



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

1. **Call to Order:** December 1, 2021 at 7:03pm
 - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Bob Marien (BM), Bob Brown (BB), Joe Monette (JM); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guest(s):** none
2. **Review and Approve Minutes:** Meeting minutes from Nov 3, 2021 were approved as distributed.
3. **Reports:**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$12.89 received. Income includes interest only (\$12.89)
 - **Expenditures** - \$15,582.55 paid out. Expenses include bridge replacement invoicing (\$9521.23), WSO license renewal (\$42), Westminster water invoicing (\$5303.29), monthly water testing (\$24), park utilities (\$58.84), salaries (\$83.33), road maintenance (\$523.19), and mileage reimbursement (\$26.67).
 - **Budget** – Water payments have been received by all residents.
 - **Billing** – None.
 - B. **Water System Operator's Report:**
 - Not in attendance; no report at this time.
 - C. **Maintenance Report:**
 - **Bridge** – There were some major repairs to the bridge surface in early November. Several spots needed immediate attention and required the addition of steel plates. This was a large project. LPWD is thankful to the neighbors who assisted in this repair work.
 - **Roads** – Notice of delivery drivers going too fast on our roads. If spotted it is asked to contact the company.
 - 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** –
 - A Chapter 91 waterway license will complete our permitting process. At the close of an appeal period, it is anticipated to receive approval mid-December.
 - As a follow up to the additional requirements assigned by the Agency (USDA), DK requested a locked interest rate at the current rate of 2.2%. The Agency did not approve this request.
 - The Agency granted approval for the submitted engineer plans and specifications.
 - The Agency granted approval to move forward and bid the project.
 - A Letter of Intent to Meet Conditions, form RD 1942-46, was reviewed and approved for submission to the Agency.
 - Required Form RD 1942-8, a Resolution of Members or Stockholders was reviewed and completed. This form will be submitted to the Agency, as requested.

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- **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA.
 - AR contacted UniBank representative, Lori Lombard, regarding next steps for interim financing. Ms. Lombard confirmed next steps will occur once bids have been received and approved by the District.
 - FY2019 and 2020 financials were requested.
 - Agency approval was received for the October project expenses (\$9521.23).
 - November monthly Project Budget Report (MPBR) was prepared and sent to the Agency for review and approval. There were \$0 project expenses in November.

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:

- Ongoing discussion about our street lights and the utilities used. DK contacted National Grid about changing to LED bulbs and possibly switching from 100 watts to 50 watts in certain areas.
- The board would like to send a letter to homeowners on Honeybee Lane and Parkwood Lane with bridge replacement updates and a request to contribute financially towards the annual repayments. EW to draft a letter and present at next meeting for review.
- JM to contact owner of Honeybee Lane with a request for permission to use Honeybee Lane and make repairs for improvement, as necessary.

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.
- No dumping! Please respect our land and remind your guests/visitors to do the same. No dumping signs have been put up on Pine St.

6. Adjournment: at 7:55pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: January 5, 2022, 7:00 pm at Derek Knerr’s house: 11 Old Oak Ave. All are welcome!

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