

ANNUAL REPORT  
OF THE  
WEST BOYLSTON WATER DISTRICT  
West Boylston, MA 01583



FOR FISCAL YEAR  
July 1, 2002 to June 30, 2003

## District Officers from 2002-2003

### ELECTED

(Term Expires at Annual Election  
in the year of expiration)

Chairman/Treasurer	Donald E. Davis	2003
District Clerk	John Wilson	2005
Commissioners	John B. DiPietro, Sr.	2003
	Robert Bryngelson	2005
	Stanley Szczurko, Jr.	2005

### COMMISSIONER'S APPOINTMENTS

Treasurer	Donald E. Davis	2003
Acting Superintendent	John (Jack) Mitchell	2003

WARRANT  
for the  
**SEMI ANNUAL MEETING**  
of the  
WEST BOYLSTON WATER DISTRICT  
OF  
WEST BOYSTON

Tuesday, March 18<sup>th</sup>, 2003

Worcester, ss

To the District Clerk of West Boylston Water District of West Boylston, County of Worcester, in the Commonwealth of Massachusetts.

**GREETINGS:**

**In the name of the Commonwealth of Massachusetts you are directed to notify the inhabitants of the West Boylston Water District of West Boylston, qualified to vote in election and District affairs, to meet in the Auditorium of the West Boylston Jr. & Sr. High School, in said District, on Tuesday the 18<sup>th</sup> of March, at 7:30 o'clock in the evening, then and there to act on the following articles.**

**ARTICLE 1:** To see if the District will vote to take from free cash, a sum of money to supplement the year 2002-2003 Fiscal Expenditures.

**ARTICLE 11:** To see if the District will vote to make the following changes to the By-Laws: To replace Article V, Section 6, with the newly revised WATER USE RESTRICTION BY-LAW. (Copy available in the lobby).

**ARTICLE 111:** To see if the District will vote to borrow One Hundred Fifteen Thousand Dollars, (\$115,000.00), in accordance with Massachusetts General Law, Chapter 44, Section 8, Sub-Section 4, in anticipation of raising funds for the emergency clean up of the mercury spill at the Oakdale Well.

**ARTICLE IV:** To take from free cash, the amount of One Hundred Ten Thousand Dollars, (\$110,000.00), for repairs and replacements at the Oakdale Well as a result of the mercury spill cleanup.

**ARTICLE V:** To take from the Stabilization Fund, a sum of Forty Eight Thousand One Hundred Seventy Eight Dollars and Eight Cents, (\$48,178.08), for the emergency repairs at the Pleasant Valley Well.

And you are directed to serve this Warrant by posting an attested copy thereof at each of the Post Office, and in the place of meeting, seven days at least before time of holding said meeting.

Hereof fail not, and make due return of the Warrant with your doings thereon to the Board of Water Commissioners at the time and place of the meeting as aforesaid.

Given under our hands this 7<sup>th</sup> day of March, in the year Two Thousand Three.

Respectfully submitted,

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Donald E. Davis, Chairman, Treasurer

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John B. DiPietro, Sr. Assistant Chairman

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Stanley Szczurko, Assistant Treasurer

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John S. Wilson, Clerk

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John J. Swalec, Member

I hereby certify that I have Posted this Warrant in the places specified in the Warrant this 10<sup>th</sup> day of March in the year 2003.

West Boylston Water District  
Board of Water Commissioners

**WEST BOYLSTON WATER DISTRICT  
MINUTES OF THE SEMI-ANNUAL MEETING  
MARCH 18, 2003**

**Present: Donald Davis Chairman, Treasurer**  
**John Swalec**  
**Stanley Szczurko**  
**John Wilson Clerk**  
**Jack Mitchell Acting Superintendent**

**Absent: John DiPietro**

The Semi-Annual Meeting of the West Boylston Water District was called to order at 7: 40 P.M. by Moderator Carter Hunt, at the auditorium of the West Boylston Jr. Sr. High School, Crescent St., West Boylston Massachusetts. There was a quorum of 20 registered voters of the Town of West Boylston present and recorded.

ARTICLE 1 : Article read by Moderator Carter Hunt. Motion by Donald Davis to accept Article 1 as printed in the warrant. Second by John Wilson for discussion. Chairman Davis reads supplemental transfer of accounts sheet for the Fiscal Year 2003 Appropriations.

