

**PLAINFIELD VILLAGE WATER DISTRICT**  
**Commissioners' Annual Report January 2008**

This year presented the commissioners with the opportunity to finish some things left undone in previous years. While some of the things got done, some remain as challenges as we head into 2007.

The commissioners were able to complete most of the project authorized in 2005 to add a fire hydrant and two flush points. The fire hydrant now stands on Whiney Rd., near the intersection of Stage Rd. and Route 12-A. We did purchase the parts to add the flush points and expect to do so this year, under our general system improvements budget. After considerable research and discussion of various options, we plan to complete the 2006 project to fix distribution on the west side of 12-A in the village, where four units share a single, undersized feed. Even with these projects, we are proposing a smaller budget than last year.

Completion of the well portion of the project allowed us to apply for the state grant to offset the cost of replacing gallery well systems (our old well off Hayward Road was a gallery well). This program funds up to 30% of the capital costs of replacing the well. Because our system design required the use of a large storage tank to allow the use of relatively low-yield wells (though the new wells yield far more, and far better water than the old gallery), the state certified 99% of our \$450,000 bond issue as eligible for reimbursement. This will give us a significant cash infusion over the next two years as the state makes up for the years between 2000 and 2006 when we were making bond payments but could not apply for reimbursement. We expect the annual payments toward the bond to begin this year as well. To this end, we are asking to set aside some of the money in capital reserve funds at the annual meeting, and at the same time reducing rates to reflect the reimbursement.

More maintenance was completed this year. We were able to add a valve that "should have been there" on Westgate Rd. while the town was working on the road, so that we did not have to tear up (and restore) any pavement. We have located all of the system valves, and operated all that were accessible (One is under the pavement on Peterson Rd.) We plan to repair one fire hydrant and raise the height of another this year as we continue to bring our system up to a state of good repair. We also plan to convert the pump controls to fully automatic operation.

Collections remain a challenge. Our "accounts receivable" number represents about half "old debt" (more than 180 days) and about half accounts that are one billing period overdue. We have seen some payment on all but a very few of the "old debt" accounts this year.

Large scale flushing operations seem to have brought our long-time sediment problem somewhat more under control. More flushing is planned for 2007.

There is plenty of work for anyone interested in helping. Please contact one of the commissioners if you're looking for opportunities.

The commissioners, *Robert Dnye, Henry Ingham, Ralph Patalano*

**THE STATE OF NEW HAMPSHIRE  
PLAINFIELD VILLAGE WATER DISTRICT  
TOWN OF PLAINFIELD**

**SULLIVAN. SS.**

To the inhabitants of the Town of Plainfield in the said County of Sullivan in the said State, who are legal voters residing in the Plainfield Village Water District, and qualified to vote in said district affairs.

You are hereby notified to meet at the Plainfield Town Hall in said Plainfield Village Water District on **Saturday the 22<sup>nd</sup> of March 2008 at 10:00 a.m.**, to act upon the following subjects.

- ARTICLE I.** To choose the necessary district officers for the ensuing year or otherwise.
1. A moderator for one year
  2. A clerk for one year
  3. A commissioner for three years
  4. A treasurer for one year
- ARTICLE II.** To see what action the district will take with regard to the reports of the district officers.
- ARTICLE III.** To see if the District will vote to raise and appropriate the sum of **\$69,563** to defray district expenses, and to authorize the commissioners to direct disbursements of funds by the District treasurer in accordance with the District's Administrative Guidelines. Said sum does not include special warrant articles assessed. (Majority vote required for passage.) (The Commissioners recommend passage of this article.)
- ARTICLE IV.** To see if the district will vote to raise and appropriate the sum of **\$25,000** to be placed in the System Maintenance Fund established in 2007 pursuant to RSA31:19-a, and to authorize funds for this purpose to come from the fund balance. (Majority vote required for passage.) (The Commissioners recommend passage of this article.)
- ARTICLE V.** To see if the district will vote to raise and appropriate the sum of **\$10,000** for the purpose of constructing new distribution piping serving four houses on the west side of NH route 12-A, along with a fire hydrant. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is completed or December 31, 2009, whichever is sooner, and to authorize funds for this purpose to come from the fund balance. (Majority vote required for passage.) (The commissioners recommend passage of this article.)
- ARTICLE VI.** To transact any other business that may legally come before this meeting.  
Given under our hands and seal this 12<sup>th</sup> day of January in the year of our Lord, Two Thousand and Eight.  
At true copy attest: *Robert Drye, Henry Ingham, Ralph Patalano*

**MINUTES OF THE ANNUAL MEETING OF THE PLAINFIELD VILLAGE WATER  
DISTRICT March 24, 2007**

Moderator Jeff Moore opened the meeting at 10:07 AM. Moderator Moore affirmed that the required notice of the meeting had been legally posted.

