

**LINCOLN WATER COMMISSION
WATER SUPPLY SYSTEM MANAGEMENT PLAN FIVE YEAR
PROGRESS REPORT**

(EXECUTIVE SUMMARY)

UPDATE and PROGRESS REPORT



November 2022 (*)

NOTES:

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LINCOLN WATER COMMISSION WATER SUPPLY SYSTEM MANAGEMENT PLAN FIVE YEAR PROGRESS REPORT

(EXECUTIVE SUMMARY)

This progress report and supplemental update of necessary Water Supply System Management Plan (WSSMP) components is meant to document that there have been no significant changes to the Lincoln Water System and by extension to the existing WSSMP approved on September 29, 2009 as updated by progress reports submitted in November 2015 and January 2021.

1. Goals

The Commission is organized and operates to serve the water supply needs of the owners of the system; i.e. the citizens and businesses of the service area that generally consists of the geographical boundaries of the Town of Lincoln. As such the Commission complies with all laws, rules, regulations, and directives of appropriate legal authorities and operates the system in accordance with generally accepted standards for water systems. The Lincoln Water Commission's primary goal is to operate a water system for the benefit of and to meet the legitimate needs of the customers in the service area. In accordance with that overall goal the Commission's additional goals are to:

1. Comply with all applicable laws and regulations
2. Protect the integrity of existing supply connections
3. Protect the quality of existing groundwater sources
4. Protect the integrity of current emergency supplies
5. Promote the efficient use of water through:
 - a. Efficient operation of the system in accordance with industry and state standards
 - b. Efficient use of water by the customers through effective metering and public information programs regarding the wise use of water
6. Cooperate with the overall goals of the Town of Lincoln as outlined in the Town Comprehensive Plan
7. Provide for service to all locations within the service area.
8. Conform to the overall goals for water suppliers established in the State Guide Plan element No 721.

The goal of this Water Supply System Management Plan progress report is to amend and update, where necessary, the plan approved on September 29, 2009 and the progress reports previously submitted on November 16, 2015 and on January 25, 2021. This update is also inclusive of the more recent Executive Summary update transmitted on August 26, 2022, and the more recent revisions discussed at the RI Water Resources Board meeting held on November 18, 2022.

2. System Description

a. Legal

The Lincoln Water Commission is an independent Commission providing water within the political boundaries of the Town of Lincoln. The Commission is established under State law with full authority to manage its business, as approved by qualified voters of the Town of Lincoln. Creation of the Lincoln Water Commission is included as part of "An Act for a Public Water Works System in the Town of Lincoln", which was passed on April 27, 1955 and confirmed by the qualified electors of the Town of Lincoln on October 11, 1955. A copy of the Act was included in the 2001 submittal and referenced in the 2009 submittal. This information remains the same.

b. Organization

The owners of the Lincoln Water Commission are the qualified electors of the Town of Lincoln. The qualified electors are eligible to vote for the members of the Commission; which consists of five members, one from each voting district in Lincoln. The Commission has the authority to employ and fix the compensation of various classes of employees including the authority to hire a Superintendent and contract for his services for a period not to exceed five years. The Commission is vested with the power and authority to construct and maintain a water works system for the Town of Lincoln and is empowered with contract authority for that purpose. The Lincoln Water Commission operates as a true "enterprise fund" within Town government. The Commission has the authority to set rates and expend funds to complete its purpose. The Town maintains a water fund solely for the operations, maintenance and capital needs of the water system. The Board of Commissioners regularly reviews and updates the Rules and Regulations, with the latest revision dated August 8, 2018. A copy of the current Rules and Regulations is attached as Appendix B. This information is also available on the Commission's website www.lincolnwatercommission.com. A copy of the Commission's current organizational chart is attached in Appendix C. The review of Rules and Regulations, including water usage rates, is presently be undertaken for an anticipated updating and revision to be completed in 2023. A Cost of Services and Water Rate Study will be performed as part of this updating effort.

