

**Cedar Meadow Lake Watershed District
Annual Meeting
May 21, 2015**

The 2015 Annual Meeting of the District was scheduled to be held at the Knights of Columbus Hall in Leicester at 7:30 P.M. on May 21, 2015. The Proprietors of the District were notified of the meeting by First Class mail more than 14 days in advance of the meeting. Further, a copy of the same Warrant sent to the Proprietors (attached) was posted on the Leicester Town Clerk's bulletin board more than 14 days in advance of the meeting.

Meeting Minutes

The District Clerk, Michele Cosper of 68 Fairview Drive, Leicester, registered Proprietors, also referred to as members, and offered hand-out material prior to the start of the meeting. After being assured that a quorum existed, the meeting was convened at 7:39 P.M. by District Management Committee Chairman, Mr. Tommy Lee of 61 Fairview Drive, Leicester.

Representation constituting one-third of the \$23,864,000 assessed valuation of property within the District, currently \$7,844,391, was required to establish a quorum. Owners of property within the District totaling \$11,388,100 in assessed valuation were represented at the meeting in-person or by proxy.

Article 1

Mr. Lee of 61 Fairview Drive, Leicester read the Article and moved that the District votes to elect a moderator to preside for the duration of the meeting. The motion was seconded. Mr. Lee asked for nominations.

Mr. Lee nominated Richard Johnston to moderate the Annual Meeting of the District and noted that Mr. Johnston served as Cedar Meadow Lake Watershed District Clerk for many years. There were no other nominations. Mr. Lee asked for a vote on the nomination. Richard Johnston was voted as Moderator unanimously.

Article 2

The Moderator read the Article. Mr. Tommy Lee moved that the District votes to hear a report from the Management Committee summarizing their activities since the last Annual Meeting of the District.

The motion was seconded. The Moderator read the motion and asked for a vote. The motion was voted unanimously. Management Committee President Tommy Lee of 61 Fairview Drive, Leicester stated that the Management Committee met eleven times during the year. He then took the members through a summary of the Management Committee's activities since the last Annual Meeting and used the attached document entitled "Cedar Meadow Lake 2014-2015 Action Plan Status Report" as a guide.

With respect to

- Goal 1 - Dam Maintenance, Mr. Lee stated that the routine maintenance on the dam was completed including the cutting of the grass on the dam crest.
- Goal 2 - Engineering Services, was complete. The planned mandatory dam inspection had been postponed pending completion of dam repairs, but the Dam repair is scheduled for the Summer 2015. The District did continue the good working relationship with Lenard Engineering.
- Goal 3 - Tree Removal was incomplete. This goal to acquire the land below the dam and to cut the trees in close proximity to the dam was incomplete because Mr. Shea continues to ignore communications from our attorney hired to negotiate the purchase of the land.
- Goal 4 - Weed Control Draw Down was completed. Mr. Lee stated that a successful draw down had been completed.
- Goal 5 - Weed Control - Herbicide was completed. The District engaged ESS to prepare a long range strategic plan and implement the first phase of the plan. Permits were obtained and weed treatment is

scheduled for the mid-June. Mr. Lee stated that this topic would be further discussed by Alex Patterson of ESS Group later in meeting.

- Goal 6 - Financing was completed. Betterment collections have gone very well and the first payment to the USDA was made. The second payment is scheduled for June 2015.
- Goal 7 - Conduct Water Quality Monitoring Program was completed. The results of the water testing is posted at the District website, www.cedarmeadow.org.
- Goal 8 - Communications was complete with newsletters being sent to members and the District's website being updated by Mr. O'Coin. He indicated the the District continues to move toward e-mail newsletters in the future.

Article 3

The Moderator read the Article. Mr Lee moved that the District votes to hear a presentation by Alex Patterson from ESS Group.

The motion was seconded. The Moderator read the motion and asked for a vote. The motion was voted unanimously.

Mr. Patterson stated that the proliferation of nuisance aquatic vegetation is an issue in the lake, and the lake is on the State's (303d) impaired waters list for this reason. Mr. Patterson stated that ESS Group has worked with the Management Committee to develop a long range plan with five steps: (1) Identify and map invasive aquatic species in the lake; (2) Make a recommendation to the Management Committee to treat the invasive weeds; (3) Obtain permits for invasive weed treatment; (4) Implement weed treatment plan; and (5) Reassess the effectiveness of the weed treatment.

Mr. Patterson first addressed Step 1 and showed maps of weed growth in the lake. The lake floor has 75% plant cover. Depths of less than 5 ft and greater than 8 ft had fewer plants. The lower depths of less than 5 feet have fewer plants to due the annual drawn down program, and the greater depths of greater than eight have fewer plants to sunlight not reaching the lake floor. The total biovolume, the percentage of water being populated by plants, is low. Fanwort, a prolific and difficult to control invasive weed, has infested the coves on the northern end of the lake and has taken root along the southwest shoreline near the dam. Smaller populations of Milfoil are have also taken root in these areas.

