



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – February 5, 2025

1. Call to Order: Feb 5, 2025 at 7:02pm

- **Members present:** 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).
- **Members absent:** Chairperson: Elizabeth Williams (EW); Water Commissioners: Joe Monette (JM), Bob Brown (BB)
- **Guests:** Martha Sullivan, Darrel Hopkins

2. Review and Approve Minutes: Meeting minutes from January 2025 were approved as posted.

3. Reports -

A. Treasurer Report (Finance/Budget):

- **Receipts** – \$6786.43 received. Income includes water payments (\$6611.08), a donation (\$165), and interest (\$10.35).
- **Expenditures** - \$2739.64 paid out. Expenses include salaries (\$1100), park utilities (\$59.64), water testing (\$30), license/permit (\$50), tree work payment to Martha Sullivan (\$1500).
- **Billing** – Bills for water used from July 1 – Dec 31, 2024 have been sent to 58 residents. Payments have been received from all but 11 residents. Late penalties will be added to those who have not made payment arrangements.
- A detailed review of the 2024 year-end treasurer report was provided, including the actual income vs. estimated income.
 - 2024 ended with a positive net income of \$1274.08
- As we plan for 2025 expenses, the following changes were made to the 2025 budget:
 - Road maintenance was estimated at \$6500 in 2024, but only \$612.35 was needed. The budget for 2025 will be \$1000.
 - Miscellaneous budget was increased from \$125 to \$1500. This will cover the payment for tree removal on the ROW.
- **Payments Approvals** - A bill from the Town of Westminster, for water used, was received; \$3791.67 approved for payment.
 - 95,675 gallons of water were deducted for hydrant flushing.
- All railroad ties on 1 of the ROWs have been removed and disposed of. Martha paid \$1500 and is requesting Leino Park cover part of this expense. A motion was made to pay \$400; approved for payment.

B. Water System Report:

- **Water Testing** – Water samples were taken on Tuesday, Feb 4th for chlorine, bacteria, TTHMs and HAA5s.
- **Maintenance of Lines and Meters** – 1 of the exterior meter reading buttons was replaced, tested, and now in good working order.
- Resident on Old Oak Ave contacted Derek for a replacement part for a water meter that froze. DK provided the bottom plate that is designed to break under these conditions. Customer is happy.

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- **Action Item**: Find a back-up water system operator. Would anyone like to consider learning this process?

- **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** – There are plans to patch the end of Leino Park Rd when the weather cooperates. There will be no patching done in temperatures under 30-degrees.
- 1 bag of patch remains; more will be purchased as needed.
- **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.
- **Paving Committee** – absent: Andy Divoll, Brian Berube, Mike Champa, Joe Monette .
 - **Action Item**: Brian Berube to collect quotes from various paving companies.
 - **Action Item**: Consider increasing the maintenance fee to make paving repairs. This will be further considered when quotes are received.
- **Rights of Way Committee** – present: Martha Sullivan; absent: Matt Gould, Joe Monette, Darrel 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
 - January LPWD monthly meeting minutes have been posted.
- **Mail and E-mail** LPWD@LeinoPark.org

4. New Business:

- Please be cautious as the tree stump at the end of Leino Park Rd remains. A cone has been placed for visual awareness.

5. Announcements:

- Please clear snow away from fire hydrants.
- The next Westminster Special Town meeting is May 3rd – it is anticipated that the Petition to have the Leino Park Rd repaved will be added to the agenda. Please plan to attend and support our efforts to repave Laino Park Road.

6. Old Business:

- Please keep all rights of way clear and accessible for all resident to access.
- Reminder to all who walk their dog(s) throughout Leino Park; please clean up after your pet! Bag up the waste and carry it out.
- Sign discussion – consideration for an ‘intersection’ or yield sign at Old Oak and the bridge. There are many cars that will go straight through the intersection without yielding. This will continue to be discussed.

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- The wood on our 'Leino Park' sign is beginning to rot. The sign will be replaced, but this project will wait until the spring.

- 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.

7. Adjournment: Meeting adjourned at 7:54pm

Next Meeting: The next LPWD Board meeting will be held on the first **Wednesday of next month: March 5th** 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