



**Leino Park Water District (LPWD)**  
**Board of Commissioners' Meeting – February 7, 2024**

1. **Call to Order:** February 7, 2024 at 7:06 pm
  - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioner: Bob Marien; Water System Operator: David Crumbley; Treasurer: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
  - **Absent:** Bob Brown (BB), Joe Monette (JM)
  - **Guest(s):** none present.
2. **Review and Approve Minutes:** Meeting minutes from January 2024 were edited and approved.
3. **Reports -**
  - A. **Treasurer Report (Finance/Budget):**
    - **Receipts** – \$6324.73 received. Income includes water payments (\$6073.01), donation (\$165), interest (\$86.72).
    - **Expenditures** - \$1230.42 paid out. Expenses include salaries (\$1100), park utilities (\$50.42), water testing (\$30), license renewals (\$50).
    - **Billing** – Bills for water used from July 1 – Dec 31, 2023 have been sent to 58 residents. Payments have been received from all but 10 residents. Late penalties have been added to those who have not made payment arrangements.
    - **Other** – An edited and updated version of the 2023 year-end treasurer report was provided which includes an additional line item - an 'Accounting' budget of \$900 to be used towards accountant invoices received; board approved this budget item.
    - A bill from the Town of Westminster, for water used, was received \$3442.56; approved for payment.
      - 17000 gallons of water was deducted for hydrant flushing.
  - B. **Water System Report:**
    - **Water Testing** - Water samples will be taken Tuesday, February 13<sup>th</sup> for TTHMs, HAA5s, and chlorine.
    - An additional flushing of the water lines has been completed to reduce the high TTHMs findings.
    - **Maintenance of Lines and Meters** – Old Oak 36 and 47 exterior buttons were replaced.
    - **Other** – Derek's license for Water System Operator has been approved.
    - 2 motions were made for nominations: 1. Nominate Derek Knerr as a Water System Operator and 2. Nominate Dave Crumbley to continue as a back up water system operator; both Motions were both approved.
    - Action Item: Tom Hopkins has agreed to take the VSS water system operator course. Unfortunately, the January course was full at time of registration. We will look for future meeting offerings.
  - C. **Maintenance Report:**
    - **Roads and Bridge** – Road repairs will be addressed as needed. The cold temperatures make patch and repairs difficult.

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- Plowing is to be completed by Despres Landscaping again this year. The board was very complimentary of the work that has been done so far with road clearing after the snowfall.
- A reminder for residents who live near or next to a fire hydrant, please keep hydrants free from snow. Your assistance clearing the snow from the fire hydrants is appreciated.

**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](http://www.LeinoPark.org)
  - January LPWD monthly meeting minutes have been posted.
- **Mail and E-mail** [LPWD@LeinoPark.org](mailto:LPWD@LeinoPark.org)

**4. New Business:**

- It is noted the personal vehicle that was parked on the rights-of-way(s) has recently been cleared. A letter was drafted in the event correspondence needs to be sent to those in violation.
- The Annual LPWD board meeting is confirmed for Saturday, June 8<sup>th</sup> at 10am.
- Utility poles on Old Oak and Honeybee Lane have been replaced by National Grid.
- Be aware of thin ice! Although the frozen lake may appear to be solid enough to walk on, it is important to test the ice. Patches of snow on the ice will act as an insulator and the ice underneath will be weak. Be cautious and safe.

**5. Old Business:**

- Board members met with a civil engineer last Fall 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: Approach the residents of Parkwood Lane and invite to our monthly meeting about the use of the bridge and contributing towards the repayment.
- 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: March 6<sup>th</sup> 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](mailto:AmieR@leinopark.org)