



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – May 1, 2019

1. **Call to Order:** May 1, 2019 at 7:08PM
 - **Members present:** Dave Crumbley (DC), Derek Knerr (DK), Bob Marien (BM), Sue Miller (SM), Bob Brown (BB), and Amie Robillard (AR).
 - **Guests present:** None.
2. **Review and Approve Minutes:** Minutes from the April 3rd meeting were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$396.18 income from paid water bills, including late fees. A donation towards road paving was also received.
 - **Expenditures** - \$276.57 paid out. Expenses include postage, water testing, utilities (electric), salaries, WSO mileage reimbursement.
 - **Budget** – None.
 - **Billing** – Payments have been received by most residents, however still 2 outstanding water bills remain. Late payment fees were added to those accounts and bills have been sent out.
 - **Other** – A motion was made and a unanimous vote was passed to send a certified letter to a resident who has an outstanding overdue water bill. The letter will indicate that if payment is not received and the account brought up-to-date, more aggressive collection activities will be initiated.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – None. Flushing was completed a few days at the end of April.
 - **DEP/Quality** – DC will be taking water samples on May 14.
 - **Water System Operator** – Two meters that were removed over the winter were reinstalled.
 - LPWD continues to seek an alternate Water System Operator. Anyone interested in this role can contact Derek Knerr or Dave Crumbley, or send an email expressing your interest.
 - **Other** – A new state-of-the-art septic system was installed on Old Oak Ave.
 - C. **Maintenance Report:**
 - **Bridge** – None.
 - **Roads** – Davenport Paving was hired to repave large sections of the roads around the Park. The roads on Ridge Ave and also Pine St were regraded as well. We will be getting a quote for street sweeping and the speed bumps will be installed after the road sweeping is complete.
 - D. **Bridge Report:** LPWD is working towards meeting the requirements of the USDA loan. DK and AR met again and have continued working to research, compile the necessary documents and exchange communication.
 - **Replacement funding** – Although the USDA has approved a \$1.1 million Rural Housing Service loan, funding will not be provided until the completion of the project. Therefore, obtaining interim financing is a top priority. Per legal advice, no contracts shall be signed until the interim financing is secured.

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- Legal advised we look into the Statehouse Note Program for interim financing. Conversations and exchange of information has led us to be told by the USDA that this program is not recommended, rather we should pursue commercial financing. Clarification has been requested by both legal advice and the USDA contacts.
- **Replacement options** – Current Bridge Replacement Project updates include:
 - The proposal for both engineering services and the construction contract are on hold until interim financing is secured. We are anxious to get these contracts signed and executed.
 - A motion was held and a unanimous vote was passed to agree to the Loan Resolution, USDA Form RD1942-47. DK and SM signed with all present.

E. Communication Report:

- **Facebook** – Please search for Leino Park and “like” our page. This can be one of the quickest ways to get up-to-date information on our neighborhood.
- **Website** - www.LeinoPark.org - The website content is up-to-date however, we are interested in having someone design a new website for us. If you are interested please contact us through facebook or email.
- **Mail and E-mail** LPWD@LeinoPark.org – None.

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.
- Westminster Town meeting will be held on Sat, May 4th, 7pm, at Westminster Elem School.

5. New Business:

- **The Annual Leino Park Water District meeting will be held June 8, 2019 at 10am.** Please mark your calendars and plan to attend!
- 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.
- Only 1 car on the bridge at a time. Please remind visitors and guests to travel slowly and no more than one car on the bridge per crossing.

6. Adjournment: at 8:08pm.

Next Meeting:

- The next LPWD Board meeting will be held on the first Wednesday of the month: June 5, 2019, 7:00 pm at 15 Old Oak Ave.

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