

**Richmond Pond Association
Board Meeting Minutes
March 28, 2005
5:30 PM**

Present: Linda Kay – President (Richmond Shores), Katherine Levitan – Vice President (Whitewood), Holly Stover (Branch Farm), Mark Watkins – Secretary (Lakeside Christian Camp), Lois Kelly (Independent), Leonard Levitan (Whitewood), Mary Cotton Richard (Western Mass. Girl Scouts).

Absent: Alex Nardacci (Independent), Town of Richmond Representative, Carl Foote – Treasurer (Branch Farm), Jim Mooney (Boys & Girls Club), Ron Walchenbach (South Pond), Bruce Wooley (Interprint).

Minutes of Last Meeting: (Not available)

Treasurer's Report: About \$14,000 on hand. Membership fees from the associations will be due soon. LAPA West membership is due for renewal. Ms. Kay will complete the application and forward to Mr. Foote for payment. We also have an invoice from Lycott Engineering for work they have performed.

Certificate of Compliance: Ms. Levitan will check on the filing requirements.

Weed Treatment: A proposal has been received from Lycott Engineering for a spot treatment of invasive weeds this summer. The cost would be \$15,000. We agreed to move forward with this proposal, however we discussed requesting an adjustment in the price.

Richmond Selectmen: We would like to meet with the selectmen in order to bring them up to date on plans for the lake.

Section 319 Grant: Ms. Kay has filed for permits for work on drainage in Richmond Shores.

Natural Heritage: Natural Heritage has indicated concern about maintaining the level of Nordeen Swamp (based on an observation made two years ago). They are refusing to consider our submissions at this time. We have requested a meeting with them.

Vegetative Buffers: As part of our grant we need to conduct another workshop on vegetative buffer plantings. It seems best to do this after summer residents have arrived. Then there are plantings to be done in Richmond Shores.

Drawdown: It is time to file for an extension of our order of conditions (with the Conservation Commissions in Pittsfield and Richmond). Lycott Engineering has prepared letters for the conservation commissions, requesting a five-year extension of the order of conditions. The letters also request an amendment to allow a three-foot drawdown (as opposed to our current two-foot drawdown). Ms. Levitan will mail these letters to the appropriate people.

Hand-Pulling: Plans are in place for hand-pulling of weeds in the inlet as soon as the ice is off the lake.

Fundraising Letters: We may send another letter requesting donations. It was suggested we include a list of pointers for property owners relating to things they can do to help maintain a healthy lake.

Fundraising Events: A suggestion was made that we consider some fundraising events. One idea is a plant sale.

Adjournment: The meeting was adjourned at 6:25 pm. Next meeting April 11, 5:30, at Richmond Town Hall. (The following meetings will be May 9, and June 13.)

Respectfully submitted,
Mark Watkins, Secretary

**Richmond Pond Association
Board Meeting Minutes
May 9, 2005
5:30 PM**

Present: Linda Kay – President (Richmond Shores), Katherine Levitan – Vice President (Whitewood), Carl Foote – Treasurer (Branch Farm), Mark Watkins – Secretary (Lakeside Christian Camp), Jack O'Brien (Branch Farm), Lois Kelly (Independent), Leonard Levitan (Whitewood), Alex Nardacci (Independent), Jim Mooney (Boys & Girls Club).

Absent: Bruce Wooley (Interprint), Town of Richmond Representative. Mary Cotton Richard (Girl Scouts of Western Mass.), Richmond Shores representative.

Minutes of Last Meeting: Ms. Levitan read the minutes from the last meeting. Approved as read.

Treasurer's Report: \$6,916.49 in accounts. \$75 to Scuba Steve for removing the dam. \$7,000 to Lycott Engineering. A couple of small donations have been received.

Weed Treatment: Date for the treatment is May 23. The cost will be \$14,000. Half will be due up-front. The balance will be due in September. A sign will need to be posted.

Order of Conditions: Requests for extensions have been made to the Conservation Commissions. Approval has been granted by Pittsfield, continuing the two-foot drawdown. Paperwork is expected soon. We have asked for an amendment (for a three-foot drawdown) but this has not been addressed. We are not sure of the status of our request to the Richmond Conservation Commission.

Meeting with Mayor Ruberto: Jonathan Lothrop has agreed to arrange a meeting with Mayor Ruberto. Possible participants would include Lothrop, Mark Watkins, Mary Cotton-Richard, Jim Mooney, Jack O'Brien, and perhaps Ed Sawyer or Walchenbachs. Mr. Watkins will contact Mr. Lothrop and the others to make plans for this meeting. Our desire is to encourage financial support from the City of Pittsfield.

