

WEST AND SOUTH
Water Supply District
OF ACTON, MASS.

INCORPORATED BY THE ACTS OF LEGISLATURE OF
1912, CHAPTER 326, AND ACCEPTED BY THE
DISTRICT APRIL 16, 1912

THE CENTER DISTRICT ACCEPTED SECTION 13
OF SAID ACT

ANNUAL REPORT, MARCH 31, 1933

MURPHY & SNYDER
MAYNARD, MASS.

ORGANIZATION—1932

Clerk

JAMES E. KINSLEY, Term expires 1933

Water Commissioners

WALDO E. WHITCOMB, Chairman	Term expires 1935
GEORGE E. CLAPP, Clerk	Term expires 1934
HOWARD J. BILLINGS	Term expires 1933

Treasurer

*FRANK W. HOIT, Term expires 1933
CHARLES H. DURKEE appointed to fill the unexpired
term of F. W. Hoit, 1933

Auditor

DAVID R. KINSLEY, Term expires 1933

Appointments by the Water Commissioners

Collector

WALDO E. WHITCOMB, Term expires 1933

Superintendent

GEORGE E. CLAPP, Term expires 1933

* Deceased Feb. 6, 1933

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

*To the Clerk of the West and South Water Supply District
of Acton:* GREETINGS:

You are directed to notify and warn the inhabitants of the Town of Acton residing in the Water Supply District, as bounded and defined by Chapter 326 of the Acts of 1912, Sections 1 and 13 of said Act, qualified to vote in elections and town affairs, to assemble in FIREMAN'S HALL, WEST ACTON.

TUESDAY, APRIL 4, 1933, at Eight O'Clock P. M.

then and there to act on the following articles, to wit:

Article 1. To choose a Moderator to preside at said meeting.

Art. 2. To elect by ballot one Member of the Board of Water Commissioners, to serve for the term of three years.

Art. 3. To choose all necessary District Officers and fix Salaries.

Art. 4. To hear and act on the reports of the Water Commissioners, Treasurer, and other officers of the District or any Committee appointed at any previous meeting.

Art. 5. To see if the District will authorize the Treasurer to borrow money, with the approval of the Water Commissioners if necessary, in anticipation of revenue the current year.

And you are directed to serve this warrant by posting copies, attested by you, in the several post offices, railroad stations and stores in the District seven days at least before the time of holding said meeting.

Hereof fail not and make due return of this warrant with your doings thereon to the Water Commissioners on or before the time of holding said meeting.

Given under our hands in Acton this twentieth day of March in the year one thousand nine hundred and thirty-three.

WALDO E. WHITCOMB,
HOWARD J. BILLINGS,
GEORGE E. CLAPP,

Water Commissioners.

WATER COMMISSIONERS' REPORT

To the Citizens of the West and South Water Supply
District of Acton:

We present herewith our annual report for the year ending March 15, 1933.

Very little work has been carried on outside of the general repairs and upkeep of our plant, necessary repairs are being kept up at all times.

Near the Fire House at South Acton one hydrant was taken out and replaced with a new one. On Main Street, two hydrants were raised to the new street level. With each of these hydrants a new six-inch main hydrant valve was installed.

All hydrants have been checked up and given a coat of rust killer paint. All woodwork on the Pumping Station and Tool House have had two coats of paint.

Two new services have been installed this year, making a total at the present time, six hundred and three.

We are now having a chart made of all the house services in the Water District which will be a help in locating house service shut off boxes which means a great deal in time of a leak or break in a service pipe.

