

## **MINUTES, BREWSTER PONDS COALITION, NOVEMBER 2, 2017**

Board members present: Karen Malkus-Benjamin, Gwen Pelletier, Judy Pirani, Konrad Schultz (by Skype), Tom Vautin, Dawn Walnut

**Minutes for October 5, 2017** were approved unanimously.

### **Treasurer's Report**

- Financial Statements for October were approved unanimously.
- Expenses approved: Print Synergy for printing of "Newsletter/Annual Appeal"; 8,500 copies of 8 page document for mailing as part of Annual Appeal. Bill for \$3,005.00 was approved unanimously. Gwen pointed out that bill submitted indicates "Spring" newsletter. She asked that Konrad request a new bill with the correct description of the work performed. Payment contingent on receiving corrected bill.
- We received a check from "Save Blueberry and Sol's Ponds" Association for \$2,160.55, which was deposited into their restricted account.
- Gwen filed the Annual Report to the Commonwealth of MA, due November 1 of each year for all non profit organizations.

### **Annual Meeting 2018**

Gwen reported that she had contacted Rich DeLaney, CEO of Center for Coastal Studies. He has agreed to be speaker at our Annual Meeting on August 18, 2018. She also shared that we cannot yet book Captain's Course because management of the restaurant and meeting room is up for a new contract, effective January 1, 2018.

**Copies of all referenced documents and reports are available upon request.**

### **CURRENT PRIORITIES**

- **Fall membership and annual appeal update**

Judy and Konrad have developed the content for the 8 page "appeal/newsletter" with design support from Jim Holland.

  - ❖ The documents are being shipped from the printer to Curley in Yarmouth for mailing.
  - ❖ The "appeal/newsletter" will be mailed to all residents and property owners in Brewster.
  - ❖ The mailing to all people/families currently in our database will also include a personal letter of thanks for their previous support/interest and a

survey/questionnaire to assist us in the strategic planning process upon which we have embarked.

- ❖ Tom provided a draft copy of the survey to be included in the mailing that he and Konrad had developed and asked Board members to review so it can be provided to Curley by Monday for printing and inclusion in the mailing.
  - Board members reviewed and made some suggestions, which Tom noted.
  - Dawn indicated that she has a friend who has experience with developing surveys and offered to contact her to see if she could review and provide suggestions over the weekend.
  - Board agreed to leave survey at this point in hands of Tom, Dawn, and Dawn's contact.
- ❖ Curley is printing the letter, on which we would like to have a personal signature. To that end, Judy and Tom have organized a "letter signing party" for Sunday afternoon at Tom's house for all of those of us who can be there to help. Dawn, Karen, and Gwen agreed to assist.
- ❖ Konrad indicate that Curley expects to have the mailing delivered to the Post Office on Friday, November 10.
- ❖ Konrad reminded us that we will need to plan on follow-up calls after the mailing
- ❖ We had a brief discussion of improving our database and considering use of a different system that will allow greater flexibility and provide for easier and better record keeping. Dawn offered to do some research for Board to consider.
- ❖ We also discussed whether to provide a gift for donors of \$150.00 or more. Previous years we have given the BPC hat. We considered changing the gift to note cards, but ultimately decided not include a gift this year. We did include in the discussion giving the hat as a thank you to members who assist with BPC projects such as the Education Kits and the Citizen Scientist project.

- **OPC Annual Meeting and GAIA presentation.**

On behalf of BPC, Gwen attended the Orleans Pond Coalition annual meeting on October 28 as well as a presentation by a consultant from GAIA on Friday, October 27. She shared the following:

- ❖ The Annual Meeting was a well attended celebration for OPC with a look back at their activities, especially "Celebrate our Waters". The primary focus was on the consideration by OPC of a treatment of impaired ponds with a process being introduced by GAIA.
- ❖ GAIA is a company based in Canada with a US office in Arizona. GAIA is partnering with PATHWAY BIOLOGICS in Florida in a process that they say will help improve impaired ponds. The presentation showed pictures of ponds in Canada and Florida that had been treated with the process, which involves use of

“ultra fine bubbles” combined with biologic treatment. OPC is considering supporting a pilot project in Orleans in a pond surrounded by private property. There are apparently two neighborhoods that will consider being the “pilot” project. OPC is still in the exploratory process and is indicating that it would shepherd a pilot project through the permitting and the regulatory process.. There are still unanswered questions about the process that OPC will continue to explore.