c. System Overview

The Lincoln Water Commission has evolved from the combining of several water systems in sections of Lincoln adjacent to other communities; i.e. Pawtucket, Cumberland and Woonsocket and by the development of a system to serve all areas of Lincoln. The systems were purchased from said Municipalities and along with the construction of major water mains and storage tanks was converted into one integrated water system. An additional well was purchased from Pawtucket and storage facilities were constructed in the southern portion of the Town. The development of this system provided for the water supply and fire protection needs of the residents of Lincoln in the 1950's. The water system has evolved from that beginning in the 1950's to a system providing water and fire protection throughout the Town. In 1985 the Lincoln Water Commission completed a connection to the Providence Water Supply to replace the previous groundwater supplies that were identified as contaminated.

d. Water Supply Sources

The Lincoln Water Commission obtains the majority of its water supply by direct wholesale purchase from the Providence Water Supply Board. The Commission has one supply connection with Providence Water. In addition the Lincoln Water Commission has emergency connections with the City of Woonsocket Pawtucket Water supply Board and the Town of Cumberland Water Department. The Lincoln Water Commission had maintained Well #4 in the Lonsdale wellfield as a "supplemental supply". At one time the Commission used Well #4 as a production well to supplement the primary supply from Providence Water. Use of this well allowed the Commission to meet peak needs during the summer without placing undue stress on the Providence Connection and Pump Station. This practice was discontinued in October of 2004. The well is not currently operated.

e. Treatment

The Commission receives treated water from the Providence Water Supply Board and does not provide any additional treatment in its system now that well #4 is not operated. This information remains the same as originally reported in the March 2009 approved plan, and as previously reported in the updates and progress submissions made on November 16, 2015 and on January 25, 2021. This information remains the same as originally reported in the March 2009 approved plan, and as previously reported in the updates and progress submissions made on November 16, 2015 and on January 25, 2021.

f. Transmission, Storage and Pumping Facilities

The transmission system includes piping and three pressure boosting pump stations that comprise the basic supply and two pressure zones. There are five distribution storage facilities in the Lincoln Water Commission system providing a total of 6.15 million gallons of finished water storage. With the exception of new variable frequency drives installed in the Providence Connector pumping station, these facilities remain the same as that reported in the March 2009 approved plan and the progress report submitted on November 16, 2015

g. Interconnections

The Lincoln Water Commission has one interconnection with the Providence Water Supply Board for primary supply of water on a wholesale purchase basis and three emergency interconnections with the City of Woonsocket, the Town of Cumberland and the Pawtucket Water Supply Board. The capacity of the interconnections remains unchanged from that reported in the approved March 2009 plan and the progress report submitted on November 16, 2015. The only change relates to the Cumberland emergency interconnection at Martin Street. This connection had been inoperable since early 2010 due to water line support failure; however, the Commission effected repairs and placed the connection into an operable status in the Fall of 2016.

h. Service Area

The service area of the Lincoln Water Commission continues to be coincident with the political boundaries of the Town of Lincoln. The boundaries of the service area include approximately twenty (20) square miles. The Lincoln Water Commission provides water service to 98 % of the Town of Lincoln. The remaining 2% within the service area boundaries are supplied from private wells. In addition the Providence Water Supply Board supplies water on a retail basis to approximately twenty-five (25) homes in Heritage View, a residential development in the southwestern portion of the Town adjacent to the North Providence border. The Lincoln Water Commission serves two (2) customers at the North Central Airport Industrial Park that are actually located in the Town of Smithfield on the eastern border with Lincoln. In both of these cases the connections are made because of the proximity of the distribution lines to the users. The Commission's service area information remains the same as that reported in the March 2009 approved plan, and as re-verified in the update and progress reports submitted on November 16, 2015 and January 25, 2021.

