

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
August 14, 2014**

The meeting commenced at 7:35 P.M. at the Leicester Police Department's Community Room.

In attendance: Tommy Lee, Chairman
Paul Dufresne, Vice-Chairman
Thomas Forsberg
Michele Cosper, Clerk

Richard Johnson, Former Clerk

Meeting with Carl Neilson of ESS Group Regarding Herbicide Weed Control

Mr. Nielson had previously prepared a report for the District Management committee detailing a map of weed growth and a proposal for herbicide weed control. The two coves and a section of lake down closer to the dam contain two invasive species: Fanwort and Millfoil. The weed mapping of the lake did show weeds through out the lake. Through the end of June to early July 2014, over a dozen proprietors contact District Management Committee members regarding abundance of Nicias weeds along shorelines around the lake.

Mr. Nielson discussed a few possible treatment plans.

1. The entire lake could be treated with Fluridone over a period of 3-4 weeks. On the positive side, Fluridone is a systemic herbicide that kills the plants and the roots of the invasive species by stopping the production of the plants' chloroplasts. On the negative side, Fluridone is expensive at \$700 / acre for our 150 acre pond and does not all the growth of non-invasive species, such as the Nicias weed.
2. At a maximum, one quarter of the lake (38 acres) could be treated with Clipper, which kills the invasive plants but not necessarily 100% of the root of the invasive species. The cost of Clipper is \$800 - \$1000 / acre. The Clipper herbicide is placed into the lake on a calm day, and the use of the lake would be restricted for that day.
3. Treatment of up to 1/4 of the lake with a combination of Clipper & Diquat. Clipper will kill the invasive species and Diquat will kill the non-invasive species such as Nicias weed. The cost of the Clipper / Diquat combination is \$500 / acre. The Clipper /Diquat herbicide combination is placed into the lake on a calm day, and the use of the lake would be restricted for that day. Clipper / Diquat combination also has a high K factor, which means that the herbicides adhere strongly to the solid matter and will not easily flow with the ground water.

In discussing these options with Mr. Neilson, the Clipper / Diquat combination seemed the best to treat the weeds in Cedar Meadow Pond. Since the Clipper / Diquat combination does not kill 100% of the roots, Mr. Neilson proposed several years of treatment to bring the weeds to acceptable levels in the lake. Each year will lower the invasive weed population, and consequently the cost to treat will also be lowered.

The ideal time to treat weeds is in Early June because the plants are small but they are growing. Due to their growth, the plants will take in the herbicides. Due to their small size, the nutrient release from the death of the plants will be minimal and minimize the small chance of an algae bloom.

The treatment with herbicides well below the LD₅₀ for aquatic species found in the Cedar Meadow Pond. The most sensitive mussels have been monitored similar bodies of water treated with the Clipper/Diquat combination.

The first step in moving towards an herbicide treatment is to gain permits. The permitting process will be commenced in September 2014. The District officials will assist in sending letters to abutters / proprietors to contain the cost of the permitting process.

Minutes of Previous Meetings

Minutes of the previously distributed June 12, 2014 Management Committee meeting were offered for approval. A motion was made, seconded, and voted unanimously to accept the Minutes as amended.

Minutes of the June 12, 2014 Management Committee Executive Session were offered for approval. A motion was made, seconded, and voted unanimously to accept the Minutes as amended.

Clerk's Report

See attached memorandum dated June 12, 2014 for Clerk's communications for the period 5/9/14 through 6/12/14.

Mrs. Cospers summarized and highlighted some of these communications including an (1) an exchange of messages between District officials and District proprietors regarding abundance of Nicias weeds, (2) exchange of emails regarding the installation of the new Charles Street Gate and removal of the old guardrail, and (3) letters to relators regarding 15 Fairview Drive and 59 Lake Shore Drive from the District Clerk, (4) communications with Laurie Penniman informing her of the District's decision not to renew the Clerk's Surety Bond, and (5) exchange of emails between Tommy Lee, Richard Johnson and John Brissette regarding the renewal of liability insurance policy.

