

Clerk's Report

The Annual Meeting of the Lynnfield Water District was held on April 10, 2024. At that meeting the 2023 annual reports of the District Officers were accepted as published. Also at the meeting, Brian D. Buckley was appointed as Moderator for the Annual Meeting for a one-year term and Stephan F. Rondeau was nominated and elected to serve as a Water Commissioner for a term of three years.

It was voted at the Annual Meeting to raise, transfer, and appropriate the sum of \$2,324,696 for the General Maintenance and Operating Expenses for the fiscal year ending June 30, 2025, to cover the following projected expenses.

The following projected expenses are summarized below:

Maintenance & Operations	\$1,731,532
Salaries & Wages	\$ 593,164
Retirement of Bonds and Notes	\$ 292,680
Reserved for MWRA Equity Account	\$ 40,466.90
Water Meter Replacement Study	\$ 25,000
New Fencing and Paving at the Pump Station	\$ 40,000
New Septic System and Parking Lot at Office	\$ 130,000
Expansion of the District Office	\$ 150,000
System Improvement & Repair Stabilization Fund	\$ 200,000
OPEB Trust Fund	\$ 10,000
Reserve Fund	\$ 20,000
Total Voted	<u>\$3,232,842.90</u>

The above amount was funded as follows: \$2,647,376 from Water Revenue and the Tax Levy, \$323,466.90 from free cash and \$262,000 from Articles 9,10 and 11 of the Annual Meeting dated April 12, 2023. No additional business was conducted at the 2024 Annual Meeting.

At the June 10, 2024, Board of Water Commissioners Meeting, the Board voted to transfer \$17,000 from the Reserve Fund and \$38,957.07 from the Reserved for Extraordinary and Unforeseen Expenditures Account to Salary and Wages and General Maintenance and Operating Expenses, respectively, to pay for costs above the amount appropriated at its April 10, 2023, meeting.

Brian D. Buckley
District Clerk

Superintendent's Report

2024 included the implementation of a new system hydraulic model at the two water storage tanks. The updated model maintains lower water levels within the tanks to minimize water exposure to increased temperatures at the top of the tank. Water quality reports showed lower temperatures and higher chlorine residuals as a result with no negative to the impact distribution system.

The District supported the firefighting efforts on two major fires this year. Staff arrived at each site within minutes, monitored tank water supply levels, and adjusted pump operations to provide adequate and continuous water to the fire locations, while simultaneously ensuring that neighboring properties continued to receive fresh, clean water throughout.

Distribution System

The Massachusetts Water Resources Authority supplied the District with 189 million gallons of water in 2024. Water is supplied via the District's 29-mile distribution system through pipes with diameters ranging from 2" to 12". Water is stored in and distributed from two above-ground tanks, with a total capacity of over two million gallons. Radio telemetry controls water pumping and storage into the tanks and the distribution system. As of December 31, 2024, the District had 121 commercial and 1,357 residential service connections.

