

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
September 17, 2015**

The meeting commenced at 7:34 P.M. at the Leicester Town Hall in Meeting Room #3.

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

Minutes of Previous Meetings

The previously distributed minutes of the July 16, 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 September 17, 2015 for Clerk's report of communications for the period 7/17/15 through 9/17/15.

Treasurer's Report

A Treasurer's Report dated 9/17/15 showed that the District had \$269,190.09 on deposit in the Spencer Savings Bank. Of this amount, \$221,026.54 was deposited in the money market account containing betterment payments. Of the remained, \$47,039.26 was in a general funds checking account, and \$1,124.29 was in the stabilization account. This report showed one deposit of \$3,492.40 from tax revenue to the general checking account. This report showed three payments with the general checking account: (1) payment for legal notice in the T&G regarding the annual draw down extension; (2) a payment to Lenard Engineering for the dam inspection of \$1,300.00; (3) a payment of \$110 for USPS postal box, (4) a reimbursement of \$55.06 to Richard Johnston for annual draw down extension paperwork and (3) a payment to ESS Group in the amount of \$555.16. In the Betterment Money Market account, a deposit \$26,391.09 from betterment collections and interest payments of \$74.21 and \$74.36 was shown on the 9/17/15 report. The report shows no activity in the Stabilization Account. Mr. O'Coin requested and was granted approval for Warrant number 188.

Tax Payment Update

FY15 tax collections were due in Feb & May 2015. Currently 94.3% of the projected tax revenue has been collected; only \$2251 remains uncollected. Of 92 proprietors owning taxes to the District, 82 have paid in full, 1 has paid half, and 9 have made no payments.

FY2016 Betterments Update

Betterment collections have commenced. 75 proprietors are making betterment payments. 29 proprietors have paid half, and 2 proprietors have paid in full.

FY2015 Audit

Terence O'Coin, District Treasurer, will contact Dan Haynes to start the FY2015 audit.

Old Business

Weed Control & Treatment (Summary of Email Communications)

The herbicidal weed treatment of Cedar Meadow Lake was performed by the ESS Group on June 17, 2015. The weed treatment went as planned. Carl Neilson of ESS Group did a simple mapping in early July. In late July, ESS group reported that the treatment appears to have had the desired effect as there was little evidence of milfoil or fanwort. There was 2 strands of fanwort floating in the northeastern cove. The strands were non-rooted, showed evidence of severe decay and would not be viable for reproduction. There have been no reports of floating weeds in the lake, such as the Najas weed that was a nuisance in Summer 2014.

In late July, Carl Neilson also noticed that the lake visibility was reduced to the presence of blue-green algae. Clarity of the lake was monitored weekly using Secchi disc analysis. Carl stated in his July 2015 email that as long as clarity remains at 4 ft or greater, it can be safely assumed that the algae present are not producing toxins. On August 3, the District posted a bulletin to the website and emailed those proprietors (who have submitted their email addresses) regarding the the condition of the lake and included an informational pamphlet about blue-green algae. An announcement was also placed on Twitter that one could go the District website to view the Bulletin and informational pamphlet.

At the request of District Officials, Carl Nielson access the algae levels in the lake on September 14. Clarity remained at about 4 feet. The testing water revealed the presence of blue-green algae (cyanobacteria) comprised of *Microcystis* sp., *Aphanocapsa* sp.; *Woronichinia naegeliana*, and *Dolichospermum* spp. (x2). It was hypothesized that algae has been exasperated by hot and dry conditions, but could also be related to the weed treatment performed in mid June. Carl Nielson recommended "sticking it out" until the end of the season which is likely 2-3 weeks, with no treatment.

District Officials asked if the lake would be more prone high algae levels in Summer 2016 due to the high levels in the Summer of 2015. The permits granted by the Conservation Committee covers algae treatment. If ESS Group and the District officials agree that the algae should be treated with copper sulfate, the cost would be \$3500-4000.

Lake Level Management Update & Fall Draw Down Extension Approval

Mr. Johnston represented at the District at the September 16, 2015 Leicester Conservation Commission meeting to gain approval for the Lake Draw Down Program. Complaints were made against the District that the dam was completely closed in Spring 2015 after ice-out. The District was reminded that, in the spring, they must leave a minimal flow through the dam to mimic natural conditions in the brook behind the dam when the lake is coming up to capacity. In the Fall, the District also must open the lower valve for two weeks before the lower gate is fully opened to mimic natural conditions. The Leicester Conservation Commission will write the NOI with input from the DEP. When the District receives the NOI, it must be filed with the Registry of Deeds in Worcester. The draw down must occur at least 21 days after issuance the NOI. At the Conservation Commission meeting, the Conservation Commission requested the contact information of District officials. The District Clerk will write a letter to the Conservation Committee containing the requested information. The NOI and the Order of Conditions will be filed in the Regulatory section of the District's Permanent Files.

