

Meriden Village Water District 2017 Operator's Report

The District received a two- year temporary groundwater discharge permit from the State of NH in August. The permit is part of the investigation into the feasibility of groundwater discharge of treated effluent versus the current surface water discharge into Blood Brook. Effluent limitations contained in the District's NPDES permit from the EPA have made it necessary to seek an alternate method for discharge.

In September construction was begun on the project to install four rapid infiltration basins on District owned property just outside the fence of the wastewater treatment facility. The project also included the installation of an effluent pump and all the associated pipe and valves to discharge treated effluent into the basins. Effluent discharge to the new basins was started on November 16th and will continue until July of 2019. In the months ahead, the level of the water table will be monitored and sampling of the adjacent groundwater from several monitoring wells will be conducted.

The District applied for an asset management grant as part of the overall groundwater discharge feasibility study. The grant was awarded to the District and will need to be approved at the annual meeting in March. The money will be used to study inflow and infiltration(I&I) into the wastewater collection system. The elimination of I & I will be an important part of the switch to groundwater discharge as I & I reduces the capacity of the treatment works.

Construction of a 53.5 KW solar array on District property was started in December. The array is being installed by Norwich Technologies and will be owned by an outside investor for a period and then it will be offered to the District for purchase. The arrangement is very similar to the Plainfield School solar project. The array will supply all the electricity needed to run all of the District's water and wastewater facilities.

As part of overall energy efficiency, the District installed variable frequency drives(VFD's) on our two submersible well pumps. The drives will save electricity as well as reduce wear and tear on the pump motors as the drives allow for soft starts and stops of the pumps. The District purchased a used Kubota tractor equipped with a cab and snowplow to replace the 1983 GMC plow truck. The plow truck needed a lot of repair work and the new tractor will make winter maintenance of the District's 26 fire hydrants much easier. A new computer was also purchased to replace a seven- year- old machine that was still running Windows Vista.

Respectfully Submitted,

William S. Taylor, Certified Operator, Meriden Village Water District

Jeffrey S. Albright
Murray Dewdney
Nathaniel Pierson

Commissioners, Meriden Village Water District

THE STATE OF NEW HAMPSHIRE

SULLIVAN, SS.

TOWN OF PLAINFIELD

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

You are hereby notified to meet at the MERIDEN FIRE STATION in said Meriden Village Water District on Tuesday the twentieth day of March 2018 at 7:30 p.m. to act upon the following subjects:

ARTICLE 1.

To choose the necessary District Officers for the ensuing year, or otherwise as the by-laws direct:

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.
6. Such other officers and agents as the voters may judge necessary for the managing of the District's affairs, or as may be directed by law to be chosen.

ARTICLE 2. Shall the District vote to raise and appropriate the sum of twenty nine thousand seven hundred thirty two dollars (\$29,732) (gross appropriation) for the purpose of performing asset management for the District's wastewater collection system, to authorize the issuance of not more than twenty nine thousand seven hundred thirty two dollars (\$29,732) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and, further, to authorize the Commissioners to issue and negotiate such bonds or notes and to determine the conditions and the rate of interest thereon; and, to further authorize the Commissioners to offset a portion of said appropriation by applying for Clean Water State Revolving Funds (CWSRF), it being understood that repayment of the loan funds may include up to 100% principal forgiveness in the amount of \$29,732? (Requires a 2/3 ballot vote).

ARTICLE 3. To see if the District will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the Capital Reserve Fund created in 1993 for replacing or upgrading the water distribution system facilities and equipment, pursuant to RSA35:1, with said funds to come unexpended fund balance. The Commissioners recommend this appropriation. (Majority vote required).

ARTICLE 4. To see if the District will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) to be added to the Capital Reserve Fund created in 1997 for the purpose of replacing or upgrading facilities and equipment for the wastewater treatment system, pursuant to RSA35:1, with said funds to come from unexpended fund balance. The Commissioners recommend this appropriation. (Majority vote required).

ARTICLE 5. To see if the District will vote to raise and appropriate the sum of \$245,860 which represents the operating budget, with funds to come from user charges, and unexpended fund balance. Said sum does not include special or individual warrant articles addressed. The Commissioners recommend this appropriation. (Majority vote required)

ARTICLE 6. To see what action the District will take with regard to the reports of the District officers.

ARTICLE 7. To see what action the District will take with regard to water and sewer user charges.

ARTICLE 8. Shall the District accept the provisions of RSA 31:95-b providing that any village district at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the commissioners to apply for, accept and expend, without further action by the village district meeting, unanticipated money from a state, federal, or other government unit or private source which becomes available during the fiscal year? (Majority vote required).

ARTICLE 9. To enact any other business that may legally come before this meeting.

