

DRAFT MINUTES
Richmond Pond Association
Tuesday, April 29, 2014

Present: Linda Kay, president (Richmond Shores); Kitty Levitan, vice president (Whitewood); Carl Foote, treasurer (Branch Farm); Ken Kelly, secretary (independent cottages); Matt Kerwood (Richmond Town Administrator); Jim McGrath (City of Pittsfield); Cathy Deely (South Pond); David Harte (Boys & Girls Club); John Hultman (Girl Scouts); John Mead (Lakeside Christian Camp); Al Nardacci (independent cottages); Holly Stover (Branch Farm)

Absent: Deborah Mansfield (Girl Scouts); Matt Melillo (Richmond Shores); Maria Metlay (South Pond); Mary Miller (South Pond); Jim Mooney (Boys & Girls Club); Jack O'Brien (Branch Farm); John O'Brien (Branch Farm); Alan Schneit (Whitewood); Herb Zweig (Richmond Shores)

Guests: Ron DeAngelis (Board Member, Boys & Girls Club); Frank Ostrander (Property Manager, Boys & Girls Club)

Welcome back - Linda called the meeting to order & welcomed everyone back. Ken reported that Dorothy Walchenbach has resigned from the RPA, as she's moved to Florida full-time after Roy passed away in the fall. A moment of silence was observed in memory of Roy.

Minutes – The minutes of 11/12/13 were approved with one amendment, to the **Additional budget concerns** item on page 3. That item referenced the lack of acknowledgement in Town documents, especially the Richmond master plan, of the value of Richmond Pond as a Town resource. That will be corrected by adding the following note - **NOTE – Following today's meeting, subsequent review of the Community Development Plan for the Town of Richmond, prepared in 2003 by the Berkshire Regional Planning Commission, confirmed that the plan explicitly refers to Richmond Pond as a town resource for recreational uses and habitat values, & the multi-million dollar sanitary sewer system project around the lake was initiated with that in mind, "to prevent water quality degradation in Richmond Pond." Also, the Richmond Pond Association was involved in & is explicitly referenced in that study.**

Several related suggestions were made. As Richmond's long term planning committee develops a marketing plan for Richmond, explicit reference to Richmond Pond as a resource should be included. An invitation to that committee should be extended to ask them to send representative(s) to our annual meeting to ensure they are updated on the status of the pond. It was also suggested that we seek a community member for the RPA from the Richmond Recreation Committee.

Communications with Natural Heritage – Ken & Matt reported that a written communication was received by email on 2/7/14 in response to our 9/12/12 & 10/10/12 & subsequently repeated requests for a response. The response was less prescriptive than we had hoped, & essentially posed 10 specific questions that would need to be answered before a request for a deeper drawdown could be considered. Some we already have answers for, but others would appear to require substantial expenditures of time &/or funds, with no assurances that other expectations might not crop up subsequently that would

constitute additional expense items. Also, based on interactions to date, coupled with the recent documentation of bridle shiners in the pond, it appears unlikely that Natural Heritage would approve a deeper drawdown. It is the assessment of the RPA officers and others that further exploration of a deeper drawdown not be pursued at this time. However, two of the strategies, arranging for an updated bathymetry (pond depth study) & conducting watershed mapping to identify point sources of pollution, may be helpful in enhancing the health of the pond & should be explored.

- Re bathymetry, Matt reported that the state appears to have backed away from periodically conducting bathymetry studies. He has obtained a quote from Lycott for conducting such a study – it would \$3,750, or perhaps more depending on options. The last one was done 20 years ago, in 1994, and the technology for such studies has advanced considerably since then. In addition to being helpful for fishermen, it would also show what areas of the pond would be exposed at different levels of draw-down. Matt suggested that the RPA consider funding this, though no action was taken on it today, other than incorporating it as a possible expense into the draft RPA budget for 2014-15.
- Re watershed mapping, Matt shared the 2 copies of Richmond Pond's watershed map that he had received from Jim McGrath; next steps with this may be discussed at our May meeting.

Weed treatment post-treatment update (conducted by Lycott on September 24, 2013) – Matt reported that Lycott's post-treatment report on the results of the summer 2013 weed treatment documented that the summer 2013 contact herbicide treatment appears to have been very effective. Ken shared additional detail from that report - the overall density & distribution of *M. spicatum* (Milfoil), was reduced from 74 acres moderate to dense, pre-management, to zero acres post-management, with 2.3 acres sparse to moderate & 5.5 acres trace. The *P. crispus* (curly-leaf pondweed) was reduced from 2 acres dense, pre-management, to .02 acres trace, post-management.

