



**Topsfield Water Department**  
Monthly Control Sheet  
March 2019

Date	Commitments				Payments					Miscellaneous Transactions			Tax Liens	Balance Forward
	User Fees	Conn. Fees	Penaties	Misc. Charges	Manual	Lockbox	Electronic	Unibank	Bounced Checks	Refunds	Abatements			
											BOWC	TWD		
														147,663.29
01-Mar-19	-	-	-	-	-	(1,608.73)	-	(390.70)	-	-	-	-	-	145,663.86
02-Mar-19	-	-	-	-	-	-	-	(1,007.96)	-	-	-	-	-	144,655.90
03-Mar-19	-	-	-	-	-	-	-	(197.61)	-	-	-	-	-	144,458.29
04-Mar-19	85.70	-	-	-	-	(3,412.49)	-	(531.89)	-	-	-	-	-	140,599.61
05-Mar-19	-	-	-	-	-	(2,632.14)	-	(196.22)	-	-	-	(92.40)	-	137,678.85
06-Mar-19	-	-	-	-	-	(890.18)	-	(891.00)	-	-	-	(227.70)	-	135,669.97
07-Mar-19	-	-	2,902.25	-	(14,604.03)	(5,400.94)	-	(486.41)	(161.16)	-	-	(292.80)	-	117,626.88
08-Mar-19	370.50	-	-	-	-	(1,109.62)	-	(859.86)	-	-	-	-	-	116,027.90
09-Mar-19	-	-	-	-	-	-	-	-	-	-	-	-	-	116,027.90
10-Mar-19	-	-	-	-	-	-	-	(281.28)	-	-	-	-	-	115,746.62
11-Mar-19	-	-	-	-	-	(552.00)	-	(1,291.07)	-	-	-	-	-	113,903.55
12-Mar-19	-	-	-	-	-	(1,693.09)	-	(1,448.25)	-	-	-	(17.95)	-	110,744.26
13-Mar-19	-	-	-	-	-	(2,596.24)	-	(554.40)	-	-	-	-	-	107,593.62
14-Mar-19	-	-	-	-	(13,597.32)	(607.72)	-	(869.38)	-	-	-	-	-	92,519.20
15-Mar-19	135,261.87	-	-	-	-	(1,383.82)	-	(2,274.86)	-	-	-	-	-	224,122.39
16-Mar-19	-	-	-	-	-	-	-	(533.68)	-	-	-	-	-	223,588.71
17-Mar-19	-	-	-	-	-	-	-	(114.90)	-	-	-	-	-	223,473.81
18-Mar-19	-	-	-	-	(10,876.19)	(971.90)	-	(870.55)	-	-	-	-	-	210,755.17
19-Mar-19	-	-	-	-	(1,517.07)	(2,708.35)	-	(62.10)	-	-	-	-	-	206,467.65
20-Mar-19	194.35	-	-	-	-	(1,326.78)	-	-	-	-	-	(92.40)	-	205,242.82
21-Mar-19	-	1,000.00	-	-	-	(624.57)	-	(449.32)	-	-	-	-	-	205,168.93
22-Mar-19	-	-	-	-	-	(126.84)	-	(282.60)	-	-	-	-	-	204,759.49
23-Mar-19	-	-	-	-	-	-	-	(196.50)	-	-	-	-	-	204,562.99
24-Mar-19	-	-	-	-	-	-	-	(99.63)	-	-	-	-	-	204,463.36
25-Mar-19	-	-	-	-	(6,680.23)	(5,576.93)	-	-	-	-	-	-	-	192,206.20
26-Mar-19	-	-	-	-	-	(305.70)	-	(656.92)	-	-	-	-	-	191,243.58
27-Mar-19	6.50	-	-	-	-	(5,300.24)	-	(499.50)	-	-	-	(449.67)	-	185,000.67
28-Mar-19	-	-	-	-	(10,652.86)	(2,855.74)	-	(622.38)	-	-	-	-	-	170,869.69
29-Mar-19	-	-	-	-	-	(3,338.98)	-	(80.16)	-	-	-	(966.00)	-	166,484.55
30-Mar-19	-	-	-	-	-	-	-	(181.00)	-	-	-	(58.54)	-	166,245.01
31-Mar-19	-	-	-	-	-	-	-	-	-	-	-	-	-	166,245.01
Sub Totals	135,918.92	1,000.00	2,902.25	-	(57,927.70)	(45,023.00)	-	(15,930.13)	(161.16)	-	(2,197.46)		-	18,581.72
Totals	139,821.17				(119,041.99)					(2,197.46)			0.00	166,245.01



