

1910

2020

110th
ANNUAL
REPORT



CHERRY VALLEY & ROCHDALE WATER DISTRICT

Ending June 30, 2020

OFFICERS OF THE DISTRICT

June 30, 2020

WATER COMMISSIONER

Kevin M. Bergin	May, 2003
Arthur E.J. Levesque	May, 2003
Robert H. Lemieux, Sr.	May, 2019

TREASURER

Jennifer Wood	May, 2013
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ASSISTANT TREASURER

Benjamin J. Morris	August, 2017
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DISTRICT CLERK

Cheryl Balkus	August, 2018
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OTHER OFFICERS WHO SERVED THE DISTRICT

*Hon. Channing Smith	May, 1910 to May, 1919
*J.A.B. Taylor	May 1919 to April, 1932
*Charles E. Bigelow	April 1932 to February, 1937
* Adelord LaBree	April, 1937 to April, 1938
*James J. Daley	April, 1938 to May, 1941
*Everett Carleton	May, 1910 to June, 1934
*Cornelius Leafiang	February, 1935 to April, 1936
*Chester Woodcock	April, 1936 to May, 1941
*Robert B. Taft	May, 1941 to April, 1946
*Francis D. Mainville	April, 1948 to April, 1951
*Ernest J. Titcomb	May, 1910 to December, 1957
*Arthur St.Germain	April, 1958 to April, 1961
*Michael A. Manning	May 1941, to March, 1964
*Francis J. Nally	April, 1951 to August, 1978
*Stuart E. Gilbert	May, 1979 to May, 1984
*Douglas T. Cherry, Jr.	April, 1961 to May, 1988
*Richard A. Lemerise	April, 1964 to May, 1988
Thomas P. Wood	May, 1988 to May, 1989
Kenneth G. Soucie	May, 1989 to May, 1992
Ronald H. Benson	May, 1984 to May, 1993
*Robert J. Theirrien	May, 1992 to May, 1995
William E. Halley	May, 1988 to May, 1997
*Charles J. Flagg	May, 1993 to January 2002
Wayne J. Colby	May, 1997 to May, 2003
Michael L. DellaCava, Sr.	May, 2005 to May 2019

DISTRICT CLERK

*Samuel Shepard	May, 1910 to February, 1915
*Robert A. Cutting	May, 1915 to May, 1941
*John Pucilauskas	April, 1941 to May, 1942
*Robert Cutting	May, 1942 to May, 1949
*Walter J. Kelley	April, 1949 to April, 1951
*Francis E. Kennedy	April, 1951 to May, 1975
Donald Gordon	May, 1975 to May, 1988
Emily Perkins	May, 1988 to May, 1995
Cynthia A. Garabedian	May, 1995 to May, 2012
Carla A. Davis	May, 2012 to August, 2018
Cheryl Balkus	August, 2018

TREASURER

*Eldridge S. Carleton	May, 1910 to October, 1932
*Chester C. Woodcock	October, 1932 to April, 1936
*Mary J. Lackey	April, 1936 to April, 1948
*Walter J. Kelley	April, 1948 to April, 1949
*Margeret J. LaChasseur	April, 1949 to May, 1973
*Ruth D. Lemerise	May, 1973 to May, 1992
*Stanley Zagorski	May, 1992 to May, 2013
Jennifer M. Wood	May, 2013

SUPERINTENDENT

*George E. Stimson	October, 1910 to March, 1914
*Robert A. Cutting	April, 1914 to November, 1949
*Everett A. LaBree	April 1957 to June, 1960
*Michael A. Manning	July, 1960 to March, 1964
*Douglas T. Cherry, Jr.	March, 1961 to February, 1977
Robert Wilson	February, 1977 to March, 1979
Michael F. Knox	March, 1979 to July 2017
Benjamin J. Morris	August 2017

* Deceased

**CHERRY VALLEY AND ROCHDALE WATER DISTRICT'S
110th ANNUAL REPORT
PERIOD ENDING JUNE 30, 2020**

Greetings:

Your Board of Water Commissioners respectfully submits their 110th Annual Report for fiscal year ending June 30, 2020.

The Cherry Valley & Rochdale Water District had a very busy fiscal year. The items in this report are updates to the events and tasks that the District has been working on for the past year.

Last year the District saw a tremendous increase in customer interaction with the Board of Water Commissioners and how the water system functions. The Staff and Commissioners are continuing to work with the ratepayers in a transparent manner. At the 2019 Annual Meeting the rate payers voted down the majority of the articles making it impossible for the District to operate the following fiscal year. Ratepayers did however pass the two articles that would pay off 2 of the Districts loans to reduce rates. A third-party consulting company, Pioneer Consulting conducted a rate study for the Board and a new rate structure was put in place. The rates for the district are calculated based off previous customer usage and what the overall operation expenses are for a given year. Once this new rate structure was approved and put in place, the District held a Special District meeting to get a new revised budget approved in order to keep operations moving for the coming new fiscal year.

Over the past year some the ratepayer involvement has provided great benefit to the District. Last year prior to the Annual Meeting, the Superintendent and Treasurer were looking into ways to reduce the overall budget to generate savings for the ratepayers. While there were reductions in the operation budget due to different methods of conducting business and a change in budgeting methods, the biggest savings was found in paying off 2 loans the District held from the United States Department of Agriculture (USDA). The two loans were scheduled to mature in 2050 and 2051, the total amount that was paid off was \$649,443.83. By paying these loans off 30 years early the District was able to save \$355,661.80

Throughout the course of the summer, there was much discussion at Water Commissioner meetings to address a citizen petition that was brought before the Board. The petition wished to amend the District Enabling Acts to allow business and property owners who do not reside in the District the ability to vote at both Annual and Special District meetings, as well as to have the District conduct a Forensic Audit of the District finances. Ratepayer involvement in this discussion was crucial to get the information for the article to portray exactly what was requested. Once the language was agreed upon both by the involved ratepayers and the Commissioners the articles were ready for the Special District meeting.

In November of 2019, a Special District meeting was held to vote on 3 articles. The first being to move the amendment to the Enabling Acts on to its next stage which was to get a majority vote of ratepayers. Upon being voted on, the article would then be sent to the House of Representatives. This article passed and the information has been passed off to the House of Representatives for them to approve it. At this time, the article has not been voted on at the State level. Next was an article brought forward was the Forensic Audit of District finances. A group of ratepayers had requested this article to look at previous years of District finances. To proceed with this, request the Board needed to get the approval of the District ratepayers at a meeting. When the topic was brought up at the Special District Meeting it was voted down by most ratepayers in attendance. The final article at the Special District meeting was to vote in a Reserve Account. This was previously voted down at the Annual Meeting in May. The Reserve Account is utilized for emergencies that arise that are above and beyond what is budgeted for. At the Special District Meeting the District was funding the Reserve Account through free cash which was not going to affect ratepayers and still give the Board and Staff the ability to utilize the funds in case of an emergency.

In February of 2020, District Staff contacted the Department of Revenue (DOR) to ask them if we have to vote in the Reserve Account again or if the vote made at the Special District Meeting would be good until the following year. After discussion with DOR it was determined that free cash cannot be used to fund a Reserve Account. Free Cash can only be voted on to fund a special project or offset the budget. DOR informed us if we needed to utilize free cash for an emergency the District could utilize funds with DOR approval and ratify them at a Special or Annual meeting. Also at this time the District was trying to figure

out how they were going to pay to fix an emergency leak going across route 9 at Auburn St. The Staff was originally planning on using these funds but it was determined that we could install an isolation valve and stop the leak and address the permanent repair with remaining funds in the operating budget at the end of the fiscal year. The Reserve Account is to be established within the operation budget for the coming year and will be offset by free cash to avoid this issue from happening in the future.

