

Clerk's Report - DRAFT

The Annual Meeting of the Lynnfield Water District was held on April 10, 2019. At that meeting, the 2018 annual reports of the District officers were accepted as published. Also at the meeting, Brian Buckley was appointed as Moderator for the Annual Meeting and for a one-year term, and Ruth McMahon was 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 \$2,661,568 for the fiscal year ending June 30, 2020, to cover the following projected expenses:

Maintenance & Operations	\$1,399,633
Salaries & Wages	\$ 420,559
MWRA/Peabody Pipeline Project	\$ 383,625
Replacement of Pumping and Heating Equipment	\$ 50,000
Tank Mixing Systems	\$ 173,071
System Improvement & Repair Stabilization Fund	\$ 100,000
Notes and Interest	\$ 114,680
Reserve Fund	\$ 15,000
OPEB Trust Fund	\$ 5,000
Total Voted	<u>\$2,661,568</u>

The above amount was funded as follows: \$1,869,872 from anticipated receipts and the tax levy; \$185,000 from free cash; and \$606,696 from other available funds. Of the \$606,696, \$223,071 was voted to fund fiscal year 2019 projects, and \$383,625 was voted back to the System Development Fund due to a cancelled MWRA project. No additional business was conducted at the annual meeting.

Subsequent to the resignation of Ruth E. McMahon as District Clerk, on May 13, 2019, the undersigned was elected to serve as District Clerk for a term of three years.

Four special meetings of the District were held in 2019:

- On *January 14*, the District approved the borrowing of \$496,800 from the Massachusetts Water Resources Authority, to cover the cost of the Sylvan Circle Area water main replacement project.
- On *May 13*, the District voted to transfer \$60,000 to fiscal year 2018 salary and wages, and \$100,000 of additional funding for the Sylvan Circle Area water main project.
- On *June 24*, the District approved \$120,000 in additional funds to the Sylvan Circle Area water main project.
- On *December 2*, the District voted to transfer an additional of \$50,000 to the Sylvan Circle Area water main project and \$10,000 to tank repairs.

Brian D. Buckley
District Clerk

Superintendent's Report

The Massachusetts Water Resources Authority supplied the District with 177,027,000 gallons of water in 2019.

Distribution System

Water is distributed through pipes sized at 2" through 12" consisting of 29 miles. The storage and delivery of water is from two above-ground standpipes containing more than two million gallons of water. Radio telemetry controls the pumping and storage to the system. The District has 118 commercial and 1,325 residential service connections.

Maintenance & Projects

During 2019, the District repaired three water main breaks, repaired or replaced two water services, and replaced two hydrants damaged by cars. A leak detection survey was completed for the entire distribution system.

Work was completed on the following projects:

- Replacement of approximately 3,810 LF of 6-inch unlined cast iron water main with new 8-inch cement-lined ductile iron water main on Sylvan Circle, Laurel Road, Fairview Road, Douglass Road, and Rossmore Road.
- Replacement of the pumps, motors and drives, and the heating system at the pump station with a grant of \$79,000 from the Commonwealth under an energy efficient improvement program.
- Relocation of approximately 250 LF of 12-inch water main through the Kelly Jeep easement, by Kelly Jeep, to the tank site with new 12-inch cement-lined ductile iron water main.
- Completion of a contract for miscellaneous improvements to the storage tanks.
- Installation of a new air conditioning system in the District office building.
- Completion of a full interior and exterior inspection on both storage tanks.
- Installation of approximately 870 LF of 8-inch cement-lined ductile iron water main on Zepaj Lane off Green Street, looping to Route 1, by the subdivision developer.

Work continued on the following projects:

- Implementation of valve exercising and hydrant maintenance programs, including new software for tracking the programs.
- Expansion of the unidirectional hydrant and water main flushing program.
- Cataloging and digitization of District plans, reports and data.

Work started on the following projects:

- Installation of mixers in both storage tanks.
- A study to evaluate the feasibility and costs associated with providing the Lynnfield Center Water District with MWRA water through the distribution system of the Lynnfield Water District.

James F. Finegan
Superintendent



Lynnfield Water District 2019 Annual Report

Board of Water Commissioners
Ruth E. McMahon, Chair
John K. Harrigan, Treasurer
Stephan F. Rondeau



Commissioners' Report

The Board of Water Commissioners is pleased to present the following report for the year ended December 31, 2019, the 95th year of District operations.