The Massachusetts wetland projection act requires that permits from the local conservation commission are needed for aquatic weed treatment. An Notice of Intent (NOI) was presented to the Leicester Conservation Commission at their March 16, 2015 open meeting. Permits were obtained to for the treatment of invasive species. ESS Group recommends using Clipper, a contact herbicide, in combination with Reward (Diquat) and Sonar, which are systemic herbicides that chemically interfere with photosynthesis. The permits obtain also approve the treatment of the lake with an algaecide.

Two options were put forth for the treatment of weeds.

Option 1. In year 1 (2015), the northern cove and area near the dam (10.5 acres) would be treated with a Clipper / Diquat combination. In year 2 (2016), the area near the Rawson Street bridge (12.2 acres) would be treated with a Clipper / Diquat combination. In year 3 (2017), Diquat / Sonar could be used. Since Clipper can only be used in a given area once every four years, in year 5 (2020), the northern cove and area near dam could be retreated with Clipper, if necessary.

Option 2. In year 1 (2015), the northern cove, the area near the dam, AND the area near the Rawson Street bridge (22.7 acres) would be treated with a Clipper / Diquat combination. In years 2 & 3 (2016 & 2017), Diquat / Sonar could be used. Since Clipper can only be used in a given area once every four years, in year 5 (2020), all 22.7 acres given above could be retreated, if necessary.

Both options are predicted to have the same effectiveness, but option 2 is cheaper. By 2020, the condition of the lake should be greatly improved. The control of invasive weeds will continue to be an issue that the Management Committee will monitor and act upon if necessary.

Treatment will be completed by ACT and is tentatively scheduled for June 17. Weather plays a role in treatment date because the lake water should be as still as possible (little or no wind is desired) so the herbicides stay in the location of the invasive species. 7 days prior to treatment, the Leicester Conservation Commission must be notified and signage must be posted. The lake should be avoided by humans and pets for 1-2 days after treatment for safety and for stillness of the water to make the treatment as effective as possible. The herbicides are quickly absorbed by the plants, and the material not absorbed quickly photo-degrades in less than 2 days.

Proprietors were actively engaged and asked many questions.

- The fish should not be impacted because the herbicides are being used at concentrations much lower than would kill a fish.
- Divers are used to hand pick weeds in a very small area. For the area that we need to treat, this is not practical or economical.
- Sonar is the only herbicide that is approved for use in drinking water supplies.
- Mechanical (non-chemical) harvesting is not recommended. Mechanical harvesting involves “mowing” the lake floor. The weeds are chopped up and seeds get spread throughout the lake. This actually enhances (speeds) the proliferation of weeds throughout the lake.
- Burncoat Pond is also treating invasive aquatic species. Their treatment and ours will coincide. The area north of the Rawson Street Bridge (downstream from Burncoat pond) is as packed with Fanfort as it can possibly be.
- After the herbicide treatment, proprietors should be able to see dead plants at the bottom of the lake. The dead plants will not be removed from the lake. It is hoped that over many years native plants will eventually grow into the newly unpopulated areas of the lake.
- Summer of 2014 saw an increased issue with Najas weed, causing many proprietors to remove very large clumps from around shorelines and docks. Najas weed is a native weed. Permits are rarely given to treat native weeds, and it was implied that proprietors should not expect to obtain a permit to treat a native weed.
- Najas weeds are often used by proprietors for composting and gardening. Alex Patterson will check if the Najas weeds exposed to the herbicidal weed treatment should not be used in compost that would be applied to vegetable gardens.

Article 4

The Moderator read the Article. Mr Lee moved that the District votes to hear a report from the Treasurer.

The motion was seconded. The Moderator read the motion and asked for a vote. The motion was voted unanimously. Terence O'Coin of 12 Caron Road, Sturbridge, the District Treasurer, referred the members to a pie chart comparison (attached) showing budgeted vs. actual expenses that had been distributed prior to the start of the meeting. This documents showed that it was necessary to transfer \$2500 from the Reserve Account to the Administrative Account due to the increase in the liability insurance premium. He discussed each of six accounts, and actual and pending expenditures. There was no need to fund the Stabilization Account. Of the \$250.00 set aside in the Reserve for Bad Debt Account, nothing was spent. In the Legal Account, only \$1,500 of the budgeted \$5,000 was spent. Of the \$36,020 in the Dam Repair and Maintenance Account, only \$25,314 had been spent. The full budgeted amount of \$8,159 in the Administration Account had been spent plus \$2500 from the Reserve Account. Nothing was spent of the \$7,750 in the Debt Repayment Account because nothing was borrowed from the line-of-credit. The second USDA loan payment would be made from the Betterment Loan USDA Account in June 2015. Lastly, \$2,500 of the \$7,500 in the Reserve Account had been spent. The pie charts in this handout illustrates the percentage differences between budgeted and actual spending.