MASSDOT

In late Spring of 2019, the District was notified by Mass DOT that they were planning on resurfacing Route 9 throughout the Town of Leicester. Working in conjunction with Mass DOT and Representative LeBoeuf office an agreement with Mass DOT was reached in which if all the Districts in town provided the structures (water gate boxes) and that Mass DOT would have their subcontractor do the labor involved with replacing them as the project went. This project was a tremendous financial help to the District. We were able to purchase all the required structures out of funds from last year's operating budget totaling \$3,000. District staff then worked to locate all and clean out all water gate boxes located in the Route 9 Section of Cherry Valley. While Staff worked to do repairs to some of the boxes as they went along cleaning, the majority were replaced by Mass DOT subcontractor. The efforts of the subcontractor and Mass DOT doing this work saved the District thousands of dollars had the District had to do the box repairs on our own.

METER UPGRADES

The District began the process of working to upgrade customers water meters back in 2016. Water meters last on an average of 8-12 years before needing to be replaced. In 2007 the last round of meter upgrades was started and was not completed until 2012. There are over 1240 meters located within the District. The new style meter being installed in customer homes has an extended life period that we did not have with previous version of meters. These new meters have a 15-20-year life span. The added benefit to this newer style meter is that it is a cellular based reading system which provides a few new benefits to ratepayers and the District. First the old metering system was a radio read based system which requires an operator to drive by each home with a meter for a computer to gather the read information of each meter. From there the information is then downloaded into the billing software to be processed. With this new meter being cellular, reads can be accessed in the office daily and eliminating the need for the drive by meter reading. The other benefit to this new meter is the ability to give each rate payer access to their water usage and alerts on daily basis. Once the meter is installed in a home and connected to the cellular system, residents are given access through either a smart phone app or a website for the resident to see how much water they are using in the home. The system is setup so that residents can even get alerts when they may have a leak inside the home. This past year we were able to increase the number of meters installed to 100. At this time, the District has just over 300 installed in the system.

GRANT RESEARCHER

In the past few months, the discussion of grant funding for the District had a popular conversation point at the Commissioner Meetings. It was determined by the Board of Commissioners to post an Ad looking to hire a grant researcher on retainer for the District. In February, the Commissioners signed at 12-month contract with Byte Sized Studios, which is a grant writing company owned and operated by a District resident. Byte Sized Studios will provide the Commissioners with a monthly update on what is currently available for grant funding and which grants would be beneficial to the Water District.

GRINDSTONE MPA

The Grindstone Well is the Water Districts well that has been offline since the District had to connect to the City of Worcester in 2016. The District has been looking at putting this well back online and into operation for the last 2 years. With some upgrades to the current facility that the well-used to utilize to get water out to the system, the well can be back online and supplying water to District ratepayers. With this well the District can produce almost half of the volume of water that the District utilizes on a given day. Utilizing the well would allow the District to decrease the amount of water that is purchased from the City of Worcester. At last year's Annual Meeting the article to put the Grindstone Well online and complete the needed facility upgrades. This was defeated by the ratepayers. While this is still a viable option for the District moving forward the Superintendent, a Commissioner and the Districts Engineer met with MassDEP to review the Grindstone Well and look over what the Districts plan would be to eventually put the well online. After the conclusion of the meeting with MassDEP it was determined that the District must conduct a Micro Particulate Analysis (MPA) to ensure that since the well has been offline for 3 years there is no signs of ground water making its way into the well. In October, the first round of the MPA was conducted and came back negative for ground water intrusion. A second round of testing is being conducted in May. From this

point the District will know if moving forward with the Grindstone Well is still a viable option.

Hydrant Flushing

The Water District works to flush fire hydrants within the Distribution system based off a MassDEP recommendation to conduct system flushing twice per year. The purpose of hydrant flushing is to clean the debris that builds up inside the water mains out and increase water quality. The District utilizes a hydrant flushing program known as Uni-Directional Flushing (UDF). Uni-Directional Flushing is a hydrant flushing method that is an extremely aggressive method of flushing the distribution system providing positive benefits by enhancing water quality, maintain chlorine residuals throughout the distribution system and verify proper operation of hydrants and valves. In 2019 the District Staff worked with the District Engineer to update the UDF program to ensure that the flushing was conducted based off of the direction of flow changing now that the system is provided by the City of Worcester. The District was able to complete system flushing both in the Spring and again in the Fall.

Valve Exercising

In 2018 District staff started the beginning stages of implementation of a valve exercising program. Valve exercising is a task that MassDEP recommends all water utilities complete on an annual basis. The idea is to ensure that all control valves in the street are in functional working condition in case they are needed in an emergency. The first part of our program involved staff looking at record drawings and verifying the drawings match to the actual locations in the street. Staff would then ensure that there is sufficient access to the valve box and the valve within the box. In some cases, valve boxes would need to be cleaned out to be able to reach the operating nut on the valve. In the coming year staff will be back out working on these valves completing the exercising program. In 2019 District Staff began the Valve exercising program. The System was divided up into 3 sections, with the thought of being able to focus on a different section each year and keeping the program rotating on an annual basis. During year 1 District staff was able to clean out and exercise 78 gate valves. Most of the valves exercised have not been utilized in years.

Leak Detection

As a result of purchasing water from the City of Worcester and knowing that the District pays for every drop of water measured by the interconnection's master meter, the District's staff has increased the frequency of the District Leak Detection program. The District's staff continues to conduct monthly hydrant to hydrant surveys to avoid wasteful and costly system water leaks. In the last year, this program has helped staff locate 9 leaks. This allowed District Staff to address these leaks in a timely manner to minimize the effect on the ratepayers in the areas.

Pending MassDEP Actions

Unilateral Consent Order (UCO)

On November 22, 2016 MassDEP issued a Unilateral Consent Order confirming that MassDEP prohibits the District from resuming use of Henshaw Pond as a Public Water Supply source until treatment is provided to assure compliance with MassDEP's Drinking Water Regulations.

To be clear, a conservative estimate of the cost to construct a treatment facility to assure compliance with MassDEP's Drinking Water Regulations fell in the range of \$9 million to \$9.5 million dollars. This cost was deemed by the Commissioners as being well beyond the ratepayers' ability to pay the long-term debt associated with the project. Coupled with the fact that the facility would require a footprint of up to 20 acres to accommodate the construction of the treatment facility, the Worcester interconnection became the most affordable option.

