



**Leino Park Water District (LPWD)**  
**Board of Commissioners' Meeting – Dec 4, 2024**

**1. Call to Order:** Dec 4, 2024 at 7:05pm

- **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Bob Marien (BM), Water System Operator and Treasurer: Derek Knerr (DK); Back-up Water System Operator: David Crumbley (DC); Clerk/Moderator: Amie Robillard (AR).
- **Guests:** None

**2. Review and Approve Minutes:** Meeting minutes from November 2024 were approved as distributed.

**3. Reports -**

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

- **Receipts** – \$96.68 received. Income includes interest only (\$96.68).
- **Expenditures** - \$57,469.71 paid out. Expenses include USDA payment: principle (\$13,772.23), USDA payment: interest (\$37,499.77), water from Westminster (\$5,144.13), water system repair (\$322.79), salaries (\$110), park utilities (\$45.18), water testing (\$30), insurance (\$150), and website renewal (\$395.61).
- **Billing** – All water bills are current and paid in full.
- An invoice for the water system repair will be prepared and sent.
- **Payment Approvals** – Nothing for approval this month.
- The water rate increase letter was distributed to all residents.
- The annual betterment was submitted to the Town Assessor = \$175 maintenance fee, plus the loan assessment of \$1156.17, totaling \$1331.17 for 2025.

**B. Water System Report:**

- **Water Testing** – It is anticipated that water samples will be taken Tuesday, December 10<sup>th</sup> for chlorine and bacteria, TTHMs.
- Our TTHM level dropped from 109 to 58, bringing our annual average down to 76 (which is below the MCL of 80 ug/L). We are now in full compliance with all tested substances. Thank you to Bob Brown, for assistance in our aggressive flushing program. Our water and water system is in good standing. We will reevaluate when to resume flushing in the Spring.
- **Maintenance of Lines and Meters** – DEP's initial review of our Service Line Inventory (SLI) showed no discrepancies. They requested that we submit a non-lead (NonLSL) Statement and certification form. This has been done and a “request for approval of the NonLSL Statement” has been posted on our website and on the bulletin board. The website has also been updated to better describe the LCRR requirements and process.
- DEP requested a notice is shared with residents about the water lines.
- 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** – Small rocks have been added to the side of Leino Park road.
- Action Item: Locate a contractor who has graded base available to repair Pine Street.

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- Board has previously approved \$1200 for graded base/general road improvements to Pine Street.
- **Paving Committee** – present: none; absent: Joe Monette, 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: none; absent: Matt Gould, Joe Monette, Martha Sullivan Deryl and Tom Hopkins, Andy Divoll.
  - Action Item: Locate and clearly 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)
  - December LPWD monthly meeting minutes have been posted.
- **Mail and E-mail** [LPWD@LeinoPark.org](mailto:LPWD@LeinoPark.org)

**4. New Business:**

- A recap of the November Westminster Town meeting was discussed.

**5. Old Business:**

- Keeping the rights of way clear: we continue to ask specifically the houses that abut the rights of way, to not put their personal belongings in the ROW.
- Reminder to all who walk their dog(s) throughout Leino Park; please clean up after your pet! Bag it and carry it out.
- 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 7: 30pm

**Next Meeting:** The next LPWD Board meeting will be held on the first **Thursday of next month: January 2<sup>nd</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)