Rob Drye moved to dispense with the reading of the warrant. Sarah Gillens seconded. The motion passed on a voice vote.

- ARTICLE I.** Under Article I, officers were elected as follows: Robert Drye nominated Jeff Moore for the position of moderator for one year.  
Ralph Patalano seconded. Moderator Jeff Moore called for more nominations.  
Robert Drye moved that the Clerk cast one ballot for Jeff Moore and that he be declared elected. Ralph Patalano seconded this motion. Moderator Moore called for a voice vote, where no nay votes were entered. Moderator Moore declared Jeff Moore elected.  
Robert Drye nominated Margaret Drye for the position of clerk for one year.  
Ralph Patalano seconded. Moderator Jeff Moore called for more nominations.  
Robert Drye moved that the Clerk cast one ballot for Margaret Drye and that she be declared elected. Ralph Patalano seconded this motion. Moderator Moore called for a voice vote, where no nay votes were entered. Moderator Moore declared Margaret Drye elected.

Robert Drye nominated Ralph Patalano for the position of commissioner for three years. Henry Ingham seconded. Moderator Jeff Moore called for more nominations.

Robert Drye moved that the Clerk cast one ballot for Ralph Patalano and that he be declared elected. Henry Ingham seconded this motion. Moderator Moore called for a voice vote, where no nay votes were entered. Moderator Moore declared Ralph Patalano elected.

Robert Drye nominated Sarah Gillens for the position of treasurer for one year. Henry Ingham seconded. Moderator Jeff Moore called for more nominations.

Robert Drye moved that the Clerk cast one ballot for Sarah Gillens and that she be declared elected. Henry Ingham seconded this motion. Moderator Moore called for a voice vote, where no nay votes were entered. Moderator Moore declared Sarah Gillens elected.

**ARTICLE II.** Ralph Patalano offered the following motion:  
Resolved, that the district accept the reports published in the 2006 Plainfield Town report on pages 91 to 96, as amended, a certified copy to be filed with District records.  
Seconded by Robert Drye  
Adopted by voice vote.

**ARTICLE III.** Robert Drye offered the following motion:  
Resolved, that the District raise and appropriate the sum of **\$71,043** to defray district expenses, and to authorize the Commissioners to direct disbursements of funds by the District Treasurer in accordance with the District's Administrative Guidelines.  
Seconded by Henry Ingham  
Voted by show of hands  
Voting Aye 8  
Voting Nay 0  
Moderator Moore declared the motion adopted

**ARTICLE IV.** Ralph Patalano offered the following motion:  
Resolved, that the District raise and appropriate the sum of **\$5,000** for the purpose of establishing an expendable trust fund pursuant to RSA31:19-a to be known as the System Maintenance Fund to be used for maintenance and repairs on the source, treatment, storage and distribution system owned by the district, with the commissioners named as agents to expend.  
Seconded by Henry Ingham Adopted by show of hands  
Voting Aye 8 Voting Nay 0  
Moderator Moore declared the motion adopted

**ARTICLE V.** Robert Drye offered a motion to thank Henry Ingham for his years of service, noting that his planned retirement might make him absent from the next district meeting. Ralph Patalano seconded, and a round of applause followed. Ralph Patalano offered a motion to thank Daniel Drye, who has been doing the meter reading. Seconded by Henry Ingham.

