

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
October 19, 2022**

The meeting commenced at 7:44 PM on **Zoom Meeting (Meeting ID: 817 1198 4261
Passcode: 224281)**

In attendance: Tommy Lee, Chairman
Brian Waterman, Committee Member
Jillian Spratt, Clerk
Terence O'Coin, Treasurer
Linda Berish, Town of Leicester Assessor

Absent: Richard Carr, Vice Chairman

Minutes of Previous Meetings

The previously distributed minutes of the September Monthly meeting (9/15/2022) were offered for approval. A motion was made by Mr. Waterman, and seconded by Mr. O'Coin.

Clerk's Report

Clerk's report of communications for the period of September 16, 2022 - October 19, 2022.

- 9/22/2022 - submission of the NOI to the Leicester Conservation Commission and abutters notified via mailing.
- 9/30/2022 - email correspondence between Mr. Waterman and Alaa Abusalah from the Leicester Conservation Commission re: NOI publication in the Worcester Telegram & Gazette
- 10/3/2022 - email correspondence between Mr. Lee, Mr. O'Coin and Mr. Stephen Perry Jr., Commercial Account Executive from Braley & Wellington Insurance Agency re: Insurance Renewal Invoice
- 10/3/2022 - correspondence between Clerk and Gannett Legals re: Public Notice Publication for Tax Classification Hearing to be published in the Worcester Telegram & Gazette on 10/5/2022.
- 10/12/2022 - Email notification to re: DEPARTMENT OF ENVIRONMENTAL PROTECTION MassDEP NOI File Number for the tree cutting proposal
- 10/13/2022 - email correspondence between Mr. Waterman and Alaa Abusalah from the Leicester Conservation Commission re: site visit scheduled for 10/26/2022
- Mr. O'Coin has been in correspondence with Mr. Dan Hanes from Scanlon and Assoc. re: our FY 22 Audit. They held a meeting on 10/17/2022 at which point records and ledger for the annual audit were transferred to Mr. Hanes.
- Mr. O'Coin has made several attempts to contact Mr. Will Foster from the USDA re: the betterment paydown without response.

Treasurer's Report

A Treasurer's Report dated 10/19/22 showed that the District had \$691,341.66 on deposit. \$31,584.88 was on deposit in the checking account. Of this amount \$597,758.34 was deposited in the Money Market account containing betterment payments. The report shows 1 interest payment of \$98.11 and 1 deposit of Betterment Receipts from FY2022-check 127118 of \$849.54. The report shows 4 payments; (1) \$6480.00 to Braley & Wellington for Insurance premium, (2) \$42.48 to Jillian Spratt for T&G Legal Ad for the Tax Classification Hearing, (3) \$344.00 to Mirick O'Connell for Legal services, invoice 544969, and (4) \$5,784.92 to WDA Design Group for Notice of Intent, ConCom prep, planning for tree cutting behind dam. The dam stabilization account contains \$60,824.28. The report shows 1 interest deposit of \$7.50. \$1,174.16 was in the stabilization account. Mr. O'Coin is requesting approval for warrant 247. A motion to approve the warrant by Mr. Lee, seconded by Mr. Waterman and voted unanimously..

Mr. O'Coin explained that \$344 would need to be moved from reserve to legal to cover Legal services provided by Mirick O'Connell with respect to the imminent domain taking. A motion was made by Mr. Lee, and seconded by Mr. Waterman and voted unanimously.

Tax Payment & Betterment Payment Updates

92 proprietors pay tax to the District. Mr. O'Coin reported approximately 96% of tax collections have been met for FY2022, and approximately 98% of betterment collections for FY2022. There have been no other betterment payoffs. There are no further updates to report.

Old Business

Lake Clarity & Level Management Update

Mr. Lee reported superior lake clarity. Lake levels are up to spring elevation levels due to recent rainfall. The lower channel to be open following the Leicester Conservation Commission site visit scheduled for 10/26/2022. The lower channel is expected to be open for a couple of weeks before the upper channel opens.

Dam Maintenance and Dam Crest

Mr. Lee reported no changes to dam maintenance or the dam crest. Sunshine Lawn Co. was in correspondence with Mr. Lee with respect to follow-up of the cutting of the dam crest this season. Mr. Lee reported the CMLWD Management Committee was pleased with the services provided; the committee will review service needs for next cutting season.

Weed Treatment & Water Quality Monitoring

Mr. Lee will reach out to TRC ESS Group regarding the final post-treatment analysis report.

Tree Cutting Permitting Progress

Mr. Lee and Mr. Waterman will be conducting a site visit with the Leicester Conservation Commission on 10/26/22 at 1:15pm.

Mr. Waterman reported that the CMLWD has received the Department of Environmental Protection (DEP) Notice of Intent (NOI) File Number with comments specific to timing.

Mr. Waterman reported that the Leicester Conservation Commission meeting held on 10/12/2022 went well. The Commission had questions pertaining to safety and timing of tree cutting. The approval of the NOI is anticipated in Early November for record at the Registry of Deeds. The DEP Number will be posted visibly on either side of the dam.

New Business

- **Update of Emergency Action Plan for Dam Safety** - Mr. Lee reported that the updates to the safety plan are pending. Mr. Lee will follow up with Linnard Engineering regarding updates and recommendations.
- **Record Tracking for CMLWD Management Committee Conflict of Interest Law Training** - Mr. O'Coin had received an email from David Giannati, Public Education and Communications Division Chief from the State Ethics Commission (10/6/2022). The State is now providing a service for tracking the Conflict of Interest Law training required of all public officials and employees within the first 30 days of hire and every 2 years following. To use the state provided tracking service notification needs to be provided to the State Ethics Commission within 30 days. The CMLWD Management Committee voted unanimously to use this state provided service. Mr. O'Coin will take the lead and correspond with the CMLWD Management Committee for next steps.

Executive Session

The regular meeting of the management committee was not recessed for an executive session.

Next Meeting

The next regularly scheduled meeting of the Management Committee was scheduled for 7:30 P.M. on Thursday, November 10, 2022 by Zoom Meeting.

Adjournment

A motion was made by Mr. Lee, seconded by Mr. Waterman and voted unanimously to adjourn the meeting. The meeting adjourned at 8:10 P.M.

A True Copy Attest:



Jillian Spratt, District Clerk