

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

The meeting commenced at 7:35 P.M. at the Leicester Town Hall in Meeting Room #2.

In attendance: Tommy Lee, District Chairman  
Thomas Forsberg, District Vice-Chairman  
Brian Waterman  
Terence O'Coin, Treasurer  
Michele Cospers, District Clerk  
Diana Provencher, Town of Leicester Selectman

**Minutes of Previous Meetings**

The previously distributed minutes of the June 14, 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 June 15, 2018 for Clerk's report of communications for the period June 15, 2018 through July 12, 2018.

**Treasurer's Report**

A Treasurer's Report dated 7/12/18 showed that the District had \$488,411.65 on deposit in the Spencer Savings Bank. Of this amount, \$382,365.68 was deposited in the money market account containing betterment payments. The report shows over-collection of \$740.94 (which was moved to the checking account) and one interest deposit in the amount of \$181.79. Of the remained, \$104,950.55 was in a general funds checking account. The report shows four payments: (1) \$79,961.50 for the USDA for payment #5 of 40; (2) \$32.91 for FY18 Treasurer's expense; (3) \$525.00 for the FY19 Treasurer's Bond; and (4) \$1,988.00 for the Weed Mapping Performed by ESS Group. The report showed one deposit of \$740.94 from the over-collection of betterments. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant 212.

*FY2018 Tax Payment Update*

There were no further collections this month. 92 proprietors pay tax to the District. 42 proprietors have paid in full (\$22,168.59 / 46 %), and 38 proprietors have paid half (\$8,737.55 / 41.3%). Therefore, 71 % of tax payments have been collected. 12 proprietors have paid none. Payments were in February and May, so this collection profile is inline with past years.

*FY2018 Betterments Update*

There were no further collections this month. 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. 60 proprietors have paid in full (\$93,142.93 / 87 %), and 3 proprietors have paid half (2,157.11 / 4.3%). Therefore, 91 % of betterment payments have been collected. 6 proprietors have paid none, which reflects 9% of the betterment payments expected. This payment profile is slightly high in comparison with past years.

## **Old Business**

### *Weed Control & Treatment*

The lake was surveyed for plant growth in Spring 2018. The unofficial results are good in regards to plant growth. The water testing results found low levels of algae in the water along with high amount of pollen. ESS Group advised the District to watch for signs of clarity decline and to notify them if we observe algae growth in the water. The water continues to remain very clear.

ESS group submitted a request for an extension of the OCC for the Cedar Meadow Lake Aquatic Plant Management Program (DEP File Number 197-0579) to the Leicester Conservation Commission.

### *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 was full. The water continues at the date to go over the spillway.

### *Dam Repairs and Maintenance*

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, (3) repairing the crack in one of the gate house walls, and (4) rebuilding the flash boards. The work would then be inspected by the Office of Dam Safety. Mr. Lee has been in contact with Daniel Craig of Liberty Construction. The District is interested in finding a general contractor to act as a liaison between the District and contractors to perform these tasks and other future task that come before the District.

Mr. Lee met with Morrison Fence to discuss repairing the fence and gate around the dam spillway this weekend. The quote ncluded fixing the Charles Street gate, installation of heavy fabric in the current fencing around the gate house, fixing the hardware and hinges, and setting the signage.

I move that the the District accepts the quote from Morrison Fence to fix the gate, strengthen and repair the fencing around the gate house and install sign posts. The motion was seconded and voted unanimously.

Mr. Lee has also been in contact with Mike Saunders regarding the removal of the siphons from the crest of the dam and removal of the old floats and signage from Phil Stiles property that was used at the Rawson Street Bridge.

### *Liability Insurance*

The District receive notice the liability policy will not renew because of the insurer's corporate underwriting policy. The District will contact our current agent to find a replacement policy.

### *Rawson Street Bridge Project*

In May 2018, the District reported seeing large amount of silt flowing into the lake. A note was sent to the Leicester Conservation Commission. No further issues have noted or brought to the attention of the District Management Committee by the District Proprietors.

## **New Business**

### *USDA Compliance Review*

Mr. O'Coin submitted all documentation and forms that were requested by the USDA for our compliance review.

## **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, September 13, 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 8:46 P.M.

A True Copy Attest:

Michele M. Cospers  
District Clerk

**Cedar Meadow Lake Watershed District  
Memorandum**

**Date:** July 12, 2018  
**Subject:** District Communications  
**To:** Management Committee  
**From:** District Clerk

District Clerk Michele Cospers reported the following communications for the period of June 14, 2018 to July 12, 2018. This memorandum will be attached to the July 12, 2018 Management Committee Meeting minutes:

- 6/20 Email from Mark Hobson regarding trespassers on the dam crest
- 6/24 Email exchange between District Clerk and Proprietor Mark Hobson regarding fencing and signage on the dam crest
- 6/27 Notice from the Town of Leicester that the betterment for 15 Rawson Drive was paid in full.
- 6/30 Certificate of Decision on Variance received for 61 Lake View Drive (Mr. & Mrs. Rose) for building a shed 2 ft from the property line.
- 7/7 Email exchange between Proprietor Tom Frisinger and Ski Club President Jon Moisan regarding maintenance to the ski slalom course
- 7/10 Sent letters to the USDA and Town of Leicester with updated list of elected officers for the 2018 - 2019 year.
- 7/10 Email exchange between District Clerk and Proprietor Phil Stiles regarding progress on the Rawson Street Bridge Project
- 7/10 Email exchange and receipt of the plant mapping report from ESS Group
- 7/10 Invoice from ESS Group for survey of the lake was received.
- 7/10 Quote from Morrison Fence was received for review
- 7/10 An request for an extension was filed DEP File No: 197-0579 with the Leicester Conservation \ Commission
- 7/11 Notice from USDA regarding a compliance review and security inspection.
- 7/12 Terry O'Coin responded to the USDA that we received the notification and will discuss meeting dates at our monthly meeting.
- 7/12 Email from Mark Hobson regarding his watching of trespassers at the dam.