Meeting with Selectmen: Ms. Levitan will talk with Bruce Garlow about getting on the agenda. Ms. Levitan, and Ms. Kay agreed to represent the association.

Sandbag Dam: The dam has been removed.

Section 319 Grant: A notice of determination needs to be prepared and submitted to the Richmond Conservation Commission for the detention basin in Branch Farm.

Hand-Pulling: No pulling has been done, since the weeds had not begun growing.

Fundraising Letters: Ms. Kay is working on the letter. She plans to have this done within the next two weeks. The goal is to have it printed up by the next meeting. We will use Zip and Sort to do the mailing (about 1,300 pieces).

It has been suggested we consider some fundraising events, perhaps involving children., (i.e. a carnival). Jim Mooney suggested this could perhaps be done at Camp Russell. Sharon Tariff has expressed interest in this idea. The project could serve the dual purpose of raising funds and raising awareness of the Pond.

Adjournment: The meeting was adjourned at 6:25 pm. Next meeting June 13, 5:30 pm, at Richmond Town Hall.

Respectfully submitted,
Mark Watkins, Secretary

**Richmond Pond Association
Board Meeting Minutes
July 11, 2005
5:30 PM**

Present: Linda Kay – President (Richmond Shores), Carl Foote – Treasurer (Branch Farm), Mark Watkins – Secretary (Lakeside Christian Camp), Jack O'Brien (Branch Farm), Lois Kelly (Independent), Jim Mooney (Boys & Girls Club), Joanne O'Brien (Branch Farm), David O'Brien (Branch Farm), Erika Allen, Trina Zweig, Herb Zweig, Howard Allen, Tresie Melillo, Matt Melillo, Dorothy Walchenback, Roy Walchenback, Fran Schmidt, Alan Schmidt, Holly Stover, Sharon Tariff (Richmond Shores).

Absent: Bruce Wooley (Interprint), Town of Richmond Representative, Mary Cotton Richard (Girl Scouts of Western Mass.), Katherine Levitan – Vice President (Whitewood), Alex Nardacci (Independent).

Minutes of Last Meeting: Ms. Kay briefly reviewed what transpired at the last meeting.

Treasurer's Report: \$75 to Scuba Steve for removing the dam. \$7,000 to Lycott Engineering. A couple of small donations have been received. All annual dues have been received except for Lakeside Christian Camp.

Water Testing: The association agreed at the last meeting to assist with the cost of testing. Ms. Stover is making arrangements to obtain the equipment, and also requesting the assistance of a steward. She has enough people to help take the samples.

Weed Treatment: The lake was treated in May. Reports from Richmond Shores are positive. One person said, "It's better than it has been in 20 years." One of the divers (weed pullers) has now seen a large amount of milfoil near Whitewood, yet a resident of Whitewood has not seen any. Ms. Kelly has seen some in the cove.

Ms. Stover has seen large amounts of algae, as others have.

Drawdown: Mass. Natural Heritage has responded to our request for a three-foot drawdown with a lengthy list of concerns, and some possibly very expensive studies. Copies of their letter were distributed.

Meeting with Mayor Ruberto: Mr. Watkins will continue to pursue this meeting through Jonathan Lothrop. Possible attendees include Jack O'Brien, Mary Cotton-Richard, Jim Mooney, Mark Watkins, and a representative from South Pond Farm.

Section 319 Grant: A vegetative buffer workshop needs to be scheduled. Camp Russell could be available for this event after mid-August. An evening (as opposed to a weekend) works better for the camp schedule.

Someone needs to go to the Richmond Conservation Commission (probably Tighe and Bonde) regarding some of the work in Richmond Shores.

Mr. Watkins will talk with Ms. Kay about having some Lakeside employees help with planting of trees and maybe helping with installing a post for a sign at the boat landing.

Fundraising Letters and Newsletters: No progress has been made on this. Jack O'Brien spoke with the person who operates the Richmond Record. She is very willing to publish news relating to the pond as we provide information to them. They may have someone who would be willing to write a fundraising letter for us.

Ms. Kay provided samples of newsletters produced by other associations.

Adjournment: The meeting was adjourned at 6:15 pm. Next meeting August 8, 5:30 pm, at Richmond Town Hall.

Respectfully submitted,
Mark Watkins, Secretary

Aug 22 6:30 Vegetative Buffer

Mayor met Mack, Josh, Mary,
Aug 29 10 or 11 or 3

31st 1:30 or 2:30

Sept.

Mund raining - Ed Sawyer

2nd Mon of month

2/13/06 Ash Lethrop & Mayor for \$5000 for lake
in budget.

