

PLAINFIELD VILLAGE WATER DISTRICT
Commissioners' Annual Report

The Water District had no major changes during 2018. Our major expenditure was on cleaning the storage tank on Sugar Hill and bringing it up to safety code. The work brought it to a state of good repair that should be good for another fifteen to twenty years.

System operation during 2018 was generally satisfactory. Our system operator has done a good job keeping up with testing and reporting requirements, the result of which is that we have not had to send out any notices except the annual Consumer Confidence Report. The results of all of our tests were satisfactory, and well within the required limits.

A Proposed bill to reduce the violation level for arsenic to half of the current level is in the state legislature this year. If the bill actually passes as drafted, no action would be required by the District until 2021. The State would be responsible for any required expenditures, as this would be a new mandate.

One of the three requested new connections was completed last year at no cost to the District. Another has been on hold since September, but may become active again this year. We are planning to do some replacement work, most likely on the main 6" line along 12-A, but possibly including replacing a fire hydrant. Some customer curb stops and meters will also be replaced as necessary.

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 some of our "old debt" when two residences were sold. Our policy of making settlement offers for delinquent customers has not been particularly fruitful, so we are also considering pursuing other options.

The DES grant program that is expected to bring in about \$4,200 this year was funded for the 2018 fiscal year. This year's \$20,000 bond payment is the last one, which will leave the District without any long-term debt. The slight reduction in rates we were able to adopt in 2012 continues to yield enough revenue to meet our expenses.

Ron Bailey, who has attended our annual meetings faithfully for several years, was elected as a commissioner to replace the retiring Gordon Gillens. Ron has jumped in and is doing a good job.

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. Our annual meeting is on March 30th at the Plainfield Library.

The commissioners

Robert Drye
Brad Atwater
Ron Bailey

**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 **Philip Read Memorial Library** in said Plainfield Village Water District on **Saturday the 30th of March 2019 at 9:00 a.m.**, to act upon the following subjects.

ARTICLE I. To choose the necessary District Officers for the ensuing year.

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 **\$52,490** 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 Third Day of March in the year of our Lord, Two Thousand Nineteen

At true copy attest: Robert Drye
 Brad Atwater
 Ron Bailey

**PLAINFIELD VILLAGE WATER DISTRICT
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2018**

ASSETS

Cash	69,442
Accounts receivable	26,850
Machinery and equipment	124,288
Buildings	10,000
Land and improvements	70,000
Tank/Well project	<u>450,000</u>
Total assets	<u>\$ 750,580</u>

LIABILITIES AND NET ASSETS

Liabilities

Accounts payable and accrued expenses	\$ 0
Tax Anticipation Notes	0
Bond payable –NHMBB	<u>20,000</u>
Total liabilities	20,000

Net Assets

Unrestricted assets	<u>730,580</u>
Total liabilities and net assets	<u>\$ 750,580</u>

**Plainfield Village Water District
Statement of Cash Flow for the year 2018**

Opening Cash position	\$68,347.23
Water Rent	\$48,350.72
Other Income	<u>\$4,287.68</u>
Total Income	\$52,638.40
Admin Expenses	\$4,111.21
Operations	\$33,332.22
Bond Debt - Principal Reduction	\$20,000.00
Bond Debt - Interest	\$2,100.00
TAN notes - interest	<u>\$0.00</u>
Total operating disbursements	\$59,543.43
Capital Projects	
Transfers to Trust Funds	
System Maintenance Fund	\$0.00
Transfers from Trust Funds	
System Maintenance Fund	\$8,000.00
Net cash flow before TAN borrowings	\$1,094.97
Net TAN borrowings	\$0.00
Net change in cash balance	\$1,094.97
Ending Cash position	\$69,442.20

**PLAINFIELD VILLAGE DISTRICT
2018 BUDGET (DRA format)**

	2018 Proposed	2018 Actual	2019 Proposed
Executive	\$1,290	\$1,290	\$1,290
Financial Administration	\$0	\$0	\$0
Legal Expense	\$0	\$0	\$0
Personnel Administration	\$0	\$0	\$0
General Government Buildings	\$0	\$0	\$0
Insurance	\$1,200	\$1,300	\$1,200
Advertising & Regional Assoc.	\$0	\$0	\$0
Other General Government Administration	\$3,500	\$540	\$2,500
Water Services	\$18,000	\$18,843	\$18,000
Water Treatment	\$400	\$242	\$400
Water Conservation and Other	\$0	\$0	\$0
Princ. Log Term Bonds & Notes	\$20,000	\$20,000	\$20,000
Interest-Long Term Notes	\$2,100	\$2,100	\$1,050
Int. on Tax Anticipation Notes	\$0	\$0	\$0
Other Debt Service	\$0	\$0	\$0
Land and Improvements	\$0	\$0	\$0
Machinery, Vehicles & Equip. Buildings	\$0	\$0	\$0
Buildings	\$1,000	\$30	\$1,000
Improvements other than Bldgs	\$5,000	\$15,198	\$5,000
Operating Budget Total	\$52,490	\$59,543	\$50,440
Improvements other than Bldgs To Capital Reserve Fund	\$0	\$0	\$0
Revenues			
State of New Hampshire	\$4,200	\$4,280	\$4,000
Charges for Service			
Water Supply System Charges	\$50,000	\$48,351	\$46,430
Miscellaneous Revenues	\$0	\$0	\$0
Interest on Investments	\$10	\$7	\$10
From Capital Reserve Funds	\$0	\$8,000	\$0
Other Financing Sources	\$0	\$0	\$0
Amounts voted from FB	\$0	\$0	\$0
Total Revenues and Credits	\$54,210	\$60,638	\$50,440

**Minutes of Plainfield Village Water District
March 24 2018**

Moderator Jeff Moore opened the meeting at 9:05 am, declaring that the Warrant and MS-636 were posted as required. Mr. Moore then took up the Warrant. Rob Drye moved to dispense with the reading of the warrant. Ron Bailey seconded. Motion passed by voice vote.

Mr. Moore read Article I. Gordon Gillens made a motion under Article I: Resolved, that the District choose the necessary District Officers for the ensuing year or otherwise.

- A moderator for one year.
- A clerk for one year
- A commissioner for three years
- A treasurer for one year
- An auditor for one year

Seconded by Jeff Moore.

Rob Drye moved that the secretary cast one vote for the following slate:

- Jeff Moore – moderator for one year
- Margaret Drye – clerk for one year
- Ron Bailey – commissioner for three years
- Sarah Gillens – treasurer for one year
- Bev Widger – auditor for one year

Jeff Moore seconded the motion. Motion passed by voice vote.

Mr. Moore declared the slate elected.

Mr. Moore proceeded to read Article II. Rob Drye made a motion under Article II: Resolved, that the District accept the reports of District officers as printed in the 2017 Plainfield Town Report on pages 93-96 as amended, a certified copy to be placed with the Plainfield Town Clerk.

Seconded by Gordon Gillens. Motion passed by voice vote.

Mr. Moore proceeded to read Article III. Gordon Gillens made a motion under Article III: Resolved, that the District raise and appropriate the sum of **\$52,490** to defray district expenses, and 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.)

Seconded by Rob Drye. Rob Drye made a motion to vote by show of hands. Ron Bailey seconded. Motion passed by voice vote. Vote taken on Article III by show of hands.

Yes 5 No 0

Mr. Moore declared the motion passed.

Rob Drye thanked Gordon Gillens for filling in and stepping up to serve when needed. His work was much appreciated.

Mr. Moore proceeded to read Article IV. Mr. Moore then swore in new and returning officers. A motion to adjourn was made by Ron Bailey, seconded by Gordon Gillens. Passed on voice vote.

Meeting adjourned at 9:16 am. Margaret Drye Clerk