- **Citizen Science monitoring update**

Karen submitted a written report, summarized this pilot project, and shared information.

- ❖ She is enthusiastic about the possibility of further developing this project
- ❖ There is no system in the State for testing ponds for cyanobacteria on a regular basis, which can be toxic to animals and people. If a toxic bloom is suspected, BoH or Natural resources staff call a state office that has one person statewide to come test the pond; then it takes time for the sample to be processed, a determination made if it is toxic, and an advisory/warning posted.. By then the Bloom could have dissipated.
- ❖ This project is part of the BLOOM project introduced by the Boston EPA office.
- ❖ The company, Lim-Tex, Leland Family Enterprises, owned by Nancy Leland, has developed a process and a kit for taking samples from ponds to test for cyanobacteria.
- ❖ Nancy Leland is processing the data from the summer testing project and is coordinating with the three participants on the Cape this summer: the Town of Barnstable, where Karen works and is the staff person involved; APCC testing Walker’s and Upper Mill Pond (the pond system which the Town is focussing on with consultant Horsley Witten), and BPC, the Citizen Science Program initiated by Karen and supported by the Board and involvement of BPC members.
- ❖ BPC volunteers tested at Greenland Pond, Pine Pond, Lower Mill Pond, Sheep Pond, and Rafe Pond.
- ❖ BPC volunteers, along with Karen, participated recently in fluorometer data sessions, thawing frozen vials and testing them, with Nancy Leland putting the data into a database. Karen will eventually get the results from Nancy to share with the Board for this past summer’s pilot project.
- ❖ Karen had one meeting with with BPC volunteers interested in participating in the project the summer of 2018 and will work out, with board guidance, how to develop the project for the coming season.
- ❖ Karen is working with Brian Horsley and Joann Muramoto from APCC to coordinate our efforts and testing systems.

- ❖ Tom pointed out that Andrew Gottlieb, APCC Executive Director, has asked him about meeting with our board to discuss the partnership between our two organizations.. Tom will talk with Andrew about the possibility of his coming to our January Board meeting.
- **Septic System Incentives**

Tom updated the Board on conversations with Carmen Scherzo, Board of Health, about initiatives by BoH.

    - ❖ BoH had been considering a letter to state legislators proposing that the state expand the use of a tax credit for septic system upgrades to Title V to include upgrades to alternative systems, which limit phosphorus and nitrogen being added to our sole source aquifer.
    - ❖ At recent meeting BoH decided not to pursue this proposal.
    - ❖ Our Board discussed the possibility of pursuing this proposal ourselves and agreed to do so. Carmen Scherzo had offered to Tom that he would like to be involved with such an effort, as a member of BPC (not BoH) if we should pursue.
    - ❖ Tom indicated that he would begin conversations with Town Planner Ryan Bennett and Town Administrator, Michael Embury. Both had been involved with discussions with BoH. Following those meetings, we will plan next steps for getting broader support for the proposal from other relevant organizations, such as APCC, CC Commission, Orleans Pond Coalition.
    - ❖ Further discussion of septic system upgrades included the question of what is happening with the proposal for use of County septic system loans combined with grant money being applied for by George Heufelder to provide an incentive for homeowners abutting ponds in Brewster to voluntarily upgrade their systems. This proposal has been part of the work with the Town with consultants Horsley and Witten. Tom indicated he would inquire about the status of this proposal.
  - **Brewster Public Schools Pond Educational Program update**

Karen submitted a written report. Discussion included the following points:

    - ❖ Both Eddy and Stony Brook schools are excited about the program.
    - ❖ Volunteers who assisted with the program last year are interested in continuing and Sue is coordinating with them
    - ❖ Karen is working on curriculum for 2nd and 5th grades.
    - ❖ Field trips are being scheduled for late May and early June
    - ❖ Board consensus to budget to pay for buses to transport students from both schools to pond, at an estimated amount \$683.00
    - ❖ Two of the schools from last year's pilot project are appropriate and interested in participating again: Partnership School and The Laurel School. Both schools are

enthusiastic about using the kits provided; BPC will work with them to schedule Field trips.

