



**Leino Park Water District (LPWD)**  
**Board of Commissioners' Meeting – May 2, 2024**

1. **Call to Order:** May 2, 2024 at 7:00 pm
  - **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioner: Bob Marien (BM); Bob Brown (BB); Joe Monette (JM); Water System Operator and Treasurer: Derek Knerr (DK); Back-up Water System Operator: David Crumbley (DC); Clerk/Moderator: Amie Robillard (AR).
  - **Absent:** None
  - **Guests:** Tom and Darrel Hopkins
  
2. **Review and Approve Minutes:** Meeting minutes from April 2024 were approved as distributed.
  
3. **Reports -**
  - A. **Treasurer Report (Finance/Budget):**
    - **Receipts** – \$506.59 received. Income includes water payments (\$391.48), interest (\$85.11), and late fee (\$30).
    - **Expenditures** - \$701.08 paid out. Expenses include salaries (\$110), park utilities (\$46.08), water testing (\$30), and accountant fees (\$515).
    - **Billing** – Water payments have been received from all residents. Thank you!
    - A bill was received from the Town of Westminster for water used; approved for payment.
  
  - B. **Water System Report:**
    - **Water Testing** - Water samples will be taken Tuesday, May 14<sup>th</sup> for bacteria, iron, magnesium, TTHMs, and HAA5s.
    - The annual statistical report was prepared and filed with DEP.
    - Consumer confidence report to be prepared.
    - The Town of Westminster has requested Toomey Water Services to test our main water meter. Derek is going to contact the Town to confirm there will be no charge to LPWD for this service.
    - A notice regarding the high TTHM readings has been distributed via mail and posted to the website.
    - **Maintenance of Lines and Meters** – At the request of the homeowner, water was turned on at the newly built house on N. Shore Rd.
    - The hydrant on N. Shore Rd will be flushed on Friday, May 3.
    - Action Item: Tom Hopkins has agreed to take the VSS water system operator course. It is unknown when the next local course will be offered.
  
  - C. **Maintenance Report:**
    - **Roads and Bridge** – Road patching has been completed on North Shore Rd and Leino Park Rd.
    - Street sweeping is being planned by Monette Property Solutions. Street sweeping will occur during the week of May 20<sup>th</sup>. Please plan to clean your driveways and sweep all sand/dust into the street prior to that date.
    - Speed bumps will be installed in the coming weeks, ideally once street sweeping has been completed.
    - A chain and lock will be added to the boat ramp. If anyone needs the code, please contact a board member.

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- Action Item: get quotes for repaving. Joe Monette is working on this and hopes to have quotes for the Annual meeting in June. There was a lengthy conversation regarding the paving locations (what roads need it most), the timeframe for paving (either this year or in the next 1+ years, depending on the cost), presenting this information at the annual meeting, getting votes for the payment (paid from the savings account and/or adding another betterment), etc.

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

**4. New Business:**

- Please be responsible for your pets and their waste. There are bags of dog waste being left on the streets and on our bridge. Please pick up after your dog and dispose of the waste appropriately.
- There are plans for the right of way at the end of N. Shore Rd to be cleared out and possibly a dock added. This would be for all resident’s use.
- Keeping the rights of way clear is a big topic of discussion. There are abutting houses that continue to put their personal belongings in the ROW. How to approach these residents and address the situation? Neighbors are complaining about the lack of access and also the obstruction of views. A letter will be sent reminding those to keep the area clear and accessible.

**5. Old Business:**

- The Annual LPWD board meeting is confirmed for Saturday, June 8<sup>th</sup> 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 right-of-way and a stake will be placed as identifiers.

**6. Adjournment:** Meeting adjourned at 8:31pm

**Next Meeting:** The next LPWD Board meeting will be held on the first **Thursday of next month: June 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)