

Board Members Present: Karen Malkus-Benjamin, John Keith, Rick Kuzman, Tony Ortiz, Gwen Pelletier, Konrad Schultz (by Skype), Tom Vautin, Dawn Walnut. Member attending: Nancy Ortiz.

President Karen Malkus-Benjamin opened the meeting with congratulations to Konrad, Susan Spencer and Bernie Whitaker for the successful launch of the Brewster Ponds Coalition website. There was a brief discussion re ability to fully access the site through cell phones. Different board members with different cell phones had different experiences, due to the dynamic template being used. Header images do not show on i-phones but all other text and images will be viewable..

## COMMITTEE REPORTS

- CLERK--Gwen
  - Minutes for the November 6, 2014, were approved unanimously
  - Discussions and actions by the Board included:
    - Submission by Gwen Pelletier of Application 1023 EZ to Federal IRS for 501 c 3 nonprofit status. The Board voted unanimously, on a motion by Tom Vautin, seconded by John Keith to approve the submission as outlined by Gwen and to approve her request for reimbursement of \$400 for the filing fee.
    - Submission by Gwen of a request for reimbursement of \$85.06 for expenses for printing by-laws for the October 4, 2014, general meeting and for filing fees for Commonwealth of Mass fees for Articles of Organization and document of Incorporation for Brewster Pond Coalition, Incorporated.
  
- COMMUNICATIONS---Konrad
  - Facebook Page. Konrad is in discussion with Sue Leven about the possibility of BPC taking over the Brewster Ponds Facebook Page created by the Town.
  - Newsletter. Committee members Sue Spencer and Bernie Whitaker are working on content for the first newsletter, with a recommendation that we have one quarterly. Goal for content is to “empower people” to take action themselves. Goal for timing of first publication is first of 2015. Discussion emphasized a brief one with 4 to 5 articles of no more than 2 to 3 paragraphs. Sue and Bernie are currently working on stories. Through email conversations Board members had considered what platform to use for publishing the electronic newsletter. We agreed that “Mail Chimp” which has been used successfully by BREWSTER FLATS is the preferred platform.
  
- EVENTS AND EDUCATION---Dawn and Karen

Karen and Dawn submitted a written report, a copy of which is attached to these minutes. Discussion of the committee plans, included the following:

  - Jan McGann has joined the committee.
  - Review of report and concurrence with program as outlined. Details to be worked out on plans for LANDSCAPING and INVASIVE SPECIES workshops.
  - For our first workshop, we want it to be a positive approach, what homeowners can do. Rick and Konrad will have a conversation with Sue Leven to let her know that our “Kick off” workshop for members has a different focus from the workshop she plans on the “Permitting process” for work around ponds so we will not attempt to co-ordinate.
  
  - ”Kick off” workshop for January or February, “HISTORY OF BREWSTER PONDS” with panel discussion and exhibits. Konrad and Tom will work together to put out a request for stories about ponds.

- Preferred day is a Saturday morning and location, if possible, at Museum of Natural History. Tom has checked and Museum folks are agreeable. We need to confirm date and then check for availability.
- Konrad will post info on website once we have firm agenda, date, time, and location.
- MEMBERSHIP ---As we plan outreach and goal of expanding membership, this topic has broadened to include outreach to individual pond and “pond neighborhood associations”, and fishing groups.
  - Tony is still working on a database. He has created a list of ponds with street names close to ponds and will get a list from the Assessor’s office of people on those roads
  - Tom has gotten a database from the Assessor’s office of addresses for pond front properties.
  - Tom is doing research to try to identify pond and neighborhood associations and has determined that no such list occurs.
  - Tom and Tony will work together to continue to develop list. Each of us should share any knowledge we have of associations and names of people who live on ponds.
  - We want to reach out to associations to let them know we are here for them . It would be desirable, if they will share it, to get their membership lists. Otherwise, we want the individual associations to encourage their members to join BPC.
- FINANCE---Tony reported that he has obtained the papers from Cape Cod Five to open a bank account for BPC.
  - We need to determine signatories on the account. On a motion by John, seconded by Dawn, the Board voted unanimously
    - To require only one signature on a check and authorized the two signatories to be Tony Ortiz, Treasurer, and Karen Malkus-Benjamin, President.
    - That payments from the account will by authorized by the Board at a meeting or by email approval with a majority vote.
  - Tony further reported that he is working with the Treasurer of the Brewster Conservation Trust to transfer the funds from their account to a BPC account, that he has set up a database and accounting system.
  - Discussion around tax deductions for donors included the following points
    - Gwen informed the board that information relative to the application for 501 c 3 status indicated that once the IRS has approved the application, it is retroactive to the date of incorporation. So, depending on when we get approval, we may be able to write the letter ourselves..
    - Up until January 1, if necessary, donors will be given “tax deductible contribution” letter from Brewster Conservation Trust. Tony will work with BCT for that
    - We discussed whether to attempt a “year-end appeal” to donors, but decided that we are not ready to do so yet. It will be better to make an appeal after we are better known for activities that benefit the ponds and pond front owners.