Systemic weed treatment plan – A one page summary of Lycott's 5-year treatment plan was distributed, with attention drawn to "year 2" of the plan (2014). Matt outlined the treatment plan for summer 2014, which, depending on the outcome of the May pre-treatment assessment to be conducted by Lycott, would expend up to \$100,000 for systemic treatment of up to 100 acres for Eurasian Milfoil with Triclopyr herbicide. Unlike the contact treatment, which kills only leaf matter, the systemic herbicide kills the root systems of the Milfoil, so is much longer lasting. Possible spot-treatment may also be needed of up to 20 acres with Diquat herbicide, for Curly Leaf Pondweed & European Naid, since neither is susceptible to Triclopyr. Matt has placed funding for this on the Town Warrant, Article 20, which reads: "To see if the Town will vote to raise and appropriate the sum of \$100,000 for a systemic weed treatment and related activities within Richmond Pond. (Approved by the Finance Committee)." Matt clarified that, even if the funding is approved, if Lycott's pre-treatment assessment determines that little re-growth of Milfoil has occurred, we'd switch to the less expensive contact treatment for this year.

Boat launch monitors - Matt reported that he has also requested \$20,000 for the boat launch monitor program (Town Warrant Unclassified, Line item #87, formerly labeled Richmond Pond Weeds.) Both items are to be voted on at the Annual Town Meeting, which has been rescheduled for May 21. So if both items are approved at Town Meeting, RPA would not be asked to provide partial funding for either program this year.

Discussion then followed about how to educate & encourage pond-area residents to attend the Annual Town Meeting & vote in support of both these items, as the Town Warrant is no longer mailed to residents (though it is posted on the Town's website). Ken will prepare a related flier; Linda will distribute it to Richmond Shores mailboxes; Kitty will distribute it to Whitewood Association mailboxes.

Treasurer's report – Carl provided several financial handouts. The current RPA accounts total **\$20,971.50**, of which \$6,674.20 is earmarked in the Dam Maintenance Fund. RPA dues collected for the 2013-2014 fiscal year total \$1,860; all members have paid except Lakeside Christian Camp. Combined with donations of \$10,170 & interest of \$21, income received to date for the fiscal year totals **\$12,051**. Expenses to date total **\$12,898**; the largest item was \$8,172, our partial support of the summer 2013 boat ramp monitor program.

Development of fiscal year 2014-15 budget – Carl shared a draft budget for 2014-2015, projecting total income of \$14,180 (membership dues of \$2,160, donations of \$12,000, & \$20 interest). Total projected expenses total \$9,490. Major changes are zero funding for ramp monitors, \$3,750 for a possible bathymetry study, and \$100 for a safe deposit box for our fiscal records. It was noted that the draft budget may require amending depending on the outcomes of Lycott's pre-treatment study in May and vote outcomes on the pond-related items at the Annual Town Meeting. Both should be known by our next meeting on May 27.

Camp Russell ball field drainage – David Harte, Dir. of Operations & Interim Director of the Boys & Girls Club of Pittsfield, introduced Frank Ostrander, Property Manager. Frank had supervised the installation in the fall of the 300 foot drainage remediation culvert at the old ball fields. In response to the RPA's expressed concerns that the drainage system appeared to have been installed with improper piping, Frank brought with him & passed around a section of the "slit piping" that was used (instead of the old "holed" type of drainage piping, which tends to clog) in conjunction with wrapping & gravel, & explained how their testing shows that runoff now flows away from the pond toward the swamp to the south. He & David invited RPA members to inspect the installation at any time following a rain to allay any remaining concerns. The RPA expressed appreciation for their remediation of the runoff & siltation that had been flowing into the detention basin & the pond, and for their follow-up clarification to us in response to our expressed concerns. Linda & Ken will collaborate on writing a "closure letter" to the Boys & Girls Club, for sharing with their board. David indicated that he would be representing the Boys & Girls Club on the RPA, going forward. He also announced the appointment of Terry Hughes as the new Director of the Boys & Girls Club.

Nominations of officers – The following nominations were made for 2014-15 officers:

President - Ken Kelly
Vice President - Kitty Levitan
Treasurer - Carl Foote
Secretary - Cathy Deely

At the May meeting, following any additional nominations, voting will take place for officers. The sentiment appeared to be that, once elected, the new officers would assume their roles at the beginning

of the June meeting. Ken reminded the group that our By-laws prohibit the same person from serving simultaneously as president & secretary, but if elected president, he'd be glad to continue to manage the RPA website unless someone else expresses interest in doing so.

Distribution of recommendations from By-laws revision committee – Ken thanked Kitty, Carl & Holly for their work over the winter on developing recommendations for updating the By-laws. Two documents were distributed – a “track changes” version of the By-laws with proposed changes in red, and a “Notes on Possible Changes” document that articulates the rationale for each proposed substantive change. All were asked to study these in advance for discussion & possible adoption at the May meeting. In response to a question about major changes, the creation of “alternate director positions” was highlighted, as a strategy to reduce the likelihood that a quorum cannot be achieved, increase the likelihood that each constituency will be represented, create additional roles to enhance the number of people actively participating in the RPA, & foster new leadership.

Distribution of draft Water Testing Protocol - Jim McGrath & Ken distributed the draft document that they had developed, with input from Corinn Shogry, Senior Sanitarian from the City of Pittsfield Health Department. No response had yet been received from the 2 beaches at Richmond Shores & the Whitewood Association beach. Several corrections were suggested for the draft, & it will be further discussed at the May meeting.