**All in Favor.**

ARTICLE 2: Motion by Stan Szczurko to pass over this Article. Second by Donald Davis. Explanation by Chairman Davis that this Article is a Bylaw Change and must be voted at the Annual District Meeting.

**All in Favor.**

ARTICLE 3: Article read by Moderator Carter Hunt. Motion by Chairman Donald Davis to amend Article 3 by changing the amount from One Hundred Fifteen Thousand Dollars and no cents (\$115,000.00) to Two Hundred Twenty Five Thousand Dollars and no cents (\$225,000.00). Second by Stanley Szczurko. Chairman Davis explains that a recent advisory opinion from the Department of Revenue received this afternoon has reversed its original advisory opinion and will allow the District to borrow the total amount of funds needed for the hazardous waste cleanup at the Oakdale Well Pump Station. Approval of this article will result in the passing over of Article 4. Discussion ensued.

**All in Favor.**

ARTICLE 4: Article read by Moderator Carter Hunt. Motion by Chairman Donald Davis to pass over Article 4. Second by John Swalec.

**All in Favor.**

ARTICLE 5: Article read by Moderator Carter Hunt. Motion by Chairman Donald Davis to accept Article 5 as printed in the Warrant. Second by John Swalec. Chairman Davis explains the funds were needed for emergency repairs to the Pleasant Valley well pump station and calls on acting Superintendent Jack Mitchell to answer any technical questions about the repairs. Discussion ensued.

**All in Favor.**

Moderator Carter Hunt, announced the conclusion of the Semi-Annual West Boylston Water District Meeting and thanked those in attendance. Motion by Chairman Donald Davis to adjourn. Second by John Wilson.

**All in Favor. Meeting Adjourned 8:07 P.M.**

Chairman Davis announced that the Board and acting Superintendent would remain to answer any questions that may be requested by those in attendance.

Respectfully Submitted;

John S. Wilson , District Clerk

West Boylston Water District Commissioners

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Donald Davis

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John Swalec

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Stanley Szczurko

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John DePietro Sr.

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John Wilson

West Boylston Water District  
**Minutes of Annual Meeting**  
May 28, 2003

Present: John Wilson, Chairman  
Donald E. Davis, Treasurer  
Stanley Szczurko  
John B. DiPietro, Sr.  
Robert Bryngelson, Clerk  
Jack Mitchell, Superintendent

The Annual Meeting of the West Boylston Water District was called to order at 8:05 P.M. by Moderator, Carter Hunt, in the Auditorium of the West Boylston Middle/High School, West Boylston, MA, with a quorum of 23 registered voters of the Town of West Boylston.

\*\* Motion: Donald Davis made a motion to waive the reading of the entire warrant.  
John Wilson seconded.

Warrant of the Annual Meeting of the West Boylston Water District of West Boylston, Massachusetts, Wednesday, May 28, 2003. (attached)

**ARTICLE I: (A) Moderator for one year**

Motion: **John Wilson made a motion to have Carter Hunt as the Moderator for one year.**

**Donald Davis seconded.**

**All in favor.**

**(B) District clerk for one year**

Motion: **John Wilson Made a motion to have Robert Bryngelson be the District Clerk for one year.**

**Stanley Szczurko seconded**

**All in favor.**

**ARTICLE II: Motion: John Wilson made a motion accept the annual report as printed.**

**Donald Davis seconded.**

**All in favor.**

**ARTICLE III: Motion: Donald Davis made a motion to accept Article 3 as read.**

**John Wilson seconded**

**Discussion ensued.**

**All in favor.**

**ARTICLE IV: Motion: Stanley Szczurko made a motion to accept Article 4 as read.**

**John Wilson seconded**

**Discussion ensued.**

**All in favor.**

- ARTICLE V: Motion:** Stanley Szczurko made a motion to accept Article 5 as read.  
John Wilson seconded  
Discussion ensued.  
All in favor.
- ARTICLE VI: Motion:** Donald Davis made a motion to accept Article 6 as read.  
Stanley Szczurko seconded  
Discussion ensued.  
All in favor. 5 opposed. Passed
- ARTICLE VII: Motion:** John Wilson made a motion to accept Article 7 as read.  
Stanley Szczurko seconded  
Discussion ensued.  
All in favor.
- ARTICLE VIII: Motion:** John DiPietro made a motion to accept Article 8 as read.  
Robert Bryngelson seconded  
Discussion ensued.  
All in favor.
- ARTICLE IX: Motion:** Donald Davis made a motion to accept Article 9 as read.  
John Wilson seconded  
Discussion ensued.  
All in favor.