Treasurer's Report

Mr. O'Coin was absent from the August 14 management committee meeting, but submitted the following report via email to the management committee on August 4, 2014

A Treasurer's Report dated 6/14/14 showing that the District had \$141,928.98 on deposit in the Spencer Savings Bank. Of this amount, \$98,030.57 was deposited in the money market account containing betterment payments. Of the remained, \$42,788.70 was in a general funds checking account, and \$1,109.71 was in the stabilization account. This report showed two deposits of \$6,271.98 and \$4,063.06 in tax receipts from the Tax Collector within the general checking account. This report showed payments of (1) a reimbursement of \$699.89 to Richard Johnson for clerk expenses, (2) of an invoice of \$1064.00 to Lenard Engineering for dam engineering services, (3) of an invoice of \$525.00 to Protectors Group for the premium of the Treasurer's surety bond, (4) of an invoice of \$986.00 to Morrison Fence for the installation of the Charles Street gate and (5) a reimbursement of \$32.78 to Tommy Lee for locks and keys for the Charles Street gate within the general checking account. In the Betterment Money Market account, a deposit of \$667.96 and interest of \$47.31 was shown on the 6/12/14 report. The report shows no activity in the Stabilization Account. Mr. O'Coin also requested the approval for Warrant number 177.

Old Business

Charles Street Gate

Morrison Fence installed the new Charles Street gate. Tom Wood removed the existing guard rail and installed horizontal returns. Mr. Lee purchased locks for the new gate and distributed keys to the District Officials and Former Clerk Richard Johnson.

Landscaping Dam Crest

Mr. Lee arranged to have Eric Bonin of Brick and Block Landscaping mow the dam crest. R.H. White loomed and seeded the needed areas of the dam crest after removal the majority of the hay and the excess clay. RH White will be sending an invoice of ~ \$1200.00 to the District.

Liability Insurance

Mr Lee has continued his communications with John Brissette at the Braley and Wellington Insurance Agency regarding renewal of liability insurance policy. John Brissette is currently looking into the surplus market, and Mr. Lee asked about the pros and cons to this approach. Mr. Lee and Mr. Johnson will call John Brissette to be sure he correctly relaying information to underwriters. It is Mr. Lee's hope that this issue has been resolved. Mr. Lee will also contact Burr Insurance if John Brissette cannot present options for renewal of the liability insurance policy.

Approval of Fall 2013 Dam Repairs by the Office of Dam Safety

Mr. Lee will contact Lenard Engineering to determine the status of the approval of the Fall 2013 dam repairs by the Office of Dam Safety.

Tax Payment Update

An additional \$10,355.04 was deposited. Thus far 94% of tax owed has been collected.

Betterment Payment Update

There was also discussion about the status of betterment collections to date. To review, there are 93 proprietors involved in betterment collections. Of these 93 proprietors, 16 have paid in full, and 77 still are paying into betterment installments: 74 of 77 tax bills were paid in full, 1 of 77 were paid just through the first half bill, and 2 of 77 had not, as yet, paid any District taxes in the current fiscal year. Betterment payments that remain outstanding total approximately \$1,300 of the \$124,000 (~ 1%) owed this year.

Clerk Email Address

Mrs. Cospers will remind Mr. O'Coin to set-up clerk@cedar Meadow.org for Mrs. Cospers and future district clerks to use. This email address was provided to proprietors in the June 2014 Newsletter. Mrs. Cospers will also remind Mr. O'Coin to set-up info@cedar Meadow.org for general use.

District USPS Mailbox

Mrs. Cospers will rent a USPS mailbox at the Post Office on Main Street in Leicester, Massachusetts for delivery of all district mail.

First Betterment Loan Payment to the USDA

On June 14, 2014, \$84,935 was electronically transferred from the better account to the general checking account for the first USDA Betterment Loan payment. On June 20, 2014, \$84,935 was electronically deducted from the general checking account for the first USDA Betterment Loan payment.

Signature Cards at Spencer Savings Bank

Mr. Johnson was removed and Mrs. Cospers was added to the Signature Cards at Spencer Bank.