Signage for lake beaches other than Town Beach, re kayak washing, etc. – Kitty reported that such signs should go up soon, as folks will be launching car-top boats from beaches & shorelines around the lake. Kitty & Ken will develop language for the signs, & Kitty will submit a request for custom sign fabrication, through Matt, to Gerald Coppola at the Richmond Dept. of Public Works.

Possible RPA sponsorship of a Town anniversary celebration event for the June 21, 2015 – Tabled until next meeting.

Announcements:

- **Noise pollution from InterPrint plant** - Ken reported that Bill Hines of InterPrint has informed Ken that their assessment indicates that a specific unit on the roof is likely the primary source of the drone. They have contracted for the fabricating a baffle for this unit, & it should be installed by the end of May, at which time an assessment of noise generation to the pond will again be conducted in collaboration with RPA.
- **Possible state grant &/or loan to assist with dam maintenance/repair** – John Mead & Ken attended a workshop in Springfield on 2/19/14 that explained the process for applying for a grant from the state's Dam & Seawall Repair or Removal Fund to assist with remediation of dams. John has consulted with the Lakeside Christian Camp board & they will not be applying for a grant this year, but may in the future when they have a substantial project that's needed.
- The other announcements were tabled until next meeting.

Next meeting: Tuesday, May 27, 5:30 pm, Richmond Town Hall – Agenda items will include discussion & possible adoption of By-laws changes, election of officers, & beginning preparations for the annual meeting in July.

DRAFT MINUTES
Richmond Pond Association
Tuesday, May 27, 2014

Present: Linda Kay, president (Richmond Shores); Kitty Levitan, vice president (Whitewood); Carl Foote, treasurer (Branch Farm); Ken Kelly, secretary (independent cottages); Matt Kerwood (Richmond Town Administrator); Matt Melillo (Richmond Shores); Holly Stover (Branch Farm)

Absent: Cathy Deely (South Pond); Deborah Mansfield (Girl Scouts); Jim McGrath (City of Pittsfield); David Harte (Boys & Girls Club); John Hultman (Girl Scouts); John Mead (Lakeside Christian Camp); Maria Metlay (South Pond); Mary Miller (South Pond); Jim Mooney (Boys & Girls Club); Al Nardacci (independent cottages); Jack O'Brien (Branch Farm); John O'Brien (Branch Farm); Alan Schneit (Whitewood); Herb Zweig (Richmond Shores)

Guests: Stevan Patterson (Richmond Shores); Arnold Pizentini (Committee to Request Special Town Meeting to Discuss & Vote on Resolution to Ban Pipeline); Brian Kelly (independent cottages)

NO QUORUM - Partway through the meeting, it was questioned whether we had a quorum. It was determined that we did not, either then or at the beginning of the meeting. Despite having 10 persons present, we need a minimum of 5 of the 8 constituencies (4 community associations, 3 camps, & independent cottages) represented to meet quorum. We only had 4; none of the camps were represented. Therefore, while some items were discussed as noted below, no binding actions could be taken & all action items must be revisited at the June meeting.

Minutes - No changes were suggested to the minutes of 4/29/14.

Richmond Annual Town Meeting pond-related budget outcomes – Linda & Ken reported that at the May 21 Town Meeting, all four pond-related items were approved - \$5,000 for Richmond Pond lake management, \$10,685 for Town Beach; \$20,000 for summer boat ramp monitors; and \$100,000 for Richmond Pond weed control. Matt M. & others noted that this is a major sea-change from years ago when efforts to receive small amounts met with opposition. The RPA, throughout its history, with Matt K.'s help more recently, should be credited for facilitating this change over time.

Pre-treatment weed assessment – Matt reported on the results of Lycott's May 20th weed pre-treatment assessment, which indicated only 20 acres of Milfoil & 40 acres of Curly-leaf Pondweed. Lycott has therefore recommended we NOT do the systemic treatment this year & again do the contact herbicide treatment of these 40 acres.

Weed treatment plan for summer 2014 – Matt reported that, consistent with Lycott's recommendation, the plan is to treat with contact herbicide Diquat, at a cost of about \$180 per acre x 40 acres = \$7,200, paid for by the Town, tentatively some time the week of June 22, though consultation with Conservation Commission needs to occur first relating to the switch back to a contact treatment.

Several related questions were asked:

- Does the area to be treated include the canal? Matt will check on this (he thinks it probably does), & will recommend to Lycott that the canal be treated regardless, as it's already choked.
- Could the canal be treated with the systemic herbicide, even if other areas are to be treated with contact herbicide? Matt will ask, but initial indications were that this may not be easily approved or feasible.
- Would the planned treatment address algae/pond scum, which is already in evidence in many areas of the pond? Matt indicated that it would not. Matt was asked to ask Lycott to take samples of the algae & recommend a treatment approach for this year.

Treasurer's report – Carl reported that all annual dues for 2013-2014 have been received. As of today, account balances total \$21,254.17, with \$6,674.20 of that earmarked in the dam maintenance fund.