West Boylston Water District 2004 Budget Proposal sheets attached.

**Moderator, Carter Hunt, announced this concluded the annual meeting of the West Boylston Water District.**

**\*\* Motion: Donald Davis made a motion to adjourn at 9:05 P.M.  
Stanley Szczurko seconded.  
All in favor.**

**John Wilson thanked the people for attending and offered to conduct a question and answer period for anyone interested.**

**Respectfully Submitted,**

**Robert Bryngelson, Clerk**

**West Boylston Water Commissioners**

**John S. Wilson, Chairman**

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**Donald E. Davis, Treasurer**

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**Stanley Szczurko**

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**John B. DiPietro, Sr.**

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**Robert Bryngelson, Clerk**

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**Report of the Water Commissioners  
To the Citizens of  
The West Boylston Water District  
2003**

In Compliance with the laws establishing the West Boylston Water District, the Board of Water Commissioners hereby submits it's 64th Annual Report.

At the annual Town Election, held on April 1, 2003, Stanley Szczurko and Robert Bryngelson were elected. The following results were posted:

<b><u>Water Commissioner -3 years</u></b>	<b><u>Precinct 1</u></b>	<b><u>Precinct 2</u></b>	<b><u>Total</u></b>
Stanley Szczurko	244	308	552
Robert Bryngelson	204	280	484
John J. Swalec	190	287	477

At the Annual Meeting of the District, held on May 28, 2003, Mr. Carter Hunt was elected to a one-year term as moderator. In addition Mr. Robert Bryngelson was nominated and elected to the position of District Clerk.

During the year of 2003 the district was faced with some difficult financial decisions to make. The Oakdale Well facility became the site of an accidental mercury spill do to equipment failure and had to be taken off line for several months while a very expensive remediation took place.

Thanks to the efforts of our staff and engineers, we were able to keep a lid on the spiraling costs. The Commission voted a one time assessment to cover these costs which while difficult for some citizens, appeared to be the most economical and fair method of recouping these costs. The District has continued to monitor and evaluate its operations and processes to insure such a catastrophe can be prevented in the future and has developed new operation and maintenance manuals for each well site.

The District has continued to take advantage of the ongoing sewer project by contracting the replacement of water services with the sewer contractor. This will minimize the chances of failures due to the disturbing of these services during excavation. Exciting new technology improvements were approved by the District with the design and installation of the SCADA System. This technology will allow us to monitor and adjust the operation of the pumps and chemical feed equipment at our pump stations from one location. It will also record and develop a history of pumping data for future improvements to our infrastructure. We also took the first step in our phased Water Supply and Distribution Master Plan by the replacement of approximately 2500 linear feet of 12 inch water main and services on Crescent St. to Thomas St.. This improvement eliminated a severe fire flow deficiency for our public schools in that area as well as provided a much needed upgrade to the aging water main. The District will soon be undertaking the first phase of our meter replacement program. This program will allow us

to upgrade all of the meters within the system to a more modern and efficient system for drive-by meter reading using computers and radio technology. This will also help the District with the un-accounted for water issues and increase revenues.

During the past fiscal year there have been major changes in our management team as well. We have moved from a contract services management team, Weston and Sampson Services Inc., to appointing Davis Proctor to the position of Superintendent. Davis has previously worked for the Town of Plymouth as Water Superintendent. He brings a wealth of knowledge and experience to our team. We hope that you will contact him should you have any questions or concerns about your water system.

The Board of Water Commissioners would like to take this opportunity to thank the employees of the District for the extra effort they extended this past year to ensure a safe and dependable supply of drinking water to the Town of West Boylston. Without their professional expertise and considerable extra efforts, the accomplishments of the past year would not have been achieved and we, as a District, would not have enjoyed the level of service we have come to expect year after year.

The upcoming year promises to be a year full of exciting changes and challenges. We would like to take this opportunity to thank all the members of our staff for their tireless efforts in providing you with a safe and high quality water supply system. We would also like to thank you the District members, that continue to support us as the West Boylston Water District, which without that support one more piece of your individual voice in shaping our town's future would be lost forever.

