

PLAINFIELD VILLAGE WATER DISTRICT
Commissioners' Annual Report

The main event for the District was the retirement of our long time system operator Carl Colburn. On Carl's recommendation we have hired Jim Angers of Claremont to replace Carl. Jim comes with many years of experience and, like Carl, is employed by the City of Lebanon.

At the request of the New Hampshire Department of Environmental services the District made modifications in 2013 to the treatment house and well fields to comply with rule changes that were made after they were installed. The District is continuing to work on upgrading the treatment area in our building, and we plan to do other maintenance this year to keep the building in a state of good repair.

Although the District completed the 2011 project of getting the District's drawings digitized, NHDES has requested that we update and validate them. We will be doing this, along with getting some CAD training to allow drawing maintenance, as 2014's capital project. The project was budgeted to be completed by the end of 2015, and is proceeding on schedule.

System operation during 2014 was entirely satisfactory, except for some testing issues that mainly revolved around paperwork. Other than the planned maintenance operations planned for the treatment building, we expect this to continue. We are working on plans to update our telemetry and alarm capability.

Collections, as always, are difficult. Our "accounts receivable" number still represents about half "old debt" (more than 180 days) and about half accounts that are one billing period overdue.

The DES grant program that is expected to bring in about \$4900 this year was funded for the 2014 fiscal year. Our bond principal has dropped to \$100,000 with \$20,000 payments annually for the remaining 5 years of the bond. The slight reduction in rates we were able to adopt in 2012 still yielded enough revenue to meet our expenses.

On a lighter note the commissioners placed a plaque on the treatment building honoring long-time commissioner and system operator George Adams, who was largely responsible for the tank and well project begun in 1999 that greatly improved both the operation and reliability of the system. George's family showed up for the ceremony where lots of good anecdotes got a hearing.

There is plenty of work for anyone interested in helping. Please contact one of the commissioners if you're looking for opportunities. We are still looking for a billing clerk and a meter reader, both of which are paid positions.

The commissioners

Robert Dye
Ralph Patalano
Gordon Gillens



Photo: Sarah Gillens

**WARRANT
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 28th of March 2015 at 9:00 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
5. An auditor 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 **\$55,470** to defray district expenses, and to authorize the Commissioners to direct disbursements of funds by the District Treasurer. Said sum does not include special warrant articles assessed. (Majority vote required for passage.) (The Commissioners recommend passage of this article.)

ARTICLE IV. To transact any other business that may legally come before this meeting.

Given under our hands and seal this Fourth day of February in the year of our Lord, Two Thousand Fifteen.

At true copy attest: Robert D rye, Ralph Patalano, Gordon Gillens

**PLAINFIELD VILLAGE WATER DISTRICT
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2014**

ASSETS

Cash	55,736
Accounts receivable	27,832
Machinery and equipment	124,288
Buildings	10,000
Land and improvements	70,000
Tank/Well project	<u>450,000</u>
Total assets	<u>\$ 745,527</u>

LIABILITIES

Accounts payable and accrued expenses	\$ 0
Tax Anticipation Notes	0
Bond payable –NHMBB	<u>100,000</u>
Total liabilities	100,000
Unrestricted assets	<u>645,527</u>
Total liabilities and net assets	<u>\$ 745,527</u>

**Plainfield Village Water District
Proposed Budget 2015**

INCOME	2014	Actual	2015
Water Rent	\$53,000	\$47,224	\$51,000
District Tax	\$0		
Hydrant Service	\$0		
Interest Income	\$25	\$6	\$25
Other Income	\$5,118	\$6,264	\$4,921
Transfer from Expendible			
Starting cash balance	\$67,787	\$67,786	\$61,761
	<u>\$125,929</u>	<u>\$121,281</u>	<u>\$117,707</u>
OPERATING EXPENSES	2014	Actual	2015
Administrative			
Officers Salaries	\$1,290	\$1,040	\$1,290
Officer Expenses	\$250	\$0	\$250
Clerical Salaries	\$275	\$260	\$750
Payroll Taxes	\$1,100	\$541	\$750
Postage	\$250	\$474	\$250
Office Expenses	\$1,000	\$942	\$1,000
Administrative/Legal	\$500	\$0	\$500
Insurance/Bonding	\$1,295	\$1,055	\$1,100
Total Administrative	<u>\$6,560</u>	<u>\$4,897</u>	<u>\$5,890</u>
Operations			
Maintenance-Labor	\$7,500	\$7,135	\$8,250
Maintenance-Supplies	\$2,000	\$1,327	\$2,000
Maintenance-Service	\$2,000	\$3,422	\$2,000
Utilities-Electricity	\$2,400	\$2,154	\$2,400
Utilities-Propane	\$700	\$1,318	\$850
Utilities-Telephone	\$1,100	\$1,122	\$1,100
Water Sample Tests	\$2,500	\$3,895	\$3,000
System Improvements	\$5,000	\$2,036	\$5,000
Total Operations	<u>\$23,200</u>	<u>\$22,410</u>	<u>\$24,600</u>

DEBT	2014	Actual	2015
Principal	\$20,000	\$20,000	\$20,000
Interest	\$6,300	\$6,300	\$5,250
Tax Anticipation Notes repayment	\$0		
Tax Anticipation Interest	\$0		
Total Debt Service	<u>\$26,300</u>	<u>\$26,300</u>	<u>\$25,250</u>
TOTAL EXPENSES	\$56,060	\$53,607	\$55,740
Article IV (2013 Warrant)			
Article IV (2014 Warrant)	\$5,000	\$913	\$0
Article V (2014 Warrant)	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>
Sub Total	\$10,000	\$5,913	\$0
GRAND TOTAL	\$66,060	\$59,820	\$55,740

Plainfield Village Water District
Statement of Cash Flow for the year 2014

Opening Cash position	\$61,661
Water Rent	\$47,224
Other Income	<u>\$6,270</u>
Total Income	<u>\$53,494</u>
Administrative Expenses	\$4,897
Operations	\$22,410
Bond Debt - Principal Reduction	\$20,000
Bond Debt – Interest	\$6,300
TAN notes – interest	<u>\$0</u>
Total operating disbursements	\$53,607
Capital Projects	
2014 Article IV	\$813
Transfers to Trust Funds	
2014 Article V	\$5,000
Transfers from Trust Funds	
Transfer from System Maintenance Fund	\$0
Net cash flow before TAN borrowings	-\$5,925
Net TAN borrowings	\$0
Net change in cash balance	<u>-\$5,925</u>
Ending Cash position	\$55,736