Storage Tank Cleaning

GREENVILLE TANK CLEANING

In 2018 the District underwent a Sanitary Survey with MassDEP. During that survey, the District agreed on a timeframe to conduct Water Standpipe cleaning of all the Districts Tanks. In 2018 the District met the deadline of having both the West St storage tanks cleaned and inspected. The agreement was to conduct cleaning and inspection of Greenville tank in calendar year of 2019. In July of 2019, the District Staff began planning to take the tank offline but discovered that due to hydraulic restrictions of the system we were not able to take the tank offline for cleaning. After consulting with both the District Engineer and the Tank cleaning company it was determined that a robotic cleaning of the tank would meet the requirements of MassDEP and keep the tank online without causing any hydraulic disruptions to the system. In August, the tank cleaning and inspection was completed and MassDEP was notified to keep the District in compliance with the 2018 Sanitary Survey. The results of the inspection revealed a few minor items that

will need to be addressed in the not too distant future. Most of which are increasing of safety systems on the tanks for operators when having to access the tanks. This process will have to be completed again every 3-5 years

WEST ST TANK REPAIRS

In 2019 The District conducted the cleaning and inspection of the West Street Storage Tank 1 and Tank 2. The results from the inspections showed there were some deficiencies in the coating on the interior surfaces of the tanks. To properly address the deficiencies, it was determined it best to take each tank offline separately, chemically clean any staining and residues on the inside tank walls and then cleaning and removing the deficiencies in the coating and repairing them with an epoxy coating. This project was voted on and approved at last year's Annual meeting to fund the project utilizing free cash. The project was to be completed and not cost more than \$34,000 to complete the repairs to both tanks. After the project went out to bid the company who originally completed the cleaning, SUEZ was awarded the repair project. Tank 1 was completed in November and put back online within 10 days. Tank 2 was completed a few weeks later in early December

Hydraulic Study

In conjunction with the ongoing work for the automation of the Worcester Interconnection Tata & Howard was conducting the System Hydraulic Study now that the source of water for the District had changed. The purpose of this study is to evaluate the overall distribution system relative to its ability to meet current and future estimated demands. The study was completed by June of 2018, meeting the MassDEP deadline from the Sanitary Survey. From this study the District has been given a list of necessary improvements the system needs to maximize our ability to meet system demands. The study indicates sections of water mains throughout the system that need being upgraded and replaced. The total overall cost to do all these potential projects is between ten and twelve million dollars. The District notified MassDEP that we are aware of the need for the improvements in the system but due to current costs in the District we cannot afford to begin implementing a capital improvement plan that would affect the customer's current rates. The District is going to work on trying to allocate funds to address some of projects moving forward.

In the past year, this study has come up as a topic in multiple Commissioner meetings. While the information in this study is only recommended improvements for the system, the District is not acting on all items at one time. District Staff is looking at ways to develop a capital improvement plan so that these projects can begin to be addressed in the coming years. With the capital improvement plan that will be developed it will be made flexible to change in case there is some larger involvement on the town level. In looking into the capital improvement plan the Staff will work to develop this plan so that there is not a significant financial impact to the ratepayers when the projects come up.

Central Mass Regional Planning Commission (CMRPC)

In winter of 2019, the Superintendent began conversation with an organization known as the Central Mass Regional Planning Commission (CMRPC). This organization works directly with the Town of Leicester and secures grant funding for projects known as Community Block Grants (CBG). Working with the CBG the CMRPC looks at areas based on income that could potentially qualify for community related infrastructure upgrades that would benefit an area of a community. Through this program and looking at the Districts Hydraulic analysis, it was determined that McCarthy Ave neighborhood met the requirements of the Grant program and was listed in the Districts Hydraulic Study as in need of some water main upgrades to improve flow and pressures in the area. Once it was determined the District had a potential project for the CBG the CMRPC began their next phase in going house to house to conduct an income survey to ensure the neighborhood met all their guidelines to move the project forward. After a public information session on this potential grant funded project, District staff sent out notifications to customers in the area encouraging their participation in the survey. Unfortunately, CMRPC was unsuccessful in gaining the needed information to move the project into the next phase of the grant program. Had the District and CMRPC been successful in getting this project moving forward, it would have completed a project out of our Hydraulic study and been completed at no cost to the ratepayers. The District will continue to work with CMRPC moving forward in hopes that other opportunities can be reached and complete work within the District at minimal if any cost to the ratepayers.

Town of Leicester

In the past year a great deal of information has come to light in regard to the water and sewer Districts throughout this town. With the Cherry Valley Sewer District facing impending insolvency, conversations between all town Water and Sewer Districts began to see what could be done to potentially help the Sewer

District. We have since held meetings with State and Federal Law makers to discuss if there is potential assistance from them as well. The collective group is working to look at what is best for our community moving forward.

In 2019 the Working Group met on many occasions to continue to stay updated on the issues facing Cherry Valley Sewer District, and to discuss having a feasibility study conducted to look at what the best option for all the towns Water and Sewer Districts would be. It was determined that the Working Group needed \$200,000 to fund the study. In late summer of 2019 Senator Moore's office was able to secure \$100,000 grant funding on the state level to pay for a portion of the study. To obtain the remainder of the \$100,000 the Town Administrator applied for a federal grant through the Economic Development Administration. In December of 2019, the Working Group was notified that the remaining portion of the money for the study had been obtained. The group has since reviewed a Request for Proposals and is waiting on the bids for the project to come in. The hopes are to have this study completed by the end of 2021.

RCAP Solutions

Through the course of the Districts meetings with the Town Working Group, an organization known as RCAP (Resources for Communities and People) Solutions was introduced to the Districts. Both Cherry Valley Districts opted to utilize this organization to help the Districts. RCAP is a USDA and EPA funded organization that provides free consulting and overview to water and sewer utilities. While this past year much of their time with working with the District staff has been focused on the Cherry Valley Sewer District, In March of 2019 RCAP asked the Superintendent if the District was interested in having GIS (Geographic Information System) mapping of the District completed. The cost of a project such as this would normally range in the \$10,000-\$15,000 range. This is a grant funded program in assistance with RCAP and is being completed at a minimal cost to the District. Since we must mark out all our water gate boxes and hydrants there will be a few days the District may have to pay for a police detail ensure worker safety.

Once the GIS map of the system is completed, it will provide operation staff a great benefit of having all water gates, fire hydrants, and other assets of the system located on one software-based map. This is a very useful tool to have for the District in years to come in building asset management programs and capital improvement programs.

Annual Water Use Restrictions

As per the provisions of the Water Management Act Permit the Board of Water Commissioners declared the required District-wide water use restrictions beginning May 1, 2020 and ending October 1,2020. Details of the restrictions are posted on the District website www.cvrwd.com.

Annual Financial Audit

The annual financial audit was conducted by the firm of Spinnelli Accountant and Advisors CPA for years ending June 30, 2018 and 2019. The audit concluded that the District continues to demonstrate excellent financial accountability.

For your convenience and review the 2018 – 2019 Audited Statement of Net Assets, Revenue, Expenses, Changes in Net Assets and Cash Flows are published in the 110th Annual Report.

Any questions in regards to this report or any other questions you may have please contact the District Office (508-892-9616) and the Staff will be happy to assist you

Respectfully submitted on behalf of the Commissioners,
Benjamin Morris
Superintendent

**COMMONWEALTH OF MASSACHUSETTS
CHERRY VALLEY AND ROCHDALE WATER DISTRICT
WARRANT
ANNUAL DISTRICT MEETING**

To: Cheryl Balkus, District Clerk
Cherry Valley and Rochdale Water District

Greetings:

You are hereby directed to notify the VOTERS of the Cherry Valley and Rochdale Water District to meet in the Leicester Town Hall Auditorium, 3 Washburn Square, Leicester, Massachusetts 01524, on Thursday, the eleventh day of June, two thousand and twenty (June 11, 2020) at seven-thirty P.M. (7:30 P.M.), then and there to act on the following articles:

ONE: MODERATOR

To elect a Moderator to preside at said meeting and for a period of one (1) year thereafter.

