

**Brewster Ponds Coalition
Board of Directors Meeting
Minutes 6/1/2023
Video Conference**

Present: Ron Essig, Jane Savio, Susan Bridges, Rob Condon, Kevin Kearns, John Keith, Marcia Kielb, Nancy Ortiz, Marty Burke, [Mary Mauterstock](#)

Absent: [Cameron Ferguson](#)

Meeting called to order: 6:03 PM

Standing Topics

1. Review and approve the minutes of the May 4th Board Meeting - Nancy - approved unanimously
2. Confirm and document email votes between Board meetings, if any - Nancy - none
3. Incoming mail (if any) - Rob - none
4. Treasurer's report - Rob
 - a. Financial statements - see Board folder - Bank balance \$207K, May expenses \$7,500 (Pond Guide publishing \$3K, insurance \$705, Gilvinski tax preparation \$475, NEON annual fee \$546 - donations \$2,856 (business partners: \$1,500 Agway and \$500 Woodwork Gallery) Recently discovered that scholarships are subtracted from financial aid if paid directly to college. Future scholarships will be paid directly to the student so financial aid will not be impacted.
 - b. Approval of expenses and reimbursements (if any) - none
5. Misc. administrative matters - All
 - a. Board Party Wednesday, June 7th - start time changed to 5 PM to accommodate John's 6:30 PM BOH meeting
 - b. BPC needs a representative to the Water Resources Planning Task Force since John can no longer represent BPC since he is also on the BOH - The Water Resources Planning Task Force meets the 2nd Thursday of every month in person year round so the representative needs to live in Brewster the entire year. Susan will attend the meetings in place of John.
 - c. Website updates - Jane has done a good job of updating the website. A convenient drop down for adult education programs has been added. Nauset and Tech students have requested completing scholarship applications online to streamline the process. The requirement that applicants be from Brewster has presented a roadblock for applicants from the Tech School. A change in this policy will hopefully be made next year.

New Business

1. July newsletter - Potential stories are listed in the board folder. The deadline for articles is June 19th and the newsletter will be sent out June 29th. Kevin will write a short article on the Pond Protection Plan. Concern was expressed over the length of the newsletter. Some articles could be postponed to a future newsletter. Board members are suggested to get feedback from members on the length of the newsletter. Marcia suggested limiting the content of articles and elaborating on the various subjects at the Pond Summit and

Annual Meeting.

Current Priorities

1. Pond Summit - 6/16/23 - All speakers have been lined up with the exception of MASSTC. Susan will follow up with MASSTC. Lower Cape TV will stream the summit. Jane is coordinating with the Baptist Church regarding tech issues and creating the opening loop of slides to be shown during registration in addition to those during the presentation. Susan will send out a notice requesting speaker bios and photos. This needs to be completed ASAP. Kevin suggests contacting speakers in advance to make sure all are clear about expectations. During her opening statement, Susan will reiterate the goal of the BPC and the Town of Brewster: a comprehensive water protection plan for our ponds and water resources that addresses and remediates nutrient pollution from septic systems and other sources.
2. Septic system/pond testing initiative for summer 2023 - status report - Four houses have volunteered to be in the program - 2 on Griffith Pond and 2 on Elbow Pond. The draft agreement for the volunteer homeowners is in the Board Folder. Ideally 1 or 2 of the wells will be located on the Griffith Pond Association land, however permission from the Association has not yet been given. Three or four monitoring wells, typically 2 inches in diameter and extending down to the groundwater, will be drilled near the homeowner's septic system leach field or leach pit and downgradient towards the pond. The volunteer pond sediment and water sampling will be more comprehensive than PALS but only two ponds will be sampled. The engineering and consulting analysis for the wells covering the four houses is \$37,705. The board unanimously approved payment of \$37K to Horsley Whitten with minimal adjustment should changes be necessary. The final Purchase Order will be issued after 6/7/23. John will distribute the well drilling quote via Email for board approval. The total cost of the project including well drilling will be approximately \$53K. Rob asked if payment will be made in installments. John answered in the affirmative. Marty raised the question of our hiring an attorney for legal documents such as the homeowners agreement that John wrote for use in this project. The board was comfortable in moving forward without the use of an attorney review.
3. Conservation Day 7/8/23 - Susan hopes all board members will participate. The big flush will be set up but there will be no BPC speakers this year.
4. Board recruitment - Both Cameron and Mary are up for reelection. Mary agreed to a second term. Cameron has not yet responded. Discussion ensued regarding Kevin's skills worksheet. What skills are lacking on the board? What type of board members should be recruited? Susan expressed concern of replacing tech savvy, sales and membership positions. Board members need to continuously look for potential candidates. Positions needed could be advertised in the quarterly newsletter. Marty will add a solicitation notice for the board position in the Member's Corner of the Newsletter. Select Board member Ned Chatelain is very supportive of BPC. It is possible he has contact with younger candidates who would be interested in joining the board. Konrad in the past has expressed an interest in grant writing. Marty mentioned that he has spoken to Chloe Vouvakis, a Nauset High School student living in Brewster and she will join the Citizen Science program this year. He also said that Amaya Gianinni, a high school student off Cape will join the Citizen Science team for cyano monitoring and will work with him on the NOAA research program.

Committee Reports - Written/verbal reports as needed

1. Pond Outreach - Kevin expressed concern over the difficulty getting town approval to move the Canoe Pond aeration system forward. The new owner of the house where the aeration system is located has agreed to leave the system in place through the summer. Nancy mentioned that Conservation is now under different leadership and getting projects approved has presented more challenges.
2. Citizen Science - The first round of sampling went really well. Five new volunteers have been trained and are doing well. Three other new volunteers have not sampled yet. Nineteen ponds are being tested.
3. Pond Ed for Children - The teachers gave positive feedback from the Pond Ed program. The second grade teachers rewrote part of the curriculum. Funds are available to expand the curriculum. Marcia invited board members to attend next week's field trips on Tuesday and Thursday.
4. Events - BPC was awarded the prize for the most humorous float. Shelley the Turtle was a huge success as always.

Wrap-up

- Recap decisions, action items, and follow-up assignments
 - Newsletter deadline June 19th
 - Board party start time changed to 5 PM
 - Susan to represent BPC on the Planning Task Force
 - John to submit Purchase Order to Horsley Whitten for the septic test project A board Email vote will be needed for the well drilling quote.
 - Susan to follow up with MASSTC presentation for Pond Summit
 - Pond Summit speakers bios and photos need to be submitted.
- Next Board Meeting - July 6, 2023 - Google Meet
- August meeting - August 3, 2023 - Google Meet
- September meeting - September 7, 2023

Meeting Adjourned: 8:10 PM

Submitted by: Nancy Ortiz, Secretary