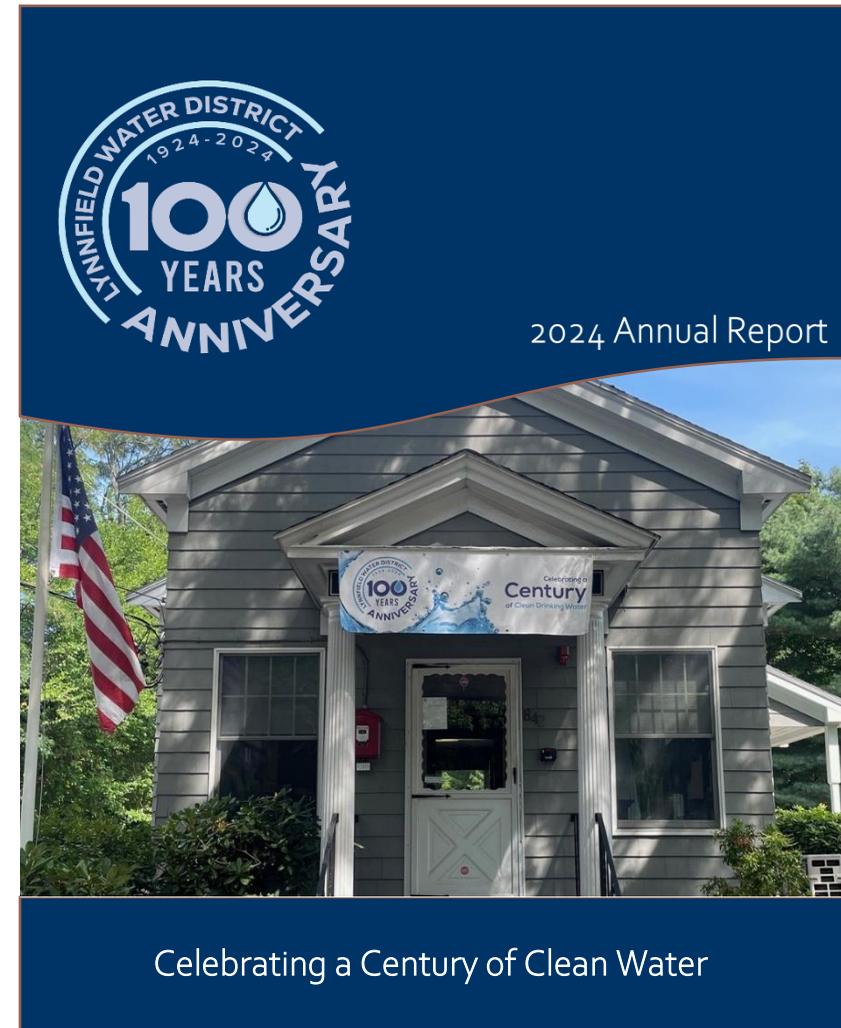
Maintenance & Projects

During 2024, District staff completed a lead line service inventory, as required by the Environmental Protection Agency to identify and replace lead lines. The District has no lead line services, and few lead lined goosenecks, which are systematically being eliminated. Massachusetts Department of Environmental Protection conducted a sanitary survey and identified no issues. All required cross connection testing was completed. A water meter replacement evaluation was undertaken in 2024, to serve as foundation for replacement of all District water meters in upcoming years.

Other 2024 accomplishments included the following:

- Cyber Security training was conducted by an outside vendor to prepare the District to respond to any threats or cyber security emergencies.
- The Emergency Response Plan was updated.
- A new System Supervisory Control and Data Acquisition (SCADA) computer was installed.
- Watertight spray seal was applied on the small tank vault.
- 531 mark-outs were completed through the District's Digsafe membership.

Work continued and commenced on a variety of operational projects, all of which support the District's mission of delivering high quality water efficiently and utilizing technological advancements and available funding sources.



Board of Water Commissioners

Stephan F. Rondeau, DC, Chair
John K. Harrigan (deceased 7/3/2024)
Ruth E. McMahon
Brian D. Buckley

Board of Water Commissioners Report

The centennial year of the Lynnfield Water District is a milestone and a testament to its track record of success and its unwavering commitment to supplying its customers with high quality water and related services.

Since its creation by the Massachusetts Legislature in the Acts of 1924, the Lynnfield Water District has continuously sought to improve and enhance its infrastructure, operations and services to its residential and commercial customers. 2024 activities included the completion of a water meter replacement study; safety improvements at the District's Pump Station; and compliance with the Environmental Protection Agency's lead service line inventory program. Additional information about 2024 operations and accomplishments are provided in the Superintendent's Report.

As we close out our Centennial Year and begin our 2nd century, the initiatives outlined above represent just a sample of the types of projects we envision will be required in the coming years.

In accordance with District Bylaws, regularly scheduled meetings of the Board of Water Commissioners are usually held on the second Monday of the calendar month. The Annual Meeting of the District occurs on the second Wednesday of April each year.

In addition to the Board's monthly meetings, the District holds public hearings, as required by applicable laws, concerning tax classification, water rates, and service fees. Special meetings of the District are scheduled periodically, as necessary, to obtain approval for select operational and financial matters.

All meetings and public hearings are posted and publicized as required by applicable Massachusetts laws. Meeting schedules can also be found on the District website, www.lwdma.us.