PROPOSED MOTION:

I move that the Clerk of the District declare that the polls are open to cast ballots for the election of moderator for a term of one (1) Year.

DESCRIPTION:

This article is an annual procedural article as the Moderator is the individual that will preside over tonight's meeting as well as the beginning of the 2021 Annual Meeting at which time the process is repeated. Additionally, the candidates have met the District By-law requirement of which "Candidates for office must notify the Clerk of the District in writing at least three (3) days (72 hours) prior to the meeting date before seeking an office for the Cherry Valley and Rochdale Water District".

TWO: REPORTS

To act on the reports of the District.

PROPOSED MOTION:

I move that the District accept the **printed reports** of the Commissioners on pages **4, 5, 6, 7 and 8** and the District Treasurer on pages **17, 18 and 19** as set forth in the 110th Annual Report.

DESCRIPTION

The printed report of the Commissioners provides the District members with an annual update of the District's activities during fiscal year 2020 and the report of the District Treasurer provides the District members with an update of the District's audited activity during fiscal year ending 2018 and 2019, respectively.

THREE: COMMISSIONER

To elect the following officer by ballot:

A resident from the Rochdale-Oxford service area to hold the office of District Commissioner for a period of three (3) years.

PROPOSED MOTION:

I move that the Clerk of the District declare that the polls are open to cast ballots for the election of Commissioner representing the Rochdale-Oxford service area for a term of three (3) Years.

DESCRIPTION:

The Board of Water Commissioners has three members each serving a three-year term. One Commissioner is elected representing the Rochdale-Oxford service area, the Greenville service area, and the Cherry Valley service area. Each Commissioner must reside within his/her representative service area. The District By-laws require Candidates for the Office of Commissioner must notify the Clerk in writing at least three days (72 hours) prior to the meeting date.

The winner of the election will take effect when annual meeting closed. Absent any directive in bylaw or enabling act.

FOUR: BUDGET

To see if the District will vote to raise and appropriate, transfer from available funds or free cash, or otherwise provide a sum of money, or any other sum, from any available funding source or other available means, for the operating budget for fiscal year 2021, to provide for the District's annual operating requirements, including but not limited to, salaries, related services, office expenses, maintenance, construction and any other items related thereto; to execute any instruments or documents necessary or appropriate to accomplish said purposes; or take any action in relation thereto.

PROPOSED MOTION:

I move that the District vote to appropriate from available funds the sum of **ONE MILLION THREE HUNDRED THIRTY THOUSAND FIVE HUNDRED NINETY-THREE DOLLARS AND NINETY ONE CENTS. (1,330,593.91) and FIFTY THOUSAND DOLLARS (\$50,000.00) from free cash totaling ONE MILLION THREE HUNDRED EIGHTY THOUSAND FIVE HUNDRED NINETY THREE DOLLARS AND NINETY ONE CENTS (\$1,380,593.91)**, for the operating **budget for Fiscal Year 2021**, as set forth on page **15 and 16** of the **110TH** Annual Report, to provide for the District's annual operating requirements, including but not limited to, salaries, related services, office expenses, maintenance, construction and any other items related thereto; to execute any instruments or documents necessary or appropriate to accomplish said purposes.

DESCRIPTION:

This article funds the Fiscal Year 2021 operating budget, which includes funding all operations of the District, debt service payments and the purchasing of water from the City of Worcester. We will be utilizing \$50,000.00 out of free cash to offset the budget.

FIVE: RISK AND RESILIENCE

To see if the District will vote to raise and appropriate, transfer from available funds or free cash, or otherwise provide a sum of money, or any other sum, from any available funding source or other available means, for Risk and Resilience.

PROPOSED MOTION

I move that the District vote to appropriate from available funds the sum of TWENTY-THREE THOUSAND SEVEN HUNDRED DOLLARS ZERO CENTS (\$23,700.00) for Risk and Resilience.

DESCRIPTION:

On October 23, 2018, America's Water Infrastructure Act (AWIA) was signed into law. AWIA Section 2013 requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The law specifies the components that the risk assessments and ERPs must address and establishes deadlines by which water systems must certify to EPA completion of the risk assessment and ERP.

Due to the Districts population being over the 3,300 we are required by federal law to conduct this assessment before the June 30, 2021 deadline. We are funding this article through free cash as it is a 1 time expense that needs to reoccur every 5 years

SIX: REVOLVING FUND FOR CONSTRUCTION

To see if the District will vote to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees paid pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made by the Board of Water Commissioners for legal services, administrative services and engineering services (including but not limited to, design, plan review, and inspection of the project being constructed) in connection with any water system design, review, and construction, or to take any action thereon.

PROPOSED MOTION:

I move that the District vote to authorize the Board of Water Commissioners to **establish a fund to receive and deposit fees** paid pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made, by the Board of Water Commissioners for legal services, administrative services and engineering services (including but not limited to, design, plan review, and inspection of the project(s) being constructed) in connection with any water system design, review, and construction.

DESCRIPTION:

This is a non-money article. This is a house keeping article.

This article establishes a “revolving account for review of new construction projects within the service area of the district”. It provides the means for the District to collect funds from the proposer of the new construction project to pay costs including but not limited to, design, plan review, and inspection of the project being constructed and associated with new construction projects with no impact to the FY21 operating budget and no expense to the district rate payers.

For Example, if a new development came into the District our engineer must review the plans to make sure it will allow us to supply water to the new development. This warrant article allows us to collect the fees from the new development to pay our engineering fees so the cost is not absorbed by the district subscribers.

This is a non-money article. This is a house keeping article.

SEVEN: REVOLVING ACCOUNT FOR METERS

To see if the District will vote to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees paid pursuant to Chapter 105 of the Acts Of 1996, and, from which expenditures may be made by the Board of Water Commissioners for the purchase and installation of water meters or take any action thereon.

PROPOSED MOTION:

I move that the District vote to authorize the Board of Water Commissioners to **establish a fund to receive and deposit fees** paid pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made, by the Board of Water Commissioners for the purchase and installation of water meters.

DESCRIPTION:

This article establishes a “revolving account for water meters”. It provides the means for the District to collect funds to pay costs as outlined in the motion and associated with new construction projects with no impact to the FY21 operating budget.

For example, this allows us to charge new construction for the cost of a meter, so it does not affect the operating budget.

This is a non-money article. This is a house keeping article.

EIGHT: REVOLVING ACCOUNT FOR TERMINATION EXPENDITURES

To see if the District will vote to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees paid pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made by the Board of Water Commissioners for the purchase and rental of supplies and equipment associated with the District’s Service Termination Process, including but not limited to construction and excavation equipment rental, police details, backfill materials such as processed gravel and sand, asphalt, pipe, fittings and appurtenances or take any action thereon.

PROPOSED MOTION:

I move that the District vote to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made, by the Board of Water Commissioners for the purchase and rental of supplies and equipment associated with the District’s Service Termination Process, including but not limited to, construction and excavation equipment rental, police details, backfill materials such as processed gravel and sand, asphalt, pipe, fittings and appurtenances.