Article 5

The Moderator read the Article. Mr. Paul Dufresne of 47 Fairview Drive, Leicester moved that the District votes to elect a District Clerk to hold office for a term of one year or until the next Annual Meeting.

The motion was seconded. The Moderator read the motion and asked for nominations. Mr. Lee nominated Michele Cosper of 68 Fairview Drive, Leicester. There were no other nominations. In the interest of saving time, the Moderator asked the Management Committee Chairman to cast one vote for Mrs. Cosper. Mrs. Cosper was, thus, voted District Clerk unanimously.

Article 6

The Moderator read the Article. Mr. Dufresne moved that the District votes to elect a District Treasurer to hold office for a term of one year or until the next Annual Meeting.

The motion was seconded. The Moderator read the motion and asked for nominations. Mr. Dufresne nominated Terence O'Coin. There were no other nominations. In the interest of saving time, the Moderator asked the Management Committee Chairman to cast one vote for Mr. O'Coin. Mr. O'Coin was, thus, voted District Treasurer unanimously.

Article 7

The Moderator read the Article. Mr. Lee moved that the District votes by ballot to elect a member to the Management Committee for a term of three (3) years.

The motion was seconded. The Moderator read the motion and asked for nominations. Mr. Lee nominated Mr. Paul Dufresne of 47 Fairview Drive, Leicester. There were no other nominations. The Moderator explained the voting procedure. The Proprietors would enter the name of the person they wished to vote for on the ballots they received from the Meeting Clerks. The Meeting Clerks will collect and tally these votes. The voting then proceeded as described and Mr. Dufresne was voted as a member of the Management Committee to hold office for three years. There were 35 votes for Mr. Forsberg and 1 vote for Mr. O'Coin.

Article 8

The Moderator read the Article. Mr. Lee moved that the District votes to accept the Cedar Meadow Lake 2015-2016 Action Plan in the hands of the Proprietors.

The motion was seconded. The Moderator read the motion and asked for discussion. Mr. Lee referred the Proprietors to the Cedar Meadow Lake 2015-2016 Action Plan (attached) that had been distributed prior to the start of the meeting.

With respect to

- Goal 1, Dam Maintenance, Mr. Lee stated that this goal dealt with routine maintenance including mowing the dam surface.
- Goal 2, Engineering Services, calls for maintaining a professional relationship with an engineering firm to provide expertise and guidance with respect to maintaining and repairing the dam. This relationship already exists with Lenard Engineering. This goal also calls for completion of the State mandated Phase I follow-up dam inspection.
- Goal 3, Tree Removal, calls for acquiring the land below the dam and cutting large trees within 15 feet of the downstream side of the dam.
- Goal 4, Weed Control - Draw Down, will continue through the annual draw down program.
- Goal 5, Weed Control - Herbicides, calls for the maintaining and retaining the services of a lake management organization to continue to monitor and manage the proliferation of Fanwort (Cobomda) and other weeds.
- Goal 6, Financing, calls for collecting betterments and repaying the USDA loan, and maintaining betterment pre-payments in safe investment vehicles to realize a rate of return.
- Goal 7, Conduct Water Quality Monitoring Program, calls for continuing to collect and analyze lake water sample. Wayne Ridley will continue to collect sample and Mike Dupuis will continue to analyze these samples.

- Goal 8, Communications, the Management Committee will continue to communicate with the members via newsletters and the District's website. The district will begin to move towards electronic distribution of the newsletters.

The Moderator read the motion and asked if there was any further discussion. There being none, the Moderator read the Article and asked for a vote. The motion was voted unanimously.

Article 9

The Moderator read the Article. Mr. Dufresne moved that the District votes to authorize the Management Committee to maintain a line-of-credit loan in an amount not to exceed \$30,000 to pay District operating expenses pending receipt of annual tax revenue.

The motion was seconded. The Moderator asked for discussion. Mr. O'Coin explained that he had been working with Steve Quink at the Spencer Savings Bank and that repayment of line-of-credit loans would be guaranteed by the District's own betterment prepayment funds on deposit at the bank. Although the budget did not assume the need to borrow from the line-of-credit, he recommended having the line available to pay unexpected legal or dam repair expenses while waiting for tax revenue to come in. The motion was voted unanimously.

