



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – August 4, 2021

1. **Call to Order:** August 4, 2021 at 7:00pm
 - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Bob Marien (BM), Bob Brown (BB), Joe Monette (JM); Water System Operator: David Crumbley (DC); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guest(s):** Joe Abdo, Matt Hollows

2. **Review and Approve Minutes:** Meeting minutes from July 7, 2021 were approved, after review of one edit.

3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$8,391.76 received. Income includes payments from water income (\$8192.50), a late fee (\$20), bridge fund donation (\$165), and interest (\$14.26).
 - **Expenditures** - \$12,434.03 paid out. Expenses include bridge replacement invoices (\$10,723.25), accountant fees (\$450), water testing (\$24), park utilities (\$54.85), salaries (\$1073.33), mileage reimbursement (\$26.67), postage (\$66), and office expenses (\$15.93).
 - **Budget** – Water payments have been received by all except 10 households.
 - An extraordinarily high invoice was received from the Town of Westminster for water used. This includes water used for the fire on Old Oak Ave.; DK to follow up with WFD for more information on how much water used. Discussion continued about contacting the town requesting an abatement.
 - Davenport Invoice received in the amount of \$675; invoice approved for payment.
 - **Billing** – Late fees for unpaid water bills will be mailed in August.

 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – Quarterly hydrant flushing occurred the first week of August.
 - Reminder of well maintenance – all homeowners with private wells for drinking water need to get their well tested 1x/year.
 - **DEP/Quality** – DC will be taking water samples on August 10th.
 - **Water System Operator (WSO)** – DC was notified of a tight tank being added to 61B Old Oak Ave.
 - An email was received from DPW about our master meter calibration; DK to contact DPW to request a 5 year waiver.

 - C. **Maintenance Report:**
 - **Bridge** – In mid-July, Davenport Paving repaired and paved the bridge surface, as well as Leino Park Rd. This was a much needed repair that is expected to withstand the traffic of the summer months.
 - **Roads** – BB and BM will continue with pothole road repairs around the Park.
 - Speed bumps are installed; please continue to drive slowly.
 - Davenport Paving also removed the debris that was at the end of the bridge – LPWD extends

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great thanks to all that Davenport Paving has done for our community.

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 –**
 - The project engineer has submitted for MEPA certificate and encountered several questions which has resulted in a delay. As of meeting date, this certificate is still pending.
 - AR and DK met with the Town Administrator, DPW, WFD chief and WPD chief regarding the bridge replacement project. Conversation included bridge closures and the use of Honey Bee Lane; options were discussed about road expansion, land clearing, private property land use, and the numerous restrictions. The installation of temporary traffic lights was discussed and will be looked into as an option supported by MEMA. Infrastructure money was discussed and although there are a number of restrictions for private roads and towns, it is a small possibility for LPWD and considered an action item for follow up.
 - Matt Hollows shared a 3D bridge drawing.
- **Replacement funding –** LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA.
 - Agency approval was received for the June project expenses.
 - July Monthly Project Budget Report (MPBR) was prepared and sent to the Agency for their review and approval. There were zero (\$0) project expenses for the month.

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:**

- Welcome new neighbors at 31 Ridge Ave and also 61A Old Oak Ave.
- A reminder to all boat owners to travels slowly under the bridge and watch your wake.
- There is consideration for a neighborhood BBQ in 2022. If any neighbor is interested in planning this event, please contact a board member.
- A fallen tree has been cleared from Leino Park Road.

5. **Old Business:**

- The boat ramp at the end of North Shore Road is locked. For the lock code, contact any board member.
- 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.
- 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.

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6. Adjournment: at 7:58pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: September 1, 2021, 7:00 pm at Derek Knerr's house: 11 Old Oak Ave. All are welcome! Per CDC recommendations, masks will be required at meetings again.

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