On behalf of the Commission:  
Respectfully Submitted  
John S. Wilson  
Chairman

## SUPERINTENDENTS REPORT TO THE DISTRICT 2003

During the past six months I have had the opportunity to be employed as Water Superintendent for the West Boylston Water District. Previously the Water District had contracted Weston & Sampson Services (Jack Mitchell) as Manager to the District. This report will reflect the some of the issues the District has gone through for the Fiscal Year of 2003.

We are still actively involved with the sewer project during the Final Phase. We maintain at least one of our staff on the project to insure that the installation of the new sewer mains results in a minimum disruption to our customers. Our presence on this project is important in that if a water main is accidentally broken, down time is minimized and we can insure the repair is made properly. Funded by the District, as a part of this project, we were able to replace approximately 120 iron pipe water services.

As with many of the other communities through out New England, this district is faced with an aging infrastructure. Your Board of Commissioners has recognized this and has acquired the services of Tata & Howard Engineers to perform a study of the distribution system. This Distribution Study has been completed along with recommendations for a Capital Improvements program The Capital Improvements Program will serve as a tool to plan and budget for work that will insure that a safe and quantitative drinking water is provided to all of our customers for many years to come. Tata & Howard has also designed our SCADA system (currently under construction) and the Crescent Street water main improvements (completed last fall).

The Oakdale Well was returned to service in June 2003, following the Mercury Spill and shutdown of the Well in November 2002. The Well continues to be closely monitored and the levels of Mercury have been Non Detectable (none found) following the cleanup of the site. However, unrelated to the Mercury, the Well continues to maintain a high level of Manganese. This element that has been occurring naturally within the ground is one of the top priority concerns of the District. The search for a new source in that area as well as the possibility of a treatment plant to remove the Manganese are being looked at by the District and it's Engineer.

The District has had to deal with PCE (tetrachloroethylene) issues following the sampling and detection near the end of Laurel Street. We installed a permanent bleeder in October 2003 to keep the water circulating, and the PCE levels have been drastically reduced. The District and its Engineer are looking into the possible replacement of the water main on Laurel Street to alleviate this issue.

As voted in 2003 a Meter Replacement Program should be starting in 2004. Bid proposals have been requested from various meter distributors and are currently under review. This is a very large project and could take several years to complete. In the end the District will have a modern metering system, which will also reduce our unaccounted for water and allow us to better comply with the WMA withdrawal permit.

The District has and will continue to provide a consistent high quality service to its members. We maintain three (3) wells, four (4) storage tanks, over 56 miles of pipeline ranging from a ¾ inch service up to a 16” transmission main, over 400 fire hydrants, close to 500 main valves and over 2400 water meters. The daily staff consists of a Superintendent, Foreman, Water Operator, Laborer, Secretary and Assistant.

In conclusion I wish to thank our District Staff of Karen Bernstein, John Flanagan, Mike Coveney, Rob Lopez and Mary Gaffney. They have been a pleasure to work with and I commend them on their experience and professionalism. I also wish to thank The Board of Commissioners both past and present for their guidance. And mostly I want to thank you, the members of the District, for your patience, understanding and support.

Respectfully Submitted,  
Davis S. Proctor Jr.

### **Water Conservation Tips**

During droughts or other emergencies, you may be asked to help by conserving water. You'll be surprised at how much you can save without hardship right in your own home. Water conservation is a good way of life. Let's practice it together:

- Showers can take less water than baths, but not if you spend 10 to 20 minutes in the shower. Since most showers pour out between 5 to 10 gallons per minute, that can add up in a hurry. It's more a matter of self-control. A partially filled tub or a shorter shower will no doubt use less water. Time yourself next time, the odds are you really don't need to stand that that long nor do you need the shower running the whole time.
- When shaving and brushing your teeth, try not to leave the water running. Run as much as you need, then turn off the tap until you need some more. It adds up to a whole lot of wasted water.
- A little leak can go a long way. Just a slow drip can waste up to 15 to 20 gallons a day! Worn washers and leaky toilets cause most leaks. Check your faucets and toilets at least once a year.
- Many washing machines use 40 gallons of water for a load whether you have them stuffed full or with only a few items. Save up for a full load and make your water work more efficiently. Or remember to set your machine for a lesser load if it can be adjusted.

