

**Cedar Meadow Lake Watershed District  
Minutes of Management Committee Meeting  
April 12, 2018**

The meeting commenced at 7:40 P.M. at the Leicester Town Hall in Meeting Room #2.

In attendance: Tommy Lee, District Chairman  
Thomas Forsberg  
Terence O'Coin, Treasurer  
Michele Cospers, District Clerk

**Minutes of Previous Meetings**

The previously distributed minutes of the February 8, 2018 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 April 12, 2018 for Clerk's report of communications for the period 2/9/18 through 4/12/18.

**Treasurer's Report**

A Treasurer's Report dated 4/12/18 showed that the District had \$546,365.10 on deposit in the Spencer Savings Bank. Of this amount, \$460,746.25 was deposited in the money market account containing betterment payments. The report shows two interest deposits in the amounts of \$194.23 and \$208.19. Of the remained, \$84,493.43 was in a general funds checking account. The report shows no deposits. The report shows four payments: (1) \$200.00 for the Annual Meeting Hall Rental; (2) \$350.63 for the No Trespassing Signs from MacKoul Electric; (3) \$648.00 to Sunshine Landscaping for mowing the dam crest; and (4) \$22.00 for Spring Newsletter Mailing. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant 209.

*FY2018 Tax Payment Update*

No Update was provided. No new tax receipts have been received.

*FY2018 Betterments Update*

93 proprietors were assessed betterments by the District. 13 proprietors opted to prepay and 11 betterments have been paid off in full. Therefore, 69 proprietors are still making betterment payments. 52 proprietors have paid in full, and 10 proprietors have paid half. Therefore, 85% of betterment payments have been collected. 10 proprietors have paid none, which reflects 10% of the betterment payments expected. This payment profile is high in comparison with past years.

**Old Business**

*Weed Control & Treatment*

The clarity of the lake is exceptional at greater than 6 feet until the surface was covered in ice. The lake is scheduled to be surveyed for plant growth in Spring 2018. The contract for the ESS Proposal No: 16616 is filed in the District Permanent Files as W08 - 0218 - 9. The Order of Conditions to treat invasive weeds expired on March 24, 2018. If the District decides to treat invasive weeds again in the future, a new OOC will be needed.

### *Lake Level Management Update*

The lower gate valve was opened to 100% on October 18, 2017. The flash boards were removed on Sunday, October 29, 2017. The lower gate level was closed on December 26 after having to cut through about 16" of ice. Leaving the lower gate open too long poses a significant risk of ice damage to the lower gate if the water level drops too close 48" below the spillway. On March 28, 2018 the upper channel was closed, and the elevation was at -24 inches. On April 12, 2018, the lake is full.

### *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 Chairman received the No Trespassing signs. The signs will be installed by Memorial Day.

### *2018 Annual Meeting*

The District's past Clerk, Mr. Richard Johnston, will continue as our moderator. The Warrant was signed and will be sent out by May 1. The budget and action planned were also reviewed. The water monitoring program will be removed from the action plan. If the District needs the water tested, ESS group is available to perform those services.

### **New Business**

There was no new business.

### **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, May 10, 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 8:22 P.M.

A True Copy Attest:

Michele M. Cospers  
District Clerk

**Cedar Meadow Lake Watershed District  
Memorandum**

**Date:** February 8, 2019  
**Subject:** District Communications  
**To:** Management Committee  
**From:** District Clerk

District Clerk Michele Cospers reported the following communications for the period of February 8, 2018 to April 12, 2018 . This memorandum will be attached to the April 12, 2018 Management Committee Meeting minutes:

- 2/9 Annual meeting date will be Thursday, May 24 at 7:30 pm to accommodate Mr. Forsberg's travel schedule.
- 2/9 E-mail from Mr. O'Coin acknowledging his receipt of the Conflict of Interest summary, and that he has reviewed it.
- 2/12 Contract from ESS Group was received for review: Proposal for 2018 Aquatic Plant Survey Cedar Meadow Lake, Leicester, Massachusetts ESS Proposal No. 16616 This document is filed as W08 - 0218 - 9 in the district permanent files
- 2/23 No Trespassing signs from Vincent Tiscione were delivered to Mr. Lee.
- 2/24 Mr. O'Coin reviewed annual meeting warrant and sent language for article 9.
- 3/2 Email exchange with account regarding dam stabilization account warrant item.
- 3/8 Meeting was cancelled due to the town hall being closed due to winter weather. It was agreed that the management committee would wait to meet until the April 12 meeting.
- 3/11 Terry O'Coin sent a draft budget to the Management Committee for review.
- 3/13 Notice of Bridge Closure was received from the Town of Leicester
- 3/20 Newsletter / AM Meeting Save the Date to sent to District Proprietors
- 3/28 Dam was closed as per OOC.