\$14,000 last yr, to treat lake.

Greylock spending for lake

Remap needs - ? Lycott

Pittsfield Rep to our mtgs & Caleb Mitchell

**Richmond Pond Association
Board Meeting Minutes
September 15, 2005
5:30 PM**

Present: Linda Kay – President (Richmond Shores), Carl Foote – Treasurer (Branch Farm), Mark Watkins – Secretary (Lakeside Christian Camp), Jack O'Brien (Branch Farm), Lois Kelly (Independent), Jim Mooney (Boys & Girls Club), Holly Stover (Branch Farm), Katherine Levitan – Vice President (Whitewood), James McGrath (Pittsfield Dept. of Community Services), Jonathan Lothrop (Pittsfield Ward 5 Councilor).

Absent: Bruce Wooley (Interprint), Town of Richmond Representative, Mary Cotton Richard (Girl Scouts of Western Mass.), Alex Nardacci (Independent), Sharon Tariff (Richmond Shores).

Meeting Time: We will generally meet on the third Thursday of each month (same time and location).

Minutes of Last Meeting: (none available)

Treasurer's Report: We have received \$2810 in donations as the result of the recent mailing. The Taconic fund now has about \$9000. We currently owe Zip and Sort for postage (\$293.21), and Lycott Engineering (\$7000).

Beaver Dam: Concern was expressed about the apparently increasing size of the dam across Swamp Road from Camp Marion White. There are safety concerns should the dam break, and the impact on the pond would be considerable. Any alterations to the dam would likely require involvement of the Conservation Commissions from both Pittsfield and Richmond. Mr. McGrath agreed to contact Tom Keefe at Mass. Wildlife for his counsel.

Weed Treatment: We still have a balance due to Lycott Engineering. We will pay this even though no second treatment was done (partly due to Mass. Heritage restrictions and the proposed timing of the second treatment).

We were unable to perform the water monitoring requested by Natural Heritage following the treatment, because we weren't notified about this until after the 24 hours were passed.

Drawdown: Mr. Lyman is working to get the paperwork filed so the drawdown can begin on time. *due Oct 15*
We continue to face challenges dealing with Natural Heritage. Other area lake associations are facing similar challenges.

Meeting with Mayor Ruberto: The mayor was gracious, interested and already aware of some of the issues related to Richmond Pond. The meeting was attended by Jonathan Lothrop, Jim McGrath, Jim Mooney, Jack O'Brien, Dorothy Walchenback. The mayor recognizes that the city needs to pay attention to Richmond Pond and perhaps allocate some resources. The mayor has asked Jim to assist with this. The mayor indicated that this meeting helped put Richmond Pond on his radar. Mr. McGrath believes it would be possible and beneficial to gather a working group representing the three lakes in the area, since we have common issues and concerns. He is willing to facilitate the organization of this meeting. Area legislators could also be invited. Perhaps early November. Mr. Watkins offered the use of Lakeside Christian Camp for this meeting.

Section 319 Grant: Ms. Kay has obtained paperwork for a Request for Determination for the drainage work at Richmond Shores. Tighe and Bonde has asked that some of this work wait until they are finished with the sewer project. Ms. Kay is concerned about this delay and the implications. Delays in the sewer project make this even more of a concern.

Fundraising Letters: The mailing has gone out (to Richmond residents). Some donations have been received as noted above. Dorothy Walchenback will distribute copies to South Pond residents. Ms. Kay has addressed a number of others to area businesses.

Vegetative Buffer Workshop: Although attendance was very poor (about 12) the information and presentation was very good. Plants were available for purchase. Project Native will continue to offer a discount to those who come to purchase plants at the store.

Adjournment: The meeting was adjourned at 6:35 pm. Next meeting October 20, 5:30 pm, at Richmond Town Hall.

Respectfully submitted,
Mark Watkins, Secretary

Subj: **Notes from 4/10/6 Meeting**
Date: 4/11/2006 11:19:56 A.M. Eastern Standard Time
From:
To:
CC:

please edit then distribute

Meeting started at 5:30

Attendance:

Katherine Levitan-Whitewood
Alex Nardacci
Carl Foote-Branch Farm
Lois Kelly-Independent
Holly Stover-Richmond Conservation Commission & Branch Farm
Jim Mooney-Pittsfield Boys Club
James McGrath-City of Pittsfield
Linda Kay-Richmond Shores

Financial Report

Dues-\$1260 received, missing-Whitewood,Lakeside,and South Pond
Taconic Fund-balance 8990.00 with a recent donation of \$500 from Crescent
Creamery(Thank you Jack O'Brien).
nothing received from Greylock CU

Fundraising

Canyon ranch - Carl to deliver letter.
Interprint
Greylock
Jim McGrath to submit \$5000 line item in Pittsfield budget
Linda working on a \$5000 donation form town of Richmond, for annual budget
Discussion with Ed Sawyer for a possible Antique Appraisal event most likely
at the Boys club between memorial day and opening of camp.
stop and Shop donated a \$20.00 gift certificate.
Conversation on running a raffle maybe at the same antique event.