**Topsfield Water Department**  
**Statement of Revenues and Commitments**  
As of the last day of: March 2019

COMMITMENTS	This Month	Fiscal Year to Date
User Fees	135,918.92	1,317,084.89
Connections	1,000.00	6,000.00
Misc. Charges	-	5,467.40
Penalties	2,902.25	16,153.65
<b>TOTAL</b>	<b>139,821.17</b>	<b>1,344,705.94</b>

INCOME	This Month	Fiscal Year to Date
Manual Payments	(57,927.70)	(587,777.86)
Lockbox Payments	(45,023.00)	(571,499.03)
Electronic Transfers	-	(440.25)
Unibank Payments	(15,930.13)	(141,763.09)
Bounced Checks	(161.16)	1,924.07
<b>TOTAL</b>	<b>(119,041.99)</b>	<b>(1,299,556.16)</b>

ADJUSTMENTS	This Month	Fiscal Year to Date
Refunds	-	-
Abatements	(2,197.46)	(12,152.53)
<b>TOTAL</b>	<b>(2,197.46)</b>	<b>(12,152.53)</b>

TAX LIENS		
Tax Liens	-	(33,787.85)

<b>NET TOTAL</b>	<b>18,581.72</b>	<b>32,997.25</b>
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BALANCE FORWARD	147,663.29
THIS MONTH'S TRANSACTIONS	18,581.72
<b>OUTSTANDING BALANCE</b>	<b>\$ 166,245.01</b>

	<u>FY2019</u>	<u>FY2018</u>
ESTIMATED TOTAL INCOME	1,771,900.00	1,467,939.00
ACTUAL TOTAL INCOME	1,299,556.16	1,446,055.67
<b>% REALIZED Y-T-D</b>	<b>73.3%</b>	<b>98.5%</b>



**TOPSFIELD WATER DEPARTMENT**

**MONTHLY COMMITMENTS**

**FY 2019**

61000-13110 User Charges & Water Connections - Fees Receivable

For the Month of March 2019 in the amount of \$139,821.17

TO: Catherine Gabriel, Town Accountant

You are hereby notified that the COMMITMENTS in the amount shown above have this day been made by the Board of Water Commissioners. Included in this amount are water rates & fees, connection fees, miscellaneous charges and penalties.

**DATE:**

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Philip Knowles, Chairman

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Richard Stone, Clerk

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Mark Gallagher



**TOPSFIELD WATER DEPARTMENT**  
**MONTHLY ABATEMENTS**  
**FY 2019**

61000-13110 User Charges & Water Connections - Fees Receivable

For the Month of March 2019 in the amount of -\$2,197.46

TO: Catherine Gabriel, Town Accountant

You are hereby notified that the ABATEMENTS in the amount shown above have this day been made by the Board of Water Commissioners. Included in this amount are all abatements, refunds, bounced checks and other adjustments.

**DATE:**

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Philip Knowles, Chairman

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Richard Stone, Clerk

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Mark Gallagher  
#NAME?