Updated fiscal year 2014-15 budget – Carl summarized the budget he presented last month, with proposed revenues of \$14,180 and expenditures of \$9,490. Tabled.

Signs for lake beaches about kayak washing – Kitty reported on her research – Plastic laminate signs, size 12"x18" would be \$16.50; 18"x24" signs would be \$22.00. Posts would cost \$3.00. Matt recommended a different vendor with aluminum signs, which are more durable. Preference was expressed to go with the smaller plastic laminate signs this year.

Depth mapping study – The estimate from Lycott for conducting updated bathymetry (depth mapping of pond) was \$3,750, perhaps more if additional parameters were added. Matt indicated that the Town had no plans to conduct such study, but RPA could go forward with it depending upon interest. In response to a question it was noted that it could be helpful both for fishermen and for analysis of which parts of the lake would be drained at different draw-down levels, as precise management of drawdown levels is difficult. More study of the options appears warranted before committing to fund such a study.

Rejuvenation of old (2nd) kiosk at boat launch – After discussion, the consensus was that since this kiosk is owned by the RPA, rejuvenation should be a project of the RPA - a volunteer work day?

Tennessee Gas Pipeline Project – Guest Arnold Pizentini, of the Committee to Request a Special Town Meeting to Discuss & Vote on Resolution to Ban Pipeline), summarized pipeline plans & encouraged Richmond residents to sign the petition to request a special Town Meeting. A presentation on the pipeline plans, & pros & cons, is 7:00 pm, June 4, at Richmond Consolidated School. More information is available on www.nofrackedgasinmass.org.

Election of officers - Tabled.

Resignation of President – Linda Kay submitted a resignation letter from the position of president, effective today. The group thanked her for her 8 years service & leadership on the RPA. As vice president, Kitty assumes the leadership of the RPA until elections for 2014-2015 officers can be held.

By-Laws Changes – Most suggestions by the committee were enthusiastically supported, especially the creation of alternate directors. Suggestions were made relating to checks requiring co-signatures

(perhaps reducing the co-signature requirement threshold from \$1,000 to \$500), & possibly redefining quorum.

Water Testing Protocol – Questions about the draft focused on vendors available to take samples & conduct the analysis, for beaches as well as tributaries.

Preparations for July annual meeting – Ken shared a draft handout that might be used, entitled, *What Does the Richmond Pond Association Do?* Reactions were positive, including conversion into brochure format. Preparations at next month's meeting will focus on updating the PowerPoint used last year.

Bathing beach regulations – Matt & Ken shared the state-proposed amendments to MA public bathing beach regulations, 105 CMR 445.000. The MDPH Bureau of Environmental Health has proposed amendments since 80% of e-Coli "exceedances" are transitory (bad one day, OK the next), so many beaches are now being closed when they are in fact healthy. If proposed changes are approved at the state level, posting/closing of a beach would only to be required if 2 samples on consecutive days show elevated bacteria levels (w. some exceptions). The change is targeted to take effect June 2014.

Town 250th anniversary activity – A brief discussion included possible events that RPA might sponsor, both as part of the anniversary & annually, though we'd need to be careful to support & not compete with the efforts of the Town's Recreation Committee.

Watershed mapping to pinpoint possible pollution sources - next steps? – Tabled.

Announcements:

- **Boat ramp monitors** – Matt reported that ramp monitors started May 23, and are working 2 shifts, 6:00 am to 12 noon, & noon to 6:00 pm daily, with 2 persons on at all times for safety reasons.
- **Reach the Beach 5K Run/Walk with Dad** – June 15, 9:30 am, Camp Russell

All other announcements were tabled:

- **Update on planned remedy to noise pollution from InterPrint plant**
- **MA Environmental Police activity at boat launch ramp**
- **Application process for future dredging of the boat launch area**
- **Aquatic weevils**
- **Website updates**

Next meeting: Tuesday, June 24, 5:30 pm – Richmond Town Hall

DRAFT MINUTES (as of 7/9/14)
Richmond Pond Association
Tuesday, June 24, 2014, 5:30 pm

Present: Ken Kelly, president (independent cottages); Kitty Levitan, vice president (Whitewood); Carl Foote, treasurer (Branch Farm); Cathy Deely, secretary (South Pond); John Mead (Lakeside Christian Camp); Jesse Kellam (Lakeside Christian Camp); Jack O'Brien (Branch Farm); Holly Stover (Branch Farm); John Hultman (Girl Scouts); Herb Zweig (Richmond Shores); Alex Nardacci (independent cottages); Jim McGrath (City of Pittsfield)

Absent: Matt Kerwood (Richmond Town Administrator); Deborah Mansfield (Girl Scouts); Marie Metlay (South Pond); Jim Mooney (Boys & Girls Club); John O'Brien (Branch Farm); Alan Schneit (Whitewood); David Harte (Boys & Girls Club); Matt Melillo (Richmond Shores)

Minutes of 4/29/14 & 5/27/14 Richmond Pond Association board approved. John Mead introduced the new property manager for Lakeside – Jesse Kellam.

