



**Leino Park Water District (LPWD)**  
**Board of Commissioners' Meeting – Nov 6, 2024**

**1. Call to Order:** Nov 6, 2024 at 7:05pm

- **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Joe Monette (JM), Bob Marien (BM), Bob Brown (BB); Water System Operator and Treasurer: Derek Knerr (DK); Back-up Water System Operator: David Crumbley (DC); Clerk/Moderator: Amie Robillard (AR).
- **Guests:** Martha Sullivan

**2. Review and Approve Minutes:** Meeting minutes from October 2024 were approved.

**3. Reports -**

**A. Treasurer Report (Finance/Budget):**

- **Receipts** – \$94.23 received. Income includes interest only (\$94.23).
- **Expenditures** - \$19,011.42 paid out. Expenses include prevailing wage payment (\$18,400), salaries (\$110), park utilities (\$45.70), water testing (\$30), and supplies (\$425.72).
- **Billing** – Water bills (for usage between Jan 1 – June 30) have been sent to all residents and all bills have been paid.
- **Payment Approvals** - The following invoices were approved for payment by the Board:
  - \$5144.13 water bill from the Town to be paid in November.
  - The Leino Park Water District website renewal is \$395.61 for 3 years. A motion was made for this cost to be covered by LPWD; motion approved by all.
  - Fidelity Bond renewal of \$150 to be paid in November.
- DK received notice that the Town of Westminster has issued a price increase of \$0.42/gallon for water usage.
  - The board considered and discussed passing along this same price increase to residents. There was also consideration for a higher price increase, upwards to \$1.50 above what the town charges. A motion was made for the Leino Park water price increase to remain consistent with the Town of \$0.42 per thousand gallons; motion seconded and approved by all.

**B. Water System Report:**

- **Water Testing** – It is anticipated that water samples will be taken Tuesday, November 12<sup>th</sup> for chlorine, bacteria, TTHMs, and HAA5s. However, this date may be delayed to Nov 19<sup>th</sup>.
- In an effort to meet the recommendations for weekly flushing, to reduce the high TTHMs, we have purchased our own water diffuser at a cost of \$425.72. This will eliminate the need to borrow from the Town.
- Town has replaced our main water meter, located on Leino Park Road, at no cost to us.
- **Maintenance of Lines and Meters** – Mass Rural Water Association visited to locate a few curb stops and water pipes, upon our request.
- The wire between the water meter and the reader button was installed at 35 N. Shore Rd.

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- Service Line Inventory (SLI) report has been posted to the website. This document is required by the DEP and includes the size and materials of the service lines (between the water main and each water meter) and type of plumbing (plastic, steel, lead, or copper) that exists in each home. The purpose is to determine if funding should be made available to replace plumbing that contains lead. Copper pipes with lead solder do not qualify for replacement.
- Action Item: Find a back-up water system operator.
- Action Item: Exercise and clean the one remaining blow-off valve at the end of Old Oak Ave near the boat ramp.

**C. Maintenance Report:**

- **Roads and Bridge** – Speed bumps have been removed.
- Action Item: Locate a contractor who has graded base available to repair Pine Street.
  - Board has previously approved \$1200 for graded base/general road improvements to Pine Street.
- A petition has gone around for all residents in support of the Town providing \$75,000 for the repaving of Leino Park Road, between East Road and the bridge. EW took the signed petitions (with 115+ signatures) to the Town Administrator in anticipation of being added to the Nov 19<sup>th</sup> special town meeting. Unfortunately, the Town denied the timing of the submission, saying there is not enough time, although there is no set deadline for this material to be received. Therefore, the petitions will be added to the next Special Town meeting which is on May 3, 2025.
- **Paving Committee** – present: Joe Monette; absent: Andy Divoll, Brian Berube, Mike Champa.
  - Action Item: Brian Berube is in the process of collecting quotes from various paving companies.
  - Action Item: Consider increasing the maintenance fee to make paving repairs. This will be considered when quotes are received.
- **Rights of Way Committee** – present: Matt Gould, Joe Monette, and Martha Sullivan; absent: Deryl and Tom Hopkins, Andy Divoll.
  - Martha has located a dumpster company who will dispose of the railroad ties that are sitting on the ROW by Chestnut street/end of Honeybee Lane.
  - Martha obtained 2 quotes for the tree removal on the ROW by Chestnut street/end of Honeybee Lane. A request was made board approval of \$2000 towards this expense. After consideration and discussion, a motion was made for the Board to allocate \$1500 to this tree removal project; motion approved.
  - Action Item: Locate and identify all ROW throughout the park.

**D. Communication Report:**

- **Facebook** – Please search for Leino Park and “like” our page. This can be one of the fastest ways to get up-to-date information on our neighborhood.
- **Website** - [www.LeinoPark.org](http://www.LeinoPark.org)
  - November LPWD monthly meeting minutes have been posted.
- **Mail and E-mail** [LPWD@LeinoPark.org](mailto:LPWD@LeinoPark.org)

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**4. New Business:**

- Reminder to all who walk their dogs throughout Leino Park; please clean up after your pet! Bag it and carry it out.
- Home for sale on Winturri Drive is advertised as having access to the home via Leino Park Rd. EW will contact the realtor to remove the sign, as the primary access for Winturri Drive is via Honeybee Lane.

**5. Old Business:**

- Keeping the rights of way clear: the houses that abut the rights of way must respect the area and not put their personal belongings in the ROW.
- Action Item: Approach the residents of Parkwood Lane and invite them to monthly meetings, discuss the use of the bridge, and contribute towards the repayment.

**6. Adjournment:** Meeting adjourned at 8:13pm

**Next Meeting:** The next LPWD Board meeting will be held on the first **Wednesday of next month: December 4<sup>th</sup>** at 7:00pm, 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)