Given under our hands and seal this thirteenth day of February, 2018.

A true copy attest:

Jeffery Albright
Murray Dewdney
Nathaniel Pierson

Commissioners Meriden Village Water District

**MINUTES
MERIDEN VILLAGE WATER DISTRICT MEETING
MARCH 21, 2017**

At a legal meeting of the inhabitants of the Meriden Village Water District, in the town of Plainfield, County of Sullivan, State of New Hampshire, qualified to vote in District affairs, held at the Meriden Fire Station on Tuesday the twenty first of March 2017 at 7:30 p.m., the business was disposed of in the following manner:

The Annual Meeting of the Meriden Village Water District was called to order by Moderator Stephen Taylor.

ARTICLE I. The following resolution was offered, and it was moved and seconded that it be adopted:

RESOLVED:

That the following slate of officers be elected:

Moderator for one year: Stephen Taylor

Clerk for one year: Roberta Garfield

Commissioner for three years: Nathaniel Pierson

Treasurer for one year: Donald Garfield

Auditor for one year: Catherine Legare

The vote was unanimous in the affirmative and the Moderator declared the individuals were elected.

ARTICLE II. The following resolution was offered, and it was moved and seconded that it be adopted:

RESOLVED: That the District raise and appropriate the sum of \$229,780, which represents the operating budget, with funds to come from user charges. Said sum does not include special or individual warrant articles addressed. It was unanimously voted in the affirmative and the Moderator so declared it.

ARTICLE III. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the reports of District Officers as printed in the Town of Plainfield 2016 Town Report be approved, and that a corrected copy be placed on file with the District Clerk.

It was unanimously voted in the affirmative and the Moderator so declared it.

ARTICLE IV. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the District vote to raise and appropriate the sum of eight thousand dollars (\$8,000), with said funds to come from user charges and unexpended fund balance, to be added to the Capital Reserve Fund created in 1993 for replacing or upgrading the water distribution system facilities and equipment, pursuant to RSA35:1.

It was unanimously voted in the affirmative and the Moderator so declared it. **ARTICLE V.** The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That the District vote to raise and appropriate the sum of ten thousand dollars (\$10,000), with said funds to come from user charges and unexpended fund balance, to be added to the Capital Reserve Fund created in 1997 for the purpose of replacing or upgrading facilities and equipment on the wastewater treatment system, pursuant to RSA35:1

It was unanimously voted in the affirmative and the Moderator so declared it

ARTICLE VI. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED:

1. That District charges for residential sewer service be increased from \$100 per quarter to \$110 per quarter.
2. That District charges for sewer service to Kimball Union Academy be increased from \$8,800 per month to \$9,680 per month.
3. That District charges for sewer service to Plainfield Elementary School be increased from \$500 per month to \$550 per month.
4. That District charges for residential water service be increased from \$80 per quarter to \$90 per quarter.
5. That District charges for water service to Kimball Union Academy be increased from \$5,450 per month to \$6,050 per month.

ARTICLE VII. There being no further business, the meeting was declared adjourned at 7:50 p.m.

Roberta J. Garfield

Roberta I. Garfield, Clerk

**Commissioners,
Meriden Village Water District
P.O. Box 84
Meriden, NH 03770
SUBJECT: 2016 Audit Findings**

Gentlemen:

I have reviewed the MVWD Treasurer's 2016 financial records, per RSA 41:31a and 41:31d, and find these records to be complete and accurate to the best of my knowledge.

Catherine Legare, Auditor
Meriden Village Water District 01/28/18

**Meriden Village Water District
Water Department Balance Sheet
12/31/2017**

Assets:	
Checking account balance	\$70,356.72
Undeposited funds	\$90.00
Capital Reserve Fund	\$125,626.97
Accounts due District: Water charges due	\$14,922.24
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Total Assets	\$210,995.93
Liabilities:	
Reserve Funds: Capital Reserve	\$125,626.97
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Total Liabilities	\$125,626.97
Fund Balance- Current Surplus	\$85,368.96
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Grand Total	\$210,995.93
Principal Balance Long Term Debt:	
State of NH Revolving Fund	\$339,875.18

**Sewer Department Balance Sheet
As of December 31, 2015**

Assets:	
Checking account balance	\$63,453.51
Undeposited funds	\$110.00
Capital Reserve Fund	\$46,048.92
Accounts due District: Sewer charges due	\$17,774.53
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Total Assets	\$127,386.96
Liabilities:	
Reserve Funds: Capital Reserve	\$46,048.92
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Total Liabilities	\$46,048.92
Fund Balance- Current Surplus	\$81,338.04
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Grand Total	\$127,386.96
Principal Balance Long Term Debt:	
State of NH Revolving Fund	\$159,793.15