Moderator Moore then entertained a motion to adjourn.  
Sarah Gillens moved to adjourn, seconded by Brad Mighill. Motion adopted by voice vote.  
Meeting adjourned at 10:41AM

Respectfully submitted,  
*Margaret Drye*, Clerk

**Plainfield Water District  
Proposed 2008 Budget**

	<b>2007</b>	2007	<b>2008</b>
	<b>Proposed</b>	<b>Actual</b>	<b>Proposed</b>
<b>INCOME</b>			
Water Rent	72,000.00	76,436.68	72,000.00
District Tax	0.00	0.00	0.00
Hydrant Service	1,750.00	0.00	1,800.00
Interest Income	50.00	112.96	100.00
Other Income	8,000.00	76,436.68	0.00
Transfer from Expendible			
Starting cash balance	10,212.63	10,212.63	77,432.45
	<hr/>	<hr/>	
	92,012.63	163,198.95	151,332.45
 <b>OPERATING EXPENSES</b>			
Administrative			
Officers' Salaries	520.00	550.00	1,040.00
Officer Expenses	500.00	0.00	500.00
Clerical Salaries	450.00	195.00	200.00
Payroll Taxes	760.00	291.61	760.00
Postage	300.00	220.00	300.00
Office Expenses	1,500.00	750.78	1,000.00
Administrative/Legal	500.00	0.00	500.00
Insurance/Bonding	4,000.00	1,579.00	4,000.00
Total Administrative	<hr/>	<hr/>	
	8,530.00	3,586.39	8,300.00
 Operations			
Maintenance-Labor	8,000.00	5,660.00	8,000.00
Maintenance-Supplies	2,500.00	424.50	2,500.00
Maintenance-Service	2,500.00	2,465.00	2,500.00
Utilities-Electricity	2,000.00	1,492.28	2,000.00
Utilities-Propane	1,200.00	981.63	1,200.00
Utilities-Telephone	1,000.00	865.68	1,000.00
Water Sample Tests	2,500.00	1,115.00	2,500.00
System Improvements	3,500.00	1,036.61	3,500.00
Total Operations	<hr/>	<hr/>	
	23,200.00	14,040.70	23,200.00

**DEBT**

Principal	25,000.00	25,000.00	25,000.00
Interest	14,312.50	14,312.50	13,062.50
Tax Anticipation Notes repayment	0.00	0.00	0.00
Tax Anticipation Interest	0.00	0.00	0.00
Total Debt Service	39,312.50	39,312.50	38,062.50

**TOTAL EXPENSES**

	71,042.50	56,939.59	69,562.50
<b>Article IV (2006 Warrant)</b>	5,000.00	353.36	0.00
<b>Article IV (2007 Warrant)</b>	5,000.00	5,000.00	0.00
<b>Article IV (2008 Warrant)</b>	0.00	0.00	25,000.00
<b>Article V (2008 Warrant)</b>	0.00	0.00	10,000.00
	81,042.50	62,292.95	104,562.50

**Plainfield Village Water District**  
**Statement of Cash Flow for the year 2007**

<b>Opening Cash position</b>	<b>10,212.63</b>
Water Rent	76,436.68
Other Income	63,288.72
<b>Total Income</b>	<b>139,725.40</b>
Admin Expenses	3,586.39
Operations	14,040.70
Bond Debt - Principal Reduction	25,000.00
Bond Debt - Interest	14,312.50
TAN notes -Interest	0.00
<b>Total operating disbursements</b>	<b>56,939.59</b>
<b>Capital Projects</b>	
2006 Article 4	353.36
2007 Article 4	5,000.00
<b>Net cash flow before TAN borrowings</b>	<b>77,432.45</b>
Net TAN borrowings	0.00
<b>Net change in cash balance</b>	<b>77,432.45</b>
<b>Ending Cash position</b>	<b>87,645.08</b>

**PLAINFIELD VILLAGE WATER DISTRICT  
STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2007**

**ASSETS**

Cash	87,645
Accounts receivable	22,719
Machinery and equipment	124,288
Buildings	10,000
Land and improvements	70,000
Tank/Well project	<u>450,000</u>
Total assets	<u>\$ 764,652</u>

**LIABILITIES AND NET ASSETS**

**Liabilities**

Accounts payable and accrued expenses	\$	0
Tax Anticipation Notes		0
Bond payable –NHMBB		<u>250,000</u>
Total liabilities		250,000

**Net Assets**

Unrestricted assets	<u>514,652</u>
Total liabilities and net assets	<u>\$ 764,652</u>