



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – April 3, 2024

1. **Call to Order:** April 3, 2024 at 7:01 pm
 - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioner: 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).
 - **Absent:** Joe Monette (JM)
2. **Review and Approve Minutes:** Meeting minutes from March 2024 were approved as distributed.
3. **Reports -**
 - A. **Treasurer Report (Finance/Budget):**
 - **Receipts** – \$371.33 received. Income includes water payments (\$254.32), interest (\$87.01), and late fee (\$30).
 - **Expenditures** - \$920.62 paid out. Expenses include salaries (\$110), park utilities (\$49.37), water testing (\$230), and road maintenance (\$531.25).
 - **Billing** – Water payments have been received from all but 1 resident. Late penalties have been added to those who have not made payment arrangements.
 - **Other** – Paperwork for taxes have been prepared and submitted. An invoice for \$515 invoice for the preparation was paid to the accountant.
 - An end of quarter report was prepared and presented to the board for review.
 - B. **Water System Report:**
 - **Water Testing** - Water samples will be taken Tuesday, April 9th for bacteria and chlorine.
 - Derek has been working with the Town regarding our high TTHM findings and performing additional samples for testing. Many additional forms and reports have been prepared and submitted to the state regarding these findings and our corrective actions.
 - A notice has been prepared to distribute to all Leino Park residents regarding the high TTHM readings.
 - **Maintenance of Lines and Meters** – nothing to report at this time.
 - Action Item: Tom Hopkins has agreed to take the VSS water system operator course. It is unknown when the next course will be offered.
 - C. **Maintenance Report:**
 - **Roads and Bridge** – Road patching has been completed on North Shore Rd and Leino Park Rd.
 - Action Item: get quotes for repaving. Joe Monette is working on this and hopes to have quotes for the Annual meeting in June.
 - 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
 - March LPWD monthly meeting minutes have been posted.
 - **Mail and E-mail** LPWD@LeinoPark.org

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

4. New Business:

- An announcement regarding the Annual meeting will be delivered to all residents.

5. Old Business:

- The Annual LPWD board meeting is confirmed for Saturday, June 8th at 10am.
- 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 7:23pm

Next Meeting: The next LPWD Board meeting will be held on the first Wednesday of next month: May 1st 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