i. Population Served

The US Census Bureau and the 2020 Census continues to be the basis for population estimates for the area served by the Lincoln Water Commission. In 2020 the population was reported as 21,731. The Town's current population was reported as 21,870 in the Commission's FY 20 reporting to the Water Resources Board. Rhode Island Statewide Planning program Technical Paper 162 projects the Town of Lincoln's 2020 and 2035 populations to be 21,857 and 23,470 respectively.

j. Master Meters

Master meters are maintained at the Providence connection and the Woonsocket emergency connection. The meter at the Providence connection is calibrated at regular intervals while the meter at Woonsocket emergency connection is calibrated prior to use. No meters are installed at the emergency connections with the Town of Cumberland and the Pawtucket Water Supply. Meters would be provided were these connections to be activated during an emergency.

k. Distribution Meters

The Lincoln Water Commission meters 100% of the water distributed to its customers, billing residential accounts on a quarterly basis and commercial accounts on a monthly basis. The Commission began installing radio read meters in 2012 in order to meet State Water Use and Efficiency Act goals. As of its reporting to the Board of Water Commissioners in July of 2018, the Commission's system stood at 100% radio read.

I. System Production Data

The Lincoln Water Commission continues to receive water through one connection with the Providence Water Supply Board. In FY 2020, one hundred per cent of the water was provided through this connection for a total amount of 799,155,000 gallons. Similarly, a total amount of 836,763,000 gallons was supplied for the FY 2021. The total amount of water supplied through the Providence Connection for the FY 2022, as submitted to the RIWRB in the Commission's FY 2022 Annual Report, was 777,222,000 gallons. The associated monthly water pumpage amounts in gallons for the FY 2022 are shown below.

July.....77,260,333	November.....51,578,000	March.....50,339,000
August.....88,913,667	December.....50,541,750	April.....51,851,666
September.....72,978,000	January50,693,250	May.....77,374,334
October.....62,302,000	February.....46,435,000	June.....96,955,000

m. Water Use

The discussions pertaining to water usage, as presented in the approved March 2009 WSSMP, and as reported in updated and progress submissions made on November 16, 2015 and on January 25, 202, remain the unchanged. No wholesale water sales have occurred over this reporting period.

n. Major Users

Large Water user is defined in "Title 46 Waters and Navigation, Chapter 46-15.1, Water Supply Facilities, Section 46-15.1-1.1 Definitions"

c) "Large water user" means a water user that withdraws more than three million (3,000,000) gallons per year, which is equivalent to eight thousand two hundred (8,200) gallons per day.

This has been interpreted to include multiple connections and multiple locations under the same owner. In the March 2009 and November 2015 WSSMP submissions, the Lincoln Water Commission reported 17 and 20 major users respectively. The list of 17 large water users, as identified in Commission records and shown below in the updated Figure 14 – Major Water Users, remains unchanged from that reported in 2021.

1	25,097,380	Com/Ind/Gov	UTGR, INC
2	12,986,750	Com/Ind/Gov	LINCOLN MALL OWNERS
3	12,783,622	Com/Ind/Gov	CALISE AND SON BAKERY, LLC
4	7,828,977	Com/Ind/Gov	B W MATERIALS, INC.
5	6,755,242	Com/Ind/Gov	TAT REALTY LLC
6	5,723,827	Com/Ind/Gov	BW MATERIALS, INC

7	5,348,599	Com/Ind/Gov	HIGHLAND FALLS RES. CONDOS
8	5,344,022	Com/Ind/Gov	FINLAY EXTRACTS/INGREDIENTS
9	5,088,841	Com/Ind/Gov	LINCOLN HOUSING AUTHORITY
10	4,984,256	Com/Ind/Gov	RESIDENCES AT STONE CREEK
11	4,870,395	Com/Ind/Gov	LINC MOBILE ESTATES HOUSING
12	4,280,169	Com/Ind/Gov	PRESERVE HANDY POND COND
13	4,050,000	Com/Ind/Gov	NEW RIVER GLEN CONDO
14	3,807,144	Com/Ind/Gov	WAKE ROBIN SQUARE, LLC
15	3,706,983	Com/Ind/Gov	LINCOLN CORPORATE CENTER 4
16	3,556,000	Com/Ind/Gov	LINK COMMERCIAL PROPERTIES
17	3,279,227	Com/Ind/Gov	LINCOLN INDUSTRIAL PARTNERS

o. Water Conservation

The Lincoln Water Commission continues to be actively involved in promoting water conservation programs. Additional information is provided throughout the original WSSMP as well as subsequent various updates.

