



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – September 7, 2022

1. Call to Order: September 7, 2022

- **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Bob Marien (BM), Bob Brown (BB); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
- **Guest(s):** Joe Abdo

2. Review and Approve Minutes: Meeting minutes from August 3, 2022 were approved as distributed.

3. Reports:

A. Treasurer Report (Finance/Budget):

- **Receipts** – \$3575.64 received. Income includes water income (\$3177.75), interest (\$212.89), donation (\$165), and late fee (\$20).
- **Expenditures** - \$215,717.77 paid out. Expenses include BTT construction (\$204,725), Engineering (\$4,488.80), insurance (\$250), park utilities (\$39.71), water from Westminster (\$6080.26), salaries (\$83.33), mileage reimbursement (\$26.67), and water testing (\$24).
- **Billing** – Bills for water used between Jan. 1, 2022 and June 30, 2022 were mailed shortly after July 1st, with a due date of July 31, 2022. Water bill payments have been received by all except 2 households.
- **Other** – DK is looking into the District becoming tax exempt and has found the necessary paperwork.
- A review of the MPBR shows the District should have additional funds remaining from project budget in the areas of contingency and legal fees.

B. Water System Operator's Report: DC not in attendance to report.

- The board would like to set a date for the Fall hydrant flushing at the next meeting, Oct 5.
 - Once a date is set, residents will be notified in advance.
 - The 4 hydrants throughout Leino Park will have a full blast flushing and therefore some residents may notice a slight water discoloration for a few days.
- **DEP / Quality** – DC will be taking samples for DEP in September.

C. Maintenance Report:

- **Bridge** – Closed for construction until Fall 2022.
- **Roads** – After the heavy rainfall, Honeybee Lane is washed away and a muddy mess. Road repairs are needed.

D. Bridge Report:

- **Replacement Project updates** –
- The bridge has been closed for construction since April 25, 2022. BTT Marine Construction Company is responsible for the removal and rebuild of a 210foot-long, 16 foot-wide, timber bridge.
- The fourth monthly onsite construction meeting was held on Wednesday, August 31st including McCarty Engineering, BTT Marine Construction, Westminster Police, Westminster Fire, and Westminster DPW representatives, and board members AR & DK. Agency representative

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Joseph Delbove joined remotely via zoom for a brief period of time.

- BTT provided a review of the project status to all in attendance. Scott confirmed they are on time to complete the project, allowing pedestrian and vehicle crossing by the end of October.
- During a walk through with Police, Fire, and town DPW questions were asked and answered re: bridge weight for emergency vehicles, winter plowing, and adding a safety rail or rocks to Leino Park road before entering the bridge.
- Discussed at length the speed of Wyman Lake boat traffic specifically those going through the bridge openings.
- AR and DK asked BTT if it would be possible to relocate the under-cross bars to allow for boats to pass with the highest bridge height possible.
- Estimated substantial completion date: Oct 17, 2022, if not sooner.
- Demobilization has begun.
- Abutment on Leino Park side is to be completed next. Wires were of initial concern for the final pile driving, but BTT worked around it with new equipment and no movement of wires needed.
- Project is at 78.74% completion.
- **Replacement funding** – LPWD has an approved \$1.1 million Rural Housing Service loan through the USDA.
- DK is in discussion with Agency loan specialists to adjust the District's annual repayment schedule, to take into account any households who pay off their loan.
 - Agency responded on Sept 6 denying the request for a loan amortization. AR and DK to follow up and continue to pursue this matter.

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:

- The town of Westminster agreed to look into a composite running edge plowing blade that can be used for the bridge. The District would provide financial assistance towards this purchase if an agreement can be made that this blade would be the only blade used on the bridge. Otherwise, no plowing can occur.
- Once the bridge is completed the board will look into adding solar lights, reflective tape, and something to prevent boats from bumping into the wood beams.
- Bridge naming to be considered.
- A ribbon cutting ceremony to be planned and coordinated with Scott Haggerty of BTT Marine and McCarty Engineering.

5. Old Business:

- Maintain a max speed of 10mph when traveling throughout the Park.
- A financial request letter, which will be sent to the homeowners on Honeybee Lane and Parkwood Lane, continues in draft. A review of the draft and further discussion about how to distribute the letter and setting an expectation for repayment.

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- The bridge, and water surrounding, is an active construction site. Do not enter the construction area or attempt to go under/over buoys.

6. Adjournment: at 8:06pm.

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