



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – December 7, 2023

1. **Call to Order:** December 7, 2023 at 7:03 pm
 - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioner: Bob Marien (BM), Bob Brown (BB); Water System Operator: David Crumbley; Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
 - **Guest(s):** none present
2. **Review and Approve Minutes:** Meeting minutes from November 2023 were approved as distributed.
3. **Reports -**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$621.64 received. Income includes water income and late fee (\$600.12), interest (\$21.52).
 - **Expenditures** - \$56,483.33 paid out. Expenses include: salaries (\$110), park utilities (\$47.28), water testing (\$30), road maintenance supplies (\$531.25), water payment to Westminster (\$4342.80), bond insurance (\$150), USDA principal payment (\$37,866.50) and interest (\$13,405.50).
 - **Billing** – Payments for water have been received from all residents.
 - **Other** – In response to the USDA audit, there was one finding to resolve and explain how the District plans to use manage federal funding.
 - Dave Crumbley will be renewing the Water System Operator License.
 - B. **Water System Report:**
 - **Maintenance of Lines and Meters** – Water samples will be taken Tuesday, December 12th for bacteria and chlorine.
 - In response to a recent water testing, the TTHM findings were elevated again. This is the second elevated finding. Contact will be made with the Town to understand how their findings compare to ours and to discuss next steps to resolve.
 - Water meters will be read at the end of the month.
 - Action Item: An exterior water meter reader needs to be installed at 61B Old Oak.
 - **Other** - Derek has applied for the water system operator license. License approval is still pending.
 - Action Item: Tom Hopkins has expressed interest in taking the VSS water system operator course.
 - The VSS exam prep course is being offered by Mass Rural Association in January 23, 25, 26 in Holden. This free course is what is needed for anyone interested in becoming a WSO. We strongly encourage and recommend anyone interested to attend this free course.
 - Starting Oct 2024 a system survey will be completed for DEP/EPA.
 - C. **Maintenance Report:**
 - **Roads and Bridge** – BB has done some road patching on Leino Park Road.
 - Plowing will be completed by Despres Landscaping again this year.
 - A quote was received from Skyline Tree Service for removal of 5 trees throughout the Park: 2

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maples, 2 oaks, and 1 birch tree.

- Board members met with a civil engineer regarding the puddle build-up at the end of Old Oak Ave. One idea was to add a french drain, another was to build a trench up to raise the grading. Next step will be to contact someone for quotes to get drainage complete. This will remain an action item until Spring.
- Action Item: Some utility poles around the park still need replacing. Will wait until Spring and submit a new ticket with National Grid.

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
 - November LPWD monthly meeting minutes have been posted.
 - A draft of the 2023 Annual LPWD board minutes are posted.
- **Mail and E-mail** LPWD@LeinoPark.org

4. New Business:

- Thank you to Skip Burke for decorating our Leino Park sign. The sign is often well decorated and always looks cared for. It is very much appreciated!

5. Old Business:

- A discussion about the homes on Parkwood Lane and their contribution towards repayment of the bridge. Residents of Parkwood Lane use the bridge just as much as the residents in Leino Park. How can we get them to contribute? The board would like to invite all homeowners to the LPWD monthly meetings. A flyer will be sent to new homeowners inviting them to a monthly meeting to discuss ways they can assist in the repayment towards their use of the bridge. A letter will be drafted reviewing the history of the bridge, and repayment terms, requesting their contribution. This remains an action item.
- Action Item: Board members will begin locating the exact markers for each rights-of-way and a stake will be placed as identifiers.

6. Adjournment: Meeting adjourned at 8:04pm

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: January 3rd 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