DESCRIPTION:

The Board of Water Commissioners are responsible for the financial stability of the district and unfortunately have to implement the termination process in the collection of unpaid water bills. The District would rather work with Individuals in establishing a payment plan to address outstanding water bills. Termination is implemented as the last resort in the collection process.

This article establishes a “revolving account for termination”. It provides the means for the District to collect funds to pay costs as outlined in the motion and associated with district’s termination program with no impact to the FY21 operating budget.

Example: If the District is required to incur costs in connection with terminating a customer’s service such as having to dig in the street to turn off the water service, this allows the District to do the work and charge the

customer for all the costs relating to the termination rather than having to take the money out of the budget.

NINE: CLEAR WELL

To see if the District will vote to raise and appropriate, transfer from available funds or free cash, or otherwise provide a sum of money, or any other sum, from any available funding source or by available means to enable the District to fund the permitting, design, and construction to convert the clear well to a holding/distribution tank and to pay all costs related thereto including engineering services, administrative services, legal services, and construction services, or to take any action thereon.

PROPOSED MOTION:

I move that the District vote to transfer from available funds or free cash the sum of THREE HUNDRED AND FIFTY- FIVE THOUSAND DOLLARS ZERO CENTS (\$355,000.00) to enable the District to pay the costs associated converting the Clear Well to a holding/ distribution tank.

DESCRIPTION:

Placing the Clear Well back into operation as a holding tank is designed to meet two needs of the Districts distribution system. First, putting the clear well online as a holding tank would eliminate a pressure deficiency in the area of the District office stretching back to Main St. When the current booster system that feeds Rochdale service area is on, pressure to residences in the above described area see a significant pressure loss in their homes. This project would, rehab the Clear Well (originally constructed in 1940) and the installation of an automated valve system would eliminate the pressure drop from the area. The only other option to eliminate the pressure deficiency is to replace the existing water main from the booster pump back to Chapel St which would cost closer to two million dollars. The Second benefit of the Clear Well back online is that it is needed to take on the water from Grindstone Well for it to get out to the Distribution system. Without the Clear Well we cannot put Grindstone Well into operation.

TEN: GRINDSTONE

To see if the District will vote to raise and appropriate, transfer from available funds or free cash, or otherwise provide a sum of money, or any other sum, from any available funding source or by available means to enable the District to fund the permitting, design, and construction to bring the grindstone well online and to pay all costs related thereto including engineering services, administrative services, legal services, and construction services, or to take any action thereon.

PROPOSED MOTION:

I move that the District vote to transfer from available funds or free cash the sum of TWO HUNDRED AND TWENTY-FIVE THOUSAND DOLLARS (\$225,000.00) to enable the District to pay the costs associated with bringing the Grindstone Well online.

DESCRIPTION:

By bringing the Grindstone Well back into operation it is determined to save the District money by reducing the amount of water currently being purchased from the City of Worcester. For the Well to be put online there needs to be some upgrades to the existing system at the old treatment plant. The Well has been offline since 2016, we will need to replace media in treatment vessels, upgrade chemical addition locations, so that the water chemistry we produce can mirror that of which we purchase from the City of Worcester, and update Supervisory Control and Data Acquisition (SCADA) software associated with the Well and the chemical addition equipment.

ELEVEN: BYLAW AMENDMENTS

To see if the District will vote to amend the last sentence of paragraph 2 of Article XI of the District's Bylaws and the first sentence of paragraph 4 of Article XI of the District's Bylaws as follows:

With respect to the last sentence of the second paragraph of Article XI, change the number fifty (50) to ten (10) so that the sentence will now read:

The Water Commissioners shall insert in the warrant for the annual meeting all subjects, the insertion of which shall be requested of them in writing by ten (10) or more registered voters of the Towns of Leicester and Oxford residing in the territory comprising the district, and in the warrant of every Special District Meeting all subjects the insertion of which shall be requested of them in writing by ten (10) or more registered voters residing within the territory comprising the district.

With respect to the first sentence of the fourth paragraph of Article XI, change the number one hundred (100) to ten (10) so that the sentence will now read:

The Water Commissioners shall call a Special District Meeting, upon request in writing of ten (10) registered voters of the Towns of Leicester and Oxford residing within the territory comprising

the district, such meeting to be held not later than thirty (30) days after the receipt of such request, and shall insert in the Warrant therefore all subjects, the insertion of which shall be requested by said petition. or to take any other action thereon.

PROPOSED MOTION:

I move the District vote to amend the last sentence of paragraph 2 of Article XI of the District's Bylaws and the first sentence of paragraph 4 of Article XI of the District's Bylaws as follows:

With respect to the last sentence of the second paragraph of Article XI, change the number fifty (50) to ten (10) so that the sentence will now read:

The Water Commissioners shall insert in the warrant for the Annual Meeting all subjects, the insertion of which shall be requested of them in writing by ten (10) or more registered voters of the Towns of Leicester and Oxford residing in the territory comprising the district, and in the warrant of every special district meeting all subjects the insertion of which shall be requested of them in writing by ten (10) or more registered voters residing within the territory comprising the district.

With respect to the first sentence of the fourth paragraph of Article XI, change the number one hundred (100) to ten (10) so that the sentence will now read:

The Water Commissioners shall call a Special District Meeting, upon request in writing of ten (10) registered voters of the Towns of Leicester and Oxford residing within the territory comprising the district, such meeting to be held not later than thirty (30) days after the receipt of such request, and shall insert in the Warrant therefore all subjects, the insertion of which shall be requested by said petition. or to take any other action thereon.

DESCRIPTION:

The purpose of this proposed amendment is to make the bylaws consistent with the Enabling Act.

TWELVE: CLOSE OUT AUTOMATION PROJECTION

Close out project to automate the water connection with the City of Worcester and return unused monies to the general fund.

PROPOSED MOTION:

To see if the District will vote to close-out the project to automate the water connection with the City of Worcester, which project was approved and funded by Article XII at the District Meeting of May 18, 2017, and to return to the general fund the unused funds appropriated for said project in the amount of \$80,457.00 (Eighty thousand four hundred fifty seven dollars and zero cents), or to take any action thereon.

DESCRIPTION:

This is money that was voted on to use towards the Automation of the City of Worcester Interconnection. We did not end up spending all of the monies that was allocated. This article will move the money back into the general fund.

THIRTEEN: CLOSE OUT CHEMICAL REMOVAL

Close out project to remove unused chemicals from the treatment plant and return unused monies to the general fund.

PROPOSED MOTION:

To see if the District will vote to close-out the project to remove unused chemicals from the treatment plant, which project was approved and funded by Article IX at the District Meeting of May 17, 2018, and to return to the general fund the unused funds appropriated for said project in the amount of \$2,544.00 (Two thousand five hundred and forty four dollars and zero cents), or to take any action thereon.

DESCRIPTION:

This money was voted on to use towards the removal of chemicals from the treatment plant that is no longer in operation. We did not use all the monies that were allocated. The article will move the money back into the general fund.

FOURTEEN: CLOSE OUT WEST ST. TANK

Close out project relating to maintenance and repair of the West Street Tank and return unused monies to the general fund.

PROPOSED MOTION:

To see if the District will vote to close-out the project relating to maintenance and repair of the West Street

tank, which project was approved and funded by Article XIII at the District Meeting of May 16, 2019, and to return to the general fund the unused funds appropriated for said project in the amount of TWO THOUSAND EIGHT HUNDRED AND SIXTY EIGHT DOLLARS ZERO CENT (\$2,868.00), or to take any action thereon.

