version of the Annual Report.

However, they can be found on our website under the tabs for Newsletter and for Consumer Confidence Reports.