p. System Needed Improvements

The following information, as presented in the March 2009 and November 2015 WSSMP submissions for system improvements, has been updated for record purposes to account for system improvement projects completed to date since the issuance and approval of the original WSSMP in 2001 and during the interim updating periods. The Lincoln Water Commission had previously completed the following system improvements in accordance with its previously adapted Capital Improvement and Infrastructure Rehabilitation Plans for the water system. These projects included:

- Installation and implementation of the present SCADA monitoring system (2001 – 2002)
- Completion of the upgrading and replacement of all distribution meters for all customers (2015)
- Replacement of the motor control centers for the new variable frequency drives at the three pumping stations, including the Providence Connection Station; the Albion Road Water Booster Station; and the Old Louisiquisset Pike Water Booster Station.
- The cleaning and lining of approximately 2,000 LF of existing cast-iron water main (6” to 8” diameter) in the Lonsdale, Quinnville and Saylesville service areas was completed between 2007 and 2013; and the replacement of approximately 4,300 LF of existing cast-iron water mains (6” to 10” diameter) within the Fairlawn, Manville, and Saylesville service areas was completed between 2015 and 2021, as further detailed in the discussion under “System Management – Distribution and Storage Systems” of the progress report summary.

With the exception of investigating additional supply sources via new supply connections and transmission mains, as further discussed under “Supply Augmentation Studies”, the Commission’s planning of its system improvement needs continues to be focused on the

maintenance and upgrade of the existing water system and the associated service areas, which were previously defined geographically, and have limitations for any anticipated expansion. The Commission is presently in the process of updating its Clean Water Infrastructure Rehabilitation Plan, which was originally submitted to the RI Department of Health in August of 2015. This plan will include the following water system improvement projects, which are presently in the planning phases. These projects are further discussed under “System Management – Distribution and Storage Systems” of this progress report summary.

- Saylesville Water System Improvements – Water Main Replacement
- School Street Water Main Replacement
- Old River Road Standpipe Replacement
- Westwood Road Elevated Tank Replacement

3. Water Quality Protection Component

a. General

The information provided for this section remains the same as reported in the March 2009 approved plan and November 16, 2015 progress update.

b. Well #4

The Lincoln Water Commission has not used this well as a supplemental source since October 2004 due to various financial, operational, and regulatory issues, and therefore the well is no longer maintained in a ‘standby status’. A Wellhead Protection Plan update was submitted as part of the WSSMP Thirty Month Interim Report dated December 2005 in response to review comments from the RI Department of Environmental Management. The information presented in this update remains the same as originally reported in the March 2009 approved plan, and as previously reported in updated and progress submissions made in November 2015 and January 2021. Although the well is no longer maintained in a “standby status” as a supplemental water supply source, it could be utilized as an emergency source whereupon piping modifications are implemented to restore its physical connection to the system.

4. Mapping

- a. A system map was originally included in the appendices of the summary document under Appendix H. An electronic file was more recently transmitted by the Lincoln Water Commission to the RI Water Resources Board to provide an updated water system mapping for the LWC water infrastructure.

