

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
February 13, 2020**

The meeting commenced at 8:01 P.M. at the Leicester Town Hall in Meeting Room #2.

In attendance: Tommy Lee, District Chairman
Brian Waterman, District Vice Chairman
Terry O'Coin, District Treasurer
Michele Cospers, District Clerk

Minutes of Previous Meetings

The previously distributed minutes of the January 9, 2020 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 February 13, 2020 for Clerk's report of communications for the period of January 9, 2020 to February 13, 2020.

Treasurer's Report

A Treasurer's Report dated 2/13/20 showed that the District had \$628,504.09 on deposit at Cornerstone Bank. Of this amount, \$515,602.69 was deposited in the money market account containing betterment payments. The report shows one interest payment of \$305.52. The general funds checking account contains \$81,492.60. The report shows one deposit of \$1075.98 from tax title payment. The report also shows two payments: (1) \$5,000.00 to Lenard Engineering for the Emergency Action Plan, and (2) \$2,500.00 to Scanlon & Associates for the annual District audit. The dam stabilization account contains \$30,283.38. The report shows one interest deposit of \$44.77. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant 224.

FY2019 Tax Payment Update

92 proprietors pay tax to the District. 83 proprietors have paid in full (\$26,829.23 / 90 %), and 4 proprietors have paid half (\$1,352.38 / 7%). 5 proprietors have not paid (1,021.41 / 3%). Therefore, 94% of tax payments have been collected. Payments are due in February and May, so this collection profile is inline with past years.

FY2019 Betterments Update

Payments were due in the Fall of 2018. There were a couple additional payments received. 93 proprietors were assessed betterments by the District. 13 proprietors opted to prepay; 17 betterments were paid off due to early payoff or home sale; and 1 proprietor completed all payments on schedule. Therefore, 62 proprietors are still making betterment payments. 49 proprietors have paid in full (\$70,618.49 / 79.0 %), and 10 proprietors have paid half (\$8,146.55 / 116.1%). Therefore, 89.9 % of betterment payments have been collected. 3 proprietors have paid none, which reflects 4.8% of the betterment payments expected. This payment profile is in-line with past years.

FY2020 Audit

Auditor Dan Hayes completed the FY19 audit process. Copies of the audit reports have been filed.

FY2020 Tax Rate & Free Cash Certification

The District Tax was approved. The Free cash certification is underway.

Old Business

Lake Clarity & Level Management Update

Mr Lee found that the lower gate valve mechanism is broken, and it will need to be repaired. Currently the lake is maintaining a level at lower spillway elevation. The committee is in discussion if there is any work we would like to ESS group do this year in terms of water clarity and invasive aquatic plant growth.

Dam Repairs and Maintenance

The District is also still working to have the the cap stones replaced and small holes filled.

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. There are bees in the pipes. When the bees leave the pipes in the late fall, they will be cleared from the dam crest.

Emergency Action Plan

Emergency Action Plan is due. Mr. Richard Johnston is helping the District to get this plan submitted with the help of Lenard Engineering.

Annual Meeting

An annual meeting date of May 20, 2020 was picked by the Management Committee.

Executive Session

The meeting was recessed at 8:19 to go into executive session.

Next Meeting

The next regularly scheduled meeting of the Management Committee was scheduled for 8:00 P.M. on Thursday, March 12, 2020 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 8:23 P.M.

A True Copy Attest:

Michele M. Cospers, District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: February 13, 2020
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period of January 10, 2020 to February 13, 2020. This memorandum will be attached to the February 13, 2020 Management Committee Meeting minutes:

- 1/14 Communication with Lenard Engineering regarding invoicing for EAP
- 1/21 Inquiry from 10 Ferncroft Dr inquiring about lake access. The District Clerk directed her to Mr. Dymek.
- 2/3 District was notified of in Conflict of Interest Education Requirements
- 2/3 Phil Cormier contact the District Clerk regarding the betterment on his property. He was requesting a copy of an email that was received by the District from the Town of Leicester assessor's office in Mid-October 2019. The email could be forwarded to _____ or _____. The information regarding the betterment on his home was send to the closing attorneys on June 10, 2017 and the sale closed on July 24, 2017.
- 2/4 Audit was completed, and District Treasurer emailed reports to the Management Committee members
- 2/9 District Treasurer emailed USDA Loan Servicing Documentation
- 2/10 Submitted Agenda to the Town, and it was posted as requested.