



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

1. **Call to Order:** March 6, 2019 at 7:47PM
  - **Members present:** Bob Brown (BB), Dave Crumbley (DC), Derek Knerr (DK), Bob Marien (BM), Sue Miller (SM), and Amie Robillard (AR).
  - **Guests present:** State Senator Dean Tran, Councilor Nathan Boudreau
2. **Review and Approve Minutes:** Minutes from the February 6<sup>th</sup> meeting were approved as distributed.
3. **Reports:**
  - A. **Treasurer Report (Finance/Budget):**
    - **Receipts** - \$1853.86 from paid water bills, including late fees.
    - **Expenditures** - \$2101.02 was paid for water testing, road maintenance, salaries, WSO mileage, and utilities (electric).
    - **Budget** – None.
    - **Billing** – Although payments have been received by many residents, six outstanding water bills still remain. Late payment fees were added to those accounts and bills were sent out earlier in the week.
    - **Other** – None.
  - B. **Water System Operator's Report:**
    - **Maintenance of lines and meters** – Water samples were taken on Feb 12<sup>th</sup>. A new water meter was installed at 32 Old Oak Ave.
    - **DEP/Quality** – An annual STAT report was submitted to the DEP.
    - **Water System Operator** – LPWD encouraged BB to compile and submit the additional information requested by the Mass DEP for a WSO licensure waiver.
    - **Other** – None.
  - C. **Maintenance Report:**
    - **Bridge** – Continued repairs need to be made; additional holes are appearing. Options were discussed and considered for repair while the ice is frozen and people could work from underneath. If time allows, the weather cooperates, and resources are available the repairs will be made as soon as possible.
    - **Roads** – None.
  - 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:
      - Due to the time lost in pursuit of Design-Build approval, LPWD now needs to request an extension to meet the requirements of the USDA loan. An official letter of request was drafted and will be sent to the USDA for approval by the end of the week, March 9,

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2019. An extension was requested until Oct 2019.

- Contact and frequent communication with a bridge construction company for an official design proposal.
- Contact and frequent communication with an engineering firm to provide a quote for services needed for the bridge design.
- Grant options – LPWD will continue to look into options, such as a BUILD grant through the DOT.
- Senator Dean Tran and Councilor Nathan Boudreau inquired on the history of Leino Park, becoming a Water District, and what services and benefits LPWD receives from the town of Westminster. This was a fact gathering session for all parties in many ways. Discussion with Senator Tran and Councilor Boudreau included several thoughts and ideas on the best process for the replacement of our bridge. There will be continued discussion with the Senators office. LPWD is very thankful to have had the opportunity to discuss our community, our situation, and the imminent need for a bridge replacement as a public safety concern.

### **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](http://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](mailto: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.
- 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 4<sup>th</sup>.

### **5. New 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

### **6. Adjournment:** at 8:12pm.

#### **Next Meeting:**

- The next LPWD Board meeting will be held on the first Wednesday of the month, April 3, 2019, 7:00 pm at 15 Old Oak Ave.

Respectively submitted,  
Amie Robillard - Clerk/Moderator  
[AmieR@leinopark.org](mailto:AmieR@leinopark.org)