

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
May 14, 2020**

The meeting commenced at 7:35 PM on Zoom Conference Call (Meeting ID: 847 867 563; PW: 126054)

In attendance: Tommy Lee, District Chairman
Ed Rose,
Terry O'Coin, District Treasurer
Michele Cosper, District Clerk
Richard Johnston

Minutes of Previous Meetings

The previously distributed minutes of the April 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 May 14, 2020 for Clerk's report of communications for the period of April 10, 2020 to May 14, 2020.

Treasurer's Report

A Treasurer's Report dated 5/14/20 showed that the District had \$625,727.58 on deposit at Cornerstone Bank. Of this amount, \$522,852.99 was deposited in the money market account containing betterment payments. The report shows one interest payment of \$214.20. The general funds checking account contains \$71,335.83. The report shows no deposits. The report shows five payment: (2) \$675.00 to Sunshine Landscaping for the dam crest mowing, (2) \$200 to Michele Cosper for annual meeting hall rental, (3) \$181.77 to printing and mailing of annual meeting materials, (4) \$3,100 to Lenard Engineering for the Emergency Action Plan, and (5) \$3,500 to Mirick O'Connell for a Legal Retainer. The dam stabilization account contains \$30,413.34. The report shows an interest deposit of \$43.32. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant 225.

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 2019. 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. 57 proprietors have paid in full (\$81,023.46 / 91.9 %), and 4 proprietors have paid half (\$4,240.06 / 6.5%). Therefore, 97.2 % of betterment payments have been collected. 1 proprietor has paid none, which reflects 2.8% of the betterment payments expected. This payment profile is better than past years.

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 +8 inches above the spillway. Water clarity is exception high. The committee is in discussion if there is any work or testing to e performed by ESS group in 2020 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.

During the Fall 2019 draw down, it was discovered that our lower gate valve would not open properly. R.H. White was engaged to review the condition, and they believe a sheer pin may have broken off preventing the valve from mechanism from engaging the lever. We are in active discussions with R.H. White for repairs. To fix the sheer pin only, the estimate cost of repair is \$5,750. If the entire valve needs replacement, the estimated cost of repair is \$12,000.

Annual Meeting

An annual meeting date of May 20, 2020 was picked by the Management Committee. The Annual Meeting will be held by Zoom due on the COVID-19 guidelines and restrictions in place on May 20th.

Annual meeting documents were reviewed including the budget and action plans. Annual meeting documents will be posted to the District website prior to the annual meeting.

New Business

Dam Inspection

The District has engaged with Lenard Engineering to conduct our State mandated dam inspection that will be completed on or before June 10, 2020. The District plans to share and post the inspection report on the website when it is completed and available.

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 Monday, May 17, 2020 by Zoom Meeting.

Adjournment

A motion was made, seconded and voted unanimously to adjourn the meeting. The meeting adjourned at 9:20 P.M.

A True Copy Attest:

Michele M. Cospers, District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: May 14, 2020
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cosper reported the following communications for the period of April 12, 2020 to May 14, 2020. This memorandum will be attached to the May 14, 2020 Management Committee Meeting minutes:

- 4/11 Scheduled Zoom Meeting for Annual Meeting on Wednesday, May 20
- 4/14 Requested and received District Mailing List & Assessed Property values from the Leicester Assessor's Office.
- 4/17 Sent Warrant, Proxy and Virtual Meeting Information to the Proprietors by US mail
- 4/20 Sent agenda for May 14 meeting to Leicester Town Clerk
- 4/20 Mailed Clerk Reimbursement and Sunshine contract to Mr. O'Coin
- 4/20 Proprietor Rich Carr is interested in running for the potential opening on the management committee
- 4/22 May 14th agenda posted at the town hall
- 4/24 Communications with Bob Dirsa regarding the burncoat dam repairs
- 4/24 Exchange between District Clerk and Mr. O'Coin regarding tax information for Proprietor Elena Skoromnik. District Clerk sent that request information to Mrs. Skoromnik
- 4/27 Exchange with RH White regarding repairs to lower gate valve
- 5/2 Exchange regarding virtual meeting protocols
- 5/6 Announcement sent by email to all proprietors that have email address on file with the District that the annual meeting will be a virtual meeting. Announcement also placed on website and social media accounts.
- 5/9 Email exchange between District officials and Lenard Engineering regarding completion of Phase 1 dam inspection.
- 5/9 Proposal Dam inspection Phase I received. Will review at monthly meeting
- 5/9 Discussion of fund transfer at monthly meeting
- 5/9 Proposal for lower gate valve repair received, and will discuss at monthly meeting