# Water Department Expense Budget for FY2019

09-Apr-19

Expended Period 3/10/2019 1:09:10 PM - 4/9/2019 1:09:10 PM

Budget Month 10

		Budgeted	Revised	Expended This Period	Expended YTD	Available	Percent Remaining
<b>Operating Budget</b>							
<b>E4501 Salary</b>							
51120	Superintendent	98,409	98,409	7,569.60	75,696.00	22,713.00	23%
51490	Longevity, Superintendent	1,750	1,750	0.00	1,750.00	0.00	0%
Sub Total Salary		100,159	100,159	7,569.60	77,446.00	22,713.00	23%
<b>E4502 Wages</b>							
51130	Laborers, Full Time	113,016	113,016	9,091.64	90,916.72	22,099.28	20%
51131	Clerical, Full Time	36,045	36,045	2,772.64	27,726.40	8,318.60	23%
51141	Seasonal Wages	7,000	7,000	0.00	4,454.04	2,545.96	36%
51200	Outside Help, Labor	2,933	2,933	0.00	3,801.72	-868.72	-30%
51310	Overtime, Labor	42,398	42,398	3,949.17	28,951.24	13,446.76	32%
51490	Longevity	988	988	0.00	987.50	0.50	0%
Sub Total Wages		202,380	202,380	15,813.45	156,837.62	45,542.38	23%
<b>E4505 Other</b>							
51920	Uniform Allowance	2,730	2,730	0.00	2,730.00	0.00	0%
51970	Meal Allowance	1,400	1,400	160.00	910.00	490.00	35%
52100	Electricity	41,500	41,500	2,938.99	31,268.94	10,231.06	25%
52106	PWB Electricity	3,200	3,200	585.28	7,302.66	-4,102.66	-128%
52150	Gas	2,600	2,600	1,234.43	3,494.34	-894.34	-34%
52156	PWB Gas	2,200	2,200	174.39	2,000.31	199.69	9%
52400	Building Maintenance	750	750	42.50	3,064.25	-2,314.25	-309%
52406	PWB Building Maintenance	2,800	2,800	42.50	4,416.05	-1,616.05	-58%
52415	Property Maintenance, Wellfi	14,000	14,000	0.00	981.75	13,018.25	93%
52416	PWB Cleaning	700	700	46.00	368.00	332.00	47%
52420	Systems Maintenance	16,000	16,000	0.00	22,631.62	-6,631.62	-41%
52430	Systems Maintenance, Emerg	25,000	25,000	0.00	20,177.03	4,822.97	19%
52450	Vehicle Maintenance	2,000	2,000	0.00	3,669.55	-1,669.55	-83%
52510	Equipment Maintenance	500	500	0.00	0.00	500.00	100%
52520	Radio Maintenance	1,000	1,000	0.00	0.00	1,000.00	100%
52700	Equipment Rental	1,500	1,500	0.00	2,585.51	-1,085.51	-72%
52720	Street Paving, Contract.	3,500	3,500	0.00	0.00	3,500.00	100%
52750	Security, Contracted	4,500	4,500	135.00	3,503.03	996.97	22%
52940	Waste Disposal	2,500	2,500	0.00	2,274.55	225.45	9%
53050	Annual DEP Maintenance	10,000	10,000	0.00	0.00	10,000.00	100%
53110	Engineering	0	0	0.00	0.00	0.00	N/A
53120	Water Testing	21,000	21,000	2,935.50	18,058.85	2,941.15	14%
53400	Telephone	5,000	5,000	461.30	3,624.29	1,375.71	28%
53430	Postage	6,800	6,800	0.00	2,915.82	3,884.18	57%
53450	Advertising	1,500	1,500	0.00	0.00	1,500.00	100%
53800	DEP Volume Assessment	1,500	1,500	0.00	1,302.97	197.03	13%
53801	Lock Box	1,800	1,800	184.03	903.36	896.64	50%
53806	PWB Tank Cleaning	500	500	0.00	0.00	500.00	100%
53810	Water Treatment Services	2,000	2,000	0.00	0.00	2,000.00	100%
53870	Police Detail	2,000	2,000	0.00	832.00	1,168.00	58%
54100	Gasoline	5,500	5,500	0.00	4,939.33	560.67	10%
54200	Office Supplies	3,500	3,500	1,244.60	5,678.08	-2,178.08	-62%
54210	Forms & Printing	7,500	7,500	656.01	3,483.85	4,016.15	54%
54300	Building Supplies	1,500	1,500	0.00	0.00	1,500.00	100%

		Budgeted	Revised	Expended This Period	Expended YTD	Available	Percent Remaining
506	PWB Custodial Supplies	450	450	0.00	161.09	288.91	64%
800	Vehicular Supplies	2,000	2,000	0.00	1,280.25	719.75	36%
300	Public Works Supplies	18,000	18,000	362.37	32,924.21	-14,924.21	-83%
310	Meters	30,000	30,000	7,416.00	26,021.36	3,978.64	13%
800	Water Treatment Supplies	75,000	75,000	0.00	53,858.20	21,141.80	28%
820	Safety Gear	1,500	1,500	0.00	1,442.43	57.57	4%
860	Computer Software	5,000	5,000	0.00	1,907.02	3,092.98	62%
100	In State Travel	0	0	0.00	0.00	0.00	N/A
300	Dues, Conferences, Licenses	3,750	3,750	75.00	1,727.33	2,022.67	54%
810	Water Conservation Program	0	0	0.00	0.00	0.00	N/A
500	Additional Equipment	5,000	5,000	0.00	461.99	4,538.01	91%
510	Computer	5,000	5,000	6.95	731.64	4,268.36	85%
700	Replacement Equipment	5,000	5,000	0.00	1,534.83	3,465.17	69%
b Total Other		349,180	349,180	18,700.85	275,166.49	74,013.51	21%
Total Operating Budget		651,719	651,719	42,083.90	509,450.11	142,268.89	22%
<b>Services</b>							
<b>515 Unanticipated Emergenci</b>							
730	Unanticipated Emerg.	300,000	300,000	0.00	0.00	300,000.00	100%
b Total Unanticipated Emerge		300,000	300,000	0.00	0.00	300,000.00	100%
<b>590 Reserve Fund</b>							
730	Reserve Fund	56,710	56,710	0.00	0.00	56,710.00	100%
b Total Reserve Fund		56,710	56,710	0.00	0.00	56,710.00	100%
Total Reserves		356,710	356,710	0.00	0.00	356,710.00	100%
<b>Debt Service</b>							
<b>591 Multipurpose, Interest</b>							
195	Interest	68,578	68,578	0.00	9,407.50	59,170.50	86%
b Total Multipurpose, Interest		68,578	68,578	0.00	9,407.50	59,170.50	86%
<b>593 Multipurpose, Principal</b>							
195	Principal	152,500	152,500	0.00	0.00	152,500.00	100%
b Total Multipurpose, Princip		152,500	152,500	0.00	0.00	152,500.00	100%
<b>594 Short-Term Debt</b>							
210	Principal	0	0	0.00	0.00	0.00	N/A
250	Debt Issuance Cost	5,000	5,000	0.00	0.00	5,000.00	100%
251	Interest	377,634	377,634	0.00	0.00	377,634.00	100%
b Total Short-Term Debt		382,634	382,634	0.00	0.00	382,634.00	100%
Total Debt Service		603,712	603,712	0.00	9,407.50	594,304.50	98%
<b>Grand Total</b>		<b>1,612,141.00</b>	<b>1,612,141.00</b>	<b>42,083.90</b>	<b>518,857.61</b>	<b>1,093,283.39</b>	<b>68%</b>

