

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
March 28, 2012**

The meeting commenced at 7:41 P.M. at 1 Maple Glen Lane, Leicester.

In attendance: Paul Dufresne

Tommy Lee
Wayne Ridley
Richard Johnston, Clerk
Terence O'Coin, Treasurer

Minutes of Previous Meetings

The previously distributed Minutes of the Management Committee meeting on March 8, 2012 were offered for approval. A motion was made, seconded and voted unanimously to accept the Minutes as written.

Clerk's Report

Mr. Johnston reported the following communications since the last Management Committee meeting:

- 3/20 memorandum from Clerk to E. Nevalsky of Burncoat Pond Watershed District sharing knowledge gained regarding the collection of delinquent district taxes
- Exchange of e-mails with member Mark Hobson's in response to his questions about the outstanding judgement
- Exchange of e-mails with member Tom Forsberg about the lake water level
- Exchange of e-mails with member Mark Hobson about the lake water level
- Telephone discussion with new member Edward Rose about lake water level and usual plans to raise water levels during the spring
- Telephone conversations with Spencer Savings Bank's Ruth Cavanaugh regarding request for line-of-credit

Treasurer's Report

Mr. O'Coin presented a Treasurer's Report dated 3/28/12 showing that the District had \$10,257.50 on deposit in the Commerce Bank. He reviewed the report and the list of receipts and payments made. Most significant were the receipt of \$15,459.26 in tax revenue, and the payment of three invoices from Fuss and O'Neill engineering totaling \$6,402.71. Mr. O'Coin also sought and received approval for Warrant #158.

The tax receipts were from 37 members to the Tax Collector during the period 2/1 to 2/29/12. Twelve of these members paid payments due in both the third and fourth quarters and the remainder paid just the payment due in the third quarter.

Mr. O'Coin reported applying for and being assigned a DUNS number from Dun and Bradstreet as required by the USDA as part of the loan application process.

Old Business

Draw Down Update:

Mr. Johnston reported that, as of 3/28, the lake was down only 29 inches below the spillway elevation. He reported probing around the face of the low level outlet with a pipe and chisel used for clearing ice in the Winter and feeling what could be accumulations of sediment partially blocking the inlet to the valve.

There was discussion about the need to fill the lake through expected Spring rains and it was agreed that the spillway channel and low level outlet could be closed to partially fill the lake without jeopardizing planned dam repairs. Mr. Lee and Mr. Johnston agreed to meet at the dam on Saturday 3/31 to reinstall the flash boards and to close the low level outlet.

Mr. Lee reported meeting on the dam with a plumber friend who suggested the permanent placement of the siphons next to the spillway channel, and routing these well down into the channel outlet to achieve the greatest possible siphon action. It was agreed that bolted flanges could be added in such a way as to allow the lake side siphon drops to be removed each winter. It was further agreed that R. H. White Construction would be asked to cut and remove the temporary siphons to a storage area off Fairview Drive controlled by Mr. Lee.

Engineering Plan Update:

Mr. Johnston reported a disappointing encounter with Fay Engineering. Telephone conversations with principal engineer William Fay regarding the District's interest in working with an engineering firm that would not load all transactions with a lot of overhead went very well. It was agreed the Mr. Fay and his son would meet Mr. Johnston on the dam. That meeting did not occur because Fay Engineering did not appear as agreed. The senior Mr. Fay could not make the next meeting date but agreed to send his son and daughter, both WPI trained civil engineers. Will and Celeste Fay met Mr. Johnston at the dam, collected information to be shared with the senior Mr. Fay, agreed to meet on the dam three days later, and to call to confirm this meeting. The confirmation call never came and calls by Mr. Johnston to office and cell phone numbers were not answered. The Fays did not appear for the planned second meeting on the dam. Mr. Johnston called Celeste Fay and ended any further dealings with Fay Engineering.

Mr. Johnston reported contacting the Auburn office of Lenard Engineering and a planned meeting to take place on 3/29 with Scott Charpentier and a member of his staff. Mr. Charpentier agreed that most dams built during the 1850's contained an impervious clay berm that prevented water from flowing through the dam structure. He was amenable to a low overhead approach to pricing his services, and reported working with R. H. White on several privately owned dam projects.

Dam Repair Plan:

Short term dam repair plans remain the same to make a temporary repair, hopefully limited to restoration of a deteriorated portion of the internal clay berm, just west of the gatehouse to allow the lake to remain full during the summer months. Additional and more permanent repairs can be made in the during the Fall draw down period.

Mr. Johnston reported that, on 3/23/12, he moved the hay bales, intended to keep frost out of the ground, away from the expected excavation area to a perimeter around a larger expected construction area.

Mr. Johnston also reported a telephone conversation with John Kelley of R. H. White Construction. Mr. Kelley plans to line up a supply of clay and will make the necessary equipment and labor available when dam repairs are performed. When discussing the need to do some additional, and shallow, core drilling to verify the presence of the clay berm, Mr. Kelley recommended the use of a backhoe with a one foot bucket to do exploratory digging instead.

Line-of-credit Approval:

Mr. Johnston reported a telephone conversation with Ruth Cavanaugh of Spencer Savings Bank that evening in which she advised that an anonymous person had stepped forward to guarantee repayment of the District's requested \$30,000 line-of-credit. This line will allow the District to go forward with planned dam repairs and other activities without having to wait for tax revenues due in 2013. Mr. O'Coin and Mr. Johnston will meet at the bank in seven to ten days to sign loan documents.

Mr. O'Coin stated that the funds on deposit at Commerce Bank could soon be transferred to new deposit accounts at the Spencer Savings Bank.

USDA Financing:

Mr. Johnston reported that Clark Rowall of UniBank, in his role as financial advisor to the District, was working with USDA personnel in Holden to confirm the District's eligibility for a Rural Development loan.

New Business

Annual Meeting Preparation:

Mr. Johnston reported that the evening of May 16 was available at the Knight's of Columbus Hall for the District's Annual Meeting and that he was scheduled to meet the facility manager on 3/29 to pre-pay hall rental charges.

There was discussion about the 2012 - 2013 Action Plan and the possibility of including a couple of additional goals involving members that wanted to volunteer their time to help the District. Mr. Johnston was instructed to draft an Action Plan that calls for goals similar to goals contained in the existing plan and two additional goals to establish committees to deal with storm water run-off problems in the east side of the lake, and the financing and repayment of a long term debt to the USDA.

Underwater Camera:

Mr. Johnston shared a specification sheet describing an Aqua Vu Fish TV Underwater Viewing System available from Pro Bass Shops. This system carries a cost of \$180 plus tax and could be used to view the inlet to the low level outlet and trash rack to identify obstructions. It could also be attached to some small diameter, light-weight PVC pipe to view the interior of the low level outlet pipe. Mr. Johnston was given authorization to purchase this camera for use by the District.

Executive Session

A motion was made, seconded and voted unanimously to recess the meeting to conduct an Executive Session to discuss pending litigation. The meeting was recessed at 8:45 P. M.

The Executive Session commenced at 8:46 P.M. and adjourned at 9:00 P.M..

Regular Session

The regular session of the Management Committee meeting reconvened at 9:01 P.M.

Next Meeting

The next meeting of the Management Committee was not scheduled.

Adjournment

A motion was made, seconded and voted unanimously to adjourn the meeting. The meeting adjourned at 9:02 P.M..

A True Copy Attest:

Richard D. Johnston
District Clerk