DESCRIPTION:

The money was voted on to do maintenance and repairs on the West Street Storage Tank. We did not use all the monies that were allocated. The article will move the money back into the general fund.

You are hereby directed to serve this WARRANT by posting an attested copy at the Leicester Fire Department, Company No. 2, 226 Main Street, Cherry Valley, MA; Rochdale Post Office, 1138 Stafford Street, Rochdale, MA; at the Church Building, 672 Pleasant Street, Rochdale, MA; at the Leicester Town Hall and the Oxford Town Hall seven (7) days at least before said meeting.

Given under our hands, this 19th day of May, in the year of Our Lord, two thousand nineteen (May 19, 2020)

Respectfully submitted,

Kevin M. Bergin, Chairman

Arthur E.J. Levesque, Commissioner

Robert H. Lemieux, Sr. Commissioner

A TRUE COPY, ATTEST:

Cheryl Balkus, District Clerk

(SEAL)

“This institution is an equal opportunity provider, and employer.”

PROPOSED BUDGET

CHERRY VALLEY AND ROCHDALE WATER DISTRICT

FISCAL YEAR, 2021 BUDGET

ACCOUNT	FY 2020		FY 2021
	APPROVED		PROPOSED
ACCOUNTING	\$ 15,966.55		\$ 13,000.00
BANK FEES	\$ 1,000.00		\$ 1,000.00
CHEMICAL SUPPLIES	\$5,000.00		\$ 3,000.00
CITY OF WORCESTER	\$490,000.00		\$ 425,000.00
CONSULTING SERVICE	\$ 25,000.00		\$ 26,200.00
CONTINUING ED	\$ 5,431.74		\$ 5,431.74
MA DEP-U.S. EPA MANDATES			
CONSUMER CONFIDENCE REPORT	\$ 1,000.00		\$1,000.00
DEP SDWA ASSESSMENT	\$ 850.00		\$ 850.00
LEAK DETECTION AND STAND PIPE INSPECTIONS	\$ 16,000.00		\$16,000.00
MASTER METERS CALIBRATION	\$ 1,000.00		\$ 1,000.00
PUBLIC EDUCATION	\$ 500.00		\$500.00
ELECTRICITY	\$ 22,000.00		\$ 15,000.00
FIELD SUPPLIES	\$ 5,623.80		\$ 7,000.00
HEAT	\$ 8,400.00		\$ 8,400.00
INSURANCE	\$ 100,000.00		\$ 115,986.42
LAB WORK	\$ 11,000.00		\$ 11,000.00
LEGAL ADVERTISING	\$ 1,200.00		\$ 1,200.00
LEGAL FEES	\$ 13,000.00		\$ 13,000.00
LICENSE FEES	\$ 2,000.00		\$ 2,000.00
METERS	\$ 33,700.00		\$ 33,700.00
MISCELLANEOUS	\$ 200.00		\$ 200.00
MOTOR VEHICLE EXP	\$ 10,500.00		\$ 11,550.00
OFFICE EXPENSES	\$ 22,356.00		\$ 20,000.00
OFFICER'S SALARY	\$ 6,400.00		\$ 6,400.00
PAYROLL	\$ 284,881.00		\$ 289,571.03
PIPES	\$ 15,000.00		\$ 15,000.00
POSTAGE	\$ 9,900.00		\$ 8,400.00
PROPERTY TAX	\$ 4,500.00		\$4,500.00
REPAIR/MAINT	\$ 14,562.72		\$ 14,562.72
RETIREMENT	\$ 54,840.00		\$ 62,118.00
SERVICES	\$ 15,619.00		\$ 15,619.00
SMALL TOOLS	\$ 3,000.00		\$ 3,000.00
SUB CONTRACTORS	\$ 40,000.00		\$ 45,000.00
TECHNOLOGY	\$ 16,100.00		\$ 17,835.00

TELEPHONE	\$ 7,910.00		\$ 3,570.00
Sub Total A	\$ 1,264,440.81		\$ 1,217,593.91
Capital			\$ 20,000.00
Debt Service			
MA Water Pollution Abatement Trust	\$ 93,000.00		\$93,000.00
Reserve			\$ 50,000.00
Sub Total B	\$ 93,000.00		\$ 143,000.00
Required Revenue (A+B)	\$ 1,357,440.81		\$ 1,380,593.91

**CHERRY VALLEY AND ROCHDALE WATER DISTRICT
STATEMENTS OF NET ASSETS
JUNE 30, 2019 AND 2018**

ASSETS

	<u>2019</u>	<u>2018</u>
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 1,628,155	\$ 2,189,604
Accounts Receivable	58,050	54,812
Water Liens Receivable	35,691	48,094
Prepaid Expenses	20,220	15,667
Due from Cherry Valley Sewer District	763	-
Total Current Assets	1,742,879	2,308,177
CAPITAL ASSETS, NET	3,245,736	3,080,360
OTHER ASSETS		
Deferred Outflows	115,362	92,653
Total Other Assets	115,362	92,653
TOTAL ASSETS	\$ 5,103,977	\$ 5,481,190
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable	\$ 47,675	\$ 27,260
Accrued Expenses	32,779	44,803
Due to Cherry Valley Sewer District	-	2,631
Deferred Revenue	9,000	10,653
Current Portion of Long-Term Debt	98,136	109,590
Total Current Liabilities	187,590	194,937
LONG-TERM LIABILITIES		
Long-Term Debt, Net of Current Portion and Unamortized Debt Issuance Cost	685,940	1,426,121
Deferred Inflows	43,344	75,262
Net Pension Liability	779,179	679,972
Total Long-Term Liabilities	1,508,463	2,181,355
Total Liabilities	1,696,053	2,376,292
NET ASSETS		
Invested in Capital Assets, Net of Related Debt	2,461,660	1,544,649
Unappropriated Fund Balances	831,807	1,073,249
Reserve Allowance	-	50,000
Reserved for Continued Appropriations	114,457	437,000
Total Net Assets	3,407,924	3,104,898
TOTAL LIABILITIES AND NET ASSETS	\$ 5,103,977	\$ 5,481,190

**CHERRY VALLEY AND ROCHDALE WATER DISTRICT
STATEMENTS OF REVENUE, EXPENSE AND CHANGE IN NET ASSETS
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
OPERATING REVENUE		
Water Revenue - Net of Refunds	\$ 1,449,792	\$ 1,557,600
Penalties Invoiced Customers	19,457	16,298
Other Revenue	21,208	14,571
	1,490,457	1,588,469
OPERATING EXPENSES		
Payroll and Related Expenses	363,494	380,221
Depreciation Expense	149,809	138,665
Insurance and Surety Bond	115,988	93,670
Dues	91,527	78,456
Supplies and Materials	74,796	67,383
Outside Services	56,267	51,339
Utilities	42,591	37,750
Meters	31,090	11,707
Professional Services	22,355	26,282
Other Operating Expenses	18,968	22,226
Sampling Equipment and Lab Fees	22,105	19,920
Hazardous Waste Disposal	7,456	-
Service Agreement Reimbursements	(148,429)	(175,445)
	848,017	752,174
OPERATING PROFIT	<u>642,440</u>	<u>836,295</u>
NON-OPERATING REVENUE (EXPENSE)		
Subsidy Revenue	32,443	32,447
Tower Rental	20,070	19,485
Interest Income	20,412	10,932
City of Worcester	(365,743)	(410,647)
Water System Upgrades	-	2,196
Interest Expense	(46,596)	(42,567)
	(339,414)	(388,154)
CHANGE IN NET ASSETS	<u>303,026</u>	<u>448,141</u>
NET ASSETS, BEGINNING OF YEAR	<u>3,104,898</u>	<u>2,656,757</u>
NET ASSETS, END OF YEAR	<u>\$ 3,407,924</u>	<u>\$ 3,104,898</u>

