

1910

2021

111th
**ANNUAL
REPORT**



CHERRY VALLEY & ROCHDALE WATER DISTRICT

Ending June 30, 2021

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 Leaflang	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
111th ANNUAL REPORT
PERIOD ENDING JUNE 30, 2021

Greetings:

Your Board of Water Commissioners respectfully submits their 111th Annual Report for fiscal year ending June 30, 2021.

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.

The past year, the District faced unforeseen changes in operations due to the COVID-19 Pandemic. Earlier in the year, the pandemic forced the district to rearrange the work schedules of staff members to limit in person contact. Office staff worked remotely and rotated days working in office, and operations were modified to adjust to the changes in social restrictions. The pandemic postponed the District conducting water terminations for nonpayment leading to an increase in money owed to the District, delayed the annual meeting, and moved all commissioner meetings to a virtual setting. Despite the several modifications made to the District's operational structure, the District was still able to continue to provide safe drinking water to its customers.

METER UPGRADES

In 2016, the District began the process of upgrading customers' water meters. Previous meter installation upgrades began in 2007 and completed in 2012. There are over 1240 meters located within the District. The new style meter the District is installing in customer's homes has an extended life period. These new meters have a 15-20-year life span compared to meters in earlier years that typically lasted 8-12 years on average.

The newer style meter contains a cellular based reading system, providing new benefits to the ratepayers and the District. Water usage reads are now accessible in the office on a daily basis, eliminating the need for operators to drive by homes on a monthly basis to read meters as previously required by the old style meter. Ratepayers can also monitor their water usage with the new meter. Once the meter is installed in their home and connected to the cellular network, residents are given access to their water usage data through either a smart phone app or a website. Residents can also receive alerts when they may have a leak inside the home. This past year, the District was able to upgrade and install 100 new meters. Currently, the District has just over 400 meters in the upgraded system.

GRANT RESEARCHER

In 2020, the District entered into an agreement with Byte Sized Studios to become the Districts Grant Researcher. Byte Sized reported potential grants to the Districts Commissioners on a monthly basis. Due to the COVID-19 Pandemic, grants quickly became unavailable. Byte Sized Studios recognized this change and asked to terminate their contract with the District to help save money. The District thanks them for the work they put into this endeavor and recognizes the conservation efforts in the early termination of the agreement.

GRINDSTONE REACTIVATION

At the annual meeting in June of 2020, the District voters allocated the necessary funds to engineer, design and construct the needed changes to the treatment system to place the grindstone well back into operation. The reactivation of the Grindstone well was voted on through two separate articles with two objectives to be completed. In order for the well to be activated, changes needed to be made to the previous infrastructure at the District office. The original concept design planned to convert the old clear well into a holding tank to take on the treated water from Grindstone, as well as installing a pipe that would allow a portion of Worcester Water to enter the holding tank to offset the demand going to the Rochdale Service area. Completion of this portion of the project will allow the well to go online as well as address pressure

deficiencies in the Henshaw Street area near the Water District facility. A separate article approved the reactivation of the Grindstone well.

With the well reactivated, the demand to purchase water from Worcester is going to decrease. The anticipated savings will be reflected into the District's operations budget once everything is fully activated and operational.

Modifications and changes to the original concept have been made to simplify the design and optimize the future operation of the proposed system. The new modifications will eliminate the use of the clear well by installing two pump systems in the preexisting pumping station. One pump will pump water from the grindstone well holding tank to the Rochdale section of the system. The second pump system will be connected to the Worcester feed side to offset any demand deficiencies the well cannot meet running on its own. With the design modifications, the District will still accomplish the same objectives as the original design. In order to lessen the overall cost of the projects, the District staff will conduct different aspects of the project in house including demolition, excavation, and filter media removal.

Hydrant Flushing

The Water District works to flush fire hydrants within the Distribution system based off of a Mass DEP 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 requires isolation of sections of the distribution system to increase pressure and volume, scouring the debris and build up inside the water mains, flushing them out. This method enhances water quality, maintains chlorine residuals throughout the distribution system and verifies 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 is conducted based off the direction of flow changing now that the water is supplied by the City of Worcester. Due to ongoing drought conditions during the summer of 2020, the District was only able to complete the spring portion of the flushing program. Unidirectional flushing is planned for spring of 2021.