5. Supply Management

a. General

The majority of information presented for this section in the October 2001 and March 2009 approved WSSMP submissions remains the same. As discussed previously under the Water Quality Protection Component of this progress report, the Lonsdale Well #4 is no longer maintained in “Standby status”, and would require physical piping and power connections for use as an emergency supplemental water supply source, if required.

b. Anticipated Future Demands

The March 2009 and November 2015 WSSMP submissions discussed in detail the anticipated population growth and the anticipated available water for the 5 and 20 year planning horizons. The assumptions and calculations used in those discussions remain valid. *Figure 16 – Summary of Anticipated Demands* is expanded and updated as follows:

YEAR	Actual/Estimate	MGD	MGY
2000	Actual	2.25	824.1
2005	Actual	2.42	884.8
2008	Actual	2.19	799.5
2015	Actual	2.31	841.4
2020	Actual	2.19	799.1
2028	Estimate	2.5	912.0
2043	Estimate	2.7	940

The above estimates assume continuing existing trends over the next 20 year period and include allowances for moderate residential construction. Theoretical ‘build out’ of all available lots in Lincoln is not anticipated in the period covered by this report.

c. Available Water

Water continues to be available from the Providence Water Supply Board and is provided according to the terms of a 1988 agreement even though same is expired. Neither the PWSB nor the Commission has initiated discussions on a new agreement. Water is also available from the City of Woonsocket, the Town of Cumberland and the Pawtucket Water Supply Board. As previously stated, although Well No 4 is no longer on standby status, it could be used in an emergency demand situation whereupon the physical connection and power is restored to this presently inactive well facility.

The present transmission capacity of the Providence Water system interconnection, as previously reported for water availability, is 3.3 MGD. The present average daily pumping on a monthly basis is 2.2 MGD based on the overall pumpage data for the FY 2022. A maximum pumping rate of 4.8 MGD had been observed on one day at the Providence Connection station during this past summer in August 2022. However, the potential transmission capacity of the

Providence Water system interconnection, which was previously reported as 6 MGD, is limited to 5 MGD based on the design capacity of the existing station.

d. Alternative Supplies

The information presented in the Commission's approved March 2009 and November 2015 WSSMP submissions remains the same. The Lincoln Water Commission continues to evaluate existing sources of supply and anticipated demand on a regular basis. Prior efforts have been concentrated on improving and strengthening existing interconnections with neighboring water systems.

e. Supply Augmentation Studies

The Commission has been studying supply augmentation via a proposed second connection to the Providence Water Supply Board. The anticipated connection point would be at Mineral Spring and Lexington with an eight or twelve inch line in Lexington making its way to the North Providence/Lincoln border at Angell Road. Providence Water has reviewed the potential alignment while the Commission has produced a conceptual design for the station that will be required to pump water into the Lincoln system. The secondary connection would help address summer demand and reduce wear and tear on the pumps in the main station. With regard to regional water supply, the LWC continues to cooperate fully with State and Federal authorities on any studies. This year, the Commission has resumed dialogue with Providence Water regarding its interest in pursuing the planning and design of this secondary water supply interconnection. The Commission has also resumed dialogue with the property owner, who owns the land where the pumping station was conceptually sited off of Angell Road within the southwesterly section of the town of Lincoln.

6. Demand Management

a. General

The Commission's Demand Management Strategy completed in August of 2012 was approved by the Water Resources Board on September 20, 2013. As documented in same, the LWC implements an active outreach program to encourage water conservation and the efficient use of this limited resource. Some of the programs currently operated by the LWC are:

- in-house leak detection program
- large meter testing program
- residential/commercial meter replacement program
- maintaining 100% metering of all consumers
- meter downsizing program
- use of the local media to inform consumers on current issues
- mailings to large users informing them of water saving programs
- seasonal messages included on bills
- door-to-door handouts during emergencies

- maintaining a website with water conservation information
- identification and monitoring of large residential users
- identification and monitoring of large commercial users
- free home and business inspections for high consumption complaints
- investigation of automatic billing reports of high or unusual consumption patterns
- free toilet tank retrofit kits
- free water conservation 'Activity Books' to all second grade Lincoln students
- tours and talks to all Lincoln second grade classes, 350 students per year
- weather-based irrigation control rebate incentive
- increasing stepped rate structure [NOTE: A water rate study will be performed to assess the present tier structure for water rates and to re-evaluate the commercial rate structure]

The program is adjusted with different elements added or deleted on a regular basis. Overall the effect has been seen as positive. The Lincoln Water Commission actively supports all conservation programs, including those initiated by various State agencies, the U.S. Environmental Protection Agency, the American Water Works Association, the New England Water Works Association, and the Atlantic States Rural Water and Wastewater Association.