**CHERRY VALLEY AND ROCHDALE WATER DISTRICT
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Received from Customers	\$ 1,446,554	\$ 1,588,086
Other Operating Revenue	48,021	10,737
Paid to Employees and Professional Contractors for Services	(373,529)	
Paid to Suppliers for Goods and Services		
	<hr/>	<hr/>
Net Cash Provided by Operating Activities	<u>844,785</u>	<u>1,015,723</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING		
Interest Income	20,412	10,932
Grant and Subsidy Revenue	32,443	32,447
Tower Rental Income	20,070	19,485
Acquisition of Fixed Assets		
Principal Paid on Long-Term Debt City of Worcester		
Water System Upgrades	-	2,196
Interest Paid on Long-Term Debt	(46,596)	
	<hr/>	<hr/>
Net Cash Used in Capital and Related Financing Activities		
NET CHANGE IN CASH AND CASH EQUIVALENTS		473,557
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>2,189,604</u>	<u>1,716,047</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 1,628,155</u></u>	<u><u>\$ 2,189,604</u></u>
RECONCILIATION OF OPERATING PROFIT TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Changes in Operating Activities	\$ 642,440	\$ 836,295
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used In) Operating Activities:		
Depreciation Expense	149,809	138,665
Changes in Assets and Liabilities:		
Accounts Receivable		30,486
Water Liens Receivable	12,403	
Prepaid Expenses		
Deferred Outflows		26,293
Deferred Revenue		10,653
Accounts Payable	20,415	
Accrued Expenses		15,729
Due to Cherry Valley Sewer District		2,182
Deferred Inflows		23,300
Pension Liability, Net of Inflows and Outflows	99,207	
	<hr/>	<hr/>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u><u>\$ 844,785</u></u>	<u><u>\$ 1,015,723</u></u>

SALARIES OF ELECTED OFFICIALS FY 2020

1 CHAIRMAN	\$2,191.18	Annually
2 COMMISSIONERS	\$2,091.18	Annually

CVRWD MONTHLY WATER RATES

MONTHLY BASE CHARGE:	\$25.00
0-1000 CF	\$0.1164/CF
EXCESS OF 1,001 CF BUT NOT GREATER THAN 1,500 CF	\$0.1508/CF
EXCESS OF 1,501 CF BUT NOT GREATER THAN 2,000 CF	\$0.1732/CF
EXCESS OF 2,000 CF	\$0.1984/CF

ESTIMATED BILLS: If a meter fails to record water consumption, the customer may be issued an estimated bill, based on the historical water consumption as recorded by the meter when in order.

DUE DATE / LATE FEE: All payments are due and payable on the 15th of each month. After the 15th of the month, the customer is charged a \$5.00 penalty per service.

PAST DUE ACCOUNTS: Current bills are considered to be past due after the due date. Past due accounts are subject to termination of water service. All past due bills are considered to be delinquent and appear hereon as a second notice.

SERVICE TERMINATIONS: If water service is terminated, a re-connection fee will be charged prior to restoring service. Additionally, it is the right of the District to charge a demand fee to any customer receiving demand notices.

NO DISCOUNTS: Both the Water and Sewer Districts are small districts funded by you, the rate payers. Allowing discounts would be an additional cost burden to the remaining rate payers who would not qualify for a discount. Therefore, no discounts are available.

"Cherry Valley and Rochdale Water District is an equal opportunity provider, and employer."

To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, DC 20250-9410, or call (800) 795-3272 (voice), or (202) 720-6382 (TDD)."

Monthly Record Of Water Purchased In 2019

January	6,045,000	July	6,045,000
February	6,000,000	August	6,045,000
March	6,045,000	September	5,850,000
April	5,850,000	October	6,229,280
May	6,045,000	November	6,631,551
June	5,850,000	December	6,627,054

Total in 2018 73,262,885 gallons = Avg. of 200,720 gpd

Total In 2017 79,152,994 gallons = Avg. of 216,857 gpd

Total In 2016 100,343,586 gallons = Avg. of 274,914gpd

Total In 2015 93,600,595 gallons = Avg. of 256,440 gpd

Total In 2014 94,732,478 gallons = Avg. of 259,512 gpd

Hydrants	Cherry Valley	80
	Rochdale	73
	Oxford	11
	Total	164

Sprinklers in thirteen businesses supplying + 10,470 heads

In August of 2017 the Master meter had stopped working, the City of Worcester then started billing us based off of past usage, therefore the amounts listed in months from January through September are estimated amounts. The meter was replaced and activated in October of 2018 as part of the Automation of the Interconnection Upgrade project.

**CHERRY VALLEY & ROCHDALE WATER DISTRICT
RECORD OF VOTE – 109th ANNUAL MEETING
MAY 16, 2019**

A meeting of the Cherry Valley and Rochdale Water District was held at the Leicester Town Hall, 3 Washburn Square, Leicester, MA 01524, on Thursday May 16, 2019. One Hundred and Fourteen (114) were in attendance, all of who were eligible voters.

The Annual Meeting was called to order at 7:30 p.m. by Mr. Victor Taylor. A motion was made and seconded to **waive the reading of the Annual Warrant**, for it is published on pages 7 and 8 of the 109th Annual Report, which was in the hands of the voters.

VOTED: UNANIMOUS. APPROVED.

ARTICLE I – MODERATOR

A motion was made and seconded to nominate **Stephen Pawloskis** to the position of **Moderator** to preside at said meeting and for a term of one (1) year.

VOTED: UNANIMOUS. APPROVED.

ARTICLE II – PRINTED REPORTS

A motion was made and seconded to accept the **Printed Reports** of the Commissioners and District Treasurer, which were included in the 109th Annual Report.

VOTED: UNANIMOUS. APPROVED.

ARTICLE III - ELECTION OF OFFICERS

The Following Officers Were Elected:

District Commissioner for Three (3) Years: **Mr. Robert H. Lemieux, Sr.**

VOTED: MAJORITY. APPROVED.

ARTICLE IV - FY 20 BUDGET

A motion was made and seconded, and the district voted to appropriate from available funds (water revenue) the sum of ONE MILLION, FOUR HUNDRED AND THIRTY-THREE THOUSAND, SIX HUNDRED AND TWENTY-EIGHT DOLLARS AND EIGHTY-ONE CENTS. (**\$1,433,628.81**), for the operating budget for Fiscal Year 2020, to provide for the district's annual operating requirements, including but not limited to, salaries, related services, office expenses, maintenance, construction and any other items related thereto; to execute any instruments or documents necessary or appropriate to accomplish said purposes, as printed on page 9 in the 109th Annual Report.

VOTED: MAJORITY. DENIED.