Valve Exercising

In 2018, District staff began implementing a valve-exercising program. Valve exercising is a task that MassDEP recommends all water utilities complete on an annual basis. This task ensures that all control valves in the street are in functional working condition in case they are needed in an emergency. In order to conduct this program, the staff researched through old record drawings to find the locations of valves throughout the system. The system has been divided into 3 different sections, with one section being complete each year. Last year the District was able to complete the second section of the program bringing the total valves located and exercised to 155 out of the 233 existing valves. District staff plans to complete the remainder of the system this coming year.

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 numerous leaks. This allowed District Staff to address these leaks in a timely manner in order to minimize the effect on the ratepayers.

In addition to in house monthly leak detection, MassDEP requires the district to conduct a system wide leak survey every 3-5 years. In March of 2021, Prowler Water Conservation was hired to conduct a system leak survey.

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 to \$9.5 million dollars. The Commissioners deemed this cost 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.

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 Development Block Grants (CDBG). 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. In 2019, the District and CMRPC were unsuccessful in obtaining the needed data to become eligible for the grant program, due to lack of participation by the District members. After the missed opportunity, there was a discussion with CMRPC about larger scale projects and how the District could become eligible for something of this nature. It was determined that a system wide income survey would need to be completed in order to determine if the District were to be eligible for the funding. In October and November of 2020 District staff worked with CMRPC to conduct the income survey. It was determined that the information the District gathered was sufficient to move forward with the CDBG. The application period has not opened for this grant but the preliminary work needed for the District to qualify is completed and will allow the District to be eligible for the next 3 years before the process would have to start again.

Town of Leicester

In the past years, a great deal of information has come forth concerning the Water and Sewer Districts present in the Town of Leicester. With the Cherry Valley Sewer District facing impending insolvency, conversations between all town Water and Sewer Districts began in 2019 to discuss potential resolutions for the Sewer District. We have since held meetings with State and Federal Lawmakers to discuss receiving potential assistance from them as well. The collective group is working to assess what avenues would best meet the needs for our community moving forward. In 2019, the working group met on several occasions in order to remain updated on the status of the Cherry Valley Sewer District and discuss conducting a feasibility study that would assess the best options for all town Water and Sewer Districts. 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. In order to obtain the remaining \$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.

In 2020, the working group awarded the contract to a Massachusetts based engineering firm, Weston & Sampson. Upon receiving the contract, Weston & Sampson requested the Districts to provide information regarding all aspects of the District's operations.

After reviewing the information, Weston & Sampson scheduled meetings between their project team and the Districts to review the information that had been requested. Currently, Weston and Sampson has provided a draft of the operational and financial status of the town Water and Sewer Districts. After completion, they will present a report with recommendations and advisement for all districts. From there, the project team will take the information provided to determine what the best course of action for the Districts and the town is moving forward as it pertains to water and sewer operations.

RCAP Solutions

While meeting with the town working group, the District learned of an organization known as RCAP

(Resources for Communities and People) Solutions. RCAP is a USDA and EPA funded organization that provides free consulting and overview to water and sewer utilities. Both Cherry Valley Districts opted to utilize this organization to help determine best next steps and provide further resource avenues for the Districts. In 2019, RCAP mentioned to the Superintendent that they may be able to assist the District in conducting GIS (Geographic Information System) mapping of the District. Upon signing an agreement with RCAP to conduct the GIS Mapping, RCAP provided the District with free training and 1 year free of the software license. A project of this magnitude would normally cost \$10,000-\$15,000 for the Districts size. With RCAP's assistance, the project was completed at minimal cost to the District, only requiring payment for the police details needed to maintain safety in the roadways. The project finished in the late spring/early summer of 2020. The GIS map of the system includes all water gates, fire hydrants, and other assets of the system on one software based map and will be beneficial in assisting the District in building asset management programs and capital improvement programs.

In 2020, a federal mandate required water systems to conduct a System Risk and Resiliency Assessment. Due to the population size of the Cherry Valley & Rochdale Water District, the mandate required the District to complete this assessment prior to June 30, 2021. After researching the demands and requirements of a System Risk and Resiliency Assessment, the Superintendent requested a quote from the District engineer, Tata and Howard, to conduct such an assessment. Simultaneously, the Superintendent contacted RCAP Solutions to see if there were any available grants or if RCAP could provide assistance in conducting the survey. With some uncertainty on this matter, funds were appropriated at the June 2020 annual meeting to complete the study. Thankfully, RCAP was able to work with the Superintendent on conducting the assessment without cost to the District. The assessment was completed in late spring of 2021 in order to meet the federal requirement deadline of June 30, 2021.