The Commission's approved Demand Management Strategy as well as additional information on some of the current programs is presented in the appendices of the summary document.

7. System Management

a. Statement of Objectives

The discussions presented in the approved March 2009 and November 2015 WSSMP submissions remain the same.

b. General

A sanitary survey was conducted by the RI Department of Health Office of Drinking Water Quality on June 10, 2014 and again on March 4, 2020. No critical deficiencies were noted in either report. Minor deficiencies, if any, were addressed at the time.

c. Rules and Regulations - Current Status

The Lincoln Water Commission regularly reviews its *Rates, Rules and Regulations* as discussed above in section 2. *Water Supply System Description*. The last revision to the *Rules and Regulations and Rates* is dated August 8, 2018. As previously discussed, the Rules and Regulations, including water usage rates, is presently being undertaken for an anticipated updating and revision to be completed in 2023. A Cost of Services and Water Rate Study will be performed as part of this updating effort.

d. Non-Billed Water

One of the Commission's goals is to comply with all Federal and State regulations, policies and guidelines. As such the Commission endeavors to maintain non-billed water including leakage below 10%. In FY 2020 the Lincoln Water Commission supplied 799,155,000 gallons to the distribution system, all purchased from the Providence Water Supply Board and measured by a master meter. For the same period of time, the Lincoln Water Commission collected revenues on the sale of 653,917,491 gallons. The resulting *non-billed water* (non-revenue) of 145,237,509 gallons is 18.17%. Water main breaks, fire-fighting, theft, and meter error account for approximately half of the non-metered total effectively reducing the 18.17% to approximately 9%. As has been discussed in great detail in correspondence with the Water Resources Board in the yearly reports to that agency and in the prior WSSMP submission updates, this number can only be viewed as an indicator.

It is important to realize that these numbers only represent non-revenue water, which typically includes the following consumption:

1. Fire Dept training and fire-fighting.
2. DOT/DPW Usage
3. Theft.
4. Meter age.
5. Leakage.
6. System maintenance.
7. New construction.
8. Breaks.
9. Discrepancy between meter in/meter out readings.

Copies of pertinent documents with additional information are included in the appendices of the summary document

e. Operation and Repair Policies

The discussions presented in the approved March 2009 and November 2015 WSSMP submissions remain the same. The Lincoln Water Commission regularly reviews its *General Specifications for Installation of Water Mains* revising same in June of 2018. The specifications are available on the Commission's website www.lincolnwatercommission.com.

f. Source of Supply Operations

As previously discussed, Well No 4 has not been operated since October 2004 and is no longer on "standby status". The station remains intact and could be used in the event of an emergency.

g. Treatment Operations

At the present time no treatment is performed by the Lincoln Water Commission.

h. Distribution and Storage Systems

With the exception of the cleaning and lining of 1,840 LF of existing CI 12” water main along Smithfield Avenue in 2019, the cleaning and lining of the Commission’s existing water system was placed on hold after the 2013 construction season. Subsequently, the Commission has completed the following distribution system improvement projects between 2015 and 2021 within the Fairlawn, Lonsdale and Saylesville services areas, including water main replacements on Williams Street (1,600 LF); Earl St., Warren Ave., Webster St., and Smith St. (2,030 LF); and along Colonial Drive (700 LF).

The following distribution system improvement projects are presently in the planning phases. These projects include the replacement of approximately 7,000 LF of existing cast-iron water mains within the Lonsdale and Saylesville section of Lincoln including the Smith Street service area (3,500 LF); the Read Avenue service area (2,400 LF); Pond Avenue (500 LF); and Cabot Steet (600 LF).

