



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – December 4, 2019

1. **Call to Order:** December 4, 2019 at 7:08pm
 - **Members present:** Chairperson: none present; Water Commissioners: Dave Crumbley (DC), Bob Brown (BB); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guests present:** Elizabeth Williams

2. **Review and Approve Minutes:** Minutes from the November 13th meeting were approved as distributed.

3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$85.20 received. Income includes paid water bills (\$62.25), a late fee, and interest (\$20.95).
 - **Expenditures** - \$4873.97 paid out. Expenses include a quarterly water bill from the town (\$4603.76), water testing (\$24), park utilities (\$51.87), WSO salary and mileage reimbursement (\$110), road repairs (\$41.35), and a WSO license renewal (\$42.99).
 - **Budget** – None.
 - **Billing** – Payments have been received by most residents. Thank you everyone for remaining in current status.
 - **Other** – None.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – None.
 - **DEP/Quality** – DC will be taking water samples on Dec 10th.
 - **Water System Operator** – None.
 - **Other** – DC is going to research and share the next testing dates, locations, and details for the Matt Hollows to obtain WSO certification.
 - C. **Maintenance Report:**
 - **Bridge** – After further investigating of the crack on the end of the bridge on Leino Park Rd, it was decided not to put an I-beam in due to concerns about support and maintaining support in the road structure.
 - Additional repairs were done to the bridge surface in late November which included tar patch and liquid nail.
 - BM to contact Davenport Paving about getting the high spot on the bridge chopped down. We thank them for picking up the remaining tar remnants that sat at the end of the bridge.
 - **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 loan, funding will not be provided until the completion of the project. Obtaining interim financing and Bond Counsel is now a top priority.
 - Working to retain bond council, Locke Lord, LLP.

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- Discussion was had around the scheduled Special District Meeting on Saturday, Dec 7.
 - The purpose of the meeting is to authorize the borrowing of funds.
- **Replacement options** - Proposals for both engineering services and the construction contract are on hold until interim financing is completely secured.

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 – Mail was received from resident Skip Bourque encouraging residents to attend the Special District Meeting and the importance of a vote to authorize the borrowing of funds.

4. New Business:

- A motion was made regarding the increase of the household contributions towards the bridge fund. “A motion is made authorizing the need to increase the bridge fund contribution from \$200 to \$400 per household, to be collected by the town betterment. This increase will be effective in 2019 taxes and the increase will be reflected as \$575 (from \$375)”. This motion was passed and a notice will be mailed to each resident.
- Reminder to shovel out the fire hydrants near your house, a 3ft clearance is needed.

5. Old Business:

- The Wyman Lake Association began the lake drawdown on Nov 1st and the drawdown will continue until Spring.
- Reminder: 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 Chairperson. If interested in this position, please express interest to any member of the board.
 - 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.

6. Adjournment: at 8:40pm.

Next Meeting: The next LPWD Board meeting will be held on the second Wednesday of the month due to the holiday: Jan 8, 2020, 7:00 pm at 11 Old Oak Ave. Happy Holidays everyone!

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