# Water Treatment Plant Project

Water Department

Fiscal Year: 2019

Period Start: 10-Mar-19

Period End: 09-Apr-19

	Appropriation	Revised	Period Total	Fiscal Total	Total Spent	Remainder	Percent
<b>38600 A3/17STM Water Treatment Plant Construction</b>							
58300 Owner's Project Manager	259,000.00	259,000.00	10,095.52	70,976.59	134,756.51	124,243.49	48.0%
58310 Engineering	782,166.00	782,166.00	0.00	330,615.01	697,760.68	84,405.32	10.8%
58320 Transmission Mains	1,524,629.85	1,524,629.85	0.00	499,058.12	1,486,421.24	38,208.61	2.5%
58330 Plant Construction	7,246,000.00	7,246,000.00	428,311.16	3,781,907.11	6,993,374.81	252,625.19	3.5%
58380 Miscellaneous	588,204.15	588,204.15	11,121.31	85,124.26	143,235.03	444,969.12	75.6%
	10,400,000.00	10,400,000.00	449,527.99	4,767,681.09	9,455,548.27	944,451.73	44.7%

# Warrant Articles

Water Department

Fiscal Year: 2019

Period Start: 10-Mar-19

Period End: 09-Apr-19

	Appropriation	Revised	Period Total	Fiscal Total	Total Spent	Remainder	Percent
<b>36000 Prospect Street &amp; River Road Water Main Improvements</b>							
88003 Construction	1,600,000.00	1,600,000.00	0.00	870,758.13	886,706.17	713,293.83	44.6%
	1,600,000.00	1,600,000.00	0.00	870,758.13	886,706.17	713,293.83	44.6%
<b>E4545 A39/13ATM Minor Water Main Replacement</b>							
58000 General	100,000.00	100,000.00	208.00	208.00	79,287.76	20,712.24	20.7%
	100,000.00	100,000.00	208.00	208.00	79,287.76	20,712.24	20.7%





**Town of Topsfield**  
**Task Sheet Report - Water Department**  
**March 2019**

Category	Anne-Marie Yeo	Ben Reuell	Gregory Krom	Travis Fontaine	Total
Other				4	4
			4	4	8
<b>Financials</b>					
Payment Processing	12				12
Payroll/Bills	10				10
Rate Modelling			3		3
	22		3		25
<b>Fire Department</b>					
Fire Call				2	2
				2	2
<b>Mapping</b>					
CAD/Maps			4		4
			4		4
<b>Public Service</b>					
Markouts/DigSafe				4	4
				4	4
<b>Quality Control</b>					
Bacteria Sampling		16		9	25
Fluoride Testing				2	2
Manganese Testing				5	5
Other			4	8	12
pH Testing				6	6
Phosphates				5	5
		16	4	35	55
<b>Special Projects</b>					
Prospect St. and River Road Water Main Replacement			5		5
Water Quality Database			8		8
			13		13
<b>Treatment Plant Project</b>					
Operations Planning				4	4
Plant Construction			8		8
Startup			27		27
			35	4	39
<b>Vehicle Maintenance</b>					
Annual				1	1
				1	1