## STATISTICAL TABLES

### TABLE I

#### Pumping Capacity

Lee Street Well, No 4 .....	250 G.P.M.
Oakdale Well .....	500 G.P.M.
Pleasant Valley Well .....	500 G.P.M.
West Boylston Street Booster Station .....	500 G.P.M.

#### Reservoirs Distribution

Stockwell Road Tank .....	1,000,000 gallons
Lawrence Street Reservoir .....	460,000 gallons
Oakdale Elevated Tank .....	500,000 gallons
Lawrence Street Tank 2 .....	1,200,000 gallons

#### Statistics Relating to Distributing Systems and Services

Total Gallons Pumped , 2003.....	243,479,560
Largest single day, July 2, 2003.....	1,134,074
Largest single month ---July 2003--.....	28,428,759
Kind of pipe .....	Asbestos Cement, Cast Iron, Copper, Wrought Iron, Plastic, Ductile Iron

## Statistical Tables

Table I

### Elevations At Various Points Above Mean Sea Level

Wachusett Reservoir (High Water).....	389 feet
Worcester and West Boylston Street .....	490 feet
Shrewsbury Street at Railroad crossing .....	567 feet
North Main and Hosmer Streets .....	495 feet
Sterling Street, just beyond Old Road .....	516 feet
Pierce Street Hill South .....	670 feet
Prescott Street, highest point .....	542 feet
Hartwell Street Hill .....	720 feet
Lee Street Pumping Station, No. 1 floor .....	640 feet
Sanitarium Hill .....	700 feet
Oakdale Pumping Station.....	400 feet
Lee and Goodale Streets .....	774 feet
Lawrence Street Reservoir Overflow .....	794 feet
Booster Station .....	520 feet
Oakdale Tank Overflow .....	638 feet
Stockwell Tank Overflow .....	638 feet
Lawrence Street Reservoir #2 .....	794 feet

### Rainfall Measured in West Boylston

1967.....	49.81 inches	1985 .....	45.73 inches
1968 .....	49.96 inches	1986 .....	52.08 inches
1969 .....	49.68 inches	1987 .....	51.52 inches
1970 .....	43.96 inches	1988 .....	44.91 inches
1971 .....	44.67 inches	1989 .....	56.92 inches
1972 .....	64.52 inches	1990 .....	56.60 inches
1973 .....	54.94 inches	1991 .....	55.42 inches
1974 .....	50.75 inches	1992 .....	49.41 inches
1975 .....	55.32 inches	1993 .....	49.92 inches
1976 .....	38.84 inches	1994 .....	52.37 inches
1977 .....	58.74 inches	1995 .....	46.25 inches
1978 .....	45.51 inches	1996 .....	63.93 inches
1979 .....	62.95 inches	1997 .....	46.66 inches
1980 .....	39.25 inches	1998 .....	55.32 inches
1981 .....	47.88 inches	1999 .....	41.38 inches
1982 .....	53.05 inches	2000 .....	51.73 inches
1983 .....	66.65 inches	2001 .....	36.36 inches
1984 .....	51.59 inches	2002 .....	48.73 inches
1985 .....	45.73 inches	2003.....	52.84 inches

## Past Officers of the District

### Moderator

Walter E. Clark  
Julius F. Lowell  
James L. Moorefield  
Carter H. Hunt, Jr.

William O'cibbir III  
John H. Berg  
Charles A. Stevens

### Clerk

Raymond L. Soule  
Louis C. Campbell  
Nathaniel A. Nash  
Jerald B. Smith  
Richard J. Butler

Michael J. Kittredge, Jr.  
David P. Raphael  
Kerri Hubbard  
John B. DiPietro, Sr.  
Aaron Goodale

### Commissioners

Louis C. Campbell  
William N. Cole  
Walter H. Sharpe  
James A. Cooke  
Richard J. Butler  
James J. Matera  
Michael J. Kittredge, Jr.  
Stanley Szczurko, Jr.  
Robert Scales  
Edward A. Bonci

Elbert H. Carrol  
George G. Merrill  
Evan C. Luce  
Henry W. Davis  
Paul D. McGuiggan  
David P. Raphael  
Valmore Pruneau  
Mary P. Hubbard  
Roland Woodill  
John J. Swalec

### Treasurers

Walter H. Sharpe  
Henry W. Davis  
Paul D. McGuiggan  
Edward A. Bonci

Michael J. Kittredge, Jr.  
Roland Woodill  
Mary P. Hubbard  
Donald E. Davis

