

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
May 11, 2017**

The meeting commenced at 7:38 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

Minutes of Previous Meetings

The previously distributed minutes of the April 13, 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 May 11, 2017 for Clerk's report of communications for the period 4/14/17 through 5/11/17. 29 Fairview Drive has been listed for sale. The relator letter was updated and reviewed. A letter will be sent to Mr. Borci and his relator within a week of the May 11, 2017 meeting.

Treasurer's Report

A Treasurer's Report dated 5/11/17 showed that the District had \$457,764.77 on deposit in the Spencer Savings Bank. Of this amount, \$402,936.33 was deposited in the money market account containing betterment payments. The report shows 4 betterment deposits (\$17,279.07 is FY17 betterment collections, \$12,225.29 and \$1331.13 are payoffs of 26 Lake Shore Drive's Betterment, and \$9,811.06 is payoff of 25 Rawson Drive's Betterment) and an interest deposit of \$152.79. Of the remained, \$53,703.02 was in a general funds checking account. The report shows one deposit of \$17,926.29 from FY17 tax payments. The report shows one payments: (1) \$103.69 for Treasurer's expenses. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant number 204.

FY2016 Tax Payment Update

FY17 tax collections have just begun. 92 proprietors owe tax payments: 6 proprietors have paid in full, 55 proprietors have paid half, and 31 proprietors have paid none. The results in \$12,862.38 (~37%) of the total projected tax payments. This payment profile is in line with the timing of collections.

FY2017 Betterments Update

93 proprietors owed betterment payment (Green Mountain Club is included). 13 proprietors have pre-paid, 7 have been paid off in full. Therefore, 73 proprietors are making betterment payments: 65 proprietors have paid in full, 4 proprietors have paid half, and 4 proprietors have paid none. 95.3% of the projected betterment payments have been collected. This payment profile is in line with the timing of collections and payment profiles of the last years.

Old Business

Weed Control & Treatment

No new update

Lake Level Management Update

The Fall 2016 draw down was completed as directed in the OOC. In the upcoming year, the flash boards should be replaced with new pieces of plywood. The District will plan to work on this replacement. The lake is currently filling. Depending on rain and weather conditions, the flash boards will most likely be installed prior to the April 13 Management Committee Meeting. The flash boards are installed on April 8, 2017 following the District's OOC. As of today, May 11, the water level was exactly level with the spillway.

Conflict of Interest Training

An email was received reminding the District about requiring Conflict of Interest Law training. Each member of the District Management committee was sent the message with a link to the online training program. The District members continue to complete the required training as specified.

Preparation for the Annual Meeting

Mr. Johnston suggested creating a Dam Repair Reserve Account. Although the dam is not in need to immediate repairs, it is a reasonable idea for the District to be saving money for repairs that might be necessary at some future date. Due to the language needed to create this account, this will be need to be a warrant item on the 2018 Annual Meeting Warrant.

New Business

Order of Conditions to Website

Dick Johnston will be contacted to determine if there are an Order of Conditions that applies to the general maintenance of the shore line of Cedar Meadow Pond. if such a document is in existence, the District will post this information to the District website.

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, June 8, 2017 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 8:26 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: May 11, 2017
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period of April 13, 2017 to May 11, 2017. This memorandum will be attached to the May 11, 2017 Management Committee Meeting minutes:

4/13 Phil and Paula Stiles expressed their thanks over the outcome of the April 13 meeting regarding the Rawson Street Bridge

4/24 Boy Scout Eagle Project has been completed and looks wonderful. Mr. O'Coin thought a mention in the next newsletter or annual meeting might be appropriate.

4/26 Kristen Forsberg sent an Easement Plan with the easements shaded for an easier read at the 2017 Annual Meeting.

4/26 Kristen Forsberg sent the correct easement donation document.

4/27 Email exchange regarding that 29 Fairview has been listed for sale. District Treasurer sent District clerk tax payment and betterment payment information to District Clerk for the relator letter.

4/21-4/27 Email exchange between the District Clerk, the former District Clerk, the District Treasurer and Attorney Corey Lee regarding the necessity of the Betterment needed to be paid off in full at the time of a real estate sale of a District Property.

4/29 Draft FY18 Draft budget prepared by the District Treasurer was send for review.

4/29 District Treasurer forwarded notification of the next payment due for the USDA loan is due on June 20, 2017.

5/1 Warrant for the 2017 Annual Meeting was sent to District Proprietors along with a proxy form

5/2 - 5/4 Email exchange between District Officials and Auditor Dan Haynes regarding the establishment of a Dam Repair Stabilization Account.

5/8 Cathy Asquith at the Town of Leicester Assessor's Office provided the District with the information on betterments entitled "Betterments and Special Assessments".

5/9 Cathy Asquith at the Town of Leicester Assessor's Office is inquiring with other District's the language and procedures they have in place regarding betterments.

5/11 Joanne Rose inquired who can belong to the Cedar Meadow Beach Association.