**Town of Topsfield**  
**Task Sheet Report - Water Department**  
**March 2019**

Category	Anne-Marie Yeo	Ben Reuell	Gregory Krom	Travis Fontaine	Total
<b>Accrued Time</b>					
Sick			8		8
Vacation	12				12
	12		8		20
<b>Administrative</b>					
Charts		10		24	34
Correspondence	18				18
File Maintenance	6				6
Meeting Prep.	3				3
Meetings	2		3		5
Other			2	2	4
Purchasing/Procurement			4		4
Training				2	2
	29	10	9	28	76
<b>Billing</b>					
Collections			2		2
Meter Problems				2	2
			2	2	4
<b>Building Maintenance</b>					
Annual				2	2
Grounds				2	2
				4	4
<b>Computer Systems</b>					
Development			7		7
Repairs			16		16
			23		23
<b>Customer Service</b>					
Billing Questions				1	1
Customer Complaints				2	2
Dispute Resolution			2		2
Pressure Questions				1	1
Water Quality Questions				1	1
Water Service Flushing				3	3
			2	8	10
<b>DEP Projects</b>					
Emergency Response Plan			4		4



**Town of Topsfield**  
**Task Sheet Report - Water Department**  
**March 2019**

Category	Anne-Marie Yeo	Ben Reuell	Gregory Krom	Travis Fontaine	Total
<b>Water Controls</b>					
Alarms				1	1
SCADA System			4		4
			4	1	5
<b>Water Distribution</b>					
Leak Detection				1	1
Meter Replacements				4	4
Tanks				2	2
				7	7
<b>Water Supply</b>					
Pumps			4		4
			4		4
<b>Water Treatment</b>					
Analyzer Calibration		18		2	20
Analyzer Maintenance				2	2
Chlorine				1	1
Fluoride			2	1	3
KOH				1	1
WTP Staffing		140	70	101	311
		158	72	108	338
<b>Grand Total</b>					
	63	184	187	208	642
<b>Total Monthly Work Hours (40 hrs/wk)</b>					
	168				

**Topsfield Water Department  
Superintendent's Report  
April 10, 2019**

**1. Water Treatment Plant Project**

The vendors are working their way through the punch list. The plant has been working very well and water quality is excellent. There will be a couple more changes orders. CO #8 is being reviewed and includes changes to contract dates, generator gas piping and an automatic cold-weather aerator drain valve. The total is \$10,844. The final change order will include some credits for site work and balancing out quantities and allowances.

**2. Water Withdrawals**

Withdrawals for March were below normal but slightly higher than last year. Overall, they look very good. Anytime we average below 300,000 gallons per month things are working well.

**3. Leaks & Breaks**

Greg Pyburn has nearly completed another full leak detection round. He located one service leak on Prospect Street that R&D repaired at no cost.

**4. Notice of Noncompliance**

We received a NoN for two violations.

The first is for "Failure to provide notification to sampling program participants within 30 days after the system learns of the tap monitoring results". I am required to certify that all of the participants received their notices within the allotted time. While compiling the 2018 results for submittal, I realized that one of the participants had not been notified. A notice was sent immediately but 44 days after the result was received. Having missed one notice, I couldn't certify that the notification requirements for all customers were met, hence the NoN.

The second violation is for the late submittal of monthly chemical addition reports for October 2018 through January 2019. The monthly reports are due on the 10<sup>th</sup> day of the following month. The reports were late for a variety of reasons that have been addressed.

**5. Water Quality Report**

Work on the annual water quality report is starting. Last year we mailed a postcard notifying customers that the report was available online with a link. We saved some money but the costs overall were comparable. This year I plan to mail the entire report to every service address.

**6. Hydrant Flushing**

The spring round of hydrant flushing started on April 8<sup>th</sup>. We'll flush this week and then take two weeks off for Easter and resume flushing later in the month. I'm not sure how the program will go this year as one of our operators will be in the plant while the two-man flushing crew is out. We had four open shifts this week, two of which were taken by the fire department. Travis and Ben do not want to flush Friday nights so flushing will be Monday through Thursday.

**7. Water Restrictions**

We have some flexibility as to when the water restrictions go into effect this year. I'm planning to follow the normal time frame – end of May/beginning of June for voluntary restrictions and mandatory

restriction starting July 1<sup>st</sup>. If this is OK with Board then we'll proceed on this schedule unless some unusual precipitation events occur.

#### 8. Distribution System Water Quality

Water quality in the distribution system has improved at a rapid rate. We're seeing free chlorine residuals of more than 0.3 mg/L in places where we used to have just a trace amount. This is due to a couple of factors including eliminating the chlorine demand caused by manganese and also the tanks are turning over more now that we run the plant once a day.

