

ANNUAL REPORT

OF THE

WEST AND SOUTH

WATER SUPPLY DISTRICT

OF

ACTON, MASSACHUSETTS

Incorporated by the Acts of Legislature of 1912

Chapter 326, and accepted by the

District, April 12, 1912

The Center District Accepted Section 13 of Said Act



Handwritten notes in the left margin:
4876.00
1617.00
5000.00
1000.00

14417

FOR THE YEAR
ENDING DECEMBER THIRTY-FIRST

1961

MURPHY & SNYDER, INC. :: MAYNARD, MASS.

ORGANIZATION — 1961

Clerk

MRS. BERYL B. SILVA Term expires 1962

Water Commissioners

HARLAN E. TUTTLE Term expires 1964
ROBERT E. SWEENEY Term expires 1963
DONALD L. LORING, Chairman Term expires 1962

Commissioners meet second Wednesday of the month
8 P. M.

Whitcomb Station, West Acton

Treasurer

ORMAL S. LAFFIN Term expires 1962

Appointments by the Water Commissioners

Superintendent

RAY L. HARRIS (tenure of office)

Collector

HAROLD M. RICHARDSON Term expires 1962

Accountant

MRS. BERYL B. SILVA Term expires 1962

In Memoriam



DAVID R. KINSLEY

For forty years he served faithfully the interests of the West and South Water Supply District of Acton, as Auditor and Moderator.

To the memory of this public spirited citizen of Acton, this annual report is dedicated.

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, Section 1 and 13 of said Act, and new extensions accepted by the District qualified to vote in election and town affairs to assemble in:

Town Hall, Acton Center

Monday, February 19, 1962, at Eight O'Clock P. M.

Then and there to act on the following articles:

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

Article 2. To elect by ballot a Clerk for one year, a Treasurer for one year, and one member of the Board of Water Commissioners to serve for the term of three years, and to fix the salaries of same.

Article 3. To hear and act on the report of the Commissioners, the Treasurer, and other officers of the District.

Article 4. To see if the District will authorize the Treasurer with the approval of the Water Commissioners, to borrow money if necessary, in anticipation of revenue of the current year.

Article 5. To see if the District will vote to instruct the Commissioners to have an annual audit of the various accounts of the District or act anything thereon.

Article 6. To see what sums of money the District will vote to raise and appropriate to defray the usual expense of the District, or act anything thereon.

Article 7. To see if the District will vote to transfer from Surplus Revenue the sum of \$5.76 to the Fuel account, and the sum of \$1,774.51 to the Materials and Supplies account, to close out said accounts for 1961, or act anything thereon.

Article 8. To see if the District will vote to transfer from Surplus Revenue the sum of \$300.00 to purchase a power mower, or act anything thereon.

Article 9. To see whether the District will vote to appropriate from Surplus Revenue the sum of \$1,617.00 to reimburse E. C. Steeves, Coughlin Street, Acton Center, for cost incurred in extending an 8-inch water main 150 feet on Coughlin Street, a public way, or act anything thereon.

Article 10. To see if the District will vote to transfer from Surplus Revenue a sum of money to be used in the purchase of a new backhoe, or act anything thereon.

Article 11. To see if the District will vote to transfer from Surplus Revenue the sum of \$1,000.00 for the purchase of two chlorinators, as required by Mass. Department of Public Health, or act anything thereon.

Article 12. To see if the District will vote to transfer from Surplus Revenue a sum of money for the purchase of an addressing machine, or act anything thereon.

Article 13. To see if the District will vote to transfer from Surplus Revenue the sum of \$2,000.00 to the Maintenance — Whitcomb Station account for an addition to Whitcomb Station, or act anything thereon.

Article 14. To see if the District will vote to appropriate the unexpended balances from the High Street, Forest Road, and Newtown Road water main extensions, to complete the following water mains as requested by the Acton Fire Chief and Fire Underwriters:

8-inch main, 400 feet from the end of main on High Street to end of main on Conant Street \$1,800.00.

6-inch main, 300 feet from the end of main on High Street to existing main at Boston & Maine Railroad on Main Street, \$1,300.00.

