

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
March 19, 2015**

The meeting commenced at 7:35 P.M. at the Leicester Town Hall in Meeting Room #3.

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

Minutes of Previous Meetings

The previously distributed minutes of the February 26, 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 March 19, 2015 for Clerk's report of communications for the period 2/27/15 through 3/19/15.

Treasurer's Report

A Treasurer's Report dated 3/19/15 showed that the District had \$274,030.88 on deposit in the Spencer Savings Bank. Of this amount, \$242,808.85 was deposited in the money market account containing betterment payments. Of the remained, \$33,103.40 was in a general funds checking account, and \$1,109.71 was in the stabilization account. This report showed no deposits within the general checking account. This report showed (1) a payment to ESS group for \$2133.51, (2) a reimbursement of \$857.57 to Michele Cosper for expenses occurred for a certified mailing to all abutters. In the Betterment Money Market account, there were no deposits and interest of \$83.79 were shown on the 3/19/15 report. The report shows no activity in the Stabilization Account. Mr. O'Coin also requested and was granted the approval for Warrant numbers 183.

Tax Payment Update

District tax bills were sent out as scheduled. Collections are underway.

FY2015 Betterments Update

Mr. O'Coin will contact the town to obtain information on betterment collections, in particular the funds generated from the sale of 63 Fairview Drive.

Audit

The audit has been completed, and the report preparation is underway. A electronic copy of the report will be sent to District Official when Mr. O'Coin receives it.

Mr. O'Coin will send a copy of the audit to the USDA with the other materials they requested. (See Clerk's memo attached.)

Budget

Mr. O'Coin will bring a draft budget to the April 16, 2015 meeting to review prior to presentation of budget at the Annual Meeting.

Old Business

Weed Control & Permitting Process Update

The Conservation Commission meeting on was postponed to March 18. Three District proprietors attended the meeting. The Conservation Commission approved our request for permits. It was requested that the District coordinate herbicidal weed treatment with Burncoat Pond to minimize the chance of over-treatment. Although both Lake Districts will work together, ESS Group assured the Conservation Commission that the herbicides are quickly absorbed by the plant and that over-treatment is not an issue.

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 will watch the lake level and, if and when necessary, open the lower gate halfway to prevent shoreline and dock damage during ice-out. Once the lake is free of ice, the lower gate will be closed. Based on the amount of snow and water in the area, the Lake should refill quite quickly. Mr. Lee will also check that the spill way is clear and free of debris.

Use of Social Media for Lake / District News & Reminders

Mr. O'Coin suggested using Twitter to distribute District news in addition to the Newsletters. Mr. O'Coin will set up a Twitter account and provide an update at the next Management Committee.

New Business

Preparation for Annual Meeting in May

A tentative date of Thursday, May 21, 2015 has been selected for the Annual Meeting. Mr. Lee will contact ESS group to ascertain if a representative could attend the the District Annual Meeting to summarize the weed control treatment process.

The following documents were reviewed:

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

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, April 16, 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 8:41 P.M.

A True Copy Attest:

Michele M. Cospers
District Clerk

**Cedar Meadow Lake Watershed District
Memorandum**

Date: March 19, 2015
Subject: District Communications
To: Management Committee
From: District Clerk

District Clerk Michele Cospers reported the following communications for the period February 27, 2015 - March 19, 2015. This memorandum will be attached to the March 19, 2015 Management Committee Meeting minutes:

3/6 The District Clerk received a letter from Former District Clerk, Richard Johnston. He sent a document entitled Town Charges and has been filed at R85-0610-1. He also sent a file entitled "Slide Gate" and has been filed at D67-0515-1. He also sent a file entitled "Draw Down Rates" and has been filed at D67-0515-2. Mr. Johnston also sent material for future use in District Newsletters. He also asked me to kindly remind the USDA office to change our address. The District Clerk called Mr. Steven Bonavita at the USDA and left a message with our new mailing address.

3/6 District Clerk sent the District Treasurer, Terence O'Coin, and the Management Committee Chairman, Tommy Lee, two notices from the USDA. The first notice is regarding Annual Reporting Requirements - Community Facility Loans, and the second notice is regarding Annual Report Requirements - Water and Waste Systems. Mr. O'Coin stated that he could respond to both requests.

3/7 District Clerk sent the District Treasurer a third invoice from ESS Group for services rendered through February 14, 2015.

3/10 The District Chairman, Tommy Lee, communicated to the other District Officials the Conservation Committee Meeting was rescheduled to March 18, 2015.

3/12 A letter was received at 68 Fairview Drive, the home address of Michele Cospers - District Clerk, from Mark Twombly Lee, Counsellor at Law PC, regarding representing Raymond E. Shea, Jr. The office requested that we send a copy of the certified mailing sent to Central Water Districts regarding the Conservation Commission hearing to their office as counsel for Mr. Shea. Mr. Lee was notified of the letter; no action has been taken at this time.

3/17 Email to District Treasurer to Town of Leicester Tax Collector asking for a tax collection status report and inquiry into betterment payment from 63 Fairview Drive.

3/18 Email to District Treasurer from Town of Leicester requesting meeting minutes for an audit on March 23, 2015. District Treasurer pointed to the www.cedarmeadow.org for accessing District meeting minutes.