



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – September 1, 2021

1. **Call to Order:** September 1, 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):** None.
2. **Review and Approve Minutes:** Meeting minutes from August 4, 2021 were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$3150.64 received. Income includes payments from water income (\$3076.75), a late fee (\$60), and interest (\$13.89).
 - **Expenditures** - \$6139.85 paid out. Expenses include water testing (\$24), paid water to Westminster (\$5023.70), park utilities (\$57.15), salaries (\$83.33), mileage reimbursement (\$26.67), road maintenance (\$675), and insurance (\$250).
 - **Budget** – Water payments have been received by all except 3 households.
 - A notice was received from the Town of Westminster regarding a \$0.40 increase to water rates, effective July 1, 2021.
 - A motion was made, and unanimously approved, for LPWD to accept and pass along the same \$0.40 water rate increase to residents, effective July 1, 2021. Updated LPWD water rates pricing is \$11.15/1000 gallons. A notice will be posted on the website and the LPWD bulletin board.
 - **Billing** – Late fees will be added to the 3 unpaid water bills and will be sent out by next week.
 - The Westminster FD confirmed LPWD used approximately 10,000 gallons of water during the recent fire on Old Oak Ave. DK will file an abatement for the water used.
 - B. **Water System Operator's Report:**
 - **Maintenance of lines and meters** – 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 Sept 14th.
 - Water quality report was received and all systems are within range.
 - **Water System Operator (WSO)** – 33 North Shore road hooked up to LPWD.
 - An email was received from DPW about a master meter calibration; DK to contact DPW to request a 5 year waiver. The last calibration was performed in 2020.
 - C. **Maintenance Report:**
 - **Bridge** – Nothing new to report at this time. LPWD is grateful to Davenport Paving for the solid paving that was done to sections of the bridge surface in July.
 - **Roads** – BB and BM will continue with pothole road repairs around the Park. A request was made for paving and patch work on N. Shore Rd, specifically.
 - Speed bumps will remain in place until early November; please continue to drive slowly.
 - D. **Bridge Report:** LPWD is working to replace the current structure with a 210 foot long, 16 foot wide

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timber structure. Updates and the current status of the bridge replacement project are included below -

- **Replacement updates –**
 - The final stages of permitting, including a MEPA (MA Environmental Policy Act) certificate, is pending. The review meeting is now scheduled for Friday, Sept 3. It is anticipated to have the MEPA certificate awarded by the end of September.
 - Due to the change in timeline, an updated extension request must be provided to the USDA Rural Development for the Community Facilities Loan.
 - Following the MEPA review on Sept 4, the project engineer will provide an updated construction timeline to LPWD. AR will use this information to update the USDA extension request letter.
 - Re: August Town meeting with AR and DK – there has been no correspondence since the August meeting. AR will email the Town Administrator to check in on any assistance they can provide during the construction phase and usage of Honey Bee Lane.
- **Replacement funding –** LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA.
 - Agency approval was received for the July project expenses.
 - The August 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:

- JM mentioned 80+ acres of nearby land for sale which appears to include Honey Bee Lane and the sand pits.
- All residents: please do not push/sweep/blow the sand from your driveway into the streets. It is asked that all residents assist with the street cleaning around their property and properly dispose of the sand and debris.
- A reminder to all boat owners to travel slowly under the bridge and watch your wake.
- Construction on the Narrows Road bridge is set to begin Sept 7.

5. Old Business:

- There is consideration for a neighborhood BBQ in 2022. If any neighbor is interested in planning this event, please contact a board member.
- 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

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dumping signs will be put up on Pine St.

6. Adjournment: at 8:25pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: October 6, 2021, 7:00 pm at Derek Knerr's house: 11 Old Oak Ave. All are welcome!

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