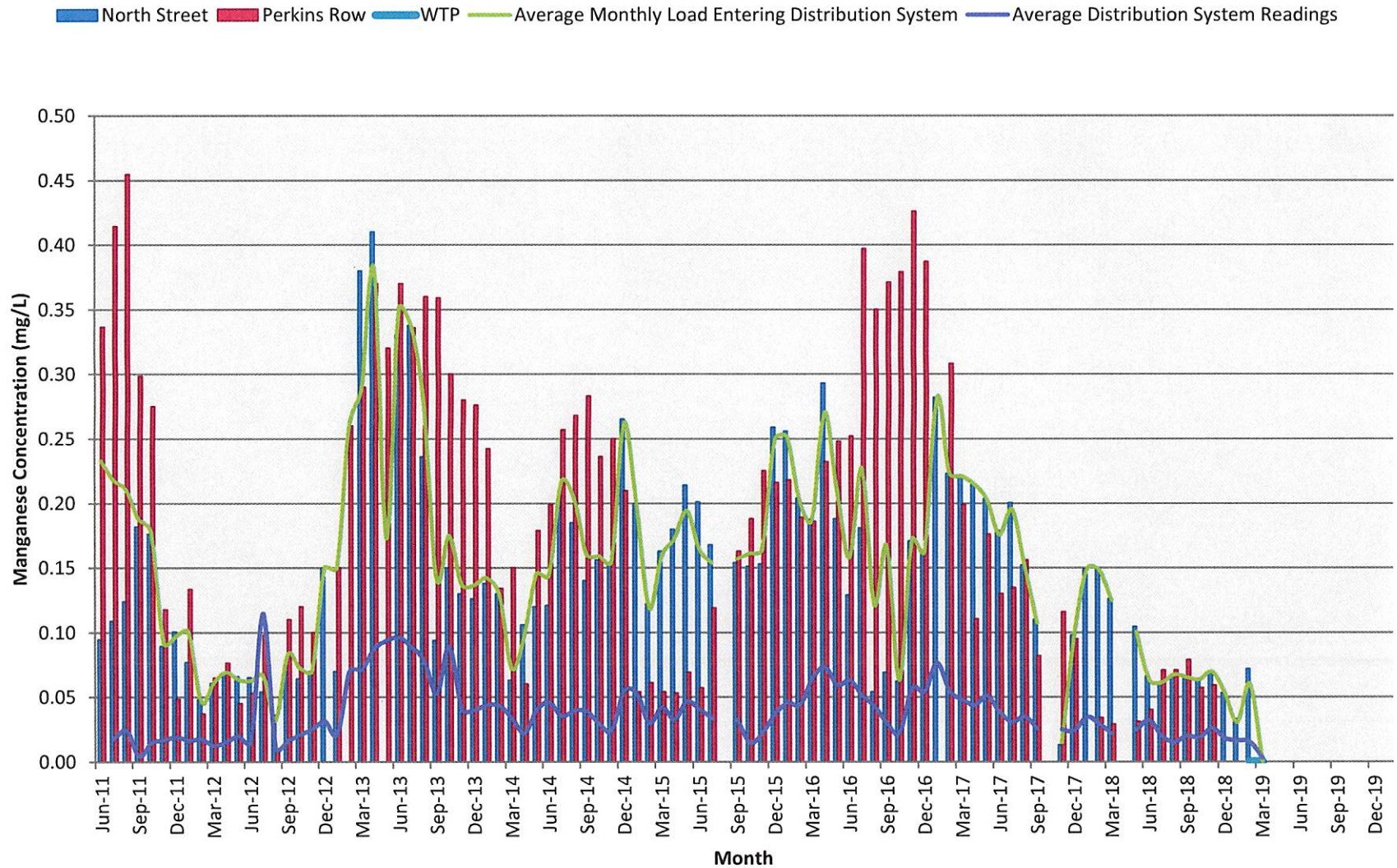
There are a couple areas of potential concern including disinfection by-products and lead & copper corrosion. These samples are taken during the summer from predetermined spots in the distribution system. We'll probably take some check samples in the next month to see if there is a problem. The results will be unofficial but would likely give a good indication of any issues.

#### 9. Open House

Our open house is scheduled for May 11<sup>th</sup>. The Saturday following Town Meeting. I was planning on having the plant open from 9AM to 1PM. Wright-Pierce is developing a handout, some posters and providing water bottles.



