



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

**1. Call to Order:** August 5, 2020 at 7:05pm

- **Members present:** Chairperson: Elizabeth Williams; Water Commissioners: Bob Marien (BM), Dave Crumbley (DC), Bob Brown (BB); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
- **Guests present:** Joe Abdo

**2. Review and Approve Minutes:** Meeting minutes from July 1, 2020 were approved as distributed.

**3. Reports:**

**A. Treasurer Report (Finance/Budget):**

- **Receipts** – \$14,605.49 received. Income includes water income (\$14,094.83), a late fee (\$10), and interest (\$224.19), plus reimbursement for NS33 water meter repair (\$276.47).
- **Expenditures** - \$2450.45 paid out. Expenses include water testing (\$24), park utilities (\$56.96), salaries (\$1073.33), mileage reimbursement (\$26.67), postage (\$121), water system operator licensure reimbursement (\$70), and road repairs (\$1078.49).
- **Budget** – Discussion about several upcoming expenses and invoices received. Davenport Paving invoice of \$5000 for road repairs to Ridge Ave; Town Water bill of \$5000; JP Provencal Landscaping \$375 invoice for spreading base to Pine and Parkwood. The \$10,500 Operation and Maintenance fees that homeowners contribute has already been spent for the year.
- **Billing** – Water payments have been received by most residents, but as of meeting date there are 3 unpaid water bills.
- **Other** – None.

**B. Water System Operator's Report:**

- **Maintenance of lines and meters** – NS19 requested water shutoff – DC attempted but main valve would not turn. Contractor will assist with a dig out of the valve to allow better access.
- Water hydrant flushing occurred July 28 – 31<sup>st</sup>. The Town did their water hydrant flushing around August 4<sup>th</sup> – 6<sup>th</sup>.
- **DEP/Quality** – DC will be taking water samples on August 11<sup>th</sup>.
- **Water System Operator (WSO)** – Matt Hallows has submitted all necessary paperwork for a very small systems (VSS) water operator license.

**C. Maintenance Report:**

- **Bridge** – It was noted that the metal X crossings under the bridge have been painted white. Thank you to whomever has taken on this task.
- **Roads** – Speed bumps are in! Please drive slowly.
- There will be no professional street sweeping this year. LPWD is asking homeowners to sweep the front of their home, driveway, and street to assist in keeping roads clean. Sand can be piled on Parkwood Rd.
- A new post and chain has been added to the N. Shore boat ramp at no cost to Leino Park. We are very thankful to the homeowner who donated their time and materials to this project! \*Any resident seeking access to the N. Shore boat ramp lock can contact any LPWD board member

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for the 4 digit code.

- D. **Bridge Report:** We are seeking to replace the current structure with a 210 foot long, 16 foot wide timber structure.
- **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA. LPWD is continuing to work towards meeting the requirements of the USDA loan.
  - **Replacement updates** - The Engineering Agreement paperwork has been reviewed by the USDA State Engineer and returned to DK. A few edits will be considered; McCarty Engineering will resubmit an updated Engineering Agreement in anticipation of USDA final approval.

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:**

- The 2020 Annual LPWD meeting will be held on Saturday August 8, 2020 at 10am, Bob Brown’s yard: 46 Old Oak Ave.
- LPWD is planning to contact the Nashua River Watershed Council in regards to the rights and ownership of the property around the edge of Wyman Pond, specifically for the rights-of-ways located throughout Leino Park. EW will write a letter to this matter.
- DK proposed developing a maintenance program for the water valves and fire hydrants. This would be an ongoing project to regularly check the water valves at each home throughout Leino Park, in addition to the hydrants. DC and team will check each curb stop; open what can be opened; make a list of those damaged, unable to open, or in need of repairs. If a valve is inaccessible, the homeowners will be contacted regarding next steps.
- The owner of the red home on Pine/Parkwood hired BB to board up the windows and door.
- Consideration was given to placing a larger, more noticeable sign stating 1 car/max on the bridge at all times.

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.
- Please remind visitors and guests to travel slowly and no more than one car on the bridge, per crossing.

6. **Adjournment:** at 8:05pm.

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**Next Meeting:** The next LPWD Board meeting will be held on the first Wednesday of next month: September 2, 2020, 7:00 pm at Derek Knerr's house: 11 Old Oak Ave. Please bring your mask and respect social distancing.

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