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. Lenard Engineering completed the dam inspection and sent a copy of the inspection to the District. The inspection report will be filed in the Regulatory section of the District's Permanent Files. The DCR (Dept. of Conservation and Recreation) reported via a letter to the District that they have received the report, and the review will be carefully inspection report. In the meantime, the District Chairman will arrange a meeting at the dam with Lenard Engineering and RH White to start a plan of action & potential quote(s) regarding recommendation for dam maintenance that resulted from the dam inspection.

Dam Crest Fencing & No Trespassing Signage

The fence around the dam spillway is being vandalized. Most recently the bolts to the gate have been removed allowing access to the fenced area. Mr. Lee is meeting with Morrison Fence next week to obtain a quote on repairing the gate and fence around spillway. Lake Proprietor Vinny Tiscione made "No Trespassing Signs" as a gift to the District. District Chairman Tommy will place one sign on the Charles Street gate, and ask Lenard Engineering their opinion has to how place signs on or near the dam crest to aide in deterring trespassing on the dam. Mr. Lee proposed postponing repairing the fencing around the dam until the Spring so any further damage by the snow can be fixed all at once. Mr. Lee also will contact the Leicester Highway Department to determine the best to protect newly installed Charles Street Gate from damage this winter.

Fall Newsletter Preparation / Electronic Distribution of District News

The fall newsletter will be prepared. A goal has been set to send the newsletter by the end of September. The Districts official would like to include information regarding the fall draw down, dam inspection, weed mapping / herbicidal weed treatment effectiveness, algae testing, boat safety and boat etiquette. Along with the fall newsletter, a postcard will be sent to all proprietors asking them to choose their preference as to how they wish to receive of the District news and mailings. District Friends will also be sent a similar card informing them of the how they can receive news about the District. A card was draft and reviewed by the District Officials. The cards will be prepared to be sent with the next newsletter.

New Business

Liability Insurance

The premium for liability insurance is due. The amount is the same as last year, \$5058.00. The District will renew the liability policy.

Care of Dam Crest

Sunshine Landscaping as been mowing the dam crest, but the District has not been invoiced. The District Clerk will reach out to the Sunshine Landscaping to inquire about the invoicing process.

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, October 15, 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 8:43 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: September 17, 2015
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period of July 17, 2015 to September 17, 2015. This memorandum will be attached to the September 17, 2015 Management Committee Meeting minutes:

7/28 Mr. Richard Johnston requested District paperwork (2015 Annual Meeting Minutes & 2015 - 2016 Action Plan) for Draw Down Extension Plan for ConCom approval.

7/28 District Clerk sent District Treasurer invoice from Lenard Engineering. District Clerk requested reimbursement for annual renewal of District P.O. Box.

7/30-8/3 Email exchange between District Clerk and Jan Parke regarding water clarity.

8/3 Email exchange between District Clerk and Proprietor Jim Brandt regarding privacy of email addresses. District Clerk agreed and will BCC all members in next District electronic communication.

8/4 - 8/30 Email exchange between District Chairman Tommy Lee and Proprietor Mark Hobson regarding Charles Street Gate Repair and Charles Street Gate Signage.

8/7 Email exchange regarding September 16 ConCom meeting Public Notice regarding Draw Down Extension Plan and \$48 reimbursement for notice placement in T&G.

8/10 Email from Richard Johnston to District Chairman regarding Draw Down Extension Plan on ConCom's agenda for September 16 meeting. Mr. Johnston advised that a District Official should plan to attend the meeting. District Chairman Mr. Lee will plan to attend.

8/12 Email exchange between District Chairman and Proprietor Phil Stiles regarding Bayliner boat cruising close to shore and parking/fishing on top of buoys by Charles Street Bridge.

8/13 Email from Mr. Richard Johnston regarding CWDA rumors.

8/26 Email from District Treasurer regarding article in T&G about Stiles Dam Repair funding

8/31 Email from DEP with DEP notice regarding NOI File number regarding Fall Draw Down Extension

9/1 Department of Conservation & Recreation (DCR) confirmed receipt of dam inspection report. The document is currently under review by the DCR.

9/5 Email from District Treasurer with draft Warrant 188 for September 17 meeting

9/7 Email from District Clerk to District Officials with July 16 meeting minutes and September 17 meeting agenda.

9/8 - 9/9 Email exchange between District Officials and ESS Group regarding (1) the report on the herbicidal weed treatment and (2) an inquiry into whether an observation / testing of the Lake's blue-green algae is necessary.

9/13 District Clerk will attend Leicester Conservation Commission on behalf of the District regarding the Draw Down Renewal

9/15-9/16 Email exchange between Tommy Lee and ESS Group regarding algae testing results and algae prevention steps in 2016.

9/16 Email exchanged between District Clerk and Stephan Perry regarding District insurance renewal quote