

MERIDEN VILLAGE WATER DISTRICT 2018 Operator's Report

The EPA put the Meriden Village Water District under an Administrative Order (AO) to make changes to the wastewater treatment facility to bring it into compliance with the current discharge permit. The AO spells out several deadlines for compliance and for progress reporting. The District is in the middle of an investigation into groundwater discharge through rapid infiltration basins (RIBs). Effluent has been pumped to four RIBs at the treatment facility since November of 2017. The preliminary results of this project are encouraging thus far. It appears that groundwater discharge may be a feasible option to comply with the EPA order. If groundwater discharge proves feasible and the State and the EPA allow the District to permanently switch to it, it will ultimately save the users of the facility potentially millions of dollars. A final report on the investigation and a recommendation for the future is due to be filed in July of 2019.

For the RIBs to be viable it will be important to eliminate all sources of inflow and infiltration to the sewer collection system. The District received an asset management grant from the State Revolving Fund during the year. Some of the funding was used to complete a video inspection of the sewer collection system. Several areas of inflow were discovered and their elimination is in progress. Sump pumps located in basements are the most common inflow source. Sump pumps are not allowed to be connected to the sewer as they contribute large quantities of clean water that does not need to be treated. The rest of the grant money is being used to develop an asset management plan for the treatment facility.

In June a brand new 54kw solar array capable of powering all MVWD facilities was brought on line. The array is owned by a private investor who is able to take advantage of the available tax incentives. The District purchases power from the investor at a discount through a power purchase agreement. The District will have the opportunity to purchase the array at the end of seven years.

The first phase of a water meter installation project was completed over the summer. The District selected the Badger meter company to provide all the hardware and web- based software for a cellular based meter reporting system. The first phase involved the installation of meters in all KUA owned facilities. This will allow KUA to report their actual water usage to the State under the large groundwater user program. The second phase will bring meters to all other MVWD customers in the next few years.

The Granite State Rural Water Assn worked with the MVWD during the year in the development of a source water protection plan. The plan is a tool in helping to protect one of our most valuable assets, drinking water. The MVWD wellhead protection area was digitized and a shape file created that has been sent to the Town GIS provider to be added to the town database. This will help shape development into the future with an eye toward protecting our drinking water supply.

Respectfully Submitted,

William Staylor 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 nineteenth day of March 2019 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. 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 \$7,360 to come from unassigned fund balance and \$2,640 to come from user charges. The Commissioners recommend this appropriation. (Majority vote required).

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 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 unassigned 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 \$285,992 which represents the operating budget, with \$277,832 to come from user charges and \$8,160 to come from unassigned fund balance. Said sum does not include special or individual warrant articles addressed. The Commissioners recommend this appropriation. (Majority vote required)

ARTICLE 5. To see what action the District will take with regard to the reports of the District officers.

ARTICLE 6. To see what action the District will take with regard to water and sewer user charges.

ARTICLE 7. To enact any other business that may legally come before this meeting. Given under our hands and seal this twelfth day of February, 2019.

A true copy attest:

Jeffery Albright

Murray Dewdney

Nathaniel Pierson

Commissioners Meriden Village Water District

MINUTES
MERIDEN VILLAGE WATER DISTRICT MEETING
MARCH 20, 2018

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 twentieth of March 2018 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 1. 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: Jeffrey Allbright
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 2. 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 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.

After holding the polls open for one hour, votes were counted, 5 yes, 0 no. The motion was voted in the affirmative and the Moderator so declared it.

ARTICLE 3. 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), to be added to the Capital Reserve Fund created in 1993 for replacing or upgrading the water distribution system, pursuant to RSA35:1, with said funds to come from unassigned fund balance.

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

ARTICLE 4. 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) 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 unassigned fund balance.

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

ARTICLE 5. 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 \$245,860, which represents the operating budget, with funds to come from user charges, and unassigned fund balance. 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 6. 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 2017 Town Report be approved, and that a corrected copy be placed on file with the District Clerk.

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

ARTICLE 7. 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 \$110 per quarter to \$115 per quarter.
2. That District charges for sewer service to Kimball Union Academy be increased from \$9,680 per month to \$9,730 per month.
3. That District charges for sewer service to Plainfield Elementary School remain at \$550 per month.
4. That District charges for residential water service be increased from \$90 per quarter to \$95 per quarter.
5. That District charges for water service to Kimball Union Academy be increased from \$6,050 per month to \$6,460 per month.

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

ARTICLE 8. The following resolution was offered and it was moved and seconded that it be adopted:

RESOLVED: That 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.

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

ARTICLE 9. There being no further business, the meeting was declared adjourned at 8:00 p.m.