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, 2021 and ending October 1, 2021. Details of the restrictions are posted on the District website www.cvrwd.com.

Annual Financial Audit

The firm of Spinnelli Accountant and Advisors CPA conducted the annual financial audit for years ending June 30, 2019 and 2020. The audit concluded that the District continues to demonstrate excellent financial accountability.

For your convenience and review the 2019 – 2020 Audited Statement of Net Assets, Revenue, Expenses, Changes in Net Assets and Cash Flows are published in the 111th 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 twentieth day of May, two thousand and twenty-one (May 20, 2021) 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 2022 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 and 7** and the District Treasurer on pages **14, 15 and 16** as set forth in the 111th 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 2021 and the report of the District Treasurer provides the District members with an update of the District's audited activity during fiscal year ending 2019 and 2020, respectively.

THREE: COMMISSIONER

To elect the following officer by ballot:

A resident from the Greenville 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 Greenville 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 Greenville service area, the Rochdale 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 2022, 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 (water revenue) the sum of of **ONE MILLION THREE HUNDRED THIRTY ONE THOUSAND TWO HUNDRED EIGHTY DOLLARS AND NINETY CENTS (\$1,331,280.90)** for the operating budget for fiscal year 2022, as set forth on page 13 of the 111TH 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 2022 operating budget, which includes funding all operations of the District, debt service payments and the purchasing of water from the City of Worcester.

FIVE: 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 FY22 operating budget and no expense to the district rate payers.

For Example, if a new development came into the district our engineer has to 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 in order 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.

SIX: 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 FY22 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.

SEVEN: 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 FY22 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.

EIGHT: AMENDMENT OF CLEARWELL ARTICLE

To see if the District vote to amend its approval of Article IX of the Annual Warrant at the Annual Meeting held on June 11, 2020, by which the District voted to transfer from available funds or free cash the sum of THREE HUNDRED AND FIFTY-FIVE THOUSAND DOLLARS (\$355,000.00) to enable the District to pay the costs associated converting the Clear Well to a holding/ distribution tank, to enable the District to pay all costs associated with a revised design which will activate the grindstone well and alleviate pressure drops in the system when the booster pump is running, including the costs of engineering services, legal services, and construction services, or to take any action thereon.

PROPOSED MOTION:

I Move that the District vote to amend its approval of Article IX of the Annual Warrant at the Annual Meeting held on June 11, 2020, by which the District voted to transfer from available funds or free cash the sum of THREE HUNDRED AND FIFTY-FIVE THOUSAND DOLLARS (\$355,000.00) to enable the District to pay the costs associated converting the Clear Well to a holding/ distribution tank, to enable the District to pay all costs associated with a revised design which will activate the grindstone well and alleviate pressure drops in the system when the booster pump is running, including the costs of engineering services, legal services, and construction services, or to take any action thereon.

DESCRIPTION:

The purpose of this article is amend last year's article VIII for the Clear well to be placed back into operation to serve as a holding tank and allow for the activation of the Grindstone well as well as alleviate pressure issues caused by the operations of the booster pump. The change in design will abandoned the use of the Clearwell and a revised design that will be utilized to allow Grindstone well to go into operation as well as alleviate the pressure deficiencies experienced during the Booster pump operations. This project is already underway and in order to continue last year's article needs to be amended to reallocate the funds for the new design.

NINE: CHANGE TO ENABLING ACT

To see if the District will vote to authorize the Board of Commissioner's to revise the proposed amendment to the District's enabling act which proposed amendment was approved by the District as Article One of Warrant for the Special District Meeting held on November 19, 2019, to address issues raised by legal counsel to the House of Representatives for the Commonwealth of Massachusetts, at the sole cost of the District, or to take any action thereon.

PROPOSED MOTION:

I move that the District vote to transfer from available fund or free cash the sum of THREE THOUSAND DOLLARS (\$3,000.00) to enable the Board of Commissioner's to revise the proposed amendment to the District's enabling acts which proposed amendment was approved by the District as Article One of Warrant for the Special District Meeting held on November 19, 2019, to address issues raised by legal counsel to the House of Representatives for the Commonwealth of Massachusetts, at the sole cost of the District, or to take any action thereon.