8-inch main, 1,025 feet from the end of main on Arlington Street to end of main on Charter Road, \$4,801.89, or act anything thereon.

And you are directed to serve this warrant by posting copies attested by you in three or more public places in the Water District thereof, seven days at least before the time of said meeting as directed by vote of the Water District.

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

DONALD L. LORING,
ROBERT E. SWEENEY,
HARLAN E. TUTTLE,
Water Commissioners.

REPORT OF THE WATER COMMISSIONERS

The past year brought the loss to the District of one of its most interested and active members, David R. Kinsley, who was associated in one capacity or another for forty years. He will certainly be missed as Moderator of our meetings.

The District continues to grow at a rapid rate, as shown in the Superintendent's report, and for the first time in its history, the budget is over \$100,000.

We have located another possible source of water behind Allen Christofferson's farm off School Street. As soon as the weather breaks in the spring, we hope to develop this site to see if it is of any value to the District. It is very close to the existing main on School Street, which makes it very attractive, dollar wise, to tie into the system.

On January 11, 1962, the Commissioners attended a hearing at the State House to include the balance of the Town in the District. To date there has not been any legislative action on the article.

All the extensions voted by the District last year were completed by Superintendent Harris and his men with a minimum rental of outside equipment. This proved to be more economical than putting the work up for bids. We feel that all the extensions requested this year can be completed with money left over from last year's appropriations.

We submit the estimated budget for 1962:

Estimated Revenues and Receipts

Hydrant Service	\$13,000.00
Water Rates	81,500.00
Sprinkler Service	245.00
Installing and Repairs	11,000.00
	\$105,745.00

Estimated Expenses for Current Year

Bonds and Interest	\$39,000.00
Blue Cross and Group Insurance	1,000.00
Salaries and Wages	22,000.00
Equipment Rental	1,000.00
Lights, Power and Telephone	9,500.00
Fuel	500.00
Auto and Equipment Expense	3,000.00

Insurance and Rentals	1,500.00	
Meters (New and Repairs)	7,500.00	
Miscellaneous	1,800.00	
Materials and Supplies (maintenance and operation)	17,000.00	
Mass. State Audit	500.00	
Middlesex County Retirement	950.11	
		<hr/>
		\$105,250.11
Estimated Gain		<hr/>
		\$494.89

DONALD L. LORING, Chairman,
ROBERT E. SWEENEY,
HARLAN E. TUTTLE,
Water Commissioners.

REPORT OF THE SUPERINTENDENT

To the Board of Water Commissioners:

The following report covers the activities of the District for 1961.

New house installations number 135, and 46 old house services have been repaired or renewed.

The following water main extensions have been completed as voted during 1961: High Street, Forest Road.

Developers have installed water mains on the following streets: Ethan Allen Drive, Black Horse Drive, Powder Horn Lane, Whittier Drive, Bromfield Street, Flint Road, Wachusett Drive, and Cherokee Road.

We had a very bad water main break on Main Street at Route #2. Estimated water loss — 800,000 gal., also breaks on new lines which developers installed, and accounts for a large amount of water loss.

A new pump was installed at the new well off Lawsbrook Road, and put into service in July 1961. This pump has helped out on the water supply this past year, as it was not necessary to put a ban on lawn sprinkling.

The Collector's office was moved to the Whitcomb Station last year, making the office space too cramped. Therefore we are asking for an extension to the office.

Respectfully submitted,

RAY L. HARRIS,
Superintendent.

WATER MEETING

Abstract of the proceedings of the annual water meeting of the West and South Water Supply District of Acton held in Town Hall, Acton Center.

MONDAY, FEBRUARY 20, 1961, at eight o'clock P. M.

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

Chose David R. Kinsley, Moderator of the meeting.

Article 2. To elect by ballot a Clerk for one year, a Treasurer for one year, and one member of the Board of Water Commissioners to serve for the term of three years, and to fix salaries of same.

The Moderator appointed the following tellers: James E. Kinsley, Otto Pasanen, Wilson Bursaw, William Flood, Robert Heustis.

Total ballots cast: 135.

Commissioner for 3 years:

Harlan E. Tuttle	131
Blank	4

Clerk for 1 year:

Beryl Silva	134
Blank	1

Treasurer for 1 year:

Ormal S. R. Laffin	133
Blank	2

Voted: To increase Clerk's salary to \$100.00 per year.