Roberta I. 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 2018 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 01/26/19

**Meriden Village Water District
Water Department Balance Sheet
12/31/2018**

Assets:	
Checking account balance	\$93,873.14
Undeposited funds	\$0.00
Capital Reserve Fund	\$91,053.42
Accounts due District: Water charges due	\$20,674.19
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Total Assets	\$205,600.75
 Liabilities:	
Reserve Funds: Capital Reserve	\$91,053.42
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Total Liabilities	\$91,053.42
Fund Balance- Current Surplus	\$114,547.33
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Grand Total	\$205,600.75

Principal Balance Long Term Debt:	
State of NH Revolving Fund	\$306,896.83

**Sewer Department Balance Sheet
As of December 31, 2018**

Assets:	
Checking account balance	\$60,091.82
Undeposited funds	\$0.00
Capital Reserve	
Fund	\$56,343.21
Accounts due District: Sewer charges due	\$18,780.12
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Total Assets	\$135,215.15
 Liabilities:	
Reserve Funds: Capital Reserve	\$56,343.21
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Total Liabilities	\$56,343.21
Fund Balance- Current Surplus	\$78,871.94
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Grand Total	\$135,215.15

Principal Balance Long Term Debt:	
State of NH Revolving Fund	\$143,813.84

**MERIDEN VILLAGE WATER DISTRICT
SEWER DEPARTMENT**

Income	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget
Sewer Charges	\$146,740	\$145,559	\$145,000	\$147,297	\$145,000
Hook-Ups	\$0	\$0	\$0	\$2,250	\$0
Interest	\$0	\$1,316	\$0	\$15	\$0
From Capital Reserve	\$0	\$38,600	\$0		\$0
Transfer from Water From Surplus	\$0		\$18,980		\$20,800
Solar Energy Generation			\$0	\$1,541	\$1,500
Other Income		\$300	\$29,732	\$144	\$29,732
Total Income	\$146,740	\$185,775	\$193,712	\$151,247	\$197,032

Expenses	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget
Office	\$1,000	\$1,003	\$1,200	\$347	\$1,200
Legal	\$200	\$1,797	\$200	\$0	\$200
Electricity	\$7,500	\$5,262	\$7,500	\$9,088	\$9,100
Insurance	\$25,100	\$25,591	\$26,000	\$24,150	\$28,000
Maintenance	\$17,728	\$16,336	\$17,000	\$15,603	\$17,000
Telephone	\$1,200	\$1,115	\$1,200	\$1,150	\$1,200
Wages	\$38,982	\$36,931	\$39,000	\$37,050	\$40,000
FICA, Medicare	\$3,800	\$4,274	\$4,400	\$3,786	\$4,400
Retirement	\$6,800	\$7,520	\$7,700	\$6,948	\$7,700
Interest on debt	\$6,200	\$6,131	\$5,600	\$5,574	\$5,020
Principal on debt	\$15,980	\$15,979	\$15,980	\$15,979	\$15,980
Supplies	\$3,000	\$2,341	\$3,000	\$1,532	\$3,000
Effluent Testing	\$4,500	\$4,620	\$4,700	\$647	\$4,500
Vehicle	\$750	\$104	\$500	\$0	\$0
Capital Reserve Ground Water. Monitoring	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Monitoring	\$4,000	\$9,331	\$10,000	\$1,980	\$10,000
Special Projects		\$27,481	\$39,732	\$6,361	\$39,732
Total Expenses	\$146,740	\$175,816	\$193,712	\$140,195	\$197,032

**MERIDEN VILLAGE WATER DISTRICT
WATER DEPARTMENT**

Income	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget
Water Rents	\$97,440	\$97,728	\$97,000	\$101,659	\$98,000
Hook-Ups	\$0	\$0	\$0	\$1,500	\$0
Hydrant Rentals	\$3,600	\$3,600	\$3,600	\$0	\$3,600
Interest	\$0	\$1,951	\$0	\$27	\$0
From Capital Reserve	\$0	\$8,000	\$0	\$45,000	\$0
Transfer From Sewer		\$11,138	\$0	\$0	\$0
From Surplus	\$0	\$0	\$2,780	\$0	\$7,360
Other Income		\$0		\$108	\$0
Total Income	\$101,040	\$122,418	\$103,380	\$148,293	\$108,960
Expenses	2017 Budget	2017 Actual	2018 Budget	2018 Actual	2019 Budget
Office	\$500	\$1,291	\$1,200	\$802	\$1,200
Legal	\$250	\$0	\$0	\$0	\$200
Electricity	\$7,000	\$4,822	\$6,000	\$4,712	\$5,000
Insurance	\$6,000	\$5,068	\$7,000	\$5,874	\$7,000
Maintenance	\$15,634	\$9,093	\$15,000	\$12,833	\$15,000
Tractor Purchase	\$0	\$22,276	\$0	\$0	\$0
Telephone	\$350	\$378	\$380	\$393	\$400
Wages	\$13,044	\$11,644	\$13,000	\$12,485	\$14,000
FICA, Medicare	\$0	\$0	\$0	\$0	\$0
Retirement	\$2,300	\$1,519	\$2,300	\$2,347	\$2,660
Interest on debt	\$12,462	\$12,462	\$11,400	\$11,393	\$10,300
Principal on debt	\$32,000	\$31,909	\$33,000	\$32,978	\$34,100
Supplies	\$2,000	\$0	\$2,000	\$0	\$2,000
Water Analysis	\$1,500	\$2,010	\$2,100	\$1,594	\$2,100
Water Meter Project			\$45,000	\$31,041	\$5,000
Capital Reserve	\$8,000	\$8,000	\$10,000	\$10,000	\$10,000
Total Expenses	\$101,040	\$110,472	\$148,380	\$126,450	\$108,960