



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – May 6, 2020

Due to the Governor's Stay-at-Home order, the LPWD May meeting was held via a remote conference phone line. Residents were provided access information to join.

1. **Call to Order:** May 6, 2020 at 7:04pm
 - **Members present:** Chairperson: Elizabeth Williams; Water Commissioners: Bob Brown (BB), Bob Marien (BM); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guests present:** Jane and Phil Sokol, Annmarie and Joe Abdo

2. **Review and Approve Minutes:** Due to the April meeting cancelation, there are no current minutes to review or approve.

3. **Reports:**
 - **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$63.81 received. Income includes interest only.
 - **Expenditures** - \$ 474.40 paid out. Expenses include water testing (\$24), park utilities (\$63.93), salary (\$83.33), WSO mileage reimbursement (\$26.67), and new water customer connection supplies (\$276.47).
 - **Budget** – None.
 - **Billing** – Payments have been received by most residents, but as of meeting date there are 4 unpaid water bills.
 - **Other** – A quarterly water bill of more than double the expected \$4000 was received from the Town of Westminster. Mass Water Resource Authority was brought in to check for leaks in our water mains and none were found. DC then read all household meters and detected extreme usage at a home on Ridge Ave. More than 540,000 gallons of water had leaked from a broken pipe. The residents had already taken measures to repair the leak and has provided such documentation.
 - In an effort to offset the excessive water bill costs to the homeowner and LPWD, DK will write a letter to the Town providing documentation of the repairs and request an abatement.

 - **Water System Operator's Report:** DC not present
 - **Maintenance of lines and meters** – No updates other than mentioned above.
 - **DEP/Quality** – DC will be taking water samples on April 14th.
 - **Water System Operator (WSO)** – None.

 - **Maintenance Report:**
 - 50 bags of road patch were delivered to BB. This will be used in the coming weeks to repair and patch holes throughout the park and on the bridge.
 - **Bridge** – Additional holes have been spotted and are getting larger very quickly. Patch will be put down to repair the immediate holes. A date will be set to make some heavier repairs including a temporary bridge closure. A team of volunteers will be needed and an announcement will be made once a date is set. BB will rent a jackhammer and larger steel

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plates will be laid over the new holes.

- Discussion was had about the size of plates to get and what weight the bridge can sustain.
- **Roads** – Road patch will be put down on the roads throughout Leino Park to repair several potholes.
- Discussion about getting roads swept; do we want to get a quote to have the work done. It was discussed that many residents are already sweeping out front of their own properties and decided a street sweeping expense is not necessary.
- Speed bumps will be put down.

- **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 holding on authorizing their approval of our Bond counsel until an Engineering Agreement is completed.
 - McCarty Engineering firm has submitted an Engineer Agreement paperwork to DK for review. Once approved, this agreement will be sent to the USDA for their review and approval.
 - **Replacement options** - Proposals for both engineering services and the construction contract are on hold until interim financing is completely secured.

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

4. New Business:

- The 2020 Annual meeting will be postponed until further direction is given from the governor about the current COVID-19 stay-at-home orders. The board will discuss options at the next (June) meeting.
- Stay home, stay safe!

5. Old Business:

- 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 7:35pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of the following month: June 3rd 2020, 7:00 pm – location to be determined. Please check the website or Facebook for an

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announcement.

Respectively submitted,
Amie Robillard - Clerk/Moderator
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