Scope of Lycott's systemic weed treatment on Monday, June 23 – Ken reported, in Matt's absence, that Lycott's 2nd pre-treatment assessment last week showed that re-growth of the Eurasian Milfoil had increased from 20 to 85 acres. Lycott therefore amended their recommendation to a systemic treatment because of the significant re-growth, so 85 acres were to be treated yesterday with Triclopyr, for Eurasian Milfoil. Jim McGrath clarified that GPS technology used on the boat targets the areas that are to be treated. Matt has requested a map of the treated areas, but he has been assured that all portions of the canal were treated. Notification alerts were made, though some residents were confused, even though the notices all stated that swimming, boating, & fishing were not restricted by yesterday's treatment. Likely treatment of at least 40 acres for Curly-Leaf Pondweed with Diquat will occur soon, as the Pondweed is not impacted by Triclopyr, but Matt has not yet been informed of a scheduled date; pond closure for 24 hours will likely have to occur at that time.

Lycott's assessment for algae/pond scum & related treatment options – Ken reported that Matt has asked Lycott for results of their algae sampling yesterday & related testing & their related recommendation. But Matt also shared with Ken that any treatment of algae would introduce another chemical into the pond, with the usual related concerns, & would require submission of a new notice of intent & order of conditions, probably for a 3-year period, so any such treatment would be delayed and is not likely this summer. Treatment options, costs and other issues will be discussed at a future meeting.

Treasurer's report – Carl reported few expenditures this month; Ken was reimbursed \$119.88 for the GoDaddy Website Builder software renewal. As of today, account balances total \$21,250, with \$6,600 of that earmarked in the dam maintenance fund. In response to a question, the Treasurer reported that excess funds go into liquid assets (CDs).

Adoption of fiscal year 2015 budget – It was approved.

	<u>Fiscal Year 2014 Actuals</u> 7/1/13 to 6-24-14	<u>Fiscal Year 2015 Budget</u> 7/1/14 to 6/30/15
INCOME		
Gifts received	\$10,170	\$12,000
Interest income	21	20
Membership dues	<u>1,860</u>	<u>2,160</u>

TOTAL INCOME	\$12,051	\$14,180
EXPENSES		
Fees & charges	\$17	15 Bank Fees
Legal fees	35	35 Annual reporting to MA
Office expenses	327	350 Website/Post Office Box
Postage & Delivery	334	350 Fund Raising
Printing & Copying	861	850
Professional Fees	40	40 MA COLAP
Ramp Monitors	8,172	0 (now paid by Town)
Water Monitoring	1,062	2,000 (500/month)
Dam Maintenance Fund	2,050	2,000
Bathymetry Study		3,750 (Recd by Town Administrator)
Safe Deposit Box		100
TOTAL EXPENSES	\$12,898	\$ 9,490

Election of officers for 2014-15 - No additional nominations were made, & the slate was elected & approved to take effect at this meeting.

President - Ken Kelly
 Vice President - Kitty Levitan
 Treasurer - Carl Foote
 Secretary - Cathy Deely

The board expressed interest in undertaking outreach to make sure that there are at least 2 members from each organization. Linda will be deleted from the bank signature card and Kitty will be added.

Preparations for July 22nd annual meeting. Previous materials were reviewed and suggestions made for new topics.

Opening Remarks – Carl
 2013 Review – Ken
 Weed Treatment Update – Matt
 Water Testing Update – Carl
 Update from Pittsfield – Jim McGrath
 2014 Plans - Ken
 Ongoing Concerns – Ken
 Including weed management, algae/scum, & boating safety
 Q&A - Carl

- Marketing – Richmond's weekly e-news (in 7/12 & 7/19 issues); *Richmond Record*, alerts w. fliers from each community association to their members: Branch Farm – 7/12; Richmond Shores & Whitewood – 7/13; South Pond – 6/29; fliers at Bartlett's, boat launch ramp, library, *Berkshire Eagle* notice; RPA members talk it up & each bring 2 people; brochures too. Mail flyers to RPA donors.
- Refreshments will be provided by Matt and Herb
- Displays – treatment maps
- Plans for fund solicitation letter this year will be discussed at next meeting.

Signs for lake beaches – Kitty reported that the signs, re kayak washing, have been made & she has distributed them around the lake. Funding authorization for fabrication of 8 signs, with posts, for lake beaches - approved reimbursement to Kitty of \$167.90.

Funding authorization for updated bathymetry (depth mapping of pond) - Ken reported that he'd discussed possible modified parameters with Matt, & Matt recommended Ken contact Lycott directly, to obtain an additional quote. Lycott's initial quote was for \$3,750, for depth mapping at 5 foot intervals, which would be helpful for fishermen & posting online. But obtaining a quote for depth mapping at one foot intervals for the first 5 feet (shallow areas) could provide us with very helpful data for draw-down management. Ken will contact Lycott for prices for both versions. Tabled until determine new cost, & when it would likely be done.