As previously reported in the Commission’s March 2009 and November 2015 WSSMP submissions, the Commission has not changed any aspects of its storage system since adding its 1.0 MG High Service elevated tank in 2008. Past storage improvement projects during the interim period include the interior and exterior rehabilitation and painting of the 2,000,000 gallon aboveground reservoir tank on Albion Road (2014 – 2016); and the painting of the roof dome of the 2,000,000 gallon steel standpipe, which is referred to as the Manville Tank, in 2020.

The following storage system improvement projects are presently in the planning phases. These projects include the replacement of the 650,000 gallon steel standpipe on Old River Road with an elevated 750,000 gallon pedestal style elevated tank; and the replacement of the 500,000 gallon Westwood Road elevated torospherical style tank.

i. Meter Installation, Maintenance, and Repair Program

The discussion presented in the approved March 2009 and November 2015 WSSMP submissions remains largely the same. The Lincoln Water Commission continues to administer meter downsizing and large meter testing programs as well as a meter replacement program. The Commission has achieved full radio read capability.

j. Leak Detection and Repair

The Lincoln Water Commission has an ongoing in-house leak detection program using advanced digital equipment purchased from Flow Metrix, Inc., in 2005. Results are reported to the Board of Water Commissioners on a monthly basis. To date 53 miles of pipeline have been tested. Any leaks detected are immediately repaired.

k. Preventative Maintenance

The discussion presented in the approved March 2009 and November 2015 WSSMP submissions remains the same.

l. Planning for the Future

The discussion presented in the approved March 2009 and November 2015 WSSMP submissions remains the same.

8. Emergency Management

The bulk of the discussion presented in the March 2009 and November 2015 updates remain the same. Updated information is required for the personnel and/or offices that must be alerted to an emergency situation. Lincoln Water Commission emergency contacts as well as Town Contacts have been updated within the Emergency Management component of the existing approved plan.

9. Drought Management

The Commission imposes voluntary odd-even lawn watering each summer to facilitate a reduction in peak demand. As a wholesale customer of the Providence Water Supply Board, the Commission will comply with any demand restrictions imposed by them.

10. Implementation Schedule, Responsible Entities, and Projected Costs

As discussed in the approved March 2009 and November 2015 WSSMP submissions, all the elements of the Plan are in progress in the normal course of business of the Commission. Daily operations, maintenance and administration are ongoing. Capital Improvement and Infrastructure Rehabilitation Plans are ongoing and are regularly reviewed and revised by the Board of Water Commissioners. As reported in the various WSSMP submittals to date, an independent implementation schedule is not considered necessary.

There is no change to the legal structure of the Lincoln Water Commission. The Board of Water Commissioners continues to play an active role in setting policy and direction for staff.

All costs of operating the system are collected from sales of water. No tax revenues from the Town are available to the Commission. Rates are set by the Board of Water Commissioners at a level to sustain general operating expenses and to fund Capital Improvement and Infrastructure Rehabilitation programs. As discussed previously, the rates are reviewed and adjusted regularly and are available on the Commission's website www.lincolnwatercommission.com. The rates are reported to the RI Water Resources Board at the end of each fiscal year.

11. Financial Management

a. General Policies

The discussions presented in the approved March 2009 and November 2015 WSSMP Submissions, as updated regarding *General Policies* remain the same.

b. Water Rate Structure

As discussed previously, the Board of Water Commissioners reviews and adjusts the rates regularly. The latest revision was January 1, 2014. The rate structure is reported to the RI Water Resources Board at the end of each fiscal year and is also available on the website. The rate structure includes a separate Infrastructure Rehabilitation Fee and a Capital Improvement Fee to provide for dedicated revenue streams for these accounts. A copy of the current rate structure had been attached as Appendix G of the WSSMP and/or a previous updated report of same. The Commission is presently soliciting services for a Cost of Services and Water Rate Study to be performed and completed in 2023, will certainly influence the pursuit of new and future revenue sources. The rate structure is reported to the RI Water Resources Board at the end of each fiscal year and is also available on the Lincoln Water Commission website.

