

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
May 14, 2015**

The meeting commenced at 7:45 P.M. at the Leicester Town Hall in Meeting Room #3.

In attendance: Tommy Lee, Chairman
Paul Dufresne, Vice-Chairman
Michele Cospers, Clerk
Terence O'Coin, Treasurer

Minutes of Previous Meetings

The previously distributed minutes of the April 22, 2015 Management Committee Meeting were offered for approval. A motion was made, seconded, and voted unanimously to accept the Minutes.

Clerk's Report

See attached memorandum dated April May 14, 2015 for Clerk's report of communications for the period 4/23/15 through 5/14/15. John Moisan will provide flier regarding the Cedar Meadow Ski Club for the Annual Meeting, and Mr. O'Coin offered to post the flier to the District website. Mr. Ridley provided the water testing data, which Mr. O'Coin posted to the District website. Proprietors will be directed to the website to view the data at the Annual Meeting on May 21, 2015.

Treasurer's Report

The Treasurer set-up online access to the District Accounts at Spencer Savings Bank. All accounts are viewable on-line except the Stabilization Account.

A Treasurer's Report dated 5/14/15 showed that the District had \$280,055.22 on deposit in the Spencer Savings Bank. Of this amount, \$249,830.51 was deposited in the money market account containing betterment payments. Of the remained, \$29,100.42 was in a general funds checking account, and \$1,124.29 was in the stabilization account. This report showed (1) a payment to ESS group for \$1,580.65, (2) a reimbursement to the Clerk for \$291.27, and (3) a payment to Morrison Fence for \$722.00 within the general checking account. This payment was made by ESS Group and will be invoiced to the District. This report showed no deposits to the general checking account. In the Betterment Money Market account, interest of \$92.18 was shown on the 5/14/15 report. The report shows no activity in the Stabilization Account. On Mr. O'Coins requested and was granted the approval for Warrant number 185.

Tax Payment Update

Mr. O'Coin will sent an update by email within the week.

FY2015 Betterments Update

Mr. O'Coin will sent an update by email within the week.

Mr. O'Coin has contacted the Town of Leicester regarding the funds of \$20,606.28 generated from the sale of 63 Fairview Drive. The town responded that these funds will be paid out on the May 21st warrant.

Old Business

Weed Control & Permitting Process Update

Mr. Lee contacted ESS Group to determine what the next steps in the weed treatment process are and what role the Management Committee will have in these processes. At this point, the Management Committee does not need to take any action.

Fall 2014 Draw Down / Lake Level Management Update

On October 15, 2014, Mr. Lee opened the lower gate valve 100%. On October 25, the surface channel channel was opened. On February 6, 2015, Mr. Lee closed the lower gate valve. The water in the lake is rising due to melting snow. Mr. Lee watched the lake level and opened the lower gate halfway for 1 week to prevent shoreline and dock damage during ice-out. The lake was free of ice on April 13, and the lower gate was closed on April 25. The water level is rising, and the water clarity is excellent.

Care of Dam Crest

Brick and Block Landscaping business is being sold. Ms. Cosper will determine if the business acquiring Brick & Block will take over the District account.

Repair and Replacement of Floats and Signage at the Rawson Street Bridge

Mr. Lee met with Proprietor Phil Stiles regarding the replacement of floats, cable and signage for the Rawson Street Bridge area. Mr. Lee ordered and delivered the supplies needed for repair and replacement to Mr. Stiles. Mr. Stiles will let the District know he needs help with the repair and installation of the cable and floats. Two proprietors, Mr. Hobson and Mr. Dupuis, also offered to help with repairs. Mr. Stiles was advised to keep all receipts (for reimbursement purposes) for any parts that he purchased to complete the repair.

Preparation for Annual Meeting in May

A date of Thursday, May 21, 2015 has been selected for the Annual Meeting and a room at the Leicester Knights of Columbus has been reserved. Mr. Lee contacted ESS group, and Mr. Carl Neilson will be attending the District Annual Meeting to summarize the weed control treatment process and answer proprietors' questions. Mr. Richard Johnston has graciously agreed to act as moderator.

FY16 Draft Budget

Mr. O'Coin supplied a FY16 draft budget for review at the May 14, 2015 meeting. In the line item of dam repairs, \$4,000 was carried over for FY15. In Dam Repairs, \$834.22 will be carried over to FY16. The amounts in line items dam inspection and land behind the dam will also be carried over to FY16.

The following documents were reviewed & revised:

- April Newsletter
- 2015 - 2016 Action Plan
- Proxy Form
- Voting Cards & Ballots
- Official Warrant
- Individual Motions
- 2014 - 2015 Action Plan - Status Report

New Business

Dam Inspection

The Office of Dam Safety sent a certified mailing to the District ordering the District to conduct a safety inspection. Mr. Lee called Ken Hodgson, the director of Lenard Engineering, and informed him of the order. Mr. Lee will send an official letter to Mr. Hodgson informing him of the order to inspect. Lenard Engineering will

conduct the inspection at a cost of \$3500; the funds for the inspection were included in the FY2015 budget and are proposed to be carried forward in the FY2016 budget. Before the report is sent from Lenard Engineering to the Office of Dam Safety, the District will request a review of the report.

Repair and Replacement of Charles Street Gate

Due to the vast amount of snow that fell during the Winter of 2015, the Charles Street gate was destroyed. Presumably, large amount of snow from plows and loaders were piled onto the gate. The gate sustained heavy damage. Morrison gate estimated replacement of the gate at \$722. The District officials approved replacement and work to replace in underway.

Repair and Replacement of No Trespassing Signage at Dam

People continue to fish at the Dam. No trespassing signage will be updated and repositioned.

Executive Session

The meeting was not recessed 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.

Next Meeting

The next regularly scheduled meeting of the Management Committee was scheduled for 7:30 P.M. on Thursday, June 18, 2015 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 8:33 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: May 14, 2015
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period April 23, 2015 - May 15, 2015. This memorandum will be attached to the May 14, 2015 Management Committee Meeting minutes:

4/23 email exchanged between Tommy Lee and ESS Group regarding the next steps in the weed treatment plan

4/23 water testing data gathered by Proprietor Wayne Ridley from 2014 - 2015 year has been placed on the District's website.

4/24 email exchange between District Clerk and District Treasurer recapping April Management Committee Meeting

4/27 email exchange between former Clerk Richard Johnston and current Clerk Michele Cospers requesting clarification of Annual Meeting notifications.

4/30 email exchange between Michele Cospers and Cedar Meadow Lake Skiers Club President John Moisan regarding distribution of the Club's flyer at the District's Annual Meeting.

5/2 email to the Town of Leicester from Terence O'Coin regarding the funds from the betterment payoff of 63 Fairview Drive in the amount of \$20,709.46.

5/3 District Treasurer sent revised draft budget to members of the Management Committee for review prior to the May 14 meeting.

5/4 email to Phil Stiles from Tommy Lee regarding status of materials to fix and repair floats, cable and signage around the Rawson Street Bridge area.

5/4 email exchange between Proprietor Mark Hobson and Tommy Lee regarding people fishing at the dam.

5/5 email exchange between the Michele Cospers and Terence O'Coin regarding invoices and reimbursements to be added to the May 14, 2015 warrant.

5/5 email exchange between the Town of Leicester and Terence O'Coin regarding transfer of the betterment payoff of 63 Fairview Drive in the amount of \$20,709.46.

5/8 email exchange between District Official regarding estimate of replacement of damaged gate (presumably due to winter snow) at Charles Street.

5/8 email exchange regarding the scheduling of the inspection of the dam.