



**Leino Park Water District (LPWD)**  
**Board of Commissioners' Meeting – October 2, 2019**

1. **Call to Order:** October 2, 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 September 11<sup>th</sup> meeting were approved as distributed.
  
3. **Reports:**
  - A. **Treasurer Report (Finance/Budget):**
    - **Receipts** – \$1467.89 received. Income includes paid water bills (\$984.75), late fee (\$80), as well as a few back payments towards the bridge fund and the bridge maintenance fund (\$400), and interest (\$3.14).
    - **Expenditures** - \$952.98 paid out. Expenses include water testing (\$224), utilities (\$50.25), WSO salary and mileage reimbursement (\$110), plus road repair patch and parts (\$568.73).
    - **Budget** – None.
    - **Billing** – Payments have been received by many residents, but as of the meeting date there were still 3 outstanding bills.
    - **Other** – None.
  
  - B. **Water System Operator's Report:**
    - **Maintenance of lines and meters** – None.
    - **DEP/Quality** – DC took water samples on Oct 8<sup>th</sup>.
    - **Water System Operator** – The hydrant flushing on N. Shore Rd will take place on Oct 28<sup>th</sup>.
    - **Other** – Resident Matt Hollows has expressed interest in becoming an alternate Water System Operator for LPWD. He is in process of obtaining the necessary certifications.
  
  - 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 end of 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.
    - The surface of the bridge is starting to deteriorate again. The holes are breaking through and appearing more frequently, so a crew will be needed to assist with some larger repair work on the bridge. The plan is for Saturday Oct 5, starting at 8am, the bridge will be closed to allow for repair work to be completed. The surface will be jackhammered, new steel plates will be put down for added support, and then patched.
    - **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.

- UniBank has been identified by legal as a good source of interim financing and we are ready for next steps to obtain funding.
  - UniBank provided DK/LPWD with a Municipal Advisory Agreement which was sent to legal for review. After a few minor edits, the agreement has been signed and returned. It is believed that we are on track to receive complete funding and are approximately 6 weeks out from being able to take next steps with contractors and engineers.
  - A USDA loan extension was granted until March 19, 2020.
- **Replacement options** – Current Bridge Replacement Project updates include:
    - Although the proposal for both engineering services and the construction contract are on hold until interim financing is completely secured, we are ready to begin conversations again and will be contacting our vendors for updated timelines.

**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](http://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](mailto:LPWD@LeinoPark.org) – None.

**4. Old Business:**

- 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 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.
- 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 neighbor and LPWD Chairperson, Sue Miller, step down as she relocates later this month. We wish Sue nothing but the best in this next chapter!

**5. New Business:**

- There will be a bridge closure on Saturday, Oct 5<sup>th</sup>.
- The Wyman Lake Association has announced the lake drawdown will begin on Nov 1<sup>st</sup>.

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**6. Adjournment:** at 7:30pm.

**Next Meeting:** The next LPWD Board meeting will be held on the first Wednesday of the month:  
Nov 6, 2019, 7:00 pm at our new location: 11 Old Oak Ave.

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