



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – May 5, 2021

1. **Call to Order:** May 5, 2021 at 7:05pm
 - **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 April 7, 2021 were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$294.13 received. Income includes paid water bills (\$219.25), late fee (\$50), and interest (\$24.88 total).
 - **Expenditures** - \$2272.66 paid out. Expenses include water testing (\$24), park utilities (\$64.03), salaries (\$83.33), mileage reimbursement (\$26.67), and road maintenance (\$2074.63).
 - \$41,207.69 paid to McCarty Engineering, from the construction escrow account. Expenses include February and March invoicing.
 - **Budget** – Water payments have been received by all except 4 households.
 - **Billing** – 1 invoice received from Town of Westminster for water.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – Hydrants were flushed at the end of April.
 - **DEP/Quality** – DC will be taking water samples on May 11th.
 - **Water System Operator (WSO)** – Nothing new to report.
 - C. **Maintenance Report:**
 - **Bridge** – Thanks to the work done in April, the bridge is in OK condition. Some weak and soft spots are noticed.
 - Another pass of road tar may be placed in the coming weeks to smooth out the surface. Bridge closures are expected to be minimal.
 - Approximately 25 bags of patch remain at this time.
 - **Roads** – Road and pothole repairs occurred around the park.
 - Gravel on Pine Street will be spread.
 - Davenport Paving will remove the bridge debris that remains at the end of the bridge.
 - 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 updates** –
 - On April 16, a response to a requirements letter was sent to legal/bond counsel. This response included certified copies of documents relating to the issuance of bridge repair bonds.
 - A debt statement needs to be prepared and submitted with assessed valuation of the

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district, the town of Westminster, etc.

- Notice of Intent hearing with the Town of Westminster Conservation Committee is scheduled for Thurs, May 6.
- MassDEP has issued a NOI file number with the Dept of Environmental Wetlands Protection
- A letter was received from the City of Fitchburg law department requesting additional steps are taken to ensure liability and protection. EW will follow up and respond to their requests.
- **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA.
 - The second Monthly Project Budget Report (MPBR) – April 2021 - was prepared and sent to the USDA for their review and approval. Approval was received and project invoice(s) were paid (as referenced under Expenditures).

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:

- LPWD Annual Board Meeting will be held Saturday, June 19th starting at 10am, at the Brown Residence: 46 Old Oak Ave.
- No dumping! Please respect our land and remind your guests/visitors to do the same. No dumping signs will be put up on Pine St.

5. Old Business:

- We ask all residents to sweep and take care of their own street fronts.
- The first LP Yard Sale was a success. We hope all who participated were benefitted.
- 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 8:09pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: June 2, 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