## Monthly Source Water Manganese Concentrations & System Loading based on Lab Tests and Withdrawals



# Topsfield Water Department

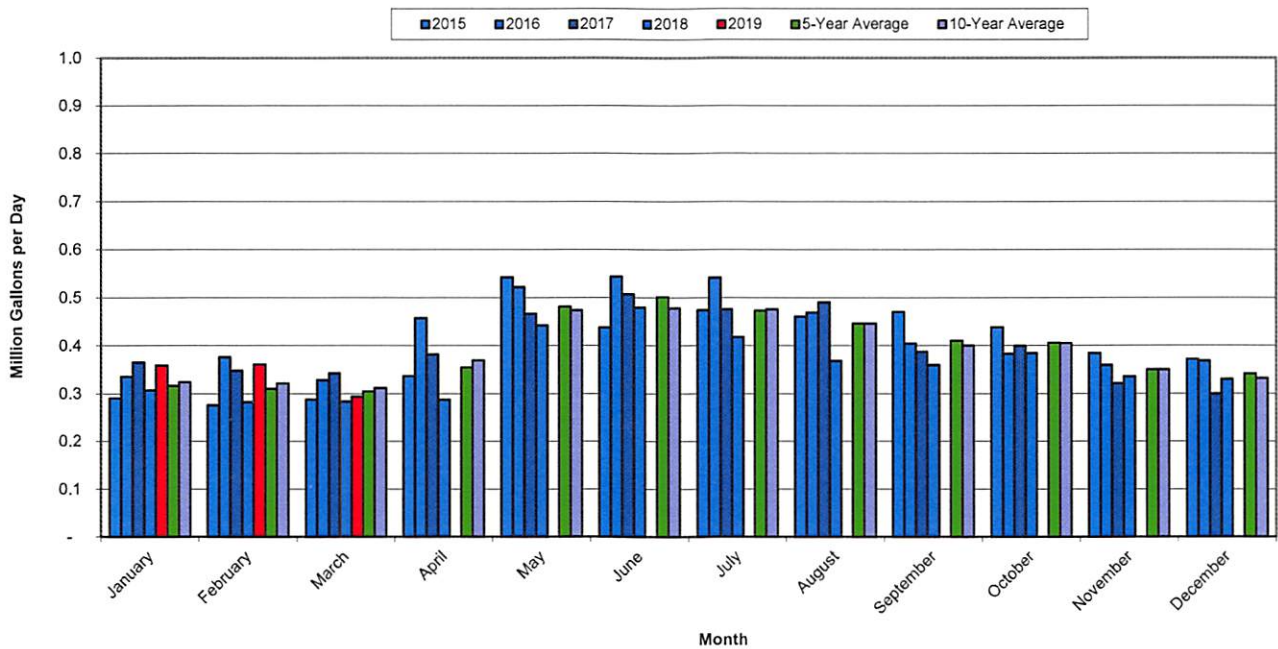
## Annual Withdrawal Report

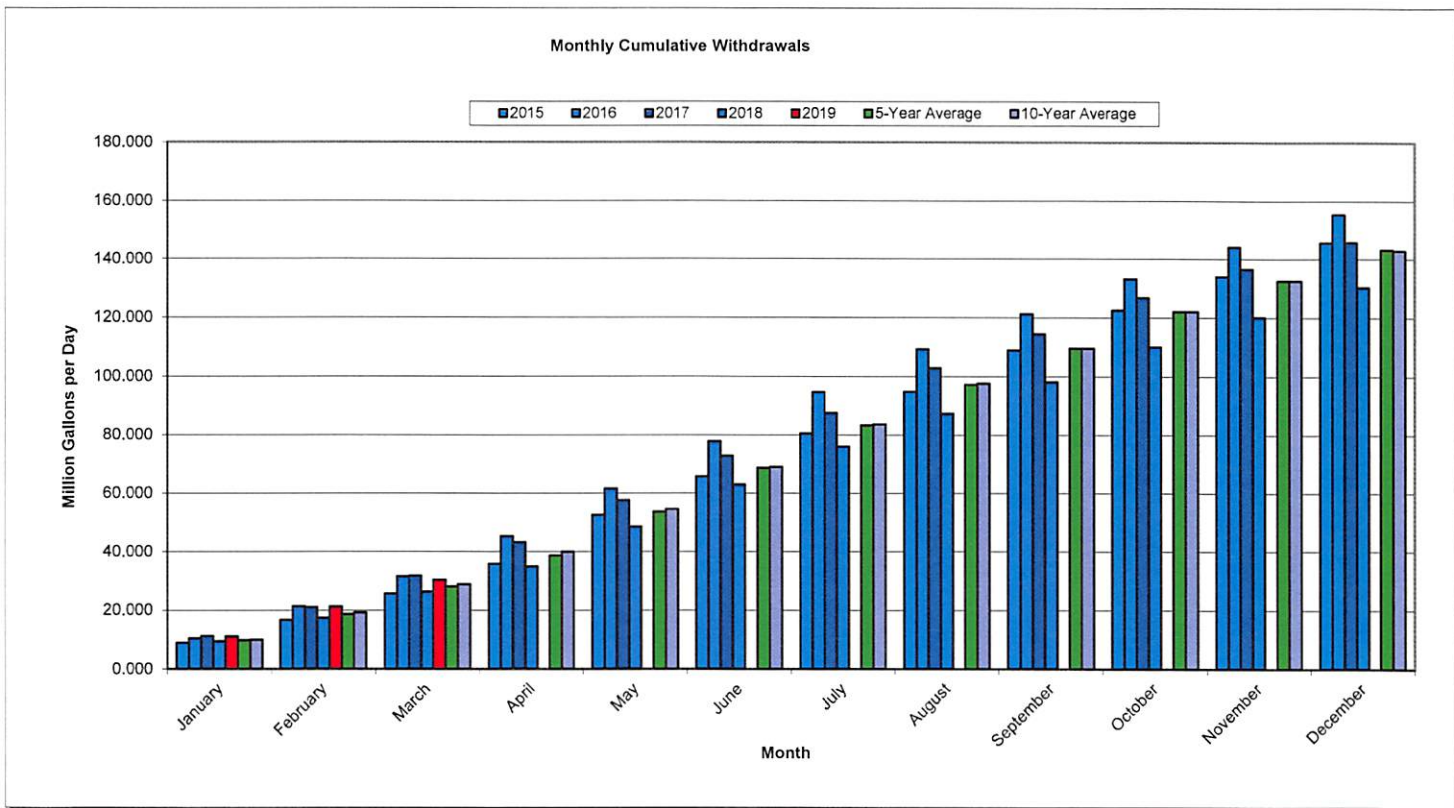
Calendar Year

2019

Month	North Street	Perkins Row	Total	Month AGD	5-Year Average	10-Year Average	Running Average	Historical Rank
January	10.277	0.849	10.277	0.332	0.317	0.324	0.332	30%
February	8.439	1.671	10.110	0.361	0.311	0.322	0.340	52%
March	5.544	3.571	9.115	0.294	0.305	0.312	0.328	16%
April	-	-	-		0.354	0.369	0.307	
May	-	-	-		0.482	0.475	0.307	
June	-	-	-		0.502	0.479	0.307	
July	-	-	-		0.473	0.476	0.307	
August	-	-	-		0.447	0.446	0.307	
September	-	-	-		0.410	0.400	0.307	
October	-	-	-		0.406	0.405	0.307	
November	-	-	-		0.350	0.350	0.307	
December	-	-	-		0.341	0.332	0.304	
<b>Total</b>	<b>24.260</b>	<b>6.091</b>	<b>29.502</b>	<b>0.328</b>				

Monthly Withdrawals









**Board of Water Commissioners**  
Town of Topsfield  
279 Boston Street  
Topsfield, MA 01983

April \*\*, 2019

Current Resident  
Street Address  
Topsfield, MA, 01983.

DRAFT

Dear Water Customer:

We are pleased to announce that the construction of the Town's new water treatment facility is nearly complete and the filtration plant has been fully operational since March 6<sup>th</sup> of this year. Reaching this milestone is the culmination of six years of effort and corrects long-standing water quality issues. Construction of the plant took a few more months than planned but the cost is within 1% of the original bid. The total project, including transmission mains, the treatment plant, tank improvements, and engineering will be under budget by several hundred thousand dollars.

