



Leino Park Water District (LPWD)
Board of Commissioners' Meeting - April 1, 2009

1. Call to Order at 6:37 PM

- Members present: Sue Miller (SM), Dave Crumbley (DC), Rick Plante (RP), Don Williams (DW), and Derek Knerr (DK).
- Guests present: none

2. Review and Approve Minutes - Minutes of 03/05/09 approved.

3. Reports

A. Treasurer Report (Finance/Budget):

- **Receipts** - \$225 received for partial water bill payment.
- **Expenditures** - \$1959.25. Of that, roughly \$1,300 was paid to USDA for one of our semi annual interest payments and \$157 for meter reader repair. Another \$2,027.24 was paid to the Town of Westminster for water.

B. Water Commissioner Report:

- **Budget** -
- **Billing** - DK had sent out draft of First Demand Notice for review. It was agreed that "Demand Notice" wording should be added. DK will revise and send to DC, who will print, sign and send by certified mail to the 4 homeowners that have outstanding water bills. DK will draft Final Demand Notice and send out for review prior to next meeting. If necessary, Final Demand Notices would be sent out in May, stating that water services will be terminated in June.
- **Maintenance of lines and meters** - The meter reader (for the soon to be replaced water meters) that was sent out for repair has been repaired, returned, and seems to work fine. There are still issues with charging the other unit, though it may be our charger. DC will see if the recently returned meter reader charges OK.
- **Quality** - TTHM testing resulted in a violation notification from the DEP. It has been posted on the bulletin board and the website (LPWD.net).

C. Bridge Report

- **Legal ownership** - Nothing new to report. A question arose as to whether we still have to get a deed from the Leino heirs. DC will check with the lawyer to see if this is still necessary.
- **Time frames** -
- **Replacement funds** -

D. Maintenance Report

- **Meters** - Ready to begin replacement at any time. There are 56 meters to replace. It is estimated it will take about half an hour to replace meters that are accessible. Swap outs will begin this month and continue through the summer. Board members' households will be done first to get some practice. Customers will be contacted as work progresses to schedule a time that is convenient.

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- **Roads** - Thanks to Rick Plante and Andy Deval for street sweeping. It will be done again after everything thaws out. DC reported that the Town fills in gullies in the road with gravel and then repaves the whole surface. Perhaps we will request a quote in the fall. DC suggested that bridge work is more important than road work.

E. Communication Report

- **Website** - LPWD.net and is up to date and looks much better. We would still like your input. Check it out and tell us what you like and don't like.
- **Email** - Our email address is LPWD@comcast.net

4. Old Business:

- BB has extended an open invitation for the board members of the Holmes Park Water District to attend any of our meetings.

5. New Business:

- Our bylaws currently state that our annual meeting be held in February. It was agreed that this should be changed to June. Our bylaws also state that changes to the bylaws "may be proposed at any annual or special meeting to be placed on the agenda of a subsequent meeting. Adoption of changes to these bylaws shall require a 2/3 majority vote". Discussion on how to go about this will continue at our next meeting.
- Proposed date for annual meeting was discussed. Saturday June 27, 2009 seems to work but will have to check with BB.
- DC proposed the addition of a road repair fund in the budget to be presented at the annual meeting, and funded from the Operation and Maintenance line item. All agreed.
- The dumping of brush, leaves, etc. particularly near the intersection of Pine Street and Park Wood Lane was discussed. This is a wetlands area where dumping of any kind is not only environmentally irresponsible, but illegal. Residents should take their yard waste to the Town transfer station. Brush and debris from the ice storm may be piled on the side of the road. The Town is contracting to have it picked up sometime between now and the end of May.
- DK put together and presented a working proposal for a new Leino Park Water District website. The website uses a cascading style sheet (CSS) that ensures all pages have the same look, drastically reduces the number of files (compared to websites created with Front Page) and minimizes the effort required for updates and changes. The proposal was well received so DK will do a bit more work before going live.

6. Open Forum - none

7. Adjournment at 7:51 PM

8. Next Meeting

- The next meeting will be **Wednesday** May 6th 2009, 6:30 PM at 15 Old Oak Ave.

Respectively submitted,
Derek Knerr - Clerk/Moderator