



**Leino Park Water District (LPWD)
Annual Meeting - June 18, 2016**

1. **Call to Order** on June 18, 2016 at 10:05 am
 - Board members: Sue Miller (SM), Dave Crumbley (DC), Bob Brown (BB), Bob Marien (BM), Don Williams (DW), and Derek Knerr (DK).
 - Other members present: 16 Guests present: 0

2. **Introductions and Announcements:**
 - SM welcomed and thanked everyone for attending. The Board members introduced themselves.
 - SM announced that 3 members had passed away since last year. Rene LaRoche, Mike McKenna, and Alice Robillard. Our sympathies...
 - Two attendees introduced themselves as new to the neighborhood. Welcome Nicole Wiita and Perry Pappas. Jon Sharky and John DiBatista introduced themselves as first time attendees of our annual meeting though they have lived here for a while.

3. **Review and Approve Minutes** - Minutes from our last annual meeting (June 20, 2015) were handed out to those who had not reviewed them on our website. SM asked for a motion, which was made to accept the minutes as distributed. The motion was seconded and passed unanimously.

4. **Election of Officers:**
 - Open positions are: Chairperson (1 year term currently held by Sue Miller), Treasurer (1 year term currently held by Dave Crumbley), Clerk-Moderator (1 year term currently held by Derek Knerr), and Water Commissioner (3 year term currently held by Bob Marien). SM asked for volunteers for any of the Board positions. There was no response.
 - A motion was made and seconded to renew terms of those members whose terms are expiring. The motion passed unanimously.
 - SM noted that this Board has been together for several years and would like some 'new blood'. Please attend our regular meetings and help us out.

5. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Financial Presentation** - A single, double sided financial report was distributed to members. DC announced that as a result of preparation for the financial requirements for the USDA loan, a new format was adopted and will be used going forward. DC read numbers from the 2015 Income Statement, which covered the period from January 1, 2015 through December 31, 2015. The Income Statement also includes columns for the previous year (2014) and variance. He then read numbers from the Balance Sheet (on the other side), detailing each of our bank accounts. The Balance Sheet also includes columns for 2015, 2014, and variance. Finally, the 2016 forecast (or budget if you will) was discussed as being almost the same as 2015. It is detailed in the '2016 Est.' column on the Income Statement. DC also noted that the reporting period from January 1 to December 31, is the same as our IRS reporting period and will make it much easier to do our taxes. Everyone liked the new format. A motion was made to accept the financial report as presented. The motion was seconded and passed unanimously.
 - **Billing** - DC announced that water rates will be going up \$0.36 per 1000 gallons (from \$9.85 to \$10.21) starting July 1st. This is in response to the Town of Westminster increasing their water rates by \$0.36 per 1000 gallons, also effective July 1st. This means that the 6000 gallon minimum charge (semi-annually) will increase from \$59.10 to \$61.26. In response to a question on why we bill twice a year, DK explained that the Town of Westminster bills quarterly for water and so far, we have been able to keep billing to only twice per year. The move to semi-annual billing was also done in recognition of some of our customers' difficulty in paying a single huge payment.

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B. Water Commissioner Report:

- **Maintenance of lines and meters** - No discussion here, though it was brought up under new business.
- **Water Quality** - DC reports that we have good water. All testing of our water indicates that it is safe and within acceptable Department of Environmental Protection (Massachusetts DEP) and Environmental Protection Agency (United States EPA) levels.

C. Maintenance Report:

- **Bridge** - BB reports that an attempt to repair the really bad soft spot involved using two metal plates but it still needs more work. BB and BM will attempt another repair next week. The bridge will probably have to be shut down for a couple hours to do this.
- **Roads** - BB reports that Jamie did a great job spreading graded base on the back roads and sweeping the roads. Thank you Jamie. BB plans on installing the speed bumps next week.