Sincerely,
Board of Water Commissioners

Stephan F. Rondeau, DC, Chair
Ruth E. McMahon
Brian D. Buckley

Of note: John K. Harrigan, Treasurer and Water Commissioner, passed away on July 3, 2024. We will greatly miss his contributions and friendship to the District.

Consolidated Balance Sheet		As of 6/30/2024
ASSETS		
Current Assets		
Total Checking/Savings		2,662,816.78
Other Current Assets		
Accounts Receivable		
Water Accounts Receivable		83,092.46
Water Liens Added to Taxes		1,074.00
Misc Accounts Receivable		50.00
Tax Lien Receivable		6,519.53
2024 Real Estate		18,904.85
2023 Real Estate		3.21
2024 Personal Property		300.56
2023 Personal Property		263.79
2022 Personal Property		343.65
2021 Personal Property		250.27
Total Accounts Receivable		110,802.32
Total Other Current Assets		110,802.32
Total Current Assets		2,773,619.10
Other Assets		
Amount to be Provided for Bonds		1,777,400.00
Total Other Assets		1,777,400.00
TOTAL ASSETS		4,551,019.10
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Due to the Town of Lynnfield		14,117.32
Aflac Life Withholdings		11.91
Aflac STD Withholdings		18.87
Aflac Accident Withholdings		13.41
Vision S-125 Withholdings		36.87
Dental S-125 Withholdings		109.05
Life S-125 Withholdings		41.37
Medical S-125 Withholdings		2,053.40
2024 Levy Overlay		16,111.50
2023 Levy Overlay		2,500.00
Security Deposit Payable		1,000.00
Total Other Current Liabilities		36,013.70
Total Current Liabilities		36,013.70
Long Term Liabilities		
Bond Payable		1,777,400.00
Total Long Term Liabilities		1,777,400.00
Total Liabilities		1,813,413.70
Equity		
Retained Earning Res Expense FC		283,000.00
OPEB Trust Fund Balance		75,155.67
Reserved MWRA Interest		50,569.64
Reserved System Development Acc		448,725.24
Reserved for Continued Approps		277,778.20
Sys Imp & Rep Stabilization Fund		411,160.13
Retained Earnings (Surplus)		1,012,620.37
Reserved for Subsequ Yr Expense		262,000.00
Net Income		-83,403.85
Total Equity		2,737,605.40
TOTAL LIABILITIES & EQUITY		4,551,019.10

Consolidated Profit & Loss		As of 6/30/2024
Profit & Loss Budget vs. Actual		
Ordinary Income/Expense		
Income		
General Income		
Cross Connection Fees		15,750.00
Fire Sprinkler Fees		46,210.00
Interest on Bank Accounts		74,868.17
Interest on Taxes		2,060.73
Payment in Lieu of Taxes (LIFE)		11,682.76
Rental		85,604.64
Water Revenue		916,199.09
Total General Income		1,152,375.39
Tax Levy		1,530,212.76
Total Income		2,682,588.15
Gross Profit		2,682,588.15
Expense		
All Salaries and Wages		
Salaries and Wages		572,866.06
All General Expenses		
General Epenses		1,555,748.04
Total All Salary & Wages & General Expens		2,128,614.10
Net Ordinary Income		553,974.05
Other Income/Expense		
Other Expense		
Flow Mtr & Valve Replcmt Projct		50,000.00
MWRA Bond Principal Locust St		40,000.00
MWRA Bond Princn Rehab H2O Tank		178,000.00
MWRA Bond Principal Summer St		25,000.00
MWRA Bond Principal Sylvan Circ		49,680.00
OPEB Trust Fund		8,000.00
Pump Station & MVRS Upgrades		2,792.86
Rehab of H2O Tank Paint -borrow		119,875.45
Rehab of H2O Tank Paint (FC)		5,200.00
SCADA System Upgrade		22,829.59
Sys Improvement & Repair Stabil		135,000.00
Water Rate Study		1,000.00
Total Other Expense		637,377.90
Net Other Income		-637,377.90
Net Income		-83,403.85