

Minutes, Brewster Ponds Coalition, May 7 and continued May 21, 2020

Board Members Present:

May 7: Susan Bridges, Marty Burke, Rob Condon, Wayne Jenkins, Steve McKenna, Nancy Ortiz, Gwen Pelletier, Judy Pirani, Konrad Schultz, Sue Searles, Tom Vautin.

May 21: All of above

NOTE: Both meetings were conducted through telephone conference due to the “stay at home” requirements as a result of the Covid-19 Pandemic.

Copies of referenced documents are available on request.

MAY 7, 2020 Meeting

Standing Topics

- Hal Minis, Brewster Conservation Trust: Partnership Opportunities between BCT and BPC. Hal pointed out the reasons and opportunities for collaboration.
 - ❖ In general, BPC support for purchases of properties abutting ponds. BPC’s mission includes preserving and protecting ponds. Purchase of property abutting or near ponds contributes to that issue.
 - ❖ Specifically at this point. BCT has a Purchase and Sale agreement for a buildable property abutting Slough Pond. BCT is currently in the process of fundraising for a purchase price of \$125,000.
 - ❖ Request for BPC to outreach to it’s membership to contribute to the cost of that purchase.
 - ❖ Questions, comments by BPC Board members and answers by Hal where appropriate:
 - Solicitation to BCT members yet? BCT newsletter making request this month going to 7,000 people; special letter to abutting property owners; grant application submitted for State funds; PR planned to local media
 - Does property require remediation for run off? No. Does it abut Town owned Land? No, but abutting land has conservation protections.
 - BPC publicly supported purchase of LONG POND WOODLANDS property, abutting Long Pond Road (RT 37) and Long Pond. No funds contributed.

- BPC assisted with publicity for the Blueberry Pond/North Road project for storm water run-off.
 - Timeline for obtaining donations? Less important because purchase is “forward funded” by COMPACT OF CAPE COD CONSERVATIONS TRUST. Arrangement allows for purchase and then reimbursement/collection of funds.
 - BPC voted unanimously last month to contribute \$2,000 towards purchase, either “ to be taken from reserve funds or to be obtained by a special fund raising appeal”--method/effort to be determined at a future meeting.
 - Board thanked Hal for his interest in collaboration and for this presentation. Board to discuss at a future meeting.
- Minutes of the April Board meeting approved unanimously.
 - Email votes: None.
 - Incoming Mail: donations reflected in Financial Reports
 - Treasurer’s Report
 - ❖ Financial statements approved unanimously as presented
 - ❖ Approved expense for purchase of plastic holders for placement of POND GUIDES in public places. Susan Bridges to be reimbursed \$74.00 for 12.
 - ❖ Tom reported that he has completed tax documents due to be filed with the State by April 15. Copies are available in the Board folder.
 - ❖ Record Keeping: Tom had developed draft document “DOCUMENT MANAGEMENT AND RETENTION POLICY” for Board review. He indicated that there are a couple of other issues he is researching. Susan Bridges suggested we review at the next Board meeting. Rob commented that he had read and finds it to be a comprehensive document and forward looking.
 - Miscellaneous administrative matters
 - ❖ Issue has come to our attention that there are occasions when we might want to share documents in the Board members Google doc files that Board members only can access and from which we cannot forward to others. Tom indicated that he is working on a solution.

CURRENT PRIORITIES

● Upcoming Events

- ❖ Both the Pond Summit, June 27, and Brewster Conservation Day, July 11 have been cancelled due to Covid-19 Pandemic and closures/cancellations of public events
 - Sue Searles indicated that BCT is exploring the possibility of developing a virtual event and using videos
 - Sue also indicated that Karen Malkus-Benjamin had agreed to be a speaker. Sue will check with her if she would also participate if BCT developed a virtual event.
 - This led to discussion of BPC creating videos for future use. Discussion included developing as we go along. Issue is not just taping events, but then editing them, which is difficult and requires someone with those skills.
- ❖ ANNUAL MEETING.
 - Concern whether public events will be allowed in August
 - Additional concern even if held, would people attend as we will still be dealing with the Covid-19 pandemic even if the “economy is beginning to be opened
 - Consider a “Virtual Meeting”
 - Board members present
 - Open to public
 - Expense of arranging?
 - Documents available to members?
 - Could be sent by email
- ❖ Eco Paddle
 - Possible to arrange with “social distancing”
 - Ryan Burch has indicated willingness to lead in September
 - Susan Bridges and Konrad to follow-up with him.

● Communications

- ❖ Judy shared that she will be preparing an email in conjunction with “Volunteer Week” thanking our volunteers and pointing out our opportunities.
- ❖ Judy also shared information about Amy Darbyshire, who has indicated an interest in volunteering to assist with communications. Judy included her resume and samples of her work in the Board package.
- ❖ POND GUIDE. Board had been provided on line a PDF. All were excited about the quality and that it will be ready for distribution as planned for

Memorial Day weekend. Susan announced that the printed copies will be shipped this week and she will personally deliver copies to Board members and sponsors.