Review & adoption of recommended changes to By-laws All recommended changes were Approved, with one modification – the threshold for a check requiring 2 signatures will be \$500.

- Big vote of thanks to Kitty, Carl, Holly & Ken for their work!
- Discussion as to where to store RPA records

Review of draft Water Testing Protocol

Richmond Shores & Whitewood Beach – no detail yet provided.

Are they being tested?

See also new item 12, re proposed revision to MA regulations for beach closures.

Proposed amendments to MA public bathing beach regulations, 105 CMR 445.000; proposed amendment would not close a beach unless samples on 2 consecutive days showed elevated E.coli. levels. Jim had not yet heard anything about implementation.

- Ask Matt/Jim to inquire.

InterPrint Noise - Ken shared his most recent communication from Bill Hines, Managing Director of InterPrint, regarding their investment of over \$7,000 in fixes to reduce noise. They have been very cooperative in response to our concerns. Following installation of equipment and testing of results, targeted for early July, RPA intends to send letter of thanks and invitation to our Annual Meeting.

Watershed mapping to pinpoint possible pollution sources – Jim McGrath reported that more information was needed, including verification of land use, & prioritizing sources of pollution. Jim suggested that a next step might be that he & Matt & several others arrange a meeting with the Richmond Board of Health. Tabled until September meeting.

Lighting concerns emanating from Lakeside Christian Camp - Lights have been repositioned, but are still a concern. John reported that security lights are needed, & they stay on all night, both for safety & since they have experienced some vandalism. Experiments with additional adjustments may be possible.

Fish consumption testing was recommended by Ken, as the fish in the pond have apparently never been tested for Mercury. Approved to submit request to Dept. of Environmental Protection for fish testing in 2015 for contaminants (the deadline for 2014 testing has passed).

Announcements:

- Rejuvenation of the old (2nd) kiosk at boat launch – Ken reported that it just needs trimming of brush & a downed tree, which he'll do. No paint is needed, as it's in good shape, with rustic look.

- Ken asked whether we should give future consideration to an application for dredging of the boat launch area (through MA Public Access Board, of Dept. of Fisheries, Wildlife & Environmental Law Enforcement & Richmond Conservation Commission). Reactions were negative, as the shallow entry prevents the bigger boats from entering the lake.
- Jim McGrath advised that aquatic weevils as a strategy to attack milfoil at Lake Mansfield & Onota Lake was tried and did not produce significant results

Announcements/Odd & Ends:

- Beach stickers not yet available; free to Richmond residents; \$35 for others; beach is open, lifeguard on duty 11-5, Tuesday-Sunday
- Scheduling of tributary monitoring was not addressed.
- Ken will ask for "observations & concerns" as a regular agenda item, at the end of meetings (example = large beaver seen at beaver dam yesterday, & Nordeen Marsh is at high level)

Next meeting – The annual meeting, **Tuesday, July 22**, 5:30 pm, Richmond Town Hall. Bring a neighbor!

DRAFT MINUTES
Richmond Pond Association
ANNUAL MEETING
Tuesday, July 22, 2014, 5:30 pm

Present: Ken Kelly, president (independent cottages); Carl Foote, treasurer (Branch Farm); Cathy Deely, secretary (South Pond); Matt Kerwood (Richmond Town Administrator); Jim McGrath (City of Pittsfield); John Mead (Lakeside Christian Camp); Jesse Kellam (Lakeside Christian Camp); Herb Zweig (Richmond Shores); Marie Metlay (South Pond); John O'Brien (Branch Farm); Matt Melillo (Richmond Shores); Terry Hughes (Boys' & Girls' Club)

Absent: Jim Mooney (Boys' & Girls' Club); Holly Stover (Branch Farm); Kitty Levitan, vice president (Whitewood); Jack O'Brien (Branch Farm); John Hultman (Girl Scouts); Alex Nardacci (independent cottages); Deborah Mansfield (Girl Scouts); Alan Schneit (Whitewood); David Harte (Boys' & Girls' Club)

Guests: Ted Potter, Jeff Sorge, Barry Kellogg, Louise Brogan, Bonnie Drewniany, Susan Portitzky, Jessica Baumgarten, Faye Lessner, Mary Lou and Kris Wechter, Judy and Bill Powers, Pete Killeen

Opening Remarks – Carl welcomed all and introduced the current RPA officers & members of the board. He enthusiastically thanked Linda Kay for her eight years of service, including her service as President.

2013 Review –

Ken summarized major activities:

- Website enhancements include monthly board meeting minutes, info about the pond, photos, links, & a subscriber system, with 34 current subscribers.
- RPA supported the town-managed and financed boat ramp monitoring program, May thru September 12 hours/day, 7 days/wk, with \$8,172 last year.
- Last year's annual meeting was held July 16.

Ken briefly reviewed concerns:

- **Siltation runoff from Camp Russell** from the old ball field drainage & clogging of the retention basin were concerns, & he commended the remedies implemented in fall 2013 by Camp Russell staff & their volunteers. He recognized Terry Hughes, the new director of the Boys' & Girls' Club, & thanked them for their efforts.

