



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – June 14, 2023

1. **Call to Order:** June 14, 2023 at 7:02pm
 - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioner: Bob Brown (BB), Bob Marien (BM), Joe Monette (JM); Water System Operator: David Crumbley (DC); Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guest(s):** Sean Wiita, Mike Carpenter
2. **Review and Approve Minutes:** Meeting minutes from May 4, 2023 were approved as distributed.
3. **Reports -**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$74,752.59 received. Income includes water payments (\$729.31), interest (\$15.08), maintenance fee receipts from the town of Westminster (\$4575), bridge fund receipts from the town of Westminster (\$69,370.20)
 - **Expenditures** - \$4,191.54 paid out. Expenses include: salaries (\$110), park utilities (\$51.23), water from Westminster (\$3,423.36), road maintenance supplies (\$531.25), and water testing (\$66.70).
 - **Billing** – Water payments have been collected by all but 1 resident.
 - **Other** – The USDA requirement for a single audit will be due Sept 30, 2023. DK has received a quote from accountant Roselli, Clark & Associates to assist with this process. The cost will be a maximum of \$8000. A motion was made to approve the cost for Roselli, Clark & Associates to perform this audit on our behalf; motion seconded and approved.
 - B. **Water System Report:**
 - **Maintenance of Lines and Meters** – water samples were taken Tuesday, June 13th.
 - The hydrant on N. Shore was inspected by Westminster DPW and found to be in good working order and will not need to be replaced. The drainage issue was noted to be due to the high water table.
 - DPW inspected the hydrants and found a smell of petroleum. Only food grade lubricant should be applied.
 - There was a water main break on June 13 which affected some homes water pressure for a few hours.
 - Water meters will be read at the end of June.
 - Lead and copper samples will be taken in August.
 - The next hydrant flush is planned for August, when the TTHMs are at the highest (due to heat).
 - The board is seeking a new Water System Operator. This is a paid position. Anyone with interest in this role should please contact Dave Crumbley, any member of the board, or lpwd@leinopark.org
 - If a water system operator is not secured, Leino Park will have to hire an independent contractor to perform this task. The cost of an independent contractor is unknown at this time, but expected to be costly.

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C. Maintenance Report:

- **Roads** – Speed bumps will be going in this weekend.
- All utility poles in Leino Park will be assessed and reported back to National Grid for replacement where necessary.
- Leino Park Road and North Shore Road got road repairs and patching.
- All are in favor of adding appropriate bridge lighting or reflectors under the bridge. Reflectors will be placed to indicate a one-way flow of boat traffic under each opening.
- Monette Property Solutions will grade and smooth out the potholes on Pine Street.

D. 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 Annual Leino Park Board Meeting is scheduled for Saturday, June 24th, 10am at Bob Brown’s house: 46 Old Oak Ave.

5. Adjournment: at 9:11pm.

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: July 5th at 7:00 pm, lower level of the Knerr household: 11 Old Oak Ave. All are welcome!

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