

**Cedar Meadow Lake Watershed District  
Minutes of Management Committee Meeting  
March 9, 2017**

The meeting commenced at 7:40 P.M. at the Leicester Town Hall in Meeting Room #3.

In attendance: Tommy Lee, District Chairman  
Paul Dufrense, District Vice-Chairman  
Terence O'Coin, Treasurer  
Michele Cospier, District Clerk

**Clerk's Report**

See attached memorandum dated March 9, 2017 for Clerk's report of communications for the period 1/14/17 through 3/9/17.

**Treasurer's Report**

A Treasurer's Report dated 3/9/17 showed that the District had \$399,672.12 on deposit in the Spencer Savings Bank. Of this amount, \$361,967.93 was deposited in the money market account containing betterment payments. The report shows betterment collection deposits of \$40,437.92 and \$496.41, and interest deposits of \$126.54 and \$127.15. Of the remained, \$36,578.77 was in a general funds checking account. The report shows one deposit of \$643.38 from FY15-16 tax collections. The report shows three payments: (1) \$2,250 for the District audit, (2) \$125.09 to Mirick O'Connell for legal services; and (3) \$200.00 for reimbursement to the District Clerk for the Annual Meeting hall rental fee. \$1,125.42 was in the stabilization account. Mr. O'Coin requested and was granted approval for Warrant number 202.

A motion was made, seconded and voted unanimously to transfer \$125.09 from the Reserve account to the Legal account.

*FY2016 Tax Payment Update*

No update was need at this time.

*FY2017 Betterments Update (supplied in email dated 11/13/16)*

FY17 Betterment collections have just begun. 93 proprietors owed betterment payment (Green Mountain Club is included). 13 proprietors have pre-paid, 8 have been paid off in full. Therefore, 72 proprietors are making betterment payments: 47 proprietors have paid in full, 19 proprietors have paid half, and 6 proprietors have paid none. This payment profile is in line with the timing of collections. As a note, the new owners of 27 Rawson Drive did make a betterment payment on their newly acquired District property.

The District was informed by the Town of Leicester Assessor's office that 27 Rawson Drive was sold by Tara Moore to Mr & Mrs. Sheehan. The betterment was not paid at closing even though the Assessor's office was clear that the Betterment existed and needed to be paid at the time of closing. The District betterments are non-transferrable. Mr. O'Coin will continue to attempt to follow up on this matter with the buyers. As a note and update, the new owners of 27 Rawson Drive did make a betterment payment on their newly acquired District property.

## **Old Business**

### *Weed Control & Treatment*

An email was received from ESS Group inquiring as to services required by the District. The Management is favoring to services or treatments this year. The Management Committee did request a quote for a weed mapping of the lake in the Spring of 2018 for the FY18 budget.

### *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. After the flash boards are installed, the lower gate valve will remain 1/4 open as specified by the OOC.

### *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 have been completing the required training as specified.

### *Preparation for the Annual Meeting*

The date of the annual meeting is May 18, 2017 from 7:30 - 9:30 pm. The District Clerk reserved the Knight of Columbus hall. The additional handouts are being prepared and will be reviewed at the upcoming meeting.

The March newsletter will be sent out by the end of the month and serve as a "Save the Date" for the Annual Meeting. There will be the usual reminder about boating safety and the process of filing the lake will be included. A second reminder about phosphorus-free fertilizer usage and minimizing run off into the lake will also be included.

## **New Business**

### *Siphons*

The District discussed proper off-site storage options or disposal options of the uninstalled siphons residing on the dam crest. Mr. Lee will contact Mr. Ted Antanavica about options.

### *Dam Crest Maintenance and Mowing*

Sunshine Landscaping sent an invoice that saves the District money if the mowing services are prepaid. A motion was made to accept Sunshine Landscaping offer for mowing the dam crest and the prepayment option. The motion was seconded and voted unanimously. The Management Committee will request a Certificate of Insurance for the District Records.

## **Executive Session**

The meeting was not recessed to go into Executive Session. It should be noted that the District has made a plan to remove the siphons behind the dam on Saturday, January 14, 2017 at 10 am.

**Next Meeting**

The next regularly scheduled meeting of the Management Committee was scheduled for 7:30 P.M. on Thursday, April 13, 2017 in Room 3 at the Leicester Town Hall.

**Adjournment**

A motion was made, seconded and voted unanimously to adjourn the meeting. The meeting adjourned at 8:27 P.M.

A True Copy Attest:

Michele M. Cospers  
District Clerk

**Cedar Meadow Lake Watershed District  
Memorandum**

**Date:** March 9, 2017  
**Subject:** District Communications  
**To:** Management Committee  
**From:** District Clerk

District Clerk Michele Cospers reported the following communications for the period of January 13, 2017 to March 9, 2017. This memorandum will be attached to the March 9, 2017 Management Committee Meeting minutes:

1/13 Betterment payment update was provided by the District Treasurer

1/14 Audit documents were sent to Spencer Saving Bank

1/14 Audit documents were sent to the USDA

1/25 Letter received from the town of Plymouth requesting information regarding Michael Daley and/or Financial Advisory Associates, Inc.

1/25 Public Hearing notice received by registered mail regarding a Town of Leicester Zoning Board Meeting and proposed work at 25 Lakeview Drive.

1/25 Public Hearing notice received by registered mail regarding a Town of Leicester ConCom Meeting and proposed work at 63 Fairview Drive.

1/26 Letter sent in response to town of Plymouth sent a letter to the District Requesting information regarding Robert Pomeroy and/or Pomeroy Resources, Inc. received in early January.

1/30 Email notification that the MA DOR certified that the District's available cash on the submitted balance sheet as "Free Cash."

1/31 Email exchanged that District Clerk would pick-up the District's packet from the Town of Leicester Tax Collectors office on February 9.

2/1 Received Notification that MA COLAP Meeting is April 7 from 8am-3pm. The Clerk can forward email to any management committee member who is interested in attending.

2/6 Public Hearing notice received by registered mail regarding a Town of Leicester ConCom Meeting and proposed work at 61 Fairview Drive.

2/6 Certificate of Decision on Variance issued by Town of Leicester Zoning Board of Appeals received by registered mail regarding 25 Lakeview Drive.

2/14 Betterment payoff for Eileen Clifford at 26 Lakeshore Drive & Lilyestrom Grove

3/3 Annual Meeting Scheduled for May 18 at 7:30 at the Leicester Knight of Columbus. Clerk submitted venue reimbursement to the District Treasurer.

3/4 Terence O'Coin & Michele M Cosper Completed Conflict of Interest Training

3/9 Email exchange between District Clerk and Proprietor Mark Hobson regarding meeting minutes and betterments