Question: A concern was raised that runoff from the ball field still seemed to be flowing down into the Branch Farm retention basin. It was agreed that Camp Russell staff & the RPA would follow up & re-assess the runoff situation.

- **Noise pollution** concerns about the drone from InterPrint plant, heard on the lake & at many shore areas, were shared with InterPrint management. In response, they conducted a thorough noise assessment both inside & outside the plant, identified the source of the noise to the lake, and contracted for fabrication of remedies, which were installed this past weekend. Bill Hines, Managing Director, has been our main contact during this process.

- Peter Stasiowski, InterPrint's Marketing & Communication Manager, described the three-part mitigation remedy and the upcoming testing.
- Ken asked for a round of applause for InterPrint, & encouraged all to read the "good neighbor" article about InterPrint in this month's *Richmond Record*.
- Last summer the **budget for the 2014 fiscal year** (July 2013-June 2014) was approved & the annual fund raising letter was sent last summer, resulting in \$10,170 in donations. Last year total revenues were \$12,051, & total expenses were \$12,898, for a slight deficit of \$847.
- The RPA continued its support of the pond's dam at Lakeside Christian Camp, earmarking \$2,000 annually into a special dam maintenance reserve fund, now at \$6,600.
- In November, the lake was drawn down 2+ feet to assist with weed control.
- Over the winter, a study of the **RPA's Bylaws**, initially enacted in the year 2000, was completed, & all recommended amendments were approved at our June meeting. Probably the most impactful change was the provision for alternates for each of the 8 constituencies, which should enhance engagement & assist with achieving a voting quorum at our meetings.
- **Weed Treatment Update** – Last summer's weed treatment, a part of the Five Year Lake Management Plan (2013 to 2017), was reviewed by Matt, with 74 acres treated, including the canal, with *contact herbicide Diquat* on June 26, 2013. Matt outlined this year's switch to a *systemic treatment* of the invasive Eurasian Milfoil, with 80 acres treated with *Triclopyr herbicide* on June 26, 2014 – it is hoped that that next treatment will not have to be for another 2-3 years. There was a July 7 treatment with contact herbicide Diquat for invasive curly leaf pondweed, which isn't affected by the systemic treatment. Some additional systemic treatment was also applied on July 7. Maps showing the treatment areas were displayed. In both cases, notices were posted indicating that swimming, boating, & fishing were not restricted by these treatments. \$100,000 has been allocated by the Town of Richmond.
 - Question: What impact do the farms have on nutrient seepage into the inlet? Answer: The Town encourages farmers to monitor nutrient seepage. Also, RPA's testing of tributaries could help identify spikes in Phosphorus content.
 - Question: What about the weeds around my dock? Answer: Could be a consequence of treatment. Responsibility of owner to hand-pull weeds if desired.

(The board intended for a report to be shared on Lycott's recommendations regarding the algae/scum problem, but it was not mentioned. It is known that the timing required to obtain the necessary permits for any such treatment would mean that the earliest treatment couldn't be until 2015.)

- **Water Testing Update** – Carl summarized the RPA's work in testing the 4 tributaries since 2002, managed by Holly Stover.

- Our tributaries testing procedures were recently reviewed & area lake associations have reduced testing to the main target concerns – eColi pollution & Phosphorus.
- The RPA also developed a “Water Testing & Related Communications Protocol for Richmond Pond Beaches & Tributaries” that clarifies weekly testing responsibilities & beach closure communication responsibilities for the Town Beach, the 3 camps, & the 4 community beaches & the less frequent testing of the 4 tributaries. (The RPA’s water testing data helped make the case for the commitment by the Town to install a sewer system in 2007 to replace all the septic systems around the pond.)
- Question: How much testing should we do? Answer: RPA uses Premier Labs, Lee. Public & semi-public beaches (such as South Pond Farm) need to be tested weekly. If you need to close your beach: put up signs, notify owners, visitors, contact Town of Richmond and RPA.

2014 Plans – Ken reviewed plans for this year:

- **Boat Ramp Monitoring Program** continues, staffed daily all summer as there are zebra mussel infestations on some area bodies of water (Laurel Lake, Housatonic River below Woods Pond, & some in NY, VT & CN).
- The **Town of Richmond was commended for its enhanced fiscal support** for the pond as a community resource, with all 4 pond-related budget items on the town warrant approved by residents at this May’s Richmond Town Meeting - \$10,685 for the town beach lifeguards, \$20,000 for the boat ramp monitor program, \$100,000 for weed management, & \$5,000 for other lake management efforts.
- This fall, & again next spring, there will be an **assessment** of the impact of the **two weed treatments** done this summer.
- The **annual fund raising mailing** with our annual report is targeted for early August. Most of the RPA’s budget comes from donations – please be generous!
- The RPA continues to contribute to support **maintenance for the Lakeside Dam**, earmarking \$2,000 annually toward a reserve fund for this purpose.
- It’s been about 24 years since the last **depth charting of the pond**, so RPA plans to fund a **bathymetry study** this summer or fall to update depth charts, which should be helpful for fishermen as well as in managing the winter lake draw-down. Cost estimate \$3,750.
- Develop a **comprehensive lake management plan**, building on the 5-year weed treatment plan, the bathymetry study, watershed study, & other efforts.
- Plans for 2015 **Town 250th Anniversary Celebration @ the lake on July 21, 2015** – perhaps tours of lake, in collaboration with Camp Russell, with “tour guides” outlining historical perspective (ice harvesting, etc.) & current activities & issues & the roles of RPA & the Town.

