



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – Sept 11, 2019

1. **Call to Order:** September 11, 2019 at 7:06pm
 - **Members present:** Chairperson: Sue Miller (SM); Water Commissioners: Dave Crumbley (DC), Bob Marien (BM), Bob Brown (BB); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guests present:** Joe Abdo, Sharon Melanson

2. **Review and Approve Minutes:** Minutes from the August 7th meeting were approved as distributed.

3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$4209.25 received. Income includes paid water bills (\$2291) as well as a few back payments towards the bridge fund and the bridge maintenance fund (\$1875), and interest (\$3.25).
 - **Expenditures** - \$4415.35 paid out. Expenses include water testing, utilities, WSO salary, WSO mileage reimbursement, road repairs and maintenance, \$250 in hydrant insurance and \$3760 to the Town of Westminster for water.
 - **Budget** – None.
 - **Billing** – Payments have been received by many residents, but as of the meeting date there were still 4 outstanding bills.
 - **Other** – None.

 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – None.
 - **DEP/Quality** – DC took water samples on Sept 10th.
 - **Water System Operator** – Received an inquiry about a new water hookup on North Shore. It was found that the hookup can best happen when the lake is lowered, which is expected to be in October.
 - **Other** – LPWD is actively seeking an alternate Water System Operator. Anyone interested in this role can contact Derek Knerr, Dave Crumbley, or send an email expressing your interest.

 - C. **Maintenance Report:**
 - **Bridge** – There was ongoing discussion of the crack along the end of the bridge, on Leino Park Rd. In order to support the bridge, it was decided to rent a hydraulic jack and place a support beam from underneath. A day will be chosen and LPWD will call for volunteers to assist with this work, b.
 - As new smaller holes are starting to break through, some patching and small repairs have been done on the surface of the bridge. It may be necessary to use steel plates to support some of the larger holes that are appearing.
 - **Roads** – None.

 - 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.
 - **Replacement funding** – Although the USDA has approved a \$1.1 million Rural Housing Service

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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.

- DK inquired with the USDA on waiving the Interim financing requirement – unfortunately the USDA no longer provides these waivers, therefore the interim financing is still a requirement
- DK contacted the Town Treasurer for financing ideas/suggestions as a governmental entity. LPWD is awaiting her reply.
- A contact at UniBank was provided to assist with the Statehouse Note Program application.
- LPWD applied for a loan extension with the USDA, due to the loss of time in pursuit of the interim financing requirement. The current application expires Sept 19, 2019.

A motion was made to authorize the Treasurer to enter into any necessary agreements for short term borrowing or interim loans. All in favor.

- **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.
- After roughly 15 years on the LPWD board of commissioners, we are sad to see our current neighbor and LPWD Chairperson, Sue Miller, step down next month as she plans to relocate out of the state. We are happy for Sue that she will now be closer to family and the LPWD wishes her nothing but the best in this next chapter, but this is a loss for our community.
- New Meeting Location: 11 Old Oak Ave.

5. New Business:

- Thank you to Andy Divoll for the line painting done on Leino Park Rd and speed limit painting on both sides of the bridge.
- The Westminster Cracker Festival is Oct 19, 2019.
- When waiting for the school bus, please pull far enough off to the side, utilizing the dirt area

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and keeping your car off the road.

- LPWD is seeking a new LPWD Chairperson. This position will be voted upon at the next Annual meeting in June 2020.
 - More detailed information about the Board of Commissioners can be found at:
<http://www.leinopark.org/about/about.html>
- 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 7:55pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of the month:
Oct 2, 2019, 7:00 pm at our new location: 11 Old Oak Ave.

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