

**Cedar Meadow Lake Watershed District
Minutes of Management Committee Meeting
April 10, 2024**

The meeting commenced at 8:00 PM on Zoom Meeting

In attendance: Tommy Lee, Chairman
Brian Waterman, Vice Chairman
Jillian Spratt, District Clerk
Terence O'Coin, District Treasurer

Sends regrets: Richard Carr, Committee Member

Minutes of Previous Meetings

The previously distributed minutes of the February/March Monthly meeting (3/6/2024) were offered for approval. A motion was made by Mr. Lee to approve as written, seconded by Mr. O'Coin and voted unanimously.

Clerk's Report

Clerk's report of communications for the period of March 7, 2024 - April 10, 2024:

- 3/8/2024 - Confirmation of Free Cash Certification from Massachusetts Department of Revenue
- 3/11/2024 - Email from David Giannotti, Public Education and Communications Division Chief, State Ethics Commission Re: Ethics Training website
- 3/7/2024 - Mr. Lee reached out to Anna Chase from TRC re: discussion at the last Management Committee Meeting; Followup from Ms. Chase on 3/13/2024
- 3/7/2024 - Mr. Lee reached out to Corey Brodeur and Doug Bush from Haley Ward re: Dam Inspection (formerly Lenard Engineering); follow up on 3/25/2024. Mr. Lee and Mr. Brodeur have yet to connect
- 3/31/2024 - Email sent to Chief Dupuis re: Fire/EMS Meeting Room use for Annual Meeting. Confirmation received 4/1/2024
- 4/4/2024 - Annual Newsletter and Save the Date emailed out to all Proprietors and Friends of the Lake via Mail Chimp included Form to update all contact information as of 4/10/2024 the Clerk has received a total of 7 responses.
- 4/4/2024 - Received an email from Darlene Eager, former Proprietor asking to remove her from the mailing list

Treasurer's Report

A Treasurer's Report dated 4/10/2024 showed that the District had \$274,979.24 on deposit. \$55,433.23 was on deposit in the checking account. The report shows 1 deposit from tax collections in the amounts of \$6,379.11, and 4 payments: 1 to Sunshine Landscaping Co., Inc. for 2024 Dam surface mowing in the amount of \$798, 2 to Mr. Terence P. O'Coin for Reimbursement for COLAP membership dues in the amount of \$50.00, 3 to Scanlon & Associates, LLC for the FY2023 Audit in the amount of \$2,500, and 4 to Terence P. O'Coin for

the Annual Zoom subscription reimbursement in the amount of \$169.89; Of this amount \$157,403.98 was deposited in the Money Market account containing betterment payments. The report shows 1 deposit from Betterment collections in the amount of \$189.71 and 1 interest deposit in the amount of: \$6.23. The dam stabilization account contains \$60,960.83. The report shows 1 interest deposit in the amount of: \$7/24. \$1,181.20 was in the stabilization account.

Mr. O'Coin is seeking approval for Warrant 258.

Tax Payment & Betterment Payment Updates

92 proprietors pay tax to the District. Mr. O'Coin reported 78 paid partially, 14 paid in full, 0 have not yet paid. To date, 73% of annual taxes have been collected.

There have been no recent betterment payoffs. 41 betterments remain. Of those 41, 40 have paid in full for FY2023, 1 have paid partially, and none have yet to pay. The district has received 99.1% of planned collections to date.

Old Business

Lake Clarity & Level Management Update

Mr. Lee will close on the upper channel in the next couple of days.
Water clarity is excellent.

Dam Maintenance and Dam Crest

Mr. Lee reported he conversed with Corey Broudeur from Haley Ward. He reported he stressed a plan of routine maintenance. He agreed, stating that it indicates proactive care of the dam. We are not yet due, however are interested in pursuing the inspection now that we have cleared the trees. Mr. Waterman agreed. The Management Committee is in favor of moving forward with an inspection and an action plan. The Emergency action plan requires updating of all contacts.

Weed Treatment & Water Quality Monitoring

Mr. Lee reviewed the proposed costs with TRC, highlighting \$3500 budgeted for on-call services; \$9900 quoted for a new Notice of Intent and to close out the current Notice of Intent; and \$16,000 for treatment. The management committee is wondering if we need a new NOI if we do not intend to treat this year. The management committee also discussed the need for another mapping. Mr. Lee expressed his cautiousness about doing any mapping if we cannot act on it if needed.

New Business

Annual Meeting Preparation - The District is in search of a new Moderator for the meeting as Mr. Dick Johnston has served for many years. The management committee discussed a number of options. The District Clerk will reach out to the former clerk, Michele Cosper, to ask if she may be interested in taking on the role of Moderator.

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 is scheduled for **8:00 P.M. on Thursday, May 9** by Zoom Meeting.

Adjournment

A motion was made by Mr. Lee, seconded by Mr. Waterman voted unanimously to adjourn the meeting. The meeting adjourned at 8:45 P.M.

A True Copy Attest:

A handwritten signature in cursive script, appearing to read "Jillian Spratt".

Jillian Spratt, District Clerk