- ❖ Judy will send info to Board members for proposed articles for the summer newsletter.

- **Other Working Groups Progress Reports**

- ❖ Citizen Scientists Report: Gwen and Marty submitted a written report and copies of documentation with APCC and UNH/LIM-Tex

- Summary

- BPC's CS Volunteers will not participate in water sampling and collection this season. APCC will collect all samples in order to maintain proper social distancing. If things improve during the summer, we may participate on a very limited basis. Meanwhile APCC will sample Baker, Cliff, Elbow, Sheep, Upper Mill, Lower Mill, and Walker Ponds. A MailChimp notice will be sent this week to all our CS Volunteers and new potential volunteers.
- Aerosol sampling, as previously reported, is on hold for the 2020 season while UNH fine tunes the program. We have sent Jim Haney the additional information he requested.

- Request: to Board

Gwen and Marty recommended that BPC support a proposal by Lim-Tex/UNH for a "Food Web Study" project in 2020. Study to be a follow-up to the effort begun in the 2019 season. The 2019 results showed that cyanobacteria is found in the water column. Further study will be of assistance in understanding phosphorus loading in the Mill Pond complex.

Copy of the Lim-Tex proposal and recommendation by Gwen/Marty in Board package.

Board voted unanimously to approve a proposed budget of \$3,232.63 to cover costs of sampling supplies and kits for cyanotoxin analysis.

Marty and Gwen will be involved throughout the season.

Due to time constraints the meeting adjourned at 8:30 PM. The Board agreed by consensus to move remaining working groups and outreach items to the next Board Meeting.

Board did have a preliminary discussion in the “Executive Session” of board recruitment and succession planning with a focus on recruiting new members. Agreed to continue discussion at a special Board meeting on Thursday, May 21 at 6 PM.

MAY 21,2020 Meeting

Board Recruitment and succession planning

In advance of the meeting, Susan had sent Board members a copy of a spreadsheet “Potential Leadership Contacts”, requesting we review it and each of us add a minimum of 3 possible people as possibilities.

Board members discussed information on the list, added comments providing more information about possible candidates to the Nominating Committee: Susan Bridges, Steve McKenna, Marty Burke, Konrad Schultz. Fred Budreski, who had been on the nominating committee, will be asked to participate after the review by the Committee members and Board.

Prior to the next Board meeting

- Marty has provided for review:
 - ❖ Board Position Description
 - ❖ BPC: Who we Are document
- Nominating Committee will review list, make contacts as appropriate, and continue discussion at June meeting.

LOWER MILL POND

Nancy and Rob shared with the Board their concern about a serious run-off problem from their neighborhood into Mill Pond. A discussion about the issue included the following issues:

- Attempt by Rob to ask neighbors/abutting property owners to become involved. Only 1 response to 20 letters sent to a defunct “Lower Mill Pond Association”
- Increase the number of people trying to reach by getting a list of pond abutters from the Assessor's office.
- Contact Engineer John O’Reilly to get idea of what can be done

- Need for strong neighborhood support before asking an engineer. Connection with John O'Reilly by BPC is strong; he owns an engineering business; the time to call him for a preliminary look is once a group has been formed and wants to move forward. Then John will generally give a preliminary assessment and draft a proposed plan before developing full engineering plans.
- Concern re "where to go" if cannot get neighbors involved
- BPC help/support? BPC's role with other ponds has been supportive once there is neighborhood support.
- Ask Town Water Management Committee to look at
- Lower Mill is part of "The MILL PONDS" study/assessment being done for the Town through DNR. ? involvement there?
- Concern re Lower Mill Pond being part of the Herring Run-----Paine's Creek, Stony Brook, Lower Mill Pond, Upper Mill Pond, Walker Pond

Nancy and Rob indicated they would proceed with trying to generate interest in building a neighborhood pond association group. Konrad agreed to share with them experience of getting Blueberry Pond neighborhoods involved.

WALKERS POND

Steve reported that the Town is proceeding with the Walkers Pond project to address runoff at the boat ramp to the pond from Slough Road. The Town has contracted with John O'Reilly to develop the full engineering plans. Plans are to proceed this season although there are currently some delays due to the interruptions by Covid-19 Pandemic.

ANNUAL MEETING

Judy has had conversations with a consultant who works with another consultant who plans virtual meetings. The person has agreed to a preliminary conversation with the Annual Meeting Committee.

Next Meeting: June 4, 2020. 6 PM Conference Call

Submitted by,

Gwen Pelletier
Secretary