c. Sources of Funds for Implementation of the Plan

The discussions presented in the March 2009 and November 2015 WSSMP approved submissions regarding *Sources of Funds for Implementation of the Plan* remain the same.

d. Current Financial Management Practices

The 2020-2021 operating budget previously reported for the Lincoln Water Commission is \$3,998,483. The operating budget for 2021-2022 (FY22) was \$4,314,188, and the operating budget for the current 2022-23 fiscal year (FY23) is \$4,481,246. Capital Improvement and Infrastructure Rehabilitation projects are funded separately from the operating budget. The Lincoln Water Commission maintains an adequate contingency fund, which is invested in a conservative portfolio managed by a professional money management firm.

Monthly detailed reports on operating expenditures and revenues are submitted to the Board of Water Commissioners and a summary is sent to the Town of Lincoln Finance Director. Accounts are audited annually by independent auditing firms in conjunction with the Town of Lincoln audit.

The status of Capital Improvement and Infrastructure Rehabilitation projects are reported monthly to the Board of Water Commissioners as Non-Operating Commitments. The current

list of encumbrances includes ongoing capital projects, annual debt service, ongoing infrastructure rehabilitation projects, future planned projects, and sick leave/pension credits.

The list of projects and level of funding is reviewed frequently and adjusted as needed.

The discussions presented in the March 2009 and November 2015 WSSMP submissions regarding *Frequency of Billing and Collections* have changed slightly. At one time the Lincoln Water Commission was separated into four residential billing districts administered on a staggered basis for cash flow purposes; however, the staggering is no longer required as a new billing system has allowed for all residential and commercial customers to be billed at once either quarterly or monthly.

e. Future Revenue Sources

The discussions presented in the March 2009 and November 2015 WSSMP approved submissions remain the same.

The Lincoln Water Commission has received funding from the RI Clean Water Revolving Loan Fund, the RI Water Resources Board and U.S. Environmental Protection Agency in the form of STAG Grants for several projects in the not too recent past.

The Commission continues to seek out and utilize feasible and cost effective sources of funding wherever possible. More recently, the Commission has pursued the availability of funds through the American Rescue Plan Act (ARPA), which has provisions for the funding of infrastructure improvements, as administered through the Town of Lincoln. However, the upcoming Cost of Services and Water Rate Study, which is anticipated to be performed and completed in 2023, will certainly influence the pursuit of new and future revenue sources.

f. Assessment of Rates

As discussed in detail previously, the Lincoln Water Commission reviews its finances on a regular basis and the Board of Commissioners makes adjustments as necessary to continue to operate in a cost effective manner.

12. Coordination

a. Comprehensive Town Plan

The Lincoln Water Commission plays a role in residential and commercial planning of new projects within the Town of Lincoln. The Town of Lincoln Zoning Ordinance and the Land Development and Subdivision Regulations describe the steps involved in the planning and approval process. Members of the Lincoln Water Commission regularly participate in applications at the early stages of review, and coordinate closely with the various Town departments including Planning, Sewer, Public Works, Engineering and Building. Towards this end, the Commission specifically addresses all aspects of water availability and supply for future development through periodic reviews of plans and other support documentation, as administered through the Town of Lincoln Planning Department.

b. Town of Lincoln – Sewer

The discussions presented in the March 2009 and November 2015 WSSMP approved submissions regarding the *Town of Lincoln – Sewer* remain the same.

c. Other Water Systems

As discussed in detail previously the Lincoln Water Commission maintains regular contact with all surrounding water systems, at multiple levels throughout those organizations. Staff members participate in various local and regional programs and training seminars presented by professional associations and regulatory agencies. Contact with industry leaders and suppliers on the private side is maintained through attendance at trade shows and sales presentations. Membership in professional organizations such as the RI Water Works Association and the New England Water Works Association is encouraged by the Board of Water Commissioners.