Voted: To fix other salaries the same as last year.

Article 3. To hear and act on the report of the Water Commissioners, and other officers of the District or any committee appointed at any previous meeting.

Voted: To accept the reports of District officers.

Article 4. 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 of the current year.

Voted: That the Treasurer, with the approval of the Commissioners, be and hereby is authorized to borrow money from time to time in anticipation of the financial year beginning January 1, 1961, and to issue a note or notes therefor payable within one year, any debt or debts incurred under this vote to be paid from the revenue of said financial year.

Article 5. To see if the District will vote to instruct the Water Commissioners to have an annual audit of the various accounts of the District or act anything thereon.

Voted: To instruct the Commissioners to have an annual audit of the various accounts of the Water District under the direction of the Commonwealth of Massachusetts.

Article 6. To see what sums of money the District will vote to raise and appropriate to defray the usual expenses of the District.

Voted: To appropriate the receipts of the District for maintenance and operation of the District with specific appropriations as follows: (Unanimous vote)

Bonds and Interest	\$35,000.00
Salaries and Wages	21,000.00
Equipment Rental	1,000.00
Lights, Power and Telephone	8,000.00
Fuel	400.00
Auto and Equipment Expense	3,000.00
Insurance and Rentals	2,000.00
Meters (New and Repairs)	7,500.00
Miscellaneous	1,800.00
Materials and Supplies	17,000.00
Mass. State Audit	1,000.00
Middlesex County Retirement	697.69
Salaries and Wages (to balance 1960 acct.)	368.25
Miscellaneous (to balance 1960 acct.)	172.00
 Total	 \$98,937.94

Article 7. To see if the District will vote to appropriate from Surplus Revenue the sum of \$4,900.00 to extend an 8-inch water main a distance of approximately 700 feet on Forest Road in an easterly direction from the end of the line installed during 1960, and to install the necessary hydrants and fittings, or act anything thereon.

Voted: To appropriate from Surplus Revenue the sum of \$4,900.00 to extend 8-inch water main a distance of approximately 700 feet on Forest Road in an easterly direction from the end of the line installed during 1960, and to install the necessary hydrants and fittings. (Unanimous vote)

Article 8. To see if the District will vote to instruct the Board of Water Commissioners to petition the General Court of Massachusetts for the power to extend the boundaries of said District to include the whole area of the Town of Acton, to do or act thereon.

Voted: To instruct the Board of Water Commissioners to petition the General Court of Massachusetts for the power to extend the boundaries of said District to include the whole area of the Town of Acton. (Unanimous vote)

Article 9. To see if the District will vote to appropriate from Surplus Revenue the sum of \$1,200.00 to install fence, construct lean-to shed, and oil driveway at Whitcomb Station, or act anything thereon.

Voted: To appropriate from Surplus Revenue the sum of \$1,200.00 to install fence, construct lean-to shed, and oil driveway at Whitcomb Station. (Unanimous vote)

Article 10. To see if the District will vote to purchase a pump and make necessary installation at the new well on Lawsbrook Road, South Acton, and authorize the Treasurer, with the approval of the Commissioners, to borrow such sums as may be necessary to complete installation, or act anything thereon.

Voted: To appropriate from Surplus Revenue the sum of \$4,000.00 to purchase a pump and fittings and make necessary installation at the new well on Lawsbrook Road. (Unanimous vote)

Voted to adjourn 9:30 P. M.

A true copy. Attest:

BERYL BANCROFT SILVA,
District Clerk.

WATER MEETING

Abstract of the Proceedings of special water meeting of the West and South Water Supply District of Acton held in Town Hall, Acton Center.

WEDNESDAY, JUNE 28, 1961, at eight o'clock P. M.

In the absence of the Clerk, the Commissioners appointed John D. Foley as temporary Clerk.

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

Chose James E. Kinsley, Moderator of the meeting.

Article 2. To see if the District will vote to transfer from Surplus Revenue the sum of \$1,000.00, to the Blue Cross-Insurance account, or act anything thereon.

Voted: To transfer. (Unanimous vote).

Article 3. To see if the District will vote to transfer from Surplus Revenue the sum of \$2,000.00, to the Salaries account, or act anything thereon.

Voted: To transfer. (Unanimous vote).

Article 4. To see if the District will vote to raise and appropriate the sum of eleven thousand dollars (\$11,000), to extend an 8-inch water main a distance of approximately 1,350 feet on High Street from the end of the existing main, and to install at least three hydrants and necessary fittings, and to authorize the Treasurer with the approval of the Commissioners, to borrow \$11,000 if necessary, to meet said appropriation, or act anything thereon. (Inserted at the request of 100 voters).

Voted: To raise and appropriate the sum of \$11,000, to extend an 8-inch water main a distance of approximately 1,350 feet on High Street from the end of the existing main, and to install at least three hydrants and necessary fittings, and authorize the Treasurer with the approval of the Commissioners to borrow \$11,000 to meet said appropriation.

Meeting adjourned 8:08 P. M.

A true copy. Attest:

BERYL BANCROFT SILVA,
District Clerk.

**REPORT OF THE COLLECTOR OF WATER RATES
1961**

Outstanding January 1, 1961	\$2,316.80	
Charges	105,161.29	
Refunds	869.74	
Audit Adjustment	101.09	
		\$108,448.92

Payments to Treasurer 1/1/61 to 1/1/62	\$104,769.12	
Abatements	1,746.89	
Outstanding 1/1/62	1,878.22*	
Audit Adjustments	54.69	
		\$108,448.92

*Outstanding 1/1/62	\$1,878.22	
Secured by Shut Offs	\$52.88	
Secured by Reg. Lien	52.47	105.35
		\$1,772.87

Metered Water from October 1, 1960 to October 1, 1961
159,759,000 gallons

Number of Services December 31, 1961

Center	332
South	715
West	1,038

Water Pumped from October 1, 1960 to October 1, 1961
185,805,000 gallons

Number of Hydrants as of January 1, 1962

Private	10
Other	353

Assessed Valuation of the District
January 1, 1962\$11,648,280.00

Again I would express my thanks and appreciation to the Commissioners, to Mr. Foley, and especially to Superintendent Harris, and Mrs. Silva for their assistance and cooperation.

Respectfully submitted,

HAROLD M. RICHARDSON,
Collector.

REPORT OF THE DISTRICT ACCOUNTANT

To the Board of Water Commissioners:

In accordance with the vote of the District, the Commonwealth of Massachusetts has conducted an audit of the accounts of the District officers.

I submit herewith a summary of the appropriations and expenditures for the year 1961.

BERYL BANCROFT SILVA,
District Accountant.

SUMMARY OF APPROPRIATIONS AND EXPENDITURES

Account	Appropriated	Expended	Balance
Bonds and Interest	\$35,000.00	\$34,634.26	\$365.74
Blue Cross, Blue Shield and Insurance	1,000.00	615.54	384.46
Salaries	23,000.00	20,407.78	2,592.22
Equipment Rental	1,000.00	892.31	107.69
Lights, Power and Telephone	8,000.00	7,318.51	681.49
Fuel	400.00	405.76	5.76
Auto and Equipment Expense	3,000.00	2,710.92	289.08
Insurance and Rentals	2,000.00	639.51	1,310.49
Meters	7,500.00	7,090.08	409.92
Miscellaneous	1,800.00	1,631.94	168.06
Materials and Supplies (maintenance and operation)	17,000.00	18,774.51	1,774.51
Middlesex County Retirement	697.69	697.69	<u> </u>
Mass. State Audit	1,000.00	666.74	333.26

(* Overdrawn accounts)

SPECIAL APPROPRIATIONS

Newtown Road II Extension (Bal. 1/1/61)	\$6,062.17	\$3,288.98	\$2,773.19
†New Well — Lawsbrook Road (Bal. 1/1/61)	5,692.54}	9,649.88	42.65
Maintenance — Whitcomb Station	1,200.00	400.00	800.00
Forest Road Extension	4,900.00	3,314.04	1,585.96
High Street Extension	11,000.00	7,457.76	3,542.24

(† Additional appropriation 2/20/61)

BALANCE SHEET — DECEMBER 31, 1961

GENERAL ACCOUNTS

Assets

Cash:		
General	\$28,841.84	
Advance for Petty Cash:		
Water Collector	20.00	
Accounts Receivable:		
Water Rates and Services	1,866.12	
Overdrawn Accounts:		
Fuel	5.76	
Materials and Supplies	1,774.51	
		\$32,507.73

Liabilities and Reserves

Employees' Payroll Deductions:		
Federal Taxes	\$574.50	
State Taxes	47.02	
County Retirement	79.20	
Blue Cross and Blue Shield	31.62	
		\$782.34
Appropriation Balances:		
Survey — New Water Supply	\$2,089.43	
Maintenance Whitcomb Station	800.00	
New Well — Lawsbrook Road	42.65	
Forest Road Extension	1,585.96	
Newtown II Extension	2,773.19	
High Street Extension	3,542.24	
		10,883.47
Water Revenue Reserved Until Collected	1,866.12	
Reserve for Petty Cash Advance	20.00	
Surplus Revenue	19,055.80	
		\$32,507.73

Debt Account

Net Funded or Fixed Debt \$132,980.00	Water Main and Supply Loans:	
	1949	\$9,000.00
	1953	4,000.00
	1954	9,000.00
	1955	10,800.00
	1957	7,200.00
	1959	5,000.00
	1960	27,800.00
	1960	17,000.00
	1961	11,000.00
	1961	32,680.00
		\$132,980.00
\$132,980.00		\$132,980.00

TREASURER'S REPORT

West and South Water Supply District of Acton

Cash on Hand, January 1, 1961	\$34,274.95	
Received from District Collector	104,769.12	
Bonds Issued:		
April, 1961	\$32,680.00	
September, 1961	11,000.00	
	<u> </u>	\$43,680.00
Accrued Interest on Bond		
Issues	\$17.17	
Sale of Junk	115.00	
Tax Adjustment	19.98	
Check Returned (Lex. Sand and Gravel)	500.00	
Federal Tax (4th Quarter)	574.50	
State Tax (4th Quarter)	47.02	
Retirement System (Dec. 1961)	79.20	
Insurance	37.14	
	<u> </u>	\$1,390.01
		<u> </u>
Paid Out Commissioner's Orders, 1961		\$184,114.08
		155,272.74
		<u> </u>
Cash on Hand, December 31, 1961		\$28,841.34

Bonds Outstanding

First National Bank, Boston, February 1, 1963	\$9,000.00
Middlesex County National Bank, April 15, 1964	9,000.00
Middlesex County National Bank, May 1, 1964	5,000.00
Middlesex County National Bank, June 1, 1963	4,000.00
Middlesex County National Bank, June 15, 1965	8,000.00
Middlesex County National Bank, November 15, 1966	2,800.00
Middlesex County National Bank, August 1, 1967	7,200.00

Middlesex County National Bank, June, 1965	12,000.00	
Middlesex County National Bank, September, 1965	27,300.00	
Middlesex County National Bank, December, 1964	5,000.00	
Middlesex County National Bank, April, 1966	32,680.00	
Middlesex County National Bank, September, 1966	11,000.00	
		<u>\$132,980.00</u>
Bonds Outstanding, January 1, 1961 ...	\$119,900.00	
New Bond Issues, 1961	43,680.00	
		<u>\$163,580.00</u>
Bonds Paid, 1961	30,600.00	
		<u>\$132,980.00</u>

ORMAL LAFFIN,
Treasurer.

THE COMMONWEALTH OF MASSACHUSETTS
Department of Corporations and Taxation
Bureau of Accounts
State House, Boston 33

January 25, 1962

To the Board of Water Commissioners
West and South Water Supply District of Acton
Acton, Massachusetts

Gentlemen:

This is to certify that the books and accounts of the West and South Water Supply District of Acton were audited by the Bureau of Accounts, Department of Corporations and Taxation, as of December 31, 1961, at which time they were found to be correct with all funds properly accounted for.

A detailed report of the audit will be forwarded as soon as possible.

Very truly yours,

WILLIAM SCHWARTZ,
Assistant Director of Accounts.

WS:CSG
cc: District Clerk

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