DESCRIPTION:

The purpose of this article is to see if the District members wish to bear the additional legal expense for legal counsel rewrite the proposed enabling act amendment that the ratepayers voted for at the Special District Meeting in November of 2019. Since the Special District Meeting, the proposed enabling act amendment was submitted to the Massachusetts House of Representatives and has since been returned to the District noting legal issues that were potentially found in the language of the article. These legal issues must be addressed before the House will consider the proposed amendment, and, in order to do so, the District must rewrite and resubmit the Article. The commissioners felt that this article was the District Members article and they should decide whether the District should continue to pursue and authorize the additional expense the proposed amendment. Currently the District is looking at spending no more than \$3,000 for the Districts Attorney to make corrected adjustments to the article. Upon completion of the article, the District will have to host a special district meeting for the voters to vote in favor of the new article going forward to the State House for approval.

TEN: LEASE PURCHASE VEHICLE

To see if the District will vote to authorize the Board of Commissioners, in accordance with Chapter 44, Section 21C of the Massachusetts General Laws, to enter into a lease purchase financing agreement to acquire a 2021 Ford F- 550 Dump Truck, which lease purchase agreement may be financed by the issuance of debt under Chapter 44, for a term of five years, and to appropriate the first year payment from free cash with the remaining four yearly payments to be raised and appropriated as part of the District's annual budget, or take any action thereon.

PROPOSED MOTION:

I move that the District vote to authorize the Board of Commissioners, in accordance with Chapter 44, Section 21C of the Massachusetts General Laws, to enter into a lease purchase financing agreement to acquire a 2021 Ford F-550 Dump Truck, which lease purchase agreement may be financed by the issuance of debt under Chapter 44, for a term of five years, and to appropriate the first year payment of TWELVE THOUSAND SEVEN HUNDRED FORTY DOLLARS AND TWENTY ONE CENTS (\$12,740.21) from free cash with the remaining four yearly payments to be raised and appropriated as part of the District's annual budget, or take any action thereon.

DESCRIPTION:

The District is looking to purchase through a Lease Purchase agreement a new Ford F550 Dump Truck. In purchasing the Truck, the District will be trading in a 2012 Ford F150 to help reduce the overall cost of the vehicle. The overall vehicle price is \$58,349.98; with the lease, purchase agreement the annual cost for the district is \$12,740.21 for 5 years. With approval of this article, the District is agreeing to pay the first year

payment from free cash and the remaining 4-year payments will come from the Districts operation budget

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 20th day of April, in the year of Our Lord, two thousand nineteen (April 20, 2021).

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)

PROPOSED BUDGET

CHERRY VALLEY AND ROCHDALE WATER DISTRICT		
FISCAL YEAR, 2022 BUDGET		
ACCOUNT	FY 2021 PROPOSED	FY 2022 PROPOSED
ACCOUNTING	\$ 13,000.00	\$ 13,000.00
BANK FEES	\$ 1,000.00	
CHEMICAL SUPPLIES	\$ 3,000.00	\$ 5,000.00
CITY OF WORCESTER	\$ 425,000.00	\$ 390,000.00
CONSULTING SERVICE	\$ 26,200.00	\$ 16,000.00
CONTINUING ED	\$ 5,431.74	\$ 7,500.00
MA DEP-U.S. EPA MANDATES		
CONSUMER CONFIDENCE REPORT	\$ 1,000.00	
DEP SDWA ASSESSMENT	\$ 850.00	\$ 750.00
LEAK DETECTION AND STAND PIPE INSPECTIONS	\$ 16,000.00	\$ 10,000.00
MASTER METERS CALIBRATION	\$ 1,000.00	\$ 1,000.00
PUBLIC EDUCATION	\$ 500.00	
ELECTRICITY	\$ 15,000.00	\$ 15,000.00
FIELD SUPPLIES	\$ 7,000.00	
HEAT	\$ 8,400.00	\$ 9,170.00
INSURANCE	\$ 115,986.42	\$ 116,747.08
LAB WORK	\$ 11,000.00	\$ 17,000.00
LEGAL ADVERTISING	\$ 1,200.00	
LEGAL FEES	\$ 13,000.00	\$ 10,000.00
LICENSE FEES	\$ 2,000.00	
METERS	\$ 33,700.00	\$ 33,700.00
MISCELLANEOUS	\$ 200.00	\$ 500.00
MOTOR VEHICLE EXP	\$ 11,550.00	\$ 11,550.00
OFFICE EXPENSES	\$ 20,000.00	\$ 17,500.00
OFFICER'S SALARY	\$ 6,400.00	\$ 6,400.00
PAYROLL	\$ 289,928.98	\$ 291,065.82
PIPES	\$ 15,000.00	\$ -
POSTAGE	\$ 8,400.00	\$ 7,000.00
PROPERTY TAX	\$ 4,500.00	\$ 4,500.00
REPAIR/MAINT	\$ 14,562.72	\$ 40,000.00
RETIREMENT	\$ 62,118.00	\$ 66,539.00
SERVICES	\$ 15,619.00	\$ 14,800.00
SMALL TOOLS	\$ 3,000.00	
SUB CONTRACTORS	\$ 45,000.00	\$ 42,000.00
TECHNOLOGY	\$ 17,835.00	\$ 18,339.00
TELEPHONE	\$ 3,570.00	\$ 3,220.00
Sub Total A	\$ 1,217,951.85	\$ 1,168,280.90
Capital	\$ 20,000.00	\$ 20,000.00
Debt Service		
MA Water Pollution Abatement Trust	\$ 93,000.00	\$ 93,000.00
Reserve	\$ 50,000.00	\$ 50,000.00
Sub Total B	\$ 163,000.00	\$ 163,000.00