The plant uses greensand filtration to remove manganese from our source water and also includes several other water quality improvements. Tests conducted to date, including performance testing done prior to going online, indicate the finished water leaving the plant is of the highest quality and meets all drinking water regulations. Most importantly, manganese concentrations in the treated water leaving the plant are below detectable limits. Some distribution system testing, such as lead, copper, and disinfection by-product, still remain as these are taken during the warmer months. We expect the results of these tests to improve because of the new treatment processes as well.

We've seen rapid improvements in water quality throughout the distribution system over the past month. Disinfection residuals are higher and more stable, providing a higher degree of protection against biological contamination of the water. Manganese levels are just above or in most cases below detectable limits. However, there is still a significant amount of sediment left in the pipes, service lines, and home plumbing that will take some time to flush out. Temporary water discoloration may still occur but the frequency and duration of these events will diminish over time. Do not drink or cook with discolored water. Please contact the Water Department at (978) 887-1517 if your water is discolored and does not clear quickly.

An open house will be held on May 11<sup>th</sup>, from 9 AM to 1 PM, so water customers and other Town residents can visit the facility, learn more about the Town's water supply and see final product of one of the Town's largest capital investments. We would like to thank our customers, fellow Town officials and our staff for their support during this important project. If you have any questions about the quality of your drinking water, please call the Water Department at (978) 887-1517. Thank you.

Sincerely,

Board of Water Commissioners