Weed treatment

Linda signed the contract with Lee Lyman for \$16,000. BUT we need at least
\$25,000 to cover all required expenses.
A weed map will be required 45 days after treatment.
Water monitoring is required too. Kitty to follow-up with Lee.

Open Items:

1. Holly suggest that draw down planning should start now as the 3 year permits have expired.
2. Sand bags need to be removed. Linda, can you contact the installer to have them removed?
3. Signage for Boat ramp-Linda wanted a nice sign like Lois showed us. Jim McGrath and Carl suggested using the free state ones that we already have and do meet the requirements of the grant.

Linda must dedicated April to the grant process as:

1. report must be done by the end of this month

Thursday, April 13, 2006 America Online: Lennie lit

2. installations must be completed by June 30th:

- a. detention basin at Branch farm
- b. detention basin at Boys Club
- c. 3 in Richmond Shores

Joint lake meeting being scheduled for middle of may per Jim McGrath

Next meeting 5/8/5:30 Richmond Town Hall

**Richmond Pond Association
Board Meeting Minutes
May 8, 2006
5:30 PM**

Present: Linda Kay – President (Richmond Shores), Jim Mooney (Boys & Girls Club), Katherine Levitan – Vice President (Whitewood), Mark Watkins – Secretary (Lakeside Christian Camp), Jack O'Brien (Branch Farm), Alex Nardacci (Independent),

Absent: , Mary Cotton Richard (Girl Scouts of Western Mass.), Carl Foote – Treasure (Branch Farm), Town of Richmond Representative.

Minutes of Last Meeting: (None were available)

Treasurer's Report: The treasurer was not present.

Pittsfield Funding: Jonathan Lothrop has assured us that Jim McGrath was planning to include a line item for Richmond Pond in his budget submission. Mr. O'Brien is preparing a fact sheet to help the councilors understand the importance of Richmond Pond to the City of Pittsfield. Mr. O'Brien will also find out about budget hearings that we might attend.

Richmond Funding: Ms. Kay is pursuing this. It will need to be voted on at the Richmond town meeting. Indications are the town is trying to trim costs in several areas, so we will need to make a solid case.

Fundraising Event: There was continued discussion about an antique appraisal event. The only autumn date available with the appraiser is October 28. Mr. Watkins will check with Lakeside regarding the possibility of hosting.

Business Fundraising: Several businesses have been approached. We are still waiting for a report on the results.

Hand-Pulling: This is on hold until we find out how much money will be available.

Herbicide Treatment: There was discussion about the timing of the treatment, and whether the treatment was a little early last season. Weeds were heavy near the end of August.

Fundraising Letter: Ms. Kay presented a draft of a fundraising letter regarding costs for the upcoming surveys and treatment. The letter was approved. We are grateful to Ms. Kay's mother for writing the letter. We approved the expenditure of funds for printing and mailing.

Section 319 Grant: The deadline has been extended for one year. This will allow a little breathing room for the completion of the projects.

Adjournment: Meeting adjourned at 6:15.

Next Meeting Date: Monday, June 12, 5:30 pm, Richmond Town Hall. Attendees are encouraged to come with creative fundraising ideas.

Respectfully submitted,
Mark Watkins, Secretary

**Richmond Pond Association
Board Meeting Minutes
June 12, 2006
5:30 PM**

Present: Linda Kay – President (Richmond Shores), Jim Mooney (Boys & Girls Club), Katherine Levitan – Vice President (Whitewood), Mark Watkins – Secretary (Lakeside Christian Camp), Dot Walchenbach (South Pond), James McGrath (Pittsfield Parks and Recreation), Jack O'Brien (Branch Farm), Sharon Tariff (Richmond Shores), Lois Kelly (Independent), Alex Nardacci (Independent).

Absent: , Carl Foote – Treasurer (Branch Farm), Girl Scouts of Western Mass (Mary Cotton-Richard is no longer with the Girls Scouts), Town of Richmond Representative.

Minutes of Last Meeting: Minutes were distributed by mail prior to the meeting.

