



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

1. Call to Order: March 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):** None.

2. Review and Approve Minutes: Meeting minutes from Feb 3, 2021 were approved.

3. Reports:

A. Treasurer Report (Finance/Budget):

- **Receipts** – \$3339.50 received. Income includes paid water bills (\$3224.50), late fee (\$30), and interest (\$85).
- **Expenditures** - \$4003.04 paid out. Expenses include water testing (\$24), park utilities (\$78.82), salaries (\$83.33), mileage reimbursement (\$26.67), and water bill from Westminster (\$3790.22).
- **Budget** – Water payments have been received by all except 5 households.
- **Billing** – 2 invoices have been received from McCarty Engineering: December and January project invoices.
- **Other** – Two interest bearing escrow accounts have been established with Rollstone Bank & Trust, as per our USDA Letter of Conditions for the bridge replacement. One account is dedicated to construction expenses and will carry the \$120K from our savings. The second is for the repayment of our Agency loan. All bridge fund betterments/assessments collected starting in FY 2022 will be deposited into this account.

B. Water System Operator's Report:

- **Maintenance of lines and meters** – Nothing new.
- **DEP/Quality** – DC will be taking water samples on March 10th.
- **Water System Operator (WSO)** – Annual water usage statistics report was prepared and sent to the DEP.
- A draft Water System Fee Schedule was reviewed and discussed by all present. A revised final draft of this Leino Park fee schedule will be prepared and shared at the April meeting. This fee schedule will be considered for any future water system services needed.

C. Maintenance Report:

- **Bridge** – There is a reoccurring weak spot on the bridge that BB is going to work on in the coming days. The plan is to repair and patch the soft spot without using a plate for the time-being. A temporary fix until weather cooperates for a larger repair.
- We currently have two large steel plates available for future repairs.

D. Bridge Report: LPWD is working 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

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

the USDA and is actively working to meet the requirements of this loan.

- **Replacement updates** – A response letter was sent to the USDA on Feb 22, 2021 which included all 9 action items that were requested of us. Items include: a cost updates with line items breakdowns, a revised construction timeline, a revised engineer agreement, licensing/certification, confirmation of interim financing, FY 2020 financials, FY 2021 budget, projected first year project budget, and a certification of special assessments collected to date.
- An email response was received March 2, 2021 from the USDA with additional information/documentation requested. Items include: a more detailed construction timeframe/schedule from the engineer, clarification of borrower contribution financials, verification of the Betterment collection, and follow up on the interim financing.
 - AR, DK, and EW are in contact with McCarty Engineering for the updates to the schedule needed and will work to submit a timely response.
- Richard Manley at Locke Lord, LLP has been secured as bond counsel for the project.
 - Per the direction of Richard Manley, contact will be made with Lori Lombard, VP at UniBank Financial Services, Inc. Lori will provide us municipality financing advice and work with us through the State House Note Program (SHNP).

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:

- **Yard Sale!** The idea for a community Yard Sale was proposed, discussed, voted and approved. Any resident who would like to participate may do so; no registration needed. When? Saturday, May 1 from 9am – 1pm. (Rain date Sunday, May 2) Signs advertising the LPWD Community Yard Sale will be posted around the park and shared on social media.
- Just in case of March snow - please keep fire hydrants clear during and after snow storms. Thank you to the residents who are assisting with clearing these areas!
- EW contacted the Nashua River Watershed Council (NRWC) 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. Confirmation was given by the NRWC Program Director that the NRWC has no property interest in Wyman Pond or the surrounding land.

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 8:01pm.

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

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: April 7, 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