

## Minutes, Brewster Ponds Coalition, June 2, 2016

Board Members Present: Tom Vautin, Karen Malkus-Benjamin, Rick Kuzman, Patricia Monahan, Gwen Pelletier, Dawn Walnut, Konrad Schultz, John Keith (by Skype). Judy Pirani, Communications Committee, Lee Cornellison . Guest: Noelle Bramer, Conservation Agent, Town of Brewster

**GUEST:** Tom thanked Noelle Bramer for agreeing to attend the meeting at the last minute as the result of a conversation with her this afternoon about the development of the Generic RDA for development of rain gardens. In a brief presentation from Noelle and a conversation with Board members, Noelle offered to meet with members of the Ponds Coalition and applicants for pond front projects, indicating that “her door is always open” to answer questions and to assist in the application process. She strongly supports soft approaches such as rain gardens and vegetative buffers, emphasizing that each site will have its own unique characteristics so that a site by site analysis will be required. She indicated that anything requiring use of equipment and removal of existing plants would require a full Notice of Intent. In a conversation about weed removal, she indicated that would also require an NOI. She talked briefly about the proposal from Horsley Witten for weed cutting in Walker Pond.

**Minutes for the May 5, 2016,** meeting were approved unanimously.

**Treasurer’s Report:** In a discussion as a follow-up to last month’s discussion about membership versus donation, all Board members agreed that we do not assess dues for membership. It was agreed that all contributions are considered donations to the agency and that all donors automatically become members. Patricia submitted a written report, which was unanimously approved, copy available upon request. Total assets and liabilities as of 5/31/2016 are \$25,737.01. Patricia noted that we have also received funds through the Amazon Smiles program.

**WORKING GROUP UPDATES:** Copies of reports referenced are available on request.

- a. **Communications:** Written report submitted. Konrad Schultz.  
During the discussion of the committee’s actions, Board concurred that the Annual Report format should be basically the same as last year. We discussed number to be reprinted and decided to revisit that discussion at the next meeting, after reviewing how many we still have on hand and possible distribution. Discussion about the annual appeal left us to think about whether we do a different format for mailer, what the focus might be (i.e. the AmeriCorps education project if it is accepted), or the possibility of creating a BREWSTER POSTER to sell. In a discussion of the website, Lee Cornellison, was present and offering to assist if we want to make changes. There was consensus that basically we have a good website, but that it can get stale and there are more interactive opportunities. Things to consider include: links to scientific information; if we develop “citizen scientist” collecting pond data, being able to have that info on site; linking to Facebook; a calendar of events. Lee asked us to consider if we would need/want to consider a different host, what costs that would incur and maintenance issues.
- b. **Membership:** Rick Kuzman submitted his letter of resignation, effective June 30, confirming his announcement last month that he is moving to Pennsylvania. He is in the process of turning over information to Dawn Walnut, who has agreed to assume that responsibility. Tom thanked

Rick for his service on the Board and managing the Membership Committee. Rick reported one new member plus a matching gift through State Street Bank. Gwen volunteered to take over checking the PO Box on a regular basis for mail.

- c. **Education:** Karen submitted a written report. She reminded of the Weed Watcher's workshop this Saturday at First Parish and ask someone to bring membership material and banners. Rick agreed to deliver materials to Gwen. Tom, Dawn, and Gwen indicated they would attend. Karen reported she and Dawn had invited folks who attended the February membership meeting and had indicated an interest in education issues for a meeting, but had no responses. Karen and Dawn are developing a game for Brewster Conservation Day and would like to have a budget to spend on items for the game. The Board briefly discussed an amount; at this point Karen and Dawn had not identified specific items or a budget. On a motion by Konrad, seconded by Patricia, the Board voted unanimously to approve up to \$500. It was agreed that in the future, the committee will develop an annual budget. During a discussion of our display and having people available for the game activities, Judy Pirani suggested putting out "a call for volunteers to assist". Karen will provide her information.
- d. **Current Projects:** Gwen reported that AmeriCorps member Ben Howard continues to make progress on development of the Generic RDA for installation of Rain Gardens. She, Jan McGann, and John Keith review progress and give him feed back. He will submit the draft form to Noelle Bramer, the Conservation Commission Agent, for review. Gwen, John, and Jan are pleased with Ben's work and believe we are close to a final document, with some fine tuning at this point. John reported no further progress with the Elbow Pond project at this time.
- e. **Advocacy and Outreach:** Tom reported that he is attempting to organize a work group/committee of pond and neighborhood associations.
- f. **BPC Organization:**
  - Nominating Committee: Tom has appointed an interim Nominating Committee to serve in preparation for Annual meeting in August: Gwen, Konrad, and Tom. Judy Pirani volunteered to serve as the "non Board" member of the committee.
  - Insurance Proposal: Tom has researched Liability and Directors and Officers Liability Insurance. One company CONSERVE-A-NATION responded with a written proposal, which Tom had forwarded to the Board. Tom had also received verbal quotes from a local agent. The written quote provided much more detail and was responsive to questions. After a brief discussion, the Board voted unanimously, on a motion by Konrad, seconded by Patricia, to approve purchasing the Commercial Package/General Liability for \$759 annual and Directors and Officers Liability for \$913 annual from CONSERVE-A-NATION. Tom will proceed with making arrangements.
  - Chamber of Commerce Annual Meeting: Tom and Judy Pirani will attend, representing BPC, a breakfast meeting on June 9. On a motion by Patricia, seconded by Karen, the Board voted to allow reimbursement to Board members attending events at which they will represent BPC.

## **NEW TOPICS:**

Board Retreat, June 5. Tom thanked all of us for agreeing to participate in the Board Retreat Sunday, June 5, to be held at the Brewster Conservation Trust, Hay Center, from 12:30 to 4:30 PM. He asked each of us to think about topics of interest that we each know and to give a roughly five-minute presentation as a way of sharing our expertise and interest as the beginning of the meeting.

Bioboost Presentation: Karen reported that she had further conversations with a staff member from the company attempting to find a location on the Cape to install a Bioboost aeration system as a demonstration. We agreed to put the issue on hold at this time and consider presentations in the future from a variety of vendors who have developed pond aeration or treatment systems or techniques.

Meeting adjourned at 8 PM.

NEXT MEETING: July 7, 2016 6 PM, Library

Submitted by,

Gwen Pelletier, Clerk