



Leino Park Water District (LPWD)
Board of Commissioners' Meeting - October 24, 2011

1. **Call to Order** October 24, 2011 at 7:10 PM
 - **Members present:** Sue Miller (SM), Dave Crumbley (DC), Don Williams (DW), Bob Brown (BB), Rick Plante (RP) and Derek Knerr (DK).
 - **Guests present:** Elizabeth Williams (EW).

2. **Emergency Meeting** - This meeting was called in response to a letter received from the Westminster Police Department, dated October 24, 2011, about a "Public Safety Hazard".
 - The letter stated that "The Westminster Police Department has observed the Leino Park Bridge to be hazardous for continued use." It concludes with "Although we do not have the authority to order a private way to be closed, we strongly suggest your association take immediate action to prevent use of the bridge until appropriate repairs or replacement occurs." The Board of Selectmen, Chief of Police, Chief of the Fire Department, and the DPW Director were just some of those that received a copy of the letter.

3. **Discussion** - Centered on our determining our options and how best to proceed.
 - All agreed that we must close the bridge and make repairs.

4. **Plan of Attack** -
 - Respond to the letter.
 - Make notifications and close the bridge by this weekend. Notification to residents will include a request for volunteers to help with repair efforts this weekend.
 - Obtain materials and equipment needed for repair.
 - Repair bridge: Remove asphalt from the problem areas, cover those areas with metal plates and bolt or weld them in place, and finally cover with new asphalt. The bridge will be closed until repairs are completed. This could be between 2 to 4 weeks if all goes well.

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5. Action Items -

- EW will draft a response letter to the Westminster Police Department describing what we have done up to this point and what we are planning to do.
- EW will consult with our lawyer about any legal implications.
- DC will draft a letter to residents as noted above.
- DK will email Greg Melehov, the current owner of Honey Bee Lane, explaining our situation and asking for permission to use Honey Bee Lane as a temporary access.
- RP and DK will survey bridge and come up a list of steel plates needed for repairs.
- RP will order steel plates, 36 - 8"x8" plates (to be used as washers on the under side of the deck when bolts are used to secure the larger plates), 50 - 1/2"x4" galvanized carriage bolts, lock washers and nuts, and some drill bits.
- RP will try to get an excavator for this Saturday to help dig up the asphalt and a truck to haul it away.
- DC will order 2 tons of the 'good' cold patch.
- BB will borrow a mag drill and a jack hammer for use this weekend.
- SM and DC will distribute letter to residents and will also notify the Post Office, UPS, Fed Ex, and newspapers about the bridge closure.

6. Adjournment at 8:22 PM.

7. Next Meeting

- The next regular Board meeting will be held on **Wednesday** November 2nd 2011, 7:00 PM at 15 Old Oak Ave.

Respectively submitted,
Derek Knerr - Clerk/Moderator