D. Bridge Report:

- **Replacement Options** - DK admitted that we are still looking at a 16 foot wide wooden structure as a replacement for our bridge and have not fully considered other bridge replacement options so far. We have a quote (a little less than \$600,000) for the design and construction of an HS-20 rated wooden structure but it does not include site work prior to and after construction of the bridge or permitting. Realistically, we are looking at about a million dollars to replace our bridge and are using that number as a basis for a loan. Other options will be looked at after funding is obtained though aesthetics will remain a priority. Questions about fixing up Honey Bee Lane or building a road to tie into Edro Isle have been looked at in previous years and were found to cost more than bridge replacement.
- **Replacement Funding** - DK continued, explaining that we will be submitting a pre-application for a USDA loan by the end of this month. This will not lock in an interest rate, but gets the ball rolling. The next step will be to find a replacement engineering firm that will assist us in the completion of the full loan application. Once funding is obtained, applications for permits will be submitted to the Conservation Commission, the DEP, the US Army Corps of Engineers, and the Mass. Historical Commission (and perhaps others). That may be a lengthy process. Ideally, we would like to begin construction by August 2017. The wooden replacement will have an expected life of at least 75 years if properly maintained. Our quote included about \$6,000 a year for preventative maintenance costs. All this results in 40 annual payments of about \$675 for each of the 65 households in Leino Park (including Parkwood Lane). In response to a question, the Board will pursue options to commit payments for households on Honey Bee Lane that wish to use the new bridge. Other questions were about pilings (they will all be replaced and spaced 15 feet apart), and how long we will have to use the back road (approximately 3 months).
- SM made a motion to "Authorize the Board to pursue and ratify all arrangements necessary to procure funding for, and the construction of, a bridge to replace the existing structure across Wyman Pond". It was explained that similar votes had been done at previous annual meetings, but it never got into the minutes. An official vote is required as part of the USDA loan application. The motion was seconded and passed unanimously.

E. Communication Report:

- **Website** - Visit www.LeinoPark.org or Email us at LPWD@LeinoPark.org.
- DK asked for suggestions on how to improve getting information to our members. One suggestion was to use an email list. Excellent idea. DK asked that all who wish to be on an email list send a request to us at LPWD@LeinoPark.org. Another suggestion was to forward information from the Lake Association. DK will contact the Lake Association and get permission to do this.

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6. Old Business:

- SM asked for volunteers to make a new Leino Park sign to replace the one at the end of Leino Park Road. DC added that a quote for a PVC sign came in at \$1800. There was no support for spending that much for a sign. While no one volunteered, it was suggested to contact Monty Tech to see if they could help us. Great suggestion!
- SM announced that the tentative date for our third annual cookout is August 13th. It was noted that it costs the District less than \$500. Less than half had attended the event previously but all were in favor of it. BB will verify availability of the private beach and notices will be sent out soon.
- SM asked members to monitor the right-of-ways to ensure they are properly maintained. She then explained for the new members that right-of-ways are 7 common areas that provide access to the water for use by water district members only.
- SM asked that members refrain from dumping lawn waste on Pine Street. The Town prefers to leave enforcement of this issue to the Leino Park Water District. No dumping signs will be put up but are not expected to help. It was suggested to contact the Conservation Commission as the area should be considered wetlands. There was some discussion about whether the area is actually wetlands.

7. New Business:

- SM announced that parking close to the intersection while waiting for the school bus at end of Leino Park Road is an accident waiting to happen. It is understood that parents want to see the bus coming as soon as possible to get the kids out of the car and moving toward the bus stop, but vehicles close to the intersection hinder visibility for those turning left onto East Road. This is especially dangerous in the winter when traction on the incline is poor and a 'running start' is needed. No resolution at this time but the Board will take this as an action item for when school starts in the fall.
- Make no mistake... While there have been few actual sightings, bears are around. Please take precautions to not attract them.
- Request for strong bodies to help move a cement cover for access to a water meter. The problem is that it is underneath a deck so the cover must be slid off rather than raised up. Several members offered their services for this and any bridge repair that may be needed. DC will confirm a time and date. Thanks everyone.
- Martha Rainville offered firewood for the taking from the huge tree that fell last month just south of the bridge. Contact Martha for details.

8. Adjournment - A motion to adjourn was made at 11:01 am. All in favor.

Respectively submitted,
Derek Knerr - Clerk/Moderator