Ongoing Concerns – Ken reviewed the following ongoing concerns:

- **Washing of watercraft** (car-top boats, kayaks, paddle boards); No Zebra Mussels Allowed! – signs reminding all to wash their car-top boats were developed,

fabricated & distributed to all 3 camps & all 4 community associations for posting on their beaches. Thanks to VP Kitty Levitan for implementing this educational outreach initiative.

- *Relying on all to educate folks. It is a self-certification program with physical inspection and a form to fill out stating the last body of water the boat was in and that it was cleaned, if needed.*
- **Water Quality Testing and Zebra Mussel Watch** will continue.
- Annual **Lake Draw-down** in November will again be about 2 feet.
- **Drainage** – Keeping swales & retention basins clear of silt & leaves; Watershed Study is planned to identify possible sources of harmful runoff
- Enhanced **Weed & Algae Management Programs**
- **Swimming & Boating Safety**, Beaches, Docks. Matt is the Town of Richmond's Harbormaster
- **Fish Consumption Advisories** – RPA has requested a fish survey for 2015 by the Dept. of Environmental Protection, focusing on possible Mercury contamination. Both Pontoosuc Lake & Stockbridge Bowl have been tested & now have consumption advisories for largemouth bass.
- Dead large **trees** along shoreline. Matt reminded all that if you want to take down a tree near shore, you must first go to the conservation agent (Susan.)
- **Bears, Beavers, Geese** – fun to watch, but can create issues.
- There will be no **beach stickers** from the Town this year, but do use the beach.
- **Administration** - Open Monthly Meetings usually 4th Tuesday 5:30PM; anticipate increased representation & input, as *alternates are designated for each of the camps & community associations*, & those folks also attend our meetings.

Pittsfield Update - Jim McGrath, Park & Open Space Resource Manager and Pittsfield Harbormaster, reviewed his efforts in working with Matt Kerwood, Richmond Town Administrator – as the Pond has double jurisdiction - to file all applications for lake management. It's a collaborative effort to manage Onota Lake, Pontoosuc Lake & Richmond Pond, in collaboration with each of the lake & pond associations. City of Pittsfield funds \$3,500 for Richmond Pond lake management issues...especially zebra mussel prevention.

Q&A & Community Input

- What is the status of Camp Marion White? Answer: They are no longer hosting a camp program; they rent it out on a day by day basis. We don't know future plans. *RPA will check to make sure that zebra mussel signs are up.* Town of Richmond would like to engage in a conversation.
- Camp Russell announced its Chili and Chowder Festival on Sat., July 26.
- What to do about the risk of zebra mussels travelling on private boats? Answer: if the boat is out of the water for a period of time, drained and dry for 2 weeks – it should be OK. Boat cleaning service at Zee's on West Housatonic Street. **Stay out of Laurel Lake, Lake Champlain, Housatonic River south of Woods Pond.** However since they can be microscopic, *what you can't see, can infest the pond!*

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- What do you know about fish kills? Answer: Occasional fish kills are not uncommon, & are part of the natural cycle, especially with bluegills. Please do report fish kills that concern you to Matt.
 - Closing – Ken thanked all for coming & encouraged everyone to take an extra RPA brochure to share with a friend. He also said that the first 5 new subscribers to the **RPA website** will receive a pond boat tour in his boat!

Next meeting will be **Tuesday, August 26, 5:30 pm** at Richmond Town Hall.

DRAFT MINUTES
Richmond Pond Association
Tuesday, August 26, 2014, 5:30 pm

Directors Present: Ken Kelly, president (independent cottages); Kitty Levitan, vice president (Whitewood); Matt Kerwood (Richmond Town Administrator)

Alternates Present: Barry Kellogg (Richmond Shores); Herb Zweig (Richmond Shores); Frank Ostrander (Camp Russell)

Directors Absent: Carl Foote, treasurer (Branch Farm); Cathy Deely, secretary (South Pond); Terry Hughes (Camp Russell); John Mead (Lakeside Christian Camp); John Hultman (Camp Marion White); Matt Melillo (Richmond Shores); Jim McGrath (City of Pittsfield)

Alternates Absent: Susan Benner (Whitewood); David Harte (Camp Russell); Jim Mooney (Camp Russell); Jesse Kellam (Lakeside Christian Camp); Deborah Mansfield (Camp Marion White); Jack O'Brien (Branch Farm); