

PLAINFIELD VILLAGE WATER DISTRICT
Commissioners' Annual Report

The Water District was pretty quiet during 2016, except for one major project. We did begin the process of repairing damaged curb stops, something that will keep us busy for some years. The combination of iron-bearing acidic soil and poor materials used in system construction in the 1970s means that many curb stops and valves are now fused into a large iron blob, and no longer operate. Two of them had to be replaced on an emergency basis this year when leaks in the buildings they served could not be shut off any other way.

Our large project involved replacing a four inch main across 12-A with a six inch main. The project also involved replacing the valves serving the north end of the system and removing a flow bottleneck. This was the largest project the District completed since the tank and well project. Despite careful planning, the project exceeded its estimate, but the District was able to complete it with available funds. A second portion of the planned project – the extension of the six inch main across Roberts Road to serve the south end of the system better – was not undertaken.

System operation during 2016 was generally satisfactory. Our operator returned, along with an excellent backup. While all system testing requirements were met, some miscommunication with the Department of Environmental Services required us to send out notices, one because a required test was late, and one because a result was reported late even though the test was completed on time. The results of all of our tests were satisfactory, and well within the required limits.

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. We did recover a fairly large portion of our “old debt” when two residences were sold.

The DES grant program that is expected to bring in about \$4,600 this year was funded for the 2016 fiscal year. Our bond principal has dropped to \$60,000 with \$20,000 payments annually for the remaining three years of the bond. The slight reduction in rates we were able to adopt in 2012 still yielded enough revenue to meet our expenses.

2016 also marked the retirement of Commissioner Ralph Patalano after twelve years of service, during which he also regularly served as a backup system operator. Brad Atwater was elected at our annual meeting and jumped in quickly, taking on several key projects.

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 Drye
Gordon Gillens
Brad Atwater

**WARRANT
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 25th of March 2017 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 **\$51,340** 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 see if the district will vote to raise and appropriate the sum of **\$5,000** to be placed in the System Maintenance Fund established in 2007 pursuant to RSA31:19-a. (Majority vote required for passage.) (The Commissioners recommend passage of this article.)

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

Given under our hands and seal this Second Day of March in the year of our Lord, Two Thousand Seventeen.

At true copy attest: *Robert Drye, Gordon Gillens, Brad Atwater*

**PLAINFIELD VILLAGE WATER DISTRICT
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2016**

Assets	
Cash	\$68,118
Accounts receivable	27,257
Machinery and equipment	124,288
Buildings	10,000
Land and improvements	70,000
Tank/Well project	<u>450,000</u>
Total assets	<u>\$ 749,663</u>

LIABILITIES AND NET ASSETS

Liabilities	
Accounts payable and accrued expenses	\$0
Tax Anticipation Notes	0
Bond payable –NHMBB	<u>60,000</u>
Total liabilities	60,000
Net Assets	
Unrestricted assets	<u>669,663</u>
Total liabilities and net assets	<u>\$ 749,663</u>

**Plainfield Village Water District
Statement of Cash Flow 2016**

Opening Cash position	\$76,268
Water Rent	\$52,862
Other Income	<u>\$4,704</u>
Total Income	\$57,566
Administrative Expenses	\$3,591
Operations	\$25,867
Bond Debt - Principal Reduction	\$20,000
Bond Debt - Interest	\$4,200
TAN notes - interest	<u>\$0</u>
Total operating disbursements	\$53,658
Capital Projects	
2014 Article IV	\$0
2016 Article IV	\$20,000
Transfers from Trust Funds	
Transfer from System Maintenance Fund	\$7,533
Net cash flow before TAN borrowings	-\$8,559
Net TAN borrowings	\$0
Net change in cash balance	-\$8,559
Ending Cash position	\$67,709

Plainfield Water District 2017 Budget (DRA Format)	2016 Proposed	2016 Actual	2017 Proposed
General Government			
Executive	\$1,290	\$1,040	\$1,290
Financial Administration	\$0	\$0	\$0
Legal Expense	\$500	\$0	\$0
Personnel Administration	\$0	\$0	\$0
General Government Buildings	\$0	\$0	\$0
Insurance	\$1,200	\$925	\$1,000
Advertising & Regional Assoc.			
Other General Government	\$3,450	\$1,627	\$2,500
Water Distribution and Treatment			
Administration	\$0	\$0	\$0
Water Services	\$19,650	\$17,269	\$18,000
Water Treatment	\$200	\$370	\$400
Water Conservation and Other	\$0	\$0	\$0
	\$0	\$0	\$0
Debt Service			
Principal Log Term Notes	\$20,000	\$20,000	\$20,000
Interest-Long Term Bonds & Notes	\$4,200	\$4,200	\$3,150
Int. on Tax Anticipation Notes	\$0	\$0	\$0
Other Debt Service	\$0	\$0	\$0
Capital Outlay			
Improvements other than Bldgs	\$5,000	\$8,228	\$5,000
Operating Budget Subtotal	\$55,490	\$53,658	\$51,340
Individual Warrant Articles			
Improvements other than Bldgs	\$20,000	\$20,000	
To Capital Reserve Fund	\$0	\$0	\$5,000
SOURCE OF REVENUE			
ST of NH Other	\$3,925	\$4,697	\$4,461
CHARGES FOR SERVICES			
Water Supply System Charges	\$56,555	\$52,862	\$51,879
Miscellaneous Revenues	\$0	\$0	\$0
Interest on Investments	\$10	\$7	\$0
Other Financing Sources		\$7,533	\$0
Voted from Fund Balance	\$15,000	\$8,559	\$0
Total Estimated Revenue & Credits	\$75,490	\$73,658	\$56,340