



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – October 7, 2020

1. **Call to Order:** October 7, 2020 at 7:00pm
 - **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).
 - **Guest(s):** Robert Cress
2. **Review and Approve Minutes:** Meeting minutes from Sept 2, 2020 were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$1041.21 received. Income includes water income (\$763.25), late fee (\$30), and interest (\$247.96).
 - **Expenditures** - \$592.96. Expenses include water testing (\$224), park utilities (\$65), salaries (\$83.34), mileage reimbursement (\$26.66), and road maintenance (\$193.96).
 - **Budget** – There are currently no outstanding bills or expected invoices. Likewise, there is no additional income expected at this time.
 - **Billing** – Water payments have been received by most residents; as of meeting date there are 2 unpaid water bills.
 - **Other** – None.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – Hydrant flushing to be done at the end of October.
 - **DEP/Quality** – DC will be taking water samples on Oct 13th.
 - **Water System Operator (WSO)** – Matt Hollows received a Water System Operator license.
 - DC researched and found the Town of Westminster Water Department Fee schedule. The fee schedule was reviewed by all board members present. This information will be used as a guide for LPWD; DC will develop a similar fee schedule and this proposal will be considered at the next (Nov) meeting.
 - C. **Maintenance Report:**
 - **Bridge** – On Sept 25 the Westminster PD contacted DC and DK about holes in the bridge. BB was contacted to coordinate and assist in the repair. Morin provided a steel plate within 24 hours and thanks to the quick response of BB, a team of volunteers was gathered and the repair work was performed in one day, on Sept 26. This repair work resulted in a bridge closure for part of the day.
 - As a result of the sizable bridge repair, the remaining bags of road patch have been used. BB will purchase additional patch for future repairs and use as needed.
 - **Roads** – Speed bumps will be removed after October 31.
 - D. **Bridge Report:** LPWD is seeking to replace the current structure with a 210 foot long, 16 foot wide timber structure. Updates and current status is included below -

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- **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA.
- **Replacement updates** – The Engineering Agreement paperwork has been approved by the USDA! McCarty Engineering has been notified and has since initiated a wetland scientist and surveying to begin.

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 – 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:

- Trick or Treating is not canceled in Leino Park. If you are comfortable handing out candy, please leave your front light on for the trick-or-treaters.
- A brush fire was started at the top of Ridge Ave on Sept 26, while cutting the steel plates for the bridge repair. A boat trailer tire caught fire and the Westminster Fire Department was called to the scene. Consideration was given as to whether or not LPWD would provide replacement cost for the lost boat tire; a vote was taken and approval was not granted. LPWD assumes no responsibility for private property.
- Lake lowering is expected to happen early November. Official work will come from Wyman Lake Association.
- The Town of Westminster has added “Pass at Your Own Risk” signs at the end of Honeybee Lane and also the entrance of Leino Park.
- Thank you to Jane Sokol for providing a Dunkin Donuts gift card which was used to feed the volunteers during the recent bridge repair project.
- A small green boat was found floating near the bridge. A posting has been made to Facebook, NextDoor, and with the Westminster Police Department but remains unclaimed.
- “Thank You” to Skip Bourque for adding the fall foliage to the Leino Park sign by the road.
- The chain and lock at the boat ramp on Old Oak will be removed for the winter months.

5. Old Business:

- 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 follow up on this after the first of the year.
- 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.

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6. Adjournment: at 8:16pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month:

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November 4, 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