CHERRY VALLEY AND ROCHDALE WATER DISTRICT
STATEMENTS OF NET ASSETS
JUNE 30, 2020 AND 2019

ASSETS

	<u>2020</u>	<u>2019</u>
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 1,752,486	\$ 1,628,155
Accounts Receivable	58,473	58,050
Water Liens Receivable	35,511	35,691
Prepaid Expenses	20,374	20,220
Due from Cherry Valley Sewer District	-	763
	1,866,844	1,742,879
Total Current Assets	1,866,844	1,742,879
CAPITAL ASSETS, NET	3,135,602	3,245,736
OTHER ASSETS		
Deferred Outflows	110,246	115,362
	110,246	115,362
Total Other Assets	110,246	115,362
TOTAL ASSETS	\$ 5,112,692	\$ 5,103,977

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES		
Accounts Payable	\$ 6,395	\$ 47,675
Accrued Expenses	47,926	32,779
Due to Cherry Valley Sewer District	1,318	-
Deferred Revenue	9,000	9,000
Current Portion of Long-Term Debt	103,578	98,136
	168,217	187,590
Total Current Liabilities	168,217	187,590
LONG-TERM LIABILITIES		
Long-Term Debt, Net of Current Portion and Unamortized Debt Issuance Cost	580,114	685,940
Deferred Inflows	68,704	43,344
Net Pension Liability	787,022	779,179
	1,435,840	1,508,463
Total Long-Term Liabilities	1,435,840	1,508,463
Total Liabilities	1,604,057	1,696,053
NET ASSETS		
Invested in Capital Assets, Net of Related Debt	2,451,910	2,461,660
Unappropriated Fund Balances	403,025	831,807
Reserved for Continued Appropriations	653,700	114,457
	3,508,635	3,407,924
Total Net Assets	3,508,635	3,407,924

TOTAL LIABILITIES AND NET ASSETS \$ 5,112,692 \$ 5,103,977

**CHERRY VALLEY AND ROCHDALE WATER DISTRICT
STATEMENTS OF REVENUE, EXPENSE AND CHANGE IN NET ASSETS
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
OPERATING REVENUE		
Water Revenue - Net of Refunds	\$ 1,270,819	\$ 1,449,792
Penalties Invoiced Customers	12,045	19,457
Other Revenue	31,639	21,208
	<hr/>	<hr/>
Total Operating Revenue	1,314,503	1,490,457
	<hr/>	<hr/>
OPERATING EXPENSES		
Payroll and Related Expenses	365,613	363,494
Depreciation Expense	146,435	149,809
Insurance and Surety Bond	104,507	115,988
Supplies and Materials	133,683	74,796
Dues	92,827	91,527
Outside Services	76,338	56,267
Utilities	33,680	42,591
Meters	31,642	31,090
Sampling Equipment and Lab Fees	24,543	22,105
Professional Services	19,443	22,355
Other Operating Expenses	17,475	18,968
Hazardous Waste Disposal	-	7,456
Service Agreement Reimbursements	(135,542)	(148,429)
	<hr/>	<hr/>
Total Operating Expenses	910,644	848,017
	<hr/>	<hr/>
OPERATING PROFIT	403,859	642,440
	<hr/>	<hr/>
NON-OPERATING REVENUE (EXPENSE)		
Subsidy Revenue	29,888	32,443
Tower Rental	20,672	20,070
Interest Income	10,654	20,412
City of Worcester	(357,556)	(365,743)
Interest Expense	(6,806)	(46,596)
	<hr/>	<hr/>
Total Non-Operating Revenue (Expense)	(303,148)	(339,414)
	<hr/>	<hr/>
CHANGE IN NET ASSETS	100,711	303,026
	<hr/>	<hr/>
NET ASSETS, BEGINNING OF YEAR	3,407,924	3,104,898
	<hr/>	<hr/>
NET ASSETS, END OF YEAR	\$ 3,508,635	\$ 3,407,924
	<hr/>	<hr/>