E MAIL PROTOCOL----Karen pointed out that there is a lot that happens between meetings with email and we need to determine how best to use email so that we are also not overwhelmed by it. We made the following decisions:

- Use “reply all” sparingly. For instance, if just acknowledging receipt of an email or simple comment to sender, reply only to sender.
- If you are raising a new subject for everyone’s attention, send a separate email appropriately titled.
- If you are making a substantive comment to a new topic, “reply all”.
- If you are sending an email that requires a reply or a vote of the Board, be clear about that in your email.
- Decisions made by email should be confirmed at the next Board meeting.

BARNSTABLE COUNTY 208 WASTEWATER PLAN---Karen pointed out that Ed Eichner and several pond groups have written letters to the 208 Wastewater planning committee about including fresh water resources in the discussion. She will send us a copy of the letter and we will discuss at the next meeting.

#### ADDITIONAL TOPICS DISCUSSED

- John Keith raised the issue of reaching out to neighborhood associations and what we can do for them. He pointed out that there is already a fairly significant amount of technical data available and suggested that we approach the individual pond organizations from the point of view of HERE'S YOUR POND. John agreed to spearhead this effort on the behalf of BPC. He will review reports, technical data, and maps and begin to assemble information, working with Town staff. He suggested that a goal for being able to make some presentations should be in the summer when property owners who are here only part time are likely to be available.
- Konrad suggested that we might want to do something BIG, such as the RESTORE YOUR SHORE program in Minnesota. He has done some research and there is nothing similar in Massachusetts. The discussion around this included possible funding for such a major program and what role BPC could have in implementing. Konrad sees this as a long term goal and will do some research himself as well as follow-up with folks in Minnesota about their process.

NEXT MEETING: e Thursday, January 8, 2015, at 6:00 PM

Submitted by,

Gwen Pelletier, Clerk

## Education Committee Report 12/4/14

**Task:** Explored options for workshops in spring and early summer-progress report

### a) **January/February kick off: History of Brewster Ponds**

*Call for all stories:* (Konrad-request on stories on web site/and in newsletter?)

For ex. Long Pond had a large Turkey farm, a Speak-easy/horse racing, merry-go-round

- **TIME LINE**-(Dawn)  
Large scroll with pictures and highlights Brewster's history relating to Ponds  
Ex. Agriculture /Industry and other uses in 1900-Woods Hole group Chart/maps?  
Workshop attendee's involvement :use Post-its to add stories, pictures dates
- **Hands –On:** exhibits  
-Watershed –tech. school 3D printer??  
-Title V-septic 101  
-Nutrient /N+P reduction-ex. products with P still regularly used
- **Possible Guest Panel:**
  - a. Robert Finch article- *Beach Roses, Pitch Pines and Big Dunes are not so Cape Cod as you imagine*
  - b. Fisheries rep: *Reclamation- impact of pesticides used in 50's?Stocking and fisheries practices then and now ?*
  - c. Brewster Historian

### **Ideas for workshop attendance incentives:**

- ❖ Sponsor free soil testing- review UMass soil lab information
- ❖ Give away native plants/seeds-**SM** will look into plants used at Blueberry Pond
- ❖ Free site evaluation with *Restore your Shore* materials?
- ❖ Challenge for turf reduction and no pesticide use-prizes?
- ❖ Pledge-“3 things I can do to help Brewster Ponds”
- ❖ Door Hanger like EPA sample, magnet? Bumper sticker?

**Board Actions:** \*Need to contact Sue Leven to explain change in plan-Rick and Konrad

\*\*Confirm a date

## **2) March event Landscaping –**

### **Green Infrastructure-Low Impact Development to help water quality:**

UN declared 2015 The Year of Soil- December 5th of every year World Soil Day

*Soil = superior pollution filter, stores precious rain storehouse of nutrients*

*State of worlds soil in rapid decline- even the soil in our own back yards is deteriorating from our yard care practices- Greenscapes guides promote the importance of soils for food security and essential eco-system function*

*“The soil, coupled with the landscape and its vegetation is responsible for the distribution of all rainwater falling upon it and thus plays a key role with respect to the water cycle and the supply as now recognized by hydrologist”*

Idea for presenters:

- **Wilkinson Ecological**-green infrastructure –Rain gardens, rain barrels and bioswales
- **Green Cape** - spoke to Sue Phalen -she would be glad to share ideas at a pond-friendly landscaping and ways to reduce pesticide use

(Note- John reminds to discuss waterfront properties specifically too)

**AmeriCorps-** project examples invasive removal, water obstruction removal etc.

**Blueberry pond** -rain garden video

**Committee ACTION- Decide on workshop format and confirm a date-March 28, 2015**

### 3) Invasive Species

-E-mailed Tom Flannery at Lakes and Ponds program of the MA DCR

Blueberry Pond scheduled for 5/21/14 (Thursday)

Tom F. said to send possible dates- Can workshop be on a Saturday?

We will aim for different day possibly Tuesday evening or weekend?

**Confirm: Decide on a date for workshop-** *Tuesday night or Saturday in June depending on DCR availability*