MERIDEN VILLAGE WATER DISTRICT

SEWER DEPARTMENT

Income	2016	2016	2017	2017	2018
	Budget	Actual	Budget	Actual	Budget
Sewer Charges	\$130,218	\$130,362	\$146,740	\$145,559	\$145,000
Hook-Ups	\$0	\$3,250	\$0	\$0	\$0
Interest	\$0	\$104	\$0	\$1,316	\$0
From Capital Reserve	\$40,000	\$40,000	\$0	\$38,600	\$0
Transfer from Water					
From Surplus	\$32,000	\$12,293	\$0	\$0	\$17,480
Other Income				\$300	\$29,732
Total Income	\$202,218	\$186,009	\$146,740	\$185,775	\$192,212

Expenses	2016	2016	2017	2017	2018
	Budget	Actual	Budget	Actual	Budget
Generator Replacement	\$22,000	\$21,750	\$0	\$0	\$0
Office	\$1,000	\$875	\$1,000	\$1,003	\$1,200
Legal	\$200	\$0	\$200	\$1,797	\$200
Electricity	\$8,300	\$5,893	\$7,500	\$5,262	\$6,000
Insurance	\$23,800	\$24,828	\$25,100	\$25,591	\$26,000
Maintenance	\$17,000	\$7,327	\$17,728	\$16,336	\$17,000
Telephone	\$1,200	\$1,098	\$1,200	\$1,115	\$1,200
Wages	\$35,700	\$36,416	\$38,982	\$36,931	\$39,000
FICA, Medicare	\$3,700	\$3,656	\$3,800	\$4,274	\$4,400
Retirement	\$6,400	\$6,626	\$6,800	\$7,520	\$7,700
Interest on debt	\$6,688	\$6,688	\$6,200	\$6,131	\$5,600
Principal on debt	\$15,980	\$15,979	\$15,980	\$15,979	\$15,980
Supplies	\$3,000	\$2,029	\$3,000	\$2,341	\$3,000
Effluent Testing	\$4,500	\$4,436	\$4,500	\$4,620	\$4,700
Vehicle	\$750	\$0	\$750	\$104	\$500
Capital Reserve	\$5,000	\$5,000	\$10,000	\$10,000	\$10,000
Grd. Wtr. Monitoring	\$7,000	\$3,821	\$4,000	\$9,331	\$10,000
Special Projects	\$40,000	\$39,588		\$27,481	\$39,732
Total Expenses	\$202,218	\$186,009	\$146,740	\$175,816	\$192,212

**MERIDEN VILLAGE WATER DISTRICT
WATER DEPARTMENT**

Income	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget
Water Rents	\$84,271	\$87,835	\$97,440	\$97,728	\$97,000
Hook-Ups	\$0	\$1,500	\$0	\$0	\$0
Hydrant Rentals	\$3,600	\$3,600	\$3,600	\$3,600	\$3,600
Interest	\$0	\$128	\$0	\$1,951	\$0
From Capital Reserve	\$0	\$0	\$0	\$8,000	\$0
Transfer From Sewer	\$0	\$0	\$0	\$11,138	\$0
From Surplus	\$5,000	\$0	\$0	\$0	\$2,780
Other Income	\$0	\$0	\$0	\$0	\$0
Total Income	\$92,871	\$93,062	\$101,040	\$122,418	\$103,380
Expenses	2016 Budget	2016 Actual	2017 Budget	2017 Actual	2018 Budget
Office	\$500	\$561	\$500	\$1,291	\$1,200
Legal	\$250	\$0	\$250	\$0	\$0
Electricity	\$7,400	\$6,251	\$7,000	\$4,822	\$6,000
Insurance	\$6,000	\$5,931	\$6,000	\$5,068	\$7,000
Maintenance	\$15,000	\$8,482	\$15,634	\$9,093	\$15,000
Tractor Purchase	\$0	\$0	\$0	\$22,276	\$0
Telephone	\$250	\$372	\$350	\$378	\$380
Wages	\$11,900	\$11,947	\$13,044	\$11,644	\$13,000
FICA, Medicare	\$0	\$0	\$0	\$0	\$0
Retirement	\$2,200	\$2,214	\$2,300	\$1,519	\$2,300
Interest on debt	\$13,497	\$13,497	\$12,462	\$12,462	\$11,400
Principal on debt	\$30,874	\$30,874	\$32,000	\$31,909	\$33,000
Supplies	\$2,000	\$600	\$2,000	\$0	\$2,000
Water Analysis	\$2,000	\$900	\$1,500	\$2,010	\$2,100
Capital Reserve	\$1,000	\$1,000	\$8,000	\$8,000	\$10,000
Total Expenses	\$92,871	\$82,629	\$101,040	\$110,472	\$103,380