Treasurer's Report: Mr. O'Brien reported on behalf of Mr. Foote. Recent donations have totaled \$10,442. The Taconic fund currently has \$10,400. The checking account has \$1,600.

Pittsfield Funding: The mayor did not include a line item for Richmond Pond. However, the city was able to provide \$1975. Our thanks to Mr. McGrath for his assistance with this.

Richmond Funding: Ms. Kay reported that the Town of Richmond will contribute \$5,000 this year.

Fundraising Event: Ms. Tariff expressed her willingness to lend a hand organizing a fundraising event.

Various possibilities were discussed, such as barbeques (perhaps by and for the various associations). Mr. Watkins expressed that weekends are difficult times to host events like the proposed antique appraisal because of the user groups that are there each weekend, but he will check Lakeside's calendar, particularly October 28.

Business Fundraising: Response from businesses has been limited. Greylock Credit Union gave \$50.

Hand-Pulling: Last year we spent about \$4,000 on hand pulling. Plans are to continue this as funds are available.

Herbicide Treatment: A treatment has been done. We will send \$4,000 now. We will send \$5,000 when it becomes available from the Town of Richmond. The total bill from Lycott will be \$19,950 (for treatment and testing). We will have another bill totaling \$2,500 for weed mapping.

Water Gauges: We are required to monitor water levels at Nordeen Swamp, as one condition for a possible deeper drawdown in the future. Mr. McGrath will explore whether the City of Pittsfield can assist with acquiring a gauge.

Fundraising: Ms. Walchenbach reported that she has spoken with South Pond Farm residents about the lake. The general response was very positive. People affirmed the value of a healthy lake as it relates to property values. Ms. Walchenbach feels it will be possible to raise funds from the residents. Ms. Kay will provide some materials to help Ms. Walchenbach present the needs.

Fact Sheet: Mr. O'Brien has done the initial work to prepare a fact sheet that can be shared with government officials and others. He has included information about the pond, its usage, funding, etc.

Adjournment: Meeting adjourned at 6:25 pm.

Next Meeting Date: Monday, July 10, 5:30 pm, Richmond Town Hall.

Respectfully submitted,
Mark Watkins, Secretary

Next mtg - Aug 14th Mon,

**Richmond Pond Association
Board Meeting Minutes
October 9, 2006
5:30 PM**

Present: Katherine Levitan – Vice President (Whitewood), Mark Watkins – Secretary (Lakeside Christian Camp), Jack O'Brien (Branch Farm), Jim Mooney (Boys & Girls Club), Dot Walchenbach (South Pond Farm), Len Allen (Whitewood), Ricky Allen (Whitewood), Sharon Tariff (Richmond Shores), Herb Zweig (Richmond Shores), Trina Zweig (Richmond Shores)

Absent: , GSA Representative (Girl Scouts of Western Mass.), Linda Kay – President (Richmond Shores), Carl Foote – Treasure (Branch Farm), Alex Nardacci (Independent), Town of Richmond Representative

Minutes of Last Meeting: (None were presented)

Treasurer's Report: The treasurer was not present.

Lake Treatment: We have received permission from Natural Heritage to do spot treatments on the entire lake, with no areas prohibited.

Pre- and post-treatment surveys were completed as required. Thank you to the City of Pittsfield for covering the cost for the botanist.

Drawdown: Apparently there are still some conditions we have not met in order to qualify for a three-foot drawdown. We may still be limited to two feet for this year. Monitoring the water level in Nordeen Swamp is one of those conditions. We need to submit a written methodology for this. We need to demonstrate that there is no detriment to the water level in the swamp.

Richmond School: Ms. Levitan and Ms. Tariff met with the principal. She was enthusiastic about the idea of having a contest to design a Richmond Pond sticker. Ms. Tariff, assisted by Ms. Levitan, will write something about this for the Richmond Record.

We need to determine who will serve as judges.

We considered inviting Misty Ann Marold of Natural Heritage to make a presentation at the school. Perhaps the principal would extend the invitation.

Dam: Lakeside camp has received a letter from the state ordering that the dam be inspected. Mr. Watkins will look into the cost for this and report to the committee. Mr. Watkins stated that the camp will need help covering the cost of this inspection, which needs to be completed by December 15.

Hill, White, Scalise are some local engineering firms that could be contacted.

Section 319 Grant: Ms. Kay is continuing to urge workers to move forward on the various projects. Ms. Tariff is concerned about a broken drainage pipe near her lawn. This is creating a serious runoff problem from the road.

Adjournment: Meeting adjourned at 6:15.

Next Meeting Date: Monday, November 13, 5:30 pm, Richmond Town Hall.

Respectfully submitted,
Mark Watkins, Secretary