



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – February 6, 2019

1. **Call to Order:** Feb 6, 2019 at 7:03PM
 - **Members present:** Bob Brown (BB), Dave Crumbley (DC), Derek Knerr (DK), Bob Marien (BM), Sue Miller (SM), and Amie Robillard (AR).
 - **Guests present:** None.

2. **Review and Approve Minutes:** Minutes from the January 2nd meeting were approved as distributed.

3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** - \$6680.33 in from paid water bills.
 - **Expenditures** - \$1245.31 paid out. Payments include water testing, road maintenance, salaries, WSO mileage, and utilities (electric).
 - **Budget** – None.
 - **Billing** – Although payment was received by many residents, there are several outstanding water bills that remain. The payment deadline was Jan 31st.
 - **Other** – None.

 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – Upon request of a resident, DC has been taking weekly water readings to problem-solve an influx in their last water bill. Readings confirm there is no main water leak, however more investigating may need to be done by the homeowner to see if there is a slow leak or something more within the home.
 - **DEP/Quality** – DEP is requesting a water leak survey of the Park. DC will be taking water samples on Tues, Feb 12th.
 - **Water System Operator** – LPWD sent a letter to the Mass DEP Licensure Board to request a waiver on behalf of BB, in order to get licensure. Their board responded with requests for additional information from BB which is being compiled and expected to be submitted this month.
 - **Other** – None.

 - C. **Maintenance Report:**
 - **Bridge** – Continued repairs need to be made; additional holes are appearing. BB and BM have been keeping up with some holes and have patched several spots on the bridge as well as the streets around the Park.
 - We want to thank the Davenport and Sons Paving Company for all of their help in our recent bridge repair projects. They have willingly volunteered their time and services to help us with patching, hauling, laying the steel plates, and most recently they removed the remaining tar waste that sat at the end of our bridge. Thank you Davenport and Sons Paving!!
 - **Roads** – None.

Leino Park Water District (LPWD)
Board of Commissioners' Meeting – Feb 6, 2019

D. Bridge Report:

- **Replacement funding** – Though the USDA has approved our loan, they will not issue any payment until the entire project is complete. In the meantime, we will need to obtain interim financing.
- **Replacement options** – LPWD is working towards meeting the requirements of the USDA loan. DK and AR have been meeting regularly to complete paperwork, to research, and exchange communication with USDA contacts. Bridge Replacement Project updates include:
 - Initial paperwork was compiled for a Design-Build application to be submitted to the USDA.
 - The USDA was affected by the government shutdown, which resulted in no communication with our contacts until Feb 1.
 - Several discussions with legal resulted in us learning that our project does not qualify for the Design-Build method because it is less than a 5 million dollar project. Therefore, we will now have to go forward with the traditional Design-Bid-Build method.
- **Grant update:** It was suggested that LPWD contact the town of Westminster to discuss grant possibilities, now that Dean Tran has been reelected into office and we know money has been made available to the town. DK made contact with Administrator Murphy at the town and was told the town has no desire in taking ownership of the bridge because they have no economic incentive to do so.

E. Communication Report:

- **Facebook** – Updated regularly and is the quickest way to get up-to-date information on our neighborhood. Please search for Leino Park and “like” our page.
- **Website** - www.LeinoPark.org - The website is up to date, but there is ongoing discussion about updating the actual website format.
- **Mail and E-mail** LPWD@LeinoPark.org – Mailed notices were sent early January to all LPWD residents about a water bill correction and also included informational updates on our bridge replacement project. If you did not receive a letter, please notify us and we will have a copy sent.

4. Old Business:

- We remind everyone to travel slowly when crossing the bridge (max 5 mph) to avoid rattling or vibrations. Maintain a slow speed when traveling throughout the Park as well.

5. New Business:

- Wyman Lake Association has sent out their Annual Membership notices and information on renting the lake raker this summer.
- Westminster Town meeting will be held on May 4th.
- We remind everyone to travel slowly when crossing the bridge (max 5 mph) to avoid rattling or vibrations. Maintain a slow speed when traveling throughout the Park as well

6. Adjournment: at 7:48pm.

Leino Park Water District (LPWD)
Board of Commissioners' Meeting – Feb 6, 2019

Next Meeting:

- The next LPWD Board meeting will be held on the first Wednesday of the month, March 6, 2019, 7:00 pm at 15 Old Oak Ave.

Respectively submitted,
Amie Robillard - Clerk/Moderator
AmieR@leinopark.org