



**Leino Park Water District (LPWD)**  
**Board of Commissioners' Meeting – February 5, 2020**

1. **Call to Order:** February 5, 2020 at 7:05pm
  - **Members present:** Chairperson: Elizabeth Williams; Water Commissioners: Dave Crumbley (DC), Bob Brown (BB); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
  - **Guests present:** Joe Abdo, Andrea and Paul Friberg
2. **Review and Approve Minutes:** Minutes from the January 6th meeting were approved as distributed.
3. **Reports:**
  - A. **Treasurer Report (Finance/Budget):**
    - **Receipts** – \$4377.66 received. Income includes paid water bills and interest.
    - **Expenditures** - \$1213.50 paid out. Expenses include a water testing (\$24), park utilities (\$69.50), salaries (\$1073.33), WSO mileage reimbursement (\$26.67), and a water assessment (\$20).
    - **Budget** – None.
    - **Billing** – Water bills were sent out yesterday to the 10 households that had not yet paid their bills due January 31st.
    - **Other** – None.
  - B. **Water System Operator's Report:**
    - **Maintenance of lines and meters** – No problems; no updates.
    - **DEP/Quality** – DC will be taking water samples on February 13<sup>th</sup> with Matt Hallows assisting. The MA rural water survey company provided DC with a leak detection report.
    - **Water System Operator (WSO)** – DC received an updated cross connect water certification. Matt has begun pursuing the requirements needed for the Water System Operator certification. DC provided an updated WSO manual.
  - C. **Maintenance Report:**
    - **Bridge** – Further repairs were made to the bridge surface thanks to BM, BB, and neighbors. On Feb 5<sup>th</sup> a steel plate and additional patch was put in place to cover another gaping hole that broke through the bridge surface during the previous weeks.
    - An oil truck was spotted crossing the bridge; this is highly discouraged as the weight is expected to exceed capacity. A phone call and mailed letter will be followed up with this specific company, and consideration was made to send reminder letters to all oil delivery companies in the area, reminding them not to cross the bridge.
    - **Roads** – Potholes will be patched in the coming weeks, as weather cooperates.
  - D. **Bridge Report:** LPWD is continuing to work towards meeting the requirements of the USDA loan.
    - **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA, however funding will not be provided until the completion of the bridge replacement project. Therefore, obtaining interim financing and securing Bond Counsel are the top priorities.
    - USDA is not authorizing their approval of Bond counsel until an Engineering Agreement is completed. The new agreement will specify that McCarty will be responsible for detailed plans

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of the new bridge. The agreement is a 100+ page document and may take several weeks to complete.

- **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](http://www.LeinoPark.org) – DK has kept the website content current and up-to-date
- **Mail and E-mail** [LPWD@LeinoPark.org](mailto:LPWD@LeinoPark.org) – If you haven’t done so already, please send your current email address to [amier@leinopark.org](mailto:amier@leinopark.org) to get on our mailing list.

**4. New Business:**

- None.

**5. Old Business:**

- Reminder to shovel snow away from the fire hydrants near your house; a 3ft clearance is needed.
- Reminder when waiting for the school bus, please pull off to the side, utilizing the dirt area and keeping your car off the road.
- 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 7:45pm.

**Next Meeting:** The next LPWD Board meeting will be held on the first Wednesday of the following month: March 4<sup>th</sup> 2020, 7:00 pm at 11 Old Oak Ave.

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