Article 10

The Moderator read the Article. Mr. Lee moved that the District votes to carry forward and/or transfer funds as described in a document in the hands of the Proprietors.

The motion was seconded. The Moderator read the motion and asked for discussion. Mr. O'Coin stated that the budget that he would discuss in the next article called for carrying \$ 8334.22 forward in the Repair and Maintenance Account. This was good news for the members because it represented unspent money in the current budget that could be carried forward to avoid the need to collect \$15,000 in new tax revenue in the Fiscal Year 2015 budget. \$7,500 was appropriated to Land Management, which was not spent because negotiations for the land behind the dam have been ignored by Mr. Shea. The remainder, \$834.22, represents monies not spent in Dam Repair. The motion was voted unanimously.

Article 11

The Moderator read the Article. Mr. Dufresne moved that the District votes to approve the Fiscal 2016 budget in the hands of the Proprietors, the appropriation of monies to be raised by assessment upon the Proprietors in support thereof.

The motion was seconded. The Moderator read the motion and asked for discussion. Mr. O'Coin referred to a hand out entitled "Proposed Budget and Appropriation of Monies Fiscal Year July 1, 2015 - June 30, 2016 (FY2016)" that had been distributed prior to the start of the meeting and described each item. He explained that the left hand column showed the annual Budget Amounts totaling \$156,538.75. The next column showed the \$8,334.22 voted on the last article as being carried forward from FY2015. The next column, entitled "From FY2016 Tax Revenues" represented the amount, \$39,658.78, to be raised through taxation. The next column to the right represented the amount, \$6,500.00, to be taken from Free Cash. He explained the process of the District's auditor certifying the amount of available free cash, and the Department of Revenue approving the use of this free cash. Although only \$6,500, this amount would otherwise have to be raised through taxes.

The next column on the right entitled "From Issuance of Debt" showed \$2,500.00, the amount to be borrowed from the line-of-credit. The next column to the right entitled "From Betterments" totaled \$85,827.75. Of this amount, \$82,398.25 of that amount represented the expected third payment on the USDA loan plus loan administration expenses. The remaining \$13,718.00 represented the amount set aside to ensure the ability to repay the loan, and the amount that the Finance Committee would maintain. The last column on the right entitled "From Stabilization Account" did not include any activity.

He discussed the current budget in detail. Although no specific expenditures were anticipated, \$5,000 was budgeted for legal expenses. \$100.00 was budgeted in the Reserve for Bad Debt account in case some members did not pay their betterments in time to make the annual loan payment. This amount will be adjusted in the future based on actual experience. The Debt Repayment - Spencer Bank - Line of Credit account included \$2,750.00. This includes the amount borrowed plus interest. The Repair and Maintenance Account totaled \$32,520 including \$100 for gate house upkeep, \$900 for grass mowing on the dam, \$5,000 for dam repair and maintenance, \$0 for dam inspection, \$18,000 for weed treatment, \$1,000 for parts to repair the siphons & repair / replace floats & cable at the Rawson Street Bridge, \$20 for water sample testing, and \$7,500 to manage the land below the dam. The Administrative Account totaled \$9,123 including \$900 for communications, and \$2,250 for auditing, \$525 for the Treasurer's Bond, \$5,058 for the liability insurance premium, \$40 for the COLAP dues, \$150 for Treasurer's Expenses and \$200 for the annual meeting. \$7,500 was included in the Reserve Account to cover unexpected expenses. The \$85,827.75 shown in the USDA Loan Payment-Long Term Debt Account is the same amount to be collected from betterments and contains \$82,398.25, the third annual loan payment, and \$3,429.50 for loan administration expenses. The Moderator asked if there were any questions or if there was any other discussion. There being none, the Moderator asked for a vote on the motion. The motion was approved unanimously.

Article 12

The Moderator read the Article. Mr. Lee moved that the District votes to discuss any other business that may properly come before this meeting.

The motion was seconded. The Moderator read the motion and asked for discussion. There was no discussion. The Moderator asked for a vote and the motion was approved unanimously. Mr. Lee explained to the audience that this was their opportunity to bring up questions not previously answered during the meeting or to raise new subject for discussion.

The Moderator read the motion brought forth Mr. Ridley of 39 Lake View Drive, Leicester. Mr. Ridley moved the the District votes for option 1 or option 2 in the weed treatment plan as presented by Alex Patterson of ESS Group. The motion was seconded. The Moderator asked for a vote. The group voted in favor of option 2 to apply weed control on the northern cove, the area by the Rawson Street Bridge and the area by the dam (22.7 acres) in year 1 (2015). There was only one vote for option 1.

Adjournment

The Moderator stated that he would entertain a motion for adjournment. This motion was made and seconded and approved unanimously. The meeting adjourned at 9:38 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk