

PLAINFIELD VILLAGE WATER DISTRICT
Commissioners' Annual Report

The year 2020 Presented many challenges the district budget as it did for everyone else. None of the planned projects were completed, which meant that even with a reduced overall budget we ran a surplus while still maintaining a state of good repair.

System operation during 2020 was generally satisfactory. Our system operator Adam Lewis 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. Because we did PFA testing last year with negative results we are not required to retest for some time.

A bill to reduce the violation level for arsenic to half of the current level passed the state legislature last year. The district will have to take some action in 2021, so the commissioners have elected to set aside some of this year's surplus, along with additional money, to create a cushion for the district in the face of unknown costs for additional testing and/or treatment. The state would be responsible for any required expenditures, as this would be a new mandate. The usual process for this involves the district expending the money and getting reimbursed. Normal 2020 difficulties in starting new projects means that we do not yet know what our costs and other impacts will be.

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. Two properties in arrears were sold this year at which time we recovered any back charges, plus interest.

The DES grant program that is expected to bring in about \$3600 this year was not funded for the 2020 fiscal year, but may be in 2021. The slight reduction in rates we were able to adopt in 2020 due to retiring the 1999 bond issue continues to yield enough revenue to meet our expenses.

The commissioners' greatest concern in the future of the district is our inability to replace our volunteer officers. Our new Treasurer, Anne Grover, has done an excellent job, especially considering some of the restrictions we were operating under. We were unable to offload some of the treasurer's job, and that of the billing clerk, by contracting for services as planned, but we will be looking into that in the future.

Notes on the other documents:

Testing costs have been shifted from Water Service to Water Treatment (no change in amount).

Transfer of \$15,000 to Expendable Trust from last year's Article IV was completed in January, but is charged to 2020.

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 27th 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 27th of March 2021 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 **\$34,390** 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 **\$15,000** to be placed in the System Maintenance Expendable Trust Fund established in 2007 pursuant to RSA 31:19a, with the amount to come from the unrestricted fund balance. (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 Thirteenth Day of January in the year of our Lord,
Two Thousand Twenty One.

At true copy attest: Robert Drye
 Brad Atwater
 Ron Bailey

**PLAINFIELD VILLAGE WATER DISTRICT
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2020**

	ASSETS
Cash	104,101
Accounts receivable	15,300
Machinery and equipment	124,288
Buildings	10,000
Land and improvements	70,000
Tank/Well project	<u>450,000</u>
Total assets	<u>\$ 773,689</u>

LIABILITIES AND NET ASSETS

Liabilities

Accounts payable and accrued expenses	\$ 15,000
Tax Anticipation Notes	0
Bond payable –NHMBB	<u>0</u>
Total liabilities	0

Net Assets

Unrestricted assets	<u>758,689</u>
Total liabilities and net assets	<u>\$ 773,689</u>

Plainfield Village Water District
Statement of Cash Flow for the year 2019

Opening Cash position	78,565.61
Water Rent	51,725.24
Other Income	8.98
Total Income	51,734.22
Admin Expenses	7,379.01
Operations	18,819.52
Bond Debt - Principal Reduction	
Bond Debt - Interest	
TAN notes - interest	
Total operating disbursements	26,198.53
Capital Projects	
Transfers to Trust Funds	
System Maintenance Fund	15,000.00
Transfers from Trust Funds	
System Maintenance Fund	
Net cash flow before TAN borrowings	10,535.69
Net TAN borrowings	0.00
Net change in cash balance	10,535.69
Ending Cash position	89,101.30

**PLAINFIELD VILLAGE DISTRICT
2020 BUDGET (DRA format)**

	2020 Proposed	2020 Actual	2021 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	\$1,384	\$1,200
Advertising & Regional Assoc.	\$0	\$0	\$0
Other General Government Administration	\$3,500 \$0	\$2,130 \$0	\$3,500 \$0
Water Services	\$18,000	\$14,720	\$15,000
Water Treatment	\$400	\$3,975	\$3,400
Water Conservation and Other	\$0	\$0	\$0
Princ. Long Term Bonds & Notes	\$0	\$0	\$0
Interest-Long Term Bonds & Notes	\$0	\$0	\$0
Int. on Tax Anticipation Notes	\$0	\$0	\$0
Other Debt Service	\$0	\$0	\$0
Land and Improvements	\$0	\$0	\$0
Machinery, Vehicles & Equipment Buildings	\$0 \$2,500	\$0 \$0	\$0 \$2,500
Improvements other than Bldgs	\$7,500	\$2,699	\$7,500
Operating Budget Subtotal	\$34,390	\$26,199	\$34,390
Individual Warrant Articles			
Improvements other than Bldgs To Capital Reserve Fund	\$0 \$15,000	\$0 \$15,000	\$0 \$15,000
SOURCE OF REVENUE			
Other	\$3,800	\$0	\$3,600
Water Supply System Charges	\$30,580	\$51,725	\$30,780
Interest on Investments	\$10	\$9	\$10
From Capital Reserve Funds	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0
Amounts voted from Fund Balance	\$15,000	\$15,000	\$15,000
Total Estimated Revenue	\$49,390	\$66,734	\$49,390

**Minutes of Plainfield Village Water District
March 28 2020**

Moderator Jeff Moore opened the meeting at 9:10am, declaring the warrant and budget had been posted as required. Mr. Moore then took up the warrant. Rob Drye moved to dispense with the reading. The motion was seconded and passed on a voice vote.

ARTICLE I. A motion to approve the following slate of officers was made and seconded and voted in the affirmative on a vote of 10 to 0:

Jeff Moore moderator for one year.
Virginia Drye clerk for one year
Robert Drye commissioner for three years
Anne Grover treasurer for one year
Beverly Widger auditor for one year.

ARTICLE II. To see what action the district will take with regard to the reports of the district officers. Motion to accept the district reports, with corrections, as printed in the 2019 annual report was made and seconded and voted in the affirmative.

ARTICLE III. Resolved that the district vote to raise and appropriate the sum of **\$34,390** 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 motion was made seconded and voted in the affirmative 10-0

ARTICLE IV. Resolved that the district vote to raise and appropriate the sum of **\$15,000** to be placed in the System Maintenance Fund established in 2007 pursuant to RSA 31:19a, with the amount to come from the fund balance. The motion was seconded and voted in the affirmative 10-0.

ARTICLE IV. Sarah Gillens was thanked for her years of service as the district treasurer and Margaret Drye for her years of service as clerk.

Moderator Moore swore in the new and returning slate of officers. A motion to adjourn was made seconded and voted in the affirmative on a voice vote.

Meeting adjourned at 9:21am. Margaret Drye Clerk