



## Leino Park Water District (LPWD) Annual Meeting – June 14, 2025

### 1. Call to Order on June 14, 2025 at 10:04am

- Board members: Chairperson: Elizabeth Williams (EW); Water Commissioners: Bob Marien (BM), Bob Brown (BB), Josef Monette (JM); Treasurer & Water System Operator: Derek Knerr (DK); Clerk/Moderator: Amie Robillard (AR).
- Other members present: 14

### 2. Introductions and Announcements:

- Chairperson Elizabeth Williams (EW) welcomed everyone and thanked all for attending. EW introduced herself and asked the additional Board members to introduce themselves.
- All other members in attendance took a moment to introduce themselves.
- A moment was taken to recognize those members who have passed away this past year: Bill Eades and Martha Riainville.
- The Board members welcome those who have moved into the community over the past year. All Leino Park residents are encouraged to attend the monthly District meetings, which are typically scheduled at 7pm on the first Wednesday of each month, and held at Derek Knerr's house: 11 Old Oak Ave.

### 3. Review and Approve Minutes:

- The draft of the [2024 LPWD Annual Meeting minutes](#) were distributed for final review, comments and approval. A motion was made to accept the minutes as posted; motion seconded and passed unanimously.

### 4. Election of Officers: Open positions are Chairperson (1-year term currently held by Elizabeth Williams), Treasurer (1-year term currently held by Derek Knerr), Commissioner (3-year term currently held by Joe Monette), and Clerk-Moderator (1-year term currently held by Amie Robillard).

- Open positions were presented and duties were described. The board asked if anyone in attendance would be interested to take one of the open positions. No new volunteers were presented.
- Treasurer description: tracking money incoming and outgoing, preparing financial statements, bank deposits, etc.; anyone with minimal accounting background will be suitable for this role.
- The board is still seeking a back-up Water System Operator.

A motion was made to re-elect the Board members: Elizabeth Williams as Chairperson; Derek Knerr as Treasurer; Amie Robillard as Clerk-Moderator; and Josef Monette as Commissioner. This motion was seconded and passed unanimously.

### 5. Reports:

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

- **Financial Presentation** - The Financial Balance Sheet and Income Statement, covering the period from January 1 through December 31, 2024 was distributed to all attendees.
- DK reviewed the Total Assets from the Balance Sheet and explained some of the estimations on the 2025 column of the Income Statement.
- Financial reports show a total revenue of \$94,070.58 and a total operating expense of \$93,780.14 for the year.

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- A proposal was made to raise the annual salary for each board member (currently \$330/year) however the discussion further led to where that additional money would come from. Should the annual betterment per household be increased to assist in offsetting some savings?
- Discussion about the upcoming projects that we foresee: roads, hydrants, drainage. And those that we do not foresee such as water system repairs.
  - Should we raise the maintenance fee betterment? The group considered both the potential benefits and drawbacks of raising the amount by more than \$200 per household.
  - Motion was made to raise the betterment by \$200/household (currently \$175/household for maintenance fees); motion passed unanimously. Moving forward, the annual betterment will now be \$375/household.
- Board discussed the need to focus on saving for our water system and road repairs.
- **Billing** – LPWD sends out billing to residents for water usage, twice annually.
- There has been no notice from the town regarding an increase in water rates, but the Board will reassess rates if/when received.

A motion was made to accept the financial report as presented; motion was seconded and passed unanimously.

