



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

1. **Call to Order:** June 6, 2019 at 6:03pm
 - **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 May 1st meeting were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$23,495.87 income received. This includes paid water bills (\$215), late fees (\$30), two road paving donations from neighbors outside of Leino Park (\$750), the annual water system maintenance fee receipts (\$10,500), as well as the annual bridge fund receipts and interest (\$12,000.87).
 - **Expenditures** - \$17,473.03 paid out. Expenses include postage, April water testing, utilities (electric), WSO salary, WSO mileage reimbursement, and \$14,000 in road repairs noted in the April meeting.
 - **Budget** – The Mass. Rural Water Association (MassRWA) membership dues have increased by \$100/year. It was discussed and approved that LPWD continue with this membership as it is an important and helpful organization to be a part of.
 - It was presented to the board that the metal grates along the road at Pine St. & Old Oak Ave need to be replaced. The board voted and unanimously approved a reimbursement of up to \$200 for new metal grates.
 - **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 certified letter was sent to the one neighbor with an outstanding water bill demanding payment before collection.
 - A motion was made and passed that any future payments or reimbursements will need pre-authorization of approval from the board.
 - A bank issued debit card was obtained for ease of payments.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – None.
 - **DEP/Quality** – DC taking water samples on June 11th
 - **Water System Operator** – LPWD continues to seek an alternate Water System Operator. Anyone interested in this role can contact Derek Knerr, Dave Crumbley, or send an email expressing your interest.
 - **Other** – The Mass. Rural Water Association (MassRWA) membership will be renewed.
 - C. **Maintenance Report:**
 - **Bridge** – The road along the end of the bridge, Leino Park Rd, is starting to crack. Support is needed under the end of the bridge in order for the road to be repaired any further. Repair work may be needed in the next few weeks.

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- **Roads** – Waiting on a quote for street sweeping. Once roads are swept, the speed bumps will be installed.

D. **Bridge Report:** LPWD is working towards meeting the requirements of the USDA loan. DK and AR continue working to research, compile the necessary documents, and exchange communication.

- Per USDA agreements, a Legal Agreement was received from the attorney, to be submitted for USDA review and approval. The agreement was signed by all board members.
- **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.
 - It was confirmed by the USDA that the Statehouse Note Program is not an approved lender.
 - USDA sent a small list of potential interim financiers. Contact was made with each, unfortunately resulting in no interim financing. Further contact was made with the USDA asking for assistance and options since we are hitting so many roadblocks.
 - USDA contact began working on an alternate funding option, which could result in further applications and approvals; at the time of meeting, no further information was available.
- **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.

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.
- 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.

5. **New Business:**

- The Annual Leino Park Water District board meeting will be held June 8, 2019 at 10am.
- 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 6:40pm.

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Next Meeting:

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

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