New Business

Fall Draw Down Planning / Lake Level Management

The Lake has remained a safe and ideal level for the summer months. Several proprietors have asked the annual draw down commence at a later date so the lake can be used and enjoyed throughout the Fall. Mr. Lee suggested that the Fall 2014 draw down commence around the 3rd - 4th week in October in conjunction with the draw down of Burncoat Pond.

Fall Newsletter

Mrs. Cospers will prepare the Fall 2014 District Newsletter for review at the September 11, 2104 management committee meeting. Mr. Lee will draft the portion of the newsletter regarding weed control. The Fall 2014 Newsletter will address the Fall Lake Draw Down, change in clerk email address, change in District mailing address, and a reminder remember to report anything unusual regarding the Cedar Meadow Lake to the District Officials.

Executive Session

The meeting was recessed at 9:45 P.M. to go into Executive Session to discuss outstanding litigation in the form of a complaint from Raymond E. Shea, Jr. through the law firm of Army and Lee demanding payment of \$100,000 for flooding land below the dam. The Executive Session concluded at 9:57 P.M.

Next Meeting

The next regularly scheduled meeting of the Management Committee was scheduled for 7:30 P.M. on Thursday, September 11, 2014 in the Leicester Police Department's Community Room.

Adjournment

A motion was made, seconded and voted unanimously to adjourn the meeting. The meeting adjourned at 9:57 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk

**Cedar Meadow Lake Watershed
Memorandum**

Date: August 14, 2014
Subject: Clerk's Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period June 13, 2014 through August 14, 2014. This memorandum will be attached to the August 14, 2014 Management Committee Meeting minutes:

6/13 exchange of emails between Clerk and Treasurer for taxation and betterment payments for 15 Fairview Drive

6/14 exchange of emails between Clerk and Management Committee providing draft of June 12, 2014 Management Committee Meeting Minutes and Draft June Newsletter.

6/15 sent 2014 Annual Meeting Minutes and June 8, 2014 Management Meeting Minutes to Mr. O'Coin for posting to District website

6/16 Letter to Relator from District Clerk regarding the 15 Fairview Drive

6/30 The Summer Newsletter was sent to all CMLWS District Proprietors and Friends of the District.

6/25 - 7/8 Exchange of emails between District Chairman Tommy Lee and Lake Proprietors regarding an over abundance of Nicias weeds floating into shorelines in all areas of the lake.

7/8 Email from District Chairman Tommy Lee to the District Officers regarding the quote for the Charles Street Gate Installation, seeding of the dam crest, and mowing of the dam.

7/13 exchange of emails between Clerk and Treasurer for taxation and betterment payments for 59 Lake View Drive

7/15 Letter to Relator from District Clerk regarding the 59 Lake View Drive

7/15 Exchange of emails between District Chairman Tommy Lee and Lake Proprietor Mark Hobson regarding lake friendly fertilizers & weed control products.

7/17 Letters to Laurie Penniman informing of her the District's decision not to renew the District Clerk's Surety Bond.

7/17 Exchange of emails between former District Clerk Richard Johnson, Tommy Lee, and John Brissette regarding the renewal of liability insurance policy.

7/20 Robert Wright donated \$50 to the CMLWS District. The District Clerk immediately wrote and mailed a note thanking him for his generous donation.

7/21 Email from District Chairman Tommy Lee to Lake Proprietor Jeremy Wooden inviting him to the August 14 discussion with ESS Group.

7/29 Exchange of email messages between District Chairman Tommy Lee and Lake Proprietor Mark Hobson regarding the District's position on people trespassing on the dam.

8/4 District Chairman Tommy Lee sent the invoice from Morrison Fence to District Treasurer Terrence O'Coin along with a receipt for gate lock and keys.

8/4 District Chairman Tommy Lee sent an email message to Tom Wood regarding removal/disposal of the guard rail and addition of horizontal returns on Charles Street at the location of the new gate.

8/6 Exchange of email and phone calls between Joanne Rose and District Clerk regarding clarification of tax dollars estimated in Relator Letter regarding 59 Lake View Drive.

8/12 District Chairman Tommy Lee received an email message from Tom Wood notifying Mr. Lee that he removal/disposal of the guard rail and added horizontal returns on Charles Street at the location of the new gate.