The District strives for continual improvement and maintenance of its water distribution system and the delivery of high-quality water to all of its customers. Specific information about the District's operations, projects, and improvement efforts in 2019 is detailed in the Superintendent's Report.

In response to the water quality and supply issues experienced in the Lynnfield Center Water District, in 2019 this District continued its collaborative efforts to explore the possibility of supplying water to that district. All work on the project is being funded by the Lynnfield Center Water District, and this Board is committed to ensuring that no costs of the study or future implementation will be borne by our customers.

In accordance with its Bylaws, meetings of the Board of Water Commissioners are held on the 2nd Monday of each month. The Annual Meeting of the District occurs on the second Wednesday of April in each year, at which time officers and Commissioners are elected. In addition, on an annual basis, the District holds a public hearing to determine tax classification and meets jointly with the Board of Selectmen.

Notices of all meetings are posted and published in accordance with the Massachusetts Open Meeting Law statutes.

Additional information about the District can be found on the website, www.lwdma.us.

Ruth E. McMahon, Chairman
John K. Harrigan
Stephan F. Rondeau, D.C.

Consolidated Balance Sheet		As of 06/30/2019
ASSETS		
Current Assets		
Total Checking/Savings		2,349,098
Other Current Assets		
Accounts Receivable		
Water Accounts Receivable		34,844
Water Liens Added to Taxes		1,141
Misc Accounts Receivable		37,450
Kelly Jeep Reimbursements		11,907
Tax Lien Receivable		1,799
Tax Forclosure		9,636
2019 Real Estate		9,180
2019 Personal Property		114
2018 Personal Property		25
2017 Personal Property		12
Total Accounts Receivable		106,109
Total Other Current Assets		106,109
Total Current Assets		2,455,208
Total Fixed Assets		6,398,313
TOTAL ASSETS		8,853,520
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
2019 Levy Overlay		65,374
Security Deposit Payable		500
Total Other Current Liabilities		65,874
Total Current Liabilities		65,874
Long Term Liabilities		
Bond Payable		926,800
Total Long Term Liabilities		926,800
Total Liabilities		992,674
Equity		
Interconnection Study - LCWD		23,587
Invested Capita Assets Net Debt		5,471,513
OPEB Trust Fund Balance		42,062
Reserved System Development Acc		433,164
Reserved for Continued Approps		744,647
Sys Imp & Rep Stabilization Fund		131,969
Retained Earnings (Surplus)		784,846
Stabilization Fund		27,499
Reserved for Subsequ Yr Expense		185,000
Net Income		16,560
Total Equity		7,860,846
TOTAL LIABILITIES & EQUITY		8,853,520

Consolidated Profit & Loss		As of 06/30/2019
Ordinary Income/Expense		
Income		
General Income		
Cross Connection Revenues		27,375
Fire Sprinkler Revenues		39,300
Interest on Bank Accounts		41,239
Miscellaneous		51
Payment in Lieu of Taxes (LIFE)		7,065
Rental		172,571
Water Revenue		763,753
Total General Income		1,051,354
Tax Levy		849,195
Total Income		1,900,548
Gross Profit		1,900,548
Expense		
Total All Salaries and Wages		427,938
Total General Expenses		1,234,970
Total Expense		1,662,908
Net Ordinary Income		237,641
Other Income/Expense		
Other Income		
Bond Proceeds-MWRA		496,800
Total Other Income		496,800
Other Expense		
Locust St, ET AL. Project		44,808
Mapping & UDF SDC		6,657
MWRA Bond Principal Locust St		40,000
MWRA Bond Principal Summer St		25,000
MWRA Project(Peabody Pipeline)		16,375
Office Improvements		5,000
OPEB Trust Fund		5,000
Pump/Heating Replacement Projec		1,320
SCADA System Upgrade		25,047
Sylvan Circle Area Project		0
Sylvan Cir Area Project Borrow		426,225
Sys Improvement & Repair Stabil		100,000
Tank Mixers		7,000
Tank Repairs		10,562
Total Other Expense		712,993
Net Other Income		-216,193
Net Income		21,447