Estimated Revenues and Receipts for this year are as follows:

Water Rates.....	\$ 8,900.00
Hydrant Rentals.....	2,800.00
Interest Account.....	100.00
Return on New Services.....	50.00
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	\$11,850.00

Estimated Expenses for Current Year:

Bond and Interest Account.....	\$ 5,700.00
Salaries: Officers and Collector.....	2,300.00
Fuel and Lubricating Oils.....	650.00
Coal, Electric Lights and Telephone.....	150.00
Gasolene	125.00
Repairs	325.00
Labor	900.00
Insurance and Rentals.....	100.00
Miscellaneous	600.00
For New Services.....	150.00
Meter Repairs.....	250.00
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	\$11,250.00

Respectfully submitted,

WALDO E. WHITCOMB
GEORGE E. CLAPP
HOWARD J. BILLINGS

Water Commissioners

CLERK'S REPORT

EXPENSE ACCOUNT

New Eng. Tel. & Tel. Co., telephone	\$52.50
Edison Co., current	16.05
A. W. Davis Co., tools and supplies	52.56
Pierce's Express, express	11.75
Garlock Packing Co., packing	51.96
Acton Drug Co., glycerine	3.00
Nashoba Oil Co., kerosene	80.25
Murphy & Snyder, printing	77.75
Davis Express, trucking	12.00
Cambridge Machine Co., hydrant repair	52.50
Maynard Water Dept., labor	15.00
James Fitzgerald, gasolene	84.57
E. Gates, forging	2.00
Finney & Hoyt, cloth	2.90
So. Acton Coal and Lumber, lumber	1.10
Eagle Oil Co., waste and tools	18.23
McPherson Hardware, shovel	1.15
Paul Hederstedt, liability insurance	60.00
Paul Hederstedt, treasurer's bond	12.00
Bellamy & Co., clutch parts	18.23
Geo. Clapp, expenses paid out	11.13
O. F. Nelson, sharpening	2.25
Laffin's Express, express	1.75
Brown & Wales, regulator	16.80
Walter Field Co., reboring cylinder	42.00
Earl Hayward, machine work	25.85
M. E. Taylor, can and gas	1.02
B. & M. R.R., pipe privilege	10.80
J. L. Fairbanks Co., loose-leaf books	6.15
Standard Oil Co., lubricating oil	36.09
Eureka Pipe Co., fittings	2.65
W. B. Holt, pipes and fittings	1.10

J. S. Moore, brushes and lantern	4.95
F. A. Houdlette Co., cast iron fittings	10.50
Charter Gas Engine Co., engine parts	40.50
Bursaw Gas & Oil Co., kerosene	106.95
Waltham Electric Welding Co., welding	34.30
Whitney Appliance Co., iron work	10.19
Maynard & Acton Oil Co., kerosene	349.55
Hersey Mfg. Co., meters	107.17
National Meter Co., meter parts	91.36
Red Hed Mfg. Co., goosenecks	43.12
W. E. Whitcomb, postage and book	36.16
Braman Dow & Co., fittings and supplies	139.81
Acton Motor Co., battery and repairs	31.09
Geo. A. Caldwell Co., pipe finder	130.67
Rensellaer Valve Co., hydrant valves	68.91
Geo. Reed, coal	33.70
Sumner & Dunbar, supplies	101.69
Central Garage, tires and repairs	44.10
A. W. Davis Co., coal	53.16
Geo. E. Clapp, salary as superintendent	2,000.00
W. E. Whitcomb, salary as commissioner	25.00
Howard J. Billings, salary as commissioner	25.00
Geo. Clapp, salary as com. and clerk	35.00
David R. Kinsley, salary as auditor	5.00
James E. Kinsley, salary as district clerk	5.00
C. A. Durkee, treas., postage and carfare	15.00
W. E. Whitcomb, collecting water rates	178.54
A. Beach, labor	160.40
O. Nichols, labor	150.40
T. Newsham, labor	44.80
J. Clayton, labor	29.20
J. Kingsley, labor	10.00
W. Munn, labor	4.80
E. Anderson, labor	7.20
J. Beach, labor	16.00
G. Hayward, labor	8.00
E. Hayward, labor	17.20
J. Murry, labor	6.40