ARTICLE V - RESERVE ACCOUNT

A motion was made and seconded and the district voted to appropriate the sum of **Fifty Thousand Dollars (\$50,000.00)** from available funds (water revenue) to create a reserve account.

VOTED: MAJORITY. DENIED

ARTICLE VI – REVOLVING FUND FOR CONSTRUCTION REVIEW

A motion was made and seconded and the district voted to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees paid pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made by the Board of Water Commissioners for legal services, administrative services, and engineering services (including but not limited to, design, plan review, and inspection of the project(s) being constructed) in connection with any water system design, review, and construction.

VOTED: UNANIMOUS. DENIED.

ARTICLE VII - REVOLVING FUND FOR WATER METERS

A motion was made and seconded, and the district voted to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees paid pursuant to Chapter 105 of the Acts of 1996, and, from which, expenditures may be made by the Board of Water Commissioners, for the purchase and installation of water meters. (*Discussion occurred regarding language of motion*).

A motion was made and seconded to AMEND Article VII – Revolving fund for water meters to: to establish a fund to receive and deposit fees paid pursuant to Chapter 105 of the Acts of 1996, and, from which, expenditures may be made by the Board of Water Commissioners, for the purchase and installation of water meters *associated with new construction projects*.

ARTICLE: VOTED: UNANIMOUS. APPROVED.

ARTICLE VIII - REVOLVING FUND FOR TERMINATION

A motion was made and seconded, and the district voted to authorize the Board of Water Commissioners to establish a fund to receive and deposit fees pursuant to Chapter 105 of the Acts of 1996, and, from which expenditures may be made by the Board of Water Commissioners for the purchase and rental of supplies and equipment associated with the District's Service Termination Process, including but not limited to construction and excavation equipment rental, police details, backfill materials such as processed gravel and sand, asphalt, pipe, fittings and appurtenances.

VOTED: UNANIMOUS. APPROVED.

ARTICLE IX – SARGENT STREET WATER MAIN

A motion was made that the District vote to transfer from available funds or free cash the sum of ONE HUNDRED AND FOURTY THOUSAND DOLLARS (\$140,000.00) to enable the District to pay the costs associated with installing a 12" water main on Sargent St to Main St.

VOTED: UNANIMOUS. DENIED.

ARTICLE X – Clear Well / Grindstone Well

A motion was made that the District vote to transfer from available funds or free cash the sum of FIVE HUNDRED AND EIGHTY THOUSAND DOLLARS (\$580,000.00) to enable the District to pay the costs associated with bringing a the Grindstone well online and converting the clear well to a holding/ distribution tank.

VOTED: UNANIMOUS. DENIED.

Article XI - USDA Loan # 91-04 payoff

A motion was made that the District vote to transfer from available funds or free cash the sum of ONE HUNDRED AND THIRTY-SIX THOUSAND NINE HUNDRED FIFTEEN DOLLARS AND FIFTY-NINE CENTS (\$136,915.59) to enable the District to payoff USDA Loan # 91-04.

VOTED: UNANIMOUS. Approved.

Article XII - USDA Loan # 91-02 payoff

A motion was made that the District vote to transfer from available funds or free cash the sum of FIVE HUNDRED AND TWELVE THOUSAND FIVE HUNDRED TWENTY-EIGHT DOLLARS AND TWENTY-FOUR CENTS (\$512,528.24) to enable the District to payoff USDA Loan # 91-02.

VOTED: UNANIMOUS. Approved.

ARTICLE XIII -WEST ST STORAGE TANKS

A motion was made that the District vote to transfer from available funds or free cash the sum of THIRTY- FOUR THOUSAND FIVE DOLLARS (\$34,000.00) to enable the District to conduct repairs to the West St Storage tanks.

VOTED: UNANIMOUS. Approved.

The meeting adjourned at 9:30 P.M.

I, Cheryl A. Balkus, hereby certify that this is a true and accurate record of vote taken by the voters of the Cherry Valley and Rochdale Water District at the Annual Meeting, May 16, 2019.

A TRUE COPY ATTEST:

Cheryl A. Balkus, DISTRICT CLERK

STATISTICS
CHERRY VALLEY & ROCHDALE WATER DISTRICT

Supplying the Villages of Cherry Valley, Greenville and Rochdale, all within the Town of Leicester and extensions to Comins Road, Wells Street and Pleasant Street, all located within the Town of Oxford.

Charter (Chapter 381, Acts of 1910) accepted April 20, 1910. Charter amended May 29, 1996, Chapter 105, Act of 1996.

First Officers elected May 19, 1910.

Old systems in Cherry Valley installed by Leicester Water District in 1894 and 1895. This section was purchased in 1910 and looped into a new system.

A new system was installed in Cherry Valley in 1910. The systems in Rochdale and Greenville, plus the pumping stations and both standpipes were built in 1910.

Population supplied by the Cherry Valley and Rochdale Water District is estimated at 4,000.

Henshaw Reservoir has a storage capacity of 97, 700, 00 gallons and a safe yield of 375,000 gallons per day.

Grindstone Well has a safe yield of 115,000 gallons per day and was activated March 21, 2002.

Pumping to three covered standpipes. Two steel constructed tanks located in Cherry Valley with a combined capacity of 500,000 gallons. One concrete constructed tank located in Greenville with a 500,000 gallon capacity. Built on the same level and connected directly with entire system, the three standpipe system provides a total storage capacity of one million gallons.

Pipes - Main cast iron 6", 8" and 12" (16 miles)

Small pipes - Cement lined, galvanized iron and 3" cast iron.

Services - Galvanized pipe, cement lined pipe and copper tubing.

Original construction Bonds - paid in December 1938

Pipe line construction Notes - paid in February 1939

Last District Tax Assessed - 1933

All Notes, etc., due since have been paid from Water Revenue.

Two Goulds Centrifugal High Lift Pumps. Capacity 500 GPM.

Two Baldor 30HP Electric Motors to operate High Lift Pumps.

Two Goulds Centrifugal Low Lift Pumps Capacity 500 GPM.

Two Baldor 7½ HP Electric Motors to operate Low Lift Pumps.

One Kohler Power Systems 125 KVA Diesel Driven Automatic Standby Generator which provides full power to operate the treatment facility in the event of a power failure.

One 500,000 GPD Lowry Treatment System for the removal of Arsenic, Uranium and Radon.

Citect SCADA System to control and monitor the operation of the Water Treatment Facility.

One 2012 Ford F150 four-wheel drive pick-up truck.

One 2015 Ford F250 four-wheel drive pick-up truck with plow and sander.

One Foxboro Flow Meter, Electronic Type, which records on a 24-hour chart the time the Raw and Finish (Henshaw Water Treatment Facility) water pumps start and shut off, the exact gallons pumped per minute, plus the total gallons pumped per day.

One Foxboro Flow Meter, Electronic Type, which records on a 24-hour chart the time the raw (Grindstone Water Treatment Facility) water pumps start and shut off, the exact gallons pumped per minute, plus the total gallons pumped per day.

Four Superior cylinder mounted chlorinators. This is a vacuum type solution feed chlorinator which gives a precise control of chlorine gas feed rate.

Four Milton Roy chemical feed pumps.

One International dioxide generator system.

One Bell & Gossett techno force booster pump system.

One Krone electromagnetic flow meter.

One ten-foot steel storage container.

One 8" Sensus Omni F2 Flowmeter

One 8" Val-Matic Butterfly valve