

**Cedar Meadow Lake Watershed District  
Minutes of Management Committee Meeting  
November 9, 2017**

The meeting commenced at 7:34 P.M. at the Leicester Town Hall in Meeting Room #2.

In attendance: Tommy Lee, District Chairman  
Tom Forsberg, District Management Committee Member  
Terence O'Coin, Treasurer  
Michele Cospers, District Clerk  
Jan Parke

**Minutes of Previous Meetings**

The previously distributed minutes of the October 26, 2017 Management Committee Meetings were offered for approval. A motion was made, seconded, and voted unanimously to accept the Minutes.

**Clerk's Report**

See attached memorandum dated November 9, 2017 for Clerk's report of communications for the period 10/27/17 through 11/9/17.

**Treasurer's Report**

A Treasurer's Report dated 11/9/17 showed that the District had \$495,248.50 on deposit in the Spencer Savings Bank. Of this amount, \$419,601.49 was deposited in the money market account containing betterment payments. The report shows one betterment receipts were deposited in the amount of \$74,521.59 was in a general funds checking account. The report shows no activity in this account. \$1,125.42 was in the stabilization account. Mr. O'Coin did not seek approval for a warrant this meeting.

*FY2017 Tax Payment Update*

92 proprietors pay tax to the District. 81 proprietors (88%) have paid in full, which reflects 90% of the tax revenue expected. 6 proprietors (7%) have paid half, which reflects 6.5% of the tax revenue expected. 5 proprietors (5.5%) have paid none, which reflects 3% of the tax revenue expected. This payment profile is in line with past years.

*FY2018 Betterments Update*

FY18 Betterment collections have just begun. The District has collected approximately 45% of the expected amount. This payment profile is in line with past years.

*FY2017 Audit*

The books for FY17 have been closed. Mr. O'Coin met with auditor, Dan Haynes, on October 24 to hand over the book to start the audit process.

*FY2018 Tax Rate*

The process to set the tax rate for FY2017 has been started. The District Treasurer and District Clerk will coordinate to submit forms through the MA DOR portal.

## **Old Business**

### *Weed Control & Treatment*

The clarity of the lake is exceptional at greater than 6 feet. The green floating weeds were identified as “duck weed” and not algae. The lake is scheduled to be surveyed for plant growth in Spring 2018.

### *Lake Level Management Update*

The Fall 2017 draw down is underway. The lower gate valve was opened to 100% on October 18, 2017. The flash boards were removed on Sunday, October 29, 2017, and the lower gate valve was closed. Currently the lake level is approximately 26 inches below the spillway.

### *Dam Repairs and Maintenance*

Mr. Lee will contact and set up a meeting with Lenard Engineering to determine a scope of work / work order to address issues cited in the Dam Inspection Report. The District Management Committee is interested in having (1) the cap stones replaced and small holes filled, (2) trimming brush to the District’s property line that is overhanging the dam and dam crest, and (3) repairing the crack in one of the gate house walls. Mr. Lee will then contact R.H. White regarding the work to be performed. The work would then be inspected by the Office of Dam Safety.

Morrison Fence was contacted to obtain a quote to repair the fence and gate around the dam spillway. The quote will include installation a No Trespassing Sign Mount and heavy gauge fencing to prevent cutting and damaging.

The District Clerk obtained a quote for getting new No Trespassing signs. The signs will be ordered for they are ready for installation next Spring.

### *Moderator for 2018 Annual Meeting*

The District’s current annual meeting moderator, Mr. Richard Johnston, is retiring for his duties. The District will be looking for a new moderator.

## **New Business**

### *Pond North of the Rawson Street Bridge*

At the Spring 2017 Town of Leicester Meeting, an offer was made to the gift the pond north of the Rawson Street Bridge to the Town of Leicester with the intent of it being used as a town fishing hole. Upon inspection of the land, there is no street access to the land, and all land that is associated with this parcel is underwater. Even if an easement was granted to allow access to the pond, the access is steep and there is no available parking along the road. At the time of the taking of the lake by eminent domain, the District did not seek this parcel due to the unequal access the owners on the north side of the Rawson Street Bridge would have to the lake. This issue will be brought before the Town of Leicester in a Special Meeting. A map of this parcel is attached to these meeting minutes.

### *Extension for the Order of Conditions DEP File #197-0579*

This topic will be pushed to the January 9, 2018 meeting for discussion.

## **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, January 11, 2018 in Room 2 at the Leicester Town Hall.

### **Adjournment**

A motion was made, seconded and voted unanimously to adjourn the meeting. The meeting adjourned at 8:34 P.M.

A True Copy Attest:

Michele M. Cospers  
District Clerk

**Cedar Meadow Lake Watershed District  
Memorandum**

**Date:** November 9, 2017  
**Subject:** District Communications  
**To:** Management Committee  
**From:** District Clerk

10/31 Clerk received LA-4 from the Town of Leicester Assessor's Office

11/3 - 11/9 Email discussion regarding Special Town Meeting warrant item: "Central Water District Associates, the owner of Cedar Meadow Pond off Rawson Street, has offered to donate the pond to the town to use as a fishing hole. If approved, selectmen would be authorized to accept the donation pending an environmental assessment."

11/4 ESS Group notified Mr. Lee that Cedar Meadow Lake Order of Conditions, DEP File #197-0579 that are due to expire on 3/24/18. It is recommended that the District file for an extension.

11/6 District Clerk Ordered No Trespassing Signs from Mr. Vincent Tiscone