

**2014**

**Annual Meeting**

**Lake Todd Village District**

**Annual Report for Calendar Year 2013**

# **Annual Report of the Lake Todd Village District for Calendar Year 2013**

The District commissioners held no meetings during the last year other than the budget hearing.

## Dam Safety:

Voters appropriated \$4500 for fencing at the dam during the annual meeting. Some work on design was done. Installation is planned for 2014.

## Financial Matters

The Treasurer reports that we took in about \$32,500 and spent about \$26,400. We ended the year with about \$24,000 which includes about \$12,000 for the January loan payment. The Treasurer has prepared a simplified financial statement which is appended. In addition, the Treasurer has prepared a chart showing the total expenditures for the dam improvements, which is appended at the end of this report.

## Audit

An audit was performed on the 2013 books. The Auditor found that our financial records were in order and our procedures meet requirements. The audit summary letter is appended.

## Water Quality Testing

The water was sampled two times last summer. No regional report was received this year because they are issued only every other year.

## Sponsor A Highway

In cooperation with the State Department of Transportation, the District cleans up about two miles of Route 103 from Main Street, Bradford to Fowler Mill Road. We have a clean-up three times a year, usually the first Saturday in May, the last Saturday in August, and the first Saturday in November. Please come and join us in this satisfying public service.

## Web Site

The web site has been kept up to date with the latest information throughout the year. Be sure to check it out when you can.

[www.laketodddistrict.us](http://www.laketodddistrict.us)

**Lake Todd Village District  
Treasurer's Report  
for the Calendar Year 2013**

		GENERAL FUND
<b>1/1/2013</b>	<b>Beginning Balance:</b>	<b>\$17,763.03</b>
<b>Income:</b>		
	Tax Income Bradford	10,044.00
	Tax Income Newbury	21,912.00
	Loan	0.00
	Received from Commissioners	595.02
	<b>Total Income:</b>	<b>\$32,551.02</b>
<b>Expenses:</b>		
	Commissioners' Orders Paid	26,374.01
	<b>Total Expenses:</b>	<b>\$26,374.01</b>
<b>12/31/13</b>	<b>Ending Balance:</b>	<b>\$23,960.04</b>
	Current loan balance	<b>\$168,068.46</b>

Respectfully submitted,

\_\_\_\_\_  
Margaret Weiler, Treasurer

\_\_\_\_\_  
Date



Tuesday, April 8, 2014

Lake Todd Village District  
PO Box 169  
Bradford, NH 03221

Re: Summary of Annual Audit for Fiscal Year 2013

To Whom It May Concern:

An audit of the Lake Todd Village District General Ledger/Financial Records was conducted on, Friday, March 21, 2014, accordance with Form MS 60. The audit was performed by Peter Carl and was assisted by Margie Weiler, Treasurer of the Lake Todd Village District.

The audit was conducted by utilizing form MS 60. The audit consisted of analyzing and comparing the Lake Todd Village District General Ledger, bookkeeping and balance sheet to the various bank statements. Form MS 60 led the auditor through a litmus test of questions comparing random deposits and written checks shown in the bookkeeping to the actual bank statements verifying that the transactions were properly documented.

Form MS60 also required that information verifying the authority of parties who sign checks and maintain the bookkeeping. The form also requires the verification of periodic reconciliations.

The audit showed that all transactions that were compared in the bookkeeping to the bank statements were verified. It also showed general ledger year-end balances that matched the year-end bank statement.

The only suggestion for improvement would be similar to ones made in years past. Those suggestions would be to upgrade the bookkeeping process from an Excel spreadsheet to a more industry accepted accounting software such as a QuickBooks.

Prepared by:

Peter Carl  
Auditor

**Lake Todd Village District**  
**TOWNS OF BRADFORD and NEWBURY, NEW HAMPSHIRE**  
**Saturday, June 29<sup>th</sup> 2013**

The Moderator, Carol Tonkin, called the meeting to order at 9:00 a.m. Officers of the Lake Todd Village District were introduced. It was explained that in order to vote or to call a motion, you must be a registered voter in the LTVD. The moderator explained that the warrant articles would be voted on by a show of hands. The moderator also explained all people present can ask questions or make comments. Hard copies of all reports discussed were available for all.

The Moderator, Carol Tonkin asked to waive the reading of the Secretaries Report. Cindy Snyder moved to waive the reading. Steve Snyder Seconds. A vote was taken. All in favor, the reading was waived.

The Moderator, Carol Tonkin asked the Treasurer, Margie Weiler to review the 2012 LTVD Treasurers report summary. The summary is read. The Moderator, Carol Tonkin asks if we will accept the report. Carol Tonkin moves to accept the report. Donna Mattee seconds. With no questions a vote was taken. All in favor, the Treasures report is accepted.

