

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
January 18, 2018**

The meeting commenced at 7:31 P.M. at the Leicester Town Hall in Meeting Room #2.

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

Minutes of Previous Meetings

The previously distributed minutes of the November 10, 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 January 18, 2018 for Clerk's report of communications for the period 11/10/17 through 1/18/18.

Treasurer's Report

A Treasurer's Report dated 1/18/18 showed that the District had \$492,695.79 on deposit in the Spencer Savings Bank. Of this amount, \$419,968.93 was deposited in the money market account containing betterment payments. The report shows two interest deposits in the amounts of \$148.00 and \$143.44. Of the remained, \$71,601.44 was in a general funds checking account. The report shows no deposits. The report shows two payments: (1) \$420.00 for GoDaddy.com domain and web hosting; and (2) \$2500.00 to Scanlon and Associates for the FA17 audit. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant number 208.

FY2017 Tax Payment Update

District tax invoices have been sent by the Town of Leicester.

FY2018 Betterments Update

No update was given at this meeting.

FY2017 Audit

The audit for FY17 has been completed. Copies of the audit will be sent to Spencer Saving Bank and to the USDA.

FY2018 Tax Rate

The process to set the tax rate for FY2017 has been approved. The free cash has been certified.

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 2017 draw down is underway. The lower gate valve was opened to 100% on October 18, 2017. The flash boards were removed on Sunday, October 29, 2017. Currently the lake level is approximately 26 inches below the spillway. 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. The lake will likely remain 36” below the spillway for the remainder of the winter.

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 Clerk obtained a quote for getting new No Trespassing signs. The signs will be ordered for they are ready for installation next Spring.

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.

Extension for the Order of Conditions DEP File #197-0579

Mr. Lee will contact the Town fo Leicester Conservation Commission to be placed on the agenda for the next meeting to have a hearing to extent the order of conditions.

New Business

Rawson Street Bridge Project

The pre-construction meeting regarding the Rawson Street Bridge was held on January 11, 2018. The following information was obtained from a meeting with Kristen Forsberg. Tully construction was awarded the contract at 1.2 mil on October 31, 2017. On December 19, 2017, Tully Construction was given notice to proceed. Currently, utility work is being performed by Charter, National Grid and Verizon. The expected completion date is October 2018, which is one construction season.

During the construction process, there will be necessary drilling but blasting should not be needed. There will be some minor dredging, and a CORE permit will be necessary to get from the DEP.

Around April 15, 2018, notice will be given on the closure of the bridge. The bridge will be closed two weeks later. Spencer and Leicester police and fire departments will coordinate while the bridge is

closed. A small boat with life ring will be stored at the site (most likely on shore) in case on an emergency.

The current bridge will be dismantled. The street before and after the bridge will repaired with better drainage and curbs. The new bridge will be built, and the fence installed. Barriers and guard rails on each side of the bridge will also be installed.

The off site location will be at old JIMP auto by Community Field.

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, February 8, 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 8:55 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: January 18, 2019
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period of November 10, 2017 to January 18, 2018. This memorandum will be attached to the January 19, 2018 Management Committee Meeting minutes:

- 12/19 Terence O'Coin sent the address information to Mr. Bober that he requested
- 12/20 Tax Rate was approved by the MA DOR
- 12/27 Email regarding return of retainer from Mirick O'Connell
- 12/27 Email stating that Mr. Lee closed the lower gate valve
- 12/27 Mr. Lee forwarded the notification of the Reconstruction Meeting for the Rawson Street Bridge Project
- 1/9 Changed monthly meeting from January 11 to January 18
- 1/16 Free Cash was certified by the MA DOR