

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
February 17, 2022**

The meeting commenced at 7:33 PM on Zoom Conference Call (Meeting ID: 847 867 563; PW: 126054)

In attendance: Rich Carr, District Vice-Chairman
Brian Waterman, Member
Terry O'Coin, District Treasurer
Michele Cospers, District Clerk

Minutes of Previous Meetings

The previously distributed minutes of the February 17, 2022 meetings were offered for approval. A motion was made, seconded, and voted unanimously to accept the minutes.

Clerk's Report

See attached memorandum dated February 17, 2022 for Clerk's report of communications for the period of January 20 - February, 17, 2022.

Treasurer's Report

A Treasurer's Report dated 2/17/22 showed that the District had \$732,001.03 on deposit at Cornerstone Bank. Of this amount, \$626,389.17 was deposited in the money market account containing betterment payments. The report shows no deposits. The report shows one interest payment of \$106.38. The general funds checking account contains \$43,673.88. The reports shows no deposits. The report shows four payments of \$2951.25 to WDA Design for tree mapping / cutting services, \$2500.00 to Scanlon & Associates for the FY2021 audit, \$684.00 to Mirick O'Connell for legal services, and \$656.00 to Mirick O'Connell for legal services. The dam stabilization account contains \$60,763.82. The report shows one interest deposit of \$7.74. \$1,167.88 was in the stabilization account. Mr. O'Coin requested and was granted approval for warrant 241.

FY2021 Tax Payment Update

92 proprietors pay tax to the District. 0 proprietors have paid in full, 73 proprietors have paid half. 19 proprietors have not paid. Therefore, ~20% of tax payments have been collected. No further update this month.

FY2020 Betterments Update

Payments were due in the Fall of 2020. 93 proprietors were assessed betterments by the District. 13 proprietors opted to prepay; 27 betterments were paid off due to early payoff or home sale; and 1 proprietor completed all payments on schedule. Therefore, 52 proprietors are still making betterment payments. 9 proprietors have paid in full (\$11,464.19, 17.3%), and 41 proprietors have paid half. 2 proprietor have paid none. This payment profile is better than past years. No further updates this month.

FY2021 Audit

Mr. O'Coin met with Dan Haynes to start the audit process.

Free Cash Certification

Mr. O'Coin is in the process of creating all files needed for free cash certification.

Old Business

Lake Clarity & Level Management Update

Normal flow of water was observed over the dam on January 11 after 2-1/2 inches of rain collected on top of the ice/snow earlier in the month after the surface of the lake refroze. ESS Group was acquired by TRC, but that change should not affect our working relationship. TRC is a bigger company with potentially a bigger palate of service to offer.

Dam Maintenance

A leak was heard and noted in early October 2020. After analysis by Lenard Engineering, it was concluded that the leak is confined to the cap, and it the same leak that we have noted previously. His suggestion is to the leave the leak alone for now since it not on the face of the dam. The leaking and dripping noise has also disappeared as the water was drawn down giving further evidence that the leak is from the top of the spillway. Since it is the concrete cap where the leak is located, the leak is not detrimental to the structure of the dam. The leak will needs to be addressed, but it is not an immediate concerns. Mr Lee will ask Lenard about remediation items to do to keep the dam in good condition; such as packing voids with dirt and planting grass in the Spring. The District will be looking for someone to mow the dam crest next summer.

Weed Treatment & Water Quality Monitoring

The District re-established the on-call service with ESS Group. In addition to on-call service, ESS Group proposed a detailed mapping and subsequent targeted weed treatment in Spring 2022. The District needs to evaluate where the funds will be allotted in the FY2022 vs the FY2023 budget to address the weed mapping and treatment.

Tree Cutting and Tree Removal on Land Behind the Dam

Several large trees fell into the stream behind the dam in October 2020. During high flow of water out of the lake, the trees in the stream prevent flow of the water through the stream. These trees should be removed and appear to be on National Grid's property. Eric George from the Forestry Department at National Grid evaluated the project. He thought there might be funds to move the trees from the stream. He also gave the District permission to fell and piece the trees on NEP property, which should save the District significant money and effort.

The survey plan was sent to the District by Mr. Waterman. He is drafting a proposal for the tree cutting and will have it to the District prior to the next monthly meeting. He is working on drafts of permit applications for the tree cutting project as well. Currently, the area behind the dam has been staked and is well marked. Mr. Lee and Mr. Waterman will walk the land in the next few weeks since the snow has melted.

Refinancing the USDA loan

The Board discussed the possibility of paying down the note with the Department of Agriculture, in part, as many proprietors have paid their betterments early or due to property transfers. All agreed that further research into the terms of the note would be the next best step. Mr. Carr is going to contact the USDA to determine the terms on the note.

New Business

Annual Meeting Preparation

The date for the annual meeting will be May 18, 2022. The Clerk will prepare a "Save the Date" for review at the next monthly meeting.

Executive Session

The meeting was not recessed to go into executive session.

Next Meeting

The next regularly scheduled meeting of the Management Committee was scheduled for 7:30 P.M. on Thursday, March 10, 2022 by Zoom Meeting.

Adjournment

A motion was made, seconded and voted unanimously to adjourn the meeting. The meeting adjourned at 7:55 P.M.

A True Copy Attest:

Michele M. Cospers, District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: February 17, 2022
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period of January 20, 2022 to February 17, 2022. This memorandum will be attached to the February 17, 2022 Management Committee Meeting minutes:

- 1/21 Draft proposal for tree clearing and permitting was sent by email for review
- 1/20 Conflict of interest training was completed by Michele Cospers, Terry O'Coin and Rich Carr
- 1/29 Terry O'Coin forward Management Letter and Financial Statement for FY2021 after meeting with Dan Haynes on Jan 25
- 1/31 Email exchange between District and NEP regarding removal of trees from the land behind the dam and the trees in Burncoat Brook.
- 2/8 Betterment payoff of 35 Fairview Drive, Leicester (Jon Mason)
- 2/12 Submitted agenda to the town clerk's office for posting.