

**Cedar Meadow Lake Watershed District  
Minutes of Management Committee Meeting  
September 14, 2017**

The meeting commenced at 7:33 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 June 8, 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 September 14, 2017 for Clerk's report of communications for the period 6/8/17 through 9/14/17.

**Treasurer's Report**

A Treasurer's Report dated 9/14/17 showed that the District had \$431,347.42 on deposit in the Spencer Savings Bank. Of this amount, \$351,380.69 was deposited in the money market account containing betterment payments. The report shows three betterment receipts were deposited in the amounts of \$3000.54 (FY17), 2.91 (FY17), and \$26,044.18 (FY18), and the reports shows four interest deposits in the amounts of \$48.36, \$83.63, \$124.24, and \$124.20. Of the remained, \$78,841.31 was in a general funds checking account. The report shows three deposits from FY17 tax receipts in the amounts of \$23,140.13, \$3,014.53, and \$88.03. The report shows four payment: (1) \$81,179.87 for payment #4 of 40 for the betterment loan; (2) \$302.00 to Mirick O'Connell for legal expenses; (2) \$525.00 for the Treasurer's Bond; and (4) \$112.00 for P.O. Box rental. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant number 206.

A motion was made, seconded and voted unanimously to transfer \$302.00 from the Reserve account to the Legal account.

*FY2016 Tax Payment Update*

No updated was provided.

*FY2017 Betterments Update*

No updated was provided.

*FY2017 Audit*

The books for FY17 have been closed. Mr. O'Coin will arrange for the District audit.

**Old Business**

*Weed Control & Treatment*

The clarity of the lake is exceptional at greater than 6 feet. The green floating weeds were identified as “duck weed” and not algae. The lake is scheduled to be surveyed for plant growth in Spring 2018.

#### *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 May 11, the water level was exactly level with the spillway. As of September 14, the water level is approximately 6” below the spillway. The annual draw will be begin on or just after October 15, 2017.

#### *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.

### **New Business**

#### *Legal Address*

A legal address for the District is needed, and the District will continue use the PO Box address. If a physical address is ever required, 60 Fairview Drive, Leicester MA 01524 will be used as the principle place of business.

#### *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. Morrison Fence will be contacted to obtain a quote to repair the fence and gate around the dam spillway. The work would then be inspected by the Office of Dam Safety. The District Clerk will obtain a quote for getting new No Trespassing signs.

#### *Fall 2017 Newsletter*

A draft copy of the Fall 2017 Newsletter was reviewed. The newsletter will be send within the week to the District Proprietors and District Friends.

#### *Moderator for 2018 Annual Meeting*

The District’s current annual meeting moderator, Mr. Richard Johnston, is retiring for his duties. The District will be looking for a new moderator.

#### *Tax Classification Hearing*

The tax classification hearing will be held on October 26, 2017 prior the monthly meeting of the management committee. The legal notice will be placed in the T&G at least two weeks prior to the meeting date.

### **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, October 26, 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 8:34 P.M.

A True Copy Attest:

Michele M. Cospè  
District Clerk

**Cedar Meadow Lake Watershed District  
Memorandum**

**Date:** September 14, 2017  
**Subject:** District Communications  
**To:** Management Committee  
**From:** District Clerk

District Clerk Michele Cospers reported the following communications for the period of June 9, 2017 to September 14, 2017. This memorandum will be attached to the September 14, 2017 Management Committee Meeting minutes:

- 6/17 Tax collection and betterment collection updated provided from District Treasurer
- 6/21 Email exchange with Proprietor Mark Hobson regarding No Trespassing Signage at Dam
- 6/22 Email response to Relator Sam Burkiewicz regarding request for information regarding Fairview Drive beaches. She was referred to Mrs. Hellstrom
- 6/26 Email exchange with Proprietor Marta Frisinger regarding firework shows
- 6/29 Email exchange with Proprietor Steve R. about dock that floated up on his property over the winter
- 6/30 Relator Letter regarding 25 Lakeview Drive to the Relator Mary Mattei was returned to sender. Address on website was used.
- 7/7 Email exchange with Proprietor Mark Hobson regarding weed growth in the lake
- 7/10 - 7/13 Email response to Relator Phillip Olivo regarding request for information regarding beaches abutting District Property
- 7/13 Notification that Andrew Carlson received Eagle Scout designation
- 7/14 Lost raft notification sent via electronic distribution list
- 7/14 Email exchange with Jan Parke regarding her husband observation of weed growth on west side of lake and algae clumps forming in the similar areas
- 7/20-7/22 Email exchange regarding phone call to District Clerk from Laurie with a complaint about not being allowed to use one of the beaches on the Charles Street side of the lake. An email exchange occurred that discussed the District's authority in this area and classification of properties around the lake.
- 7/22 Summer newsletter was not sent. Too late in summer to send.
- 7/24 Betterment payoff notification for 68 Fairview Drive from the Assessor's Office
- 7/31 Assessor's Office notified District that at the closing of 29 Fairview drive, the betterment was paid off but rather transferred to the new owners.
- 7/31 Betterment payoff notification for Lilyestrom Grove from the Assessor's Office

- 8/1 Email notification from Assessor's Office that 27 Rawson Drive is for sale.
- 8/3 Paddle and Poker Run was set for August 27 - noticed posted at website, fb and twitter. This is not a Management Committee hosted event.
- 8/9 Email exchange with Amy Turner regarding assess to beaches. She was told the lake is private with no public assess. She is living on Pleasant Street.
- 8/16 Assessor Office spoke with Mario Borci regarding transfer of betterment. Assessor's office relayed the following information: Mr. Borci's legal council told him that betterment could be passed onto the new owner.
- 8/19 Email exchange between District Clerk and District Treasurer regarding betterment and tax info for 27 Rawson Road
- 8/19 Relator letter send to relator and proprietor for 27 Rawson Dr (Sheehan)
- 8/19 Welcome letter sent to Phillip and Angelique Cormier (29 Fairview)
- 8/19 Welcome letter sent to Donald and Jillian Spratt (68 Fairview)
- 8/19 Welcome letter sent to Matthew and Shannon Poce (Lilyestrom Grove)
- 8/20 District Clerk sent District Treasurer reimbursement request for cost of District Mailbox
- 8/22 Sent Terry relator letter for 27 Rawson Dr to send to legal council regarding sale of property after Terry had been called with questions.
- 8/23 email exchange with Mark Hobson regarding no trespassing signage on the dam crest.
- 8/23 Clerk sent Draft of Fall newsletter send to Management Committee for review.
- 8/26 email from with Mark Hobson regarding trespassers on dam crest
- 8/29 email exchange with Mark Hobson regarding dam log reports and OOC on fall draw downs
- 8/31 The Town of Leicester Assessor's office called the District Clerk regarding a call from Proprietor Amanda Sheehan regarding the betterment on 27 Rawson Drive. Her contact information was given to the District Treasurer. He responded to Ms. Sheehan by email.
- 9/5 Welcome letter sent to Kimberly Callanan (37 Fairview Drive)
- 9/5 Welcome letter sent to Micheal and Cheryl Cooney (25 Lakeview Drive)
- 9/5 Public Notice from Leicester ConComm regrading 61 Fairview Drive (Tommy & Corey Lee)
- 9/5 Public Notice from Leicester ConComm regrading 25 Rawson Drive (Vincent Tiscone)
- 9/11 email communication between ESS Group and Mr. Lee regarding weed grown along southern shoreline
- 9/11 email regarding moderator for May 2018 Annual Meeting
- 9/11 email regarding insurance documentation