- ❖ The age of the children at The Family School, toddlers, were too young to get their attention. Family School leadership indicated they would use kits and plan trips with their own staff to ponds.
- ❖ Karen indicated that NALMS, North American Lake Management Society, a membership organization, has materials that are appropriate and would be a good addition to the kits. Discussion ensued re whether BPC should become a member. Unanimous vote to join at membership fee of \$290.00. Karen and Gwen will pursue this.

- **Private screening of Blueberry Pond Video**

The Save Sol's and Blueberry Ponds Association has coordinated with the Brewster Conservation Trust to develop a project on North Road where storm water runoff through BCT property caused serious drainage into Blueberry Pond. As the project was being developed BPC committed to making an educational video about the project so it could be shared with other neighborhoods. Konrad assumed responsibility for development of the video and was able to coordinate with LOWER CAPE COMMUNITY ACCESS TV for development of the video, at no cost to BPC. The video is now complete and ready for viewing.

- ❖ Konrad announced that a screening has been scheduled for January 18 at 6:30 PM at the Brewster Ladies Library for members of the neighborhood, Brewster Conservation Trust members, and Brewster Ponds Coalition members.
- ❖ The video shows work on the project, the completed project, and includes a panel talking about how it was developed and coordinated. Konrad is a member of the panel.
- ❖ It is a "members only" event so will be announce on our website and with an email to members, not as a press release to the media..
- ❖ Konrad said that a brief video about the project has already been posted on our website.
- ❖ After the "private showing", LOWER CAPE TV will broadcast it and it will be posted on our website.
- ❖ Konrad and Judy will post a "Save the Date" and then announce the event closer to the date..
- ❖ Konrad suggested that we have available, at the event on January 18, copies of our POND WATERFRONT IMPROVEMENT GUIDE. No decision about how or who will be responsible for this.

- **BPC strategic planning update**

Tom reviewed the calendar; discussion included the following:

- ❖ Tom asked that everyone confirm with him ASAP availability for the dates of April 7 and 14 and May 5 and 12. With those availability dates confirmed, he will confirm with Hal Minis his availability for facilitating the workshops.
- ❖ The goal is to have some non Board members to participate in the May workshop
- ❖ At our December Board meeting, we will review the framework for interviews with other organizations and community leaders and list of people/organizations to be interviewed.
- ❖ Gwen and Dawn will develop a suggested list
- ❖ Judy Pirani will develop a template for the interviews

- **Other business**

Gwen submitted a memo to the Board covering several topics, some of which were reported in items listed above. Other topics included the following with the discussion by Board as indicated:

- ❖ APCC Pond Talk Series. Last spring, APCC provided a series of talks through the Orleans LifeTime Learning Program. As a Board we have talked about a winter workshop on Pond Ecology. Gwen provided a summary of APCC's Pond Talk Series and offered to contact APCC to see if they were interested in presenting the series through BPC this winter. Board members looked at dates and authorized Gwen to inquire and make arrangements if APCC is willing interested. Dates to be considered: February 8, 15, 22; March 8 at 6:30 PM, at the Brewster Ladies Library if possible.
- ❖ Treasurer's position. Gwen reminded Board members that she had assumed dual Secretary and Treasurer position as a temporary measure to solve the problem when we were suddenly faced with the resignation of the Treasurer. She told the Board that she does not want to continue the dual role and ask that the situation be resolved by March. To that end, because we have made no progress in finding a person to fill the position as a Board member, she has begun exploring possibilities through accounting firms and mentioned Glivinski Associates in particular. She has had conversations with Tammy Glivinski; the organization can provide services; she has also gotten names of other businesses that could be options. The Board asked Gwen to request proposals from Glivinski and others for providing accounting services. Particular questions suggested, in addition to basics of providing bookkeeping/accounting services include: filing annual reports, i.e. Fed 990, Commonwealth Annual Report; software that company uses; compatibility with Google docs. Gwen agreed to do so and to request proposals for review at the December Board meeting.

❖ Draft Budget for 2018

Gwen had submitted a very preliminary draft budget for 2018, based on Board Discussions over the recent months about on going and/or new projects for the coming year. Board decided to postpone any discussion of budget at this time.

**REPORTS AND WORKING GROUP UPDATES**

In addition to the reports mentioned earlier, the Communications and Action Team submitted a report of its activities, including the Fall newsletter, development of the Annual Appeal, and statistics re emails and Facebook.

Next Board Meeting: December 7, 2017

Submitted by,

Gwen Pelletier, Secretary