**ARTICLE 1. To see if the Village District will vote to elect by unofficial ballot the following:**

**Commissioner - 3 year term - June 2011 to June 2016**  
**Moderator - 1 year term - June 2011 to June 2014**  
**Clerk - 1 year term - June 2011 to June 2014**  
**Treasurer - 1 year term - June 2011 to June 2014**  
**Auditor - 1 year term - June 2011 to June 2014**

The moderator read article one. Bill Weiler moved for the article. Steve Snyder Seconds. Nominations began.

- Commissioner, three year term. Bill Weiler nominated Steve Snyder, Dick Matte seconds. Nomination is closed. The Moderator called for the vote. Steve Snyder was elected.
- Moderator, one year term. Cyn Snyder nominated Carol Tonkin. Donna Mattee seconds. Nomination is closed. The Moderator called for the vote. Carol Tonkin was elected.

- Clerk, one year term. Margie Weiler nominated Cindy Snyder. Carey Rodd seconds. Nomination is closed. The Moderator called for the vote. Cindy Snyder was elected.
- Treasurer, one year term. Cindy Snyder nominated Margie Weiler, Steve Snyder seconds. Nomination is closed. Moderator called for the vote. Margie Weiler was elected.
- Auditor, one year term. Frederico Montanari nominated Peter Carl, Cindy Snyder seconds. Nomination is closed. Moderator called for the vote. Peter Carl was elected.

**ARTICLE 2 . To see if the Village District will raise and appropriate the sum of \$27,859.00 for general operations.**

The moderator read article two. Bill Weiler moved for the article, Cindy Snyder seconds. Commissioner Weiler reviewed the article.

Commissioner Weiler asked if there were any questions.

With no further questions, Commissioner Weiler moved to vote. Donna Matte Seconds. A vote was taken. The motion was passed.

**ARTICLE 3 . To see if the Village District will raise and appropriate the sum of four thousand five hundred dollars (\$4,500) to erect a safety fence around the dam. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2015 and Recommended by the Board of Commissioners. ( Majority vote required).**

The moderator read article three. Bill Weiler moved for the article, Steve Snyder seconds. Commissioner Weiler reviewed the article and all line items on the formal budget.

Commissioner Weiler asked if there were any questions. There was some discussion as to where the fence would be located. It will be located on the East and West side of the dam.

With no further questions, Commissioner Weiler moved to vote. Donna Matte Seconds. A vote was taken. The motion was passed.

**Article 4. Other Business:**

The Moderator moves to discuss other business. Steve Snyder moves to Seconds. The Moderator asks Steve Snyder to speak about the water quality report. Steve explained the water quality for the first round were acceptable and within given parameters. The water quality results are available at the LTVD web site.

Weed watchers. Commissioner Snyder will be setting up an educational meeting in the July Aug time frame for a visit from Sarah Stiener, the lake assement coordinator for the state. Sarah covers training for the volunteer lake assement program .

Frederico Montanari voiced a concern about trash and broken glass on the Islands. Discussion ensued about leaving a container with trash bags and signs posted to please take trash. Also discussed was potentially scheduling an island clean up day. Commissioners will review and take action.

Carol Tonkin made note of the following special dates: Flare night is Fri July 5th 9:00 p.m.

The LTVD Social is *tentatively* scheduled for August 3<sup>th</sup> at 12:00 p.m. at Bill & Margie Weilers, (#192 Gillingham Dr) Rain date Sunday August 4th at 12:00..

Carey Rodd noted a concern about heavy boat traffic using and blocking the boat launch on Steele Road. He asked if there was a way to limit access as dedeed to Steele road residents and emergency access. The commissioners suggested that since this is private property managed by the town of Bradford the issue must be reviewed by the selectmen.

Carey Rodd also noted the NO WAKE ZONE sign located on the bridge was stolen. Carey asked if the commissioners could look into replacing it.

Carol Tonkin gave an update on the loons for this season.. unfortunately high water due to excessive rain prevented a successful hatching. Carol was going to speak to the Biologist to see if LTVD offered to pay if we could try a floating nesting raft.

Cyn Snyder announced a contest to get articles for the LTVD newsletter.

The Moderator asked for a motion to adjourn the meeting. Steve Snyder motioned to adjourn the meeting. Donna Mattee seconds. The motion was accepted and the meeting was adjourned at 10:25 a.m.

Respectfully submitted by:

  
Cynthia Snyder  
Lake Todd Village District Clerk



Lake Todd Village District  
 Dam Improvement Project

Calendar Year	Engineering	Legal	Permits & Fees	Easement	Inspections	Daniels Construction	Penstock Work	Totals
2007	3,200.00							3,200.00
2008	484.04		4,000.00					4,484.04
2009	8,429.00	400.00						8,829.00
2010	3,548.35	1,684.50	504.12					5,736.97
2011	5,520.40	2,955.88	578.00	6,000.00	12,000.00	79,650.00		106,704.28
2012	552.75				6,400.00	162,850.00	605.48	170,408.23
Totals	21,734.54	5,040.38	5,082.12	6,000.00	18,400.00	242,500.00	605.48	299,362.52

Current Loan Balance 158,710.79