



Leino Park Water District (LPWD)
Board of Commissioners' Meeting – August 13, 2025

1. Call to Order: August 13, 2025 at 7:01pm

- **Members present:** Chairperson: Elizabeth Williams (EW); Water Commissioners: 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).
- **Members absent:** Bob Marien (BM)
- **Guests:** Martha Sullivan

2. Review and Approve Minutes: Meeting minutes from July 2025 were approved as distributed.

3. Reports -

A. Treasurer Report (Finance/Budget):

- **Receipts** – \$4231.36, including \$4057.01 in water income, \$165 donation, and \$9.35 in interest income.
- **Expenditures** - \$1481.28 paid out, including \$1100.00 for salaries, \$51.28 for park utilities, \$30.00 for water testing, and Mass. Rural Water Association dues of \$300.00.
- **Taxes** – DK was able to talk to the accountant again, who is still working on the LPWD tax return for 2024. An extension has been filed.
- **Billing** – There are currently 7 households who have unpaid water bills. Late penalties will be added.
- **Payments Approvals** – Davenport Paving \$1800 invoice submitted; this was previously approved for payment at the July 2025 meeting.
- \$4640.83 water bill to Town of Westminster received; approved for payment.

B. Water System Report:

- **Water Testing** - Water samples will be taken on Sept 9th for bacteria and chlorine.
- Flushing was completed on August 2nd and again on August 10th for all 4 hydrants
- A request came through for a report of the past 2 years of usage at 41 and 61B Old Oak Ave. DK prepared and submitted.
- Results of the DEP Sanitation Survey required The District to develop and submit a system maintenance report. DK prepared the report and provided it to the board for review and questions. Great amount of detail was put into this system maintenance report; thank you Derek. The policy and schedule of the new System Maintenance Plan will be posted on our website in the near future. (Actual worksheets will not be posted). A motion was made to adopt this maintenance report; all in favor.
- A letter was received from the Town of Westminster regarding the high TTHM readings, especially on the Ellis Road Tank. This could ultimately affect our drinking water.
- Could we put a filtration system into our water system? Yes, but the cost is excessive.
- **Action Item:** Find a back-up water system operator. Would anyone like to consider learning this process? Please volunteer! The commitment is no more than 1 hour/month.
- **Action Item:** Exercise and clean the one remaining blow-off valve at the end of Old Oak Ave near the boat ramp. This item will remain until the road can be dug up and valve can be uncovered.

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C. Maintenance Report:

- **Roads and Bridge** – BB put some patch throughout the roads in Leino Park.
- A discussion around repainting our fire hydrants; it is noticed many of the hydrants around town have been repainted bright red. Should we contact the Town to ask about having ours repainted? DK will contact the DPW to see if they will assist.
- Action Item: Maintain the roads with a hot patch. This will likely be completed by Joe Monette and team. Many volunteers will be needed.
- **Paving Committee** – Present: Joe Monette; Absent: Andy Divoll, Brian Berube, Mike Champa. We are still waiting for quotes for paving costs.
- Matt Gould has written a draft letter to a Mary Dike, Brian, and Josh asking them to keep the rights of way next to their houses clear. This letter will continue to be reviewed and approved via email. Once approved it will be sent to those residents.
- 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.
- We would like to post an announcement to Facebook about kids jumping off the bridge. As a reminder the bridge is Private property and for everyone’s safety there is no jumping off the bridge.
- **Website** - www.LeinoPark.org
 - July LPWD monthly meeting minutes have been posted.
- **Mail and E-mail** LPWD@LeinoPark.org

4. New Business:

- Martha Sullivan is working to replace the Leino Park sign and provided the board with 4 different sketches for review. A final design was voted on and unanimously approved. This is a generous donation; the board is excited to see the next step.

5. Old Business:

- Please keep all rights of way clear and accessible for all residents 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.

6. Adjournment: Meeting adjourned at 8:05 p.m.

Next Meeting: The next LPWD Board meeting will be held on Sept 3, 2025, at 7:00pm, lower level of the Knerr household: 11 Old Oak Ave. All are welcome!

Respectively submitted,

Amie Robillard, Clerk/Moderator

Amie.1206@gmail.com