**CHERRY VALLEY AND ROCHDALE WATER DISTRICT
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Received from Customers	\$ 1,270,396	\$ 1,446,554
Other Operating Revenue	45,945	48,021
Paid to Employees and Professional Contractors for Services	(345,827)	(373,529)
Paid to Suppliers for Goods and Services	(406,350)	(276,261)
Net Cash Provided by Operating Activities	<u>564,164</u>	<u>844,785</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Interest Income	10,654	20,412
Grant and Subsidy Revenue	29,888	32,443
Tower Rental Income	20,672	20,070
Acquisition of Fixed Assets	(36,301)	(315,185)
Principal Paid on Long-Term Debt	(100,384)	(751,635)
City of Worcester	(357,556)	(365,743)
Interest Paid on Long-Term Debt	(6,806)	(46,596)
Net Cash Used in Capital and Related Financing Activities	<u>(439,833)</u>	<u>(1,406,234)</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	124,331	(561,449)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>1,628,155</u>	<u>2,189,604</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 1,752,486</u>	<u>\$ 1,628,155</u>
RECONCILIATION OF OPERATING PROFIT TO NET CASH PROVIDED BY OPERATING ACTIVITIES		
Changes in Operating Activities	\$ 403,859	\$ 642,440
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used In) Operating Activities:		
Depreciation Expense	146,435	149,809
Changes in Assets and Liabilities:		
Accounts Receivable	(423)	(3,238)
Water Liens Receivable	180	12,403
Prepaid Expenses	(154)	(4,553)
Deferred Outflows	5,116	(22,709)
Deferred Revenue	-	(1,653)
Accounts Payable	(41,280)	20,415
Accrued Expenses	15,147	(12,024)
Due to/ from Cherry Valley Sewer District	2,081	(3,394)
Deferred Inflows	25,360	(31,918)
Pension Liability, Net of Inflows and Outflows	7,843	99,207
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 564,164</u>	<u>\$ 844,785</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 2020

January	6,049,000	July	6,570,094
February	5,465,000	August	5,654,094
March	6,947,792	September	5,048,250
April	5,253,969	October	4,902,391
May	5,726,000	November	4,671,250
June	5,993,430	December	4,930,813

Total in 2019	74,710,440 gallons = Avg. of 204,686 gpd
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 – 110th ANNUAL MEETING
JUNE 11, 2020**

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 June 11, 2020. Thirty-Two (32) were in attendance, all of who were eligible voters.

The Annual Meeting was called to order at 7:30 p.m. by Mr. Stephen Pawlowskis. A motion was made and seconded to **waive the reading of the Annual Warrant**, for it is published on pages 9-14 of the 110th Annual Report, which was in the hands of the voters.

VOTED: UNANIMOUS. APPROVED.

ARTICLE I – MODERATOR

A motion was made and seconded to nominate **John Shocik** 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 110th Annual Report.

VOTED: UNANIMOUS. APPROVED.

ARTICLE III - ELECTION OF OFFICERS

The Following Officers Were Elected:

District Commissioner for Three (3) Years: **Kevin Bergin**

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 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

VOTED: MAJORITY. APPROVED.

ARTICLE V – RISK AND RESILIENCE

A motion was made and seconded and the district voted to appropriate from available funds the sum of **TWENTY-THREE THOUSAND SEVEN HUNDRED DOLLARS** and **ZERO CENTS (\$23,700.00)** for Risk and Resilience.

VOTED: MAJORITY. APPROVED

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. APPROVED.

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.

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 – CLEAR WELL

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

VOTED: UNANIMOUS. APPROVED.

ARTICLE X – GRINDSTONE

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

VOTED: UNANIMOUS. APPROVED.

The meeting adjourned at 8:19P.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, June 11, 2020.

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