H. Hale, labor	1.00	
V. Smith, labor	6.00	
G. Clayton, labor	4.00	
D. Clayton, labor	19.40	
H. McGregor, labor	4.00	
F. Williams, labor	3.20	
F. Gallant, labor	3.20	
D. Hurley, labor	3.20	
R. Jones, labor	1.50	
W. Blaisdell, labor	15.00	
A. Tupper, labor	9.60	
G. Rifford, labor	.75	
F. Shaw, labor	.75	
T. Conquest, labor	9.00	
L. Laird, labor	25.60	
		<u>\$5,070.11</u>

BOND ACCOUNT

Interest Paid Old Colony Trust	\$1,420.00	
Bonds and Notes Paid Old Colony Trust	3,800.00	
Note Paid First National, Ayer	400.00	
Interest Paid First National, Ayer	136.00	
		<u>\$5,756.00</u>
		<u>\$10,826.11</u>

GEO. E. CLAPP,
Clerk of Commissioners.

REPORT OF COLLECTOR OF WATER RATES

APRIL 1, 1932 TO APRIL 1, 1933

Metered and Unmetered Water	\$8,882.72	
Installing and Repairs	44.16	
	<hr/>	\$8,926.88
Paid Treasurer		\$8,926.88

METERED WATER FOR ONE YEAR

Center	West	South	Total
1,814,242 gal.	7,314,195 gal.	10,989,233 gal.	20,117,670 gal.

WATER PUMPED AT STATION

January 1, 1932 to January 1, 1933
32,050,801 gallons

NUMBER OF SERVICES NOW INSTALLED

Center	South	West	Total
90	254	259	603

WALDO E. WHITCOMB, Collector

TREASURER'S REPORT

Cash on Hand	\$ 4,030.01	
Received of W. E. Whitcomb	8,926.88	
Received of Hydrant Rentals	2,800.00	
Received Interest, First Nat'l Bank, Boston	4.51	
Received Interest Charlestown 5 Cent	90.00	
		\$15,851.40
Paid Commissioner's Orders		10,826.11
		\$5,025.29

RECONCILIATION OF CASH

On Deposit Charlestown 5 Cent		
Savings Bank	2,000.00	
On Deposit First Nat'l Bank, Boston	1,453.53	
Check Returned	13.05	
Cash Variation Feb. 6, 1933 (Due from Estate of Frank W. Hoit, late treasurer)	1,558.71	
		\$ 5,025.29

BONDS AND NOTES

Bonds Out	\$33,500.00	
Paid	3,500.00	
		\$30,000.00
Bonds Out	\$3,900.00	
Paid	300.00	
		\$3,600.00
Notes Out	\$3,200.00	
Paid	400.00	
		\$2,800.00
Total		\$36,400.00

CHARLES A. DURKEE, Treasurer

AUDITOR'S REPORT

West Acton, Mass.
March 25, 1933

To the Honorable Board of Water Commissioners:
Gentlemen:

The accounts of the Collector and Acting Treasurer have been examined by me and found correct to the best of my knowledge.

An examination of the accounts of the former Treasurer revealed many irregularities over a period of several months.

Upon reconciling the bank balance for the year, I find a discrepancy between the actual cash and the book figures totaling \$1,558.71.

This condition has been brought to the attention of the company covering the surety bonds for the district.

Unusual circumstances presented an opportunity for such manipulation. The fiscal year for the Water District ends on March 31 annually and for the Town of Acton, December 31. The Treasurer, elected by the district in the past, has likewise served the town in a similar capacity.

With the closing dates so far removed from each other, the practice of "juggling" funds from one account to another might have continued without detection indefinitely.

As a precautionary measure against collusion with outside funds, I recommend:

That officers of the district receive and disburse district funds exclusively.

I further advise:

That the Collector remit by check twice monthly whenever the accumulation exceeds \$100.00.

That the Treasurer shall be required to immediately deposit all such sums in the bank.

That the Treasurer be permitted to retain a petty cash fund not exceeding \$50.00.

Respectfully submitted,

DAVID R. KINSLEY, Auditor