### B. Water Commissioner Report:

- **Maintenance of lines and meters** - DK reported there are no current problems with our water lines or water meters. The system is in good working order.
- All hydrants are on a schedule to be inspected, lubricated, flushed regularly or as needed.
  - Reminder: before paving a driveway, please contact the LPWD water system operator to be sure curb stops are located prior to construction.
- **Water Quality** - Leino Park drinking water is safe and within acceptable levels according to Massachusetts Department of Environmental Protection (DEP) and United States Environmental Protection Agency (EPA). Water samples are taken and submitted monthly to ensure quality and safety.
- DK explained a service line inventory (SLI) was performed which looks for lead in our water lines. The district passed this inventory report.
- DEP came out in February to conduct a Sanitation Survey. This is nothing more than a review of our procedures. The district did very well; DK provided an explanation of the procedures.
- The blowoff valve at the end of N. Shore Rd by the boat ramp has not been flushed as it cannot be opened. The other 2 blowoffs have been exercised this year.
  - How do we open that valve? Town suggests a mini hydrant, approximately \$5000 + installation.
  - A mini hydrant will be purchased from available savings (\$51,844) and will be installed in the Fall when the water is lower.
- High TTHMs continue to be a concern with our recent water readings. DK explained the water samples are taken quarterly (Feb, May, Aug, Nov) and it is the average of the most recent 4 readings that is used. The average must be less than 80. Our average is just below that now, but August is historically the highest month for readings.
  - There was significant flushing done in May which could have brought in unfiltered organics which reflect in a high reading.
  - What can we do to stay safe? Nothing for now. It is not necessary to filter water or buy anything special. Please remember, we buy our water from the Town of Westminster.

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We are in communication with the Town DEP and doing more regular and aggressive flushing of the hydrants.

A motion was made to accept the water commissioner report as presented; motion seconded and passed unanimously

### C. Maintenance Report:

- **Road Maintenance** - Road maintenance and patching throughout Leino Park has been completed by BB and BM as needed.
- As a result of the 2024 annual meeting, a petition was put together which called for the Town to dedicate funding for the repaving of Leino Park Road. This petition with over 100 signatures was presented at a Town Meeting in April and passed by citizen vote, however due to state bylaws, will not be approved.
  - EW proposes a petition to change the written bylaw. Something that includes, once a resident member contributes X, the Town can contribute X. This would be a lengthy process which includes a petition to change the bylaw, a meeting with a passing vote, then another petition to get money from the town, with another passed vote.
- Reviewed recent meeting discussions regarding no longer patching or paving Leino Park Road.
- Paving is needed throughout the Park. Focus will be on repaving North Shore Rd. Complete repaving will be over \$70,000.
- Street sweeping can't be done due to the potholes.
- A vote was held on whether to keep using speed bumps. Majority voted in favor.
- **Rights of Way (ROW) Maintenance** - We would like to remind everyone to keep the 7 rights-of-way clear of permanent personal items. There should be a clearance of 20ft. Rights of way should be open and accessible to all Leino Park residents.
- The ROW committee has met periodically throughout the year. A few markers have been identified, but other markers will require more extensive searching with a metal detector.
- Tree work has been completed on the ROW at the end of Old Oak and Honeybee Lane, thanks mostly to the homeowner Martha Sullivan.

### D. Communication:

- **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](http://www.LeinoPark.org) - The website content is up-to-date and maintained by DK. All monthly meeting minutes are posted to the website.

### 6. New Business:

- Land is being cleared on Honeybee Lane. At least 19 single home lots have been identified. Soil testing has been happening. Proposals to build have not yet been submitted to the Town but anticipated. What do we want to do about the access to Leino Park? Discussed a gate, location, pros and cons. As a starting point, we will get a sign that reads Private Residents and Guests only.
- The homes on Parkwood Lane and the homes on Honey Bee Lane are the only residents who do not contribute towards the bridge loan payoff.

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**7. Old Business:**

- Jumping and fishing are not allowed on the bridge. Signs are posted.
- Please continue to drive slowly when traveling throughout Leino Park. Remind all visitors and guests of the same.
- Please pick up after your pet and bring the bag with you rather than leaving it on the side of the street.
- If a homeowner wants to pay off their portion of the bridge loan, how do they go about making a payment? Contact Derek Knerr, treasurer.

**8. Adjournment** - A motion to adjourn was made at 11:28am. All in favor. Thank you to all in attendance!

Respectively submitted,

Amie Robillard  
Clerk/Moderator

DRAFT