



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – February 3, 2021

1. **Call to Order:** February 3, 2021 at 7:04pm
 - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Bob Marien (BM), Dave Crumbley (DC), Bob Brown (BB); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guest(s):** Joe Abdo
2. **Review and Approve Minutes:** Meeting minutes from January 6, 2021 were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$7841.59 received. Income includes paid water bills (\$6494.75), bridge fund and water maintenance receipts received from the town of Westminster (\$950), a donation (\$165), and interest (\$231.84).
 - **Expenditures** - \$2157.69 paid out. Expenses include water testing (\$24), park utilities (\$70.06), salaries (\$1073.33), mileage reimbursement (\$26.67), DEP renewal (\$50), office expenses (\$39.26), road maintenance (\$874.34).
 - **Budget** – Nothing new.
 - **Billing** – Town water bill to be paid in February.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – Nothing new.
 - **DEP/Quality** – DC will be taking water samples on Feb 10th.
 - **Water System Operator (WSO)** – DC has developed a draft Fee Schedule proposal, similar to the Town of Westminster's. This proposal will be shared with the board and reviewed at the next (March) meeting. This fee schedule will be considered for any future water Installation and Connection services needed.
 - C. **Maintenance Report:**
 - **Bridge** – Another hole appeared and grew quickly in size during some of the coldest days of the month. The volunteers performed a quick fix due to the frigid temperatures, but added enough support and prepared for a new plate to be put in place.
 - Discussion was had about large diamond plates being put on the bridge surface. It would cause too much excess shaking and added weight.
 - **Roads** – Nothing new.
 - 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 included below -
 - **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA and is actively working to meet the requirements of this loan.
 - **Replacement updates** – A notification letter of agency concerns was received on Jan 22. This letter includes 9 action items which must be responded to within 30 days. Items include: cost updates with line items breakdowns, revised construction timeline, revised engineer

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agreement, licensing/certification, interim financing, FY 2020 financials, FY 2021 budget, projected first year project budget, and a certification of special assessments collected to date.

- DK, AR, and EW have been frequently meeting to fulfill the items requested and to provide a written response by Feb 19. An overview of updates and progress was provided to all.
 - Conference calls with the USDA
 - Calls and email conversations with McCarty engineers – information requested.
 - Consulting with attorney Stephen Madaus. Direction was provided to contact attorney Richard Manley at Locke Lord for municipality financing advice.

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
- **Mail and E-mail** LPWD@LeinoPark.org

4. New Business:

- Please keep fire hydrants clear during and after snow storms. Thank you to the residents who are assisting with clearing these areas!

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 in the coming weeks.
- 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 8:20pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: March 3, 2021, 7:00 pm at Derek Knerr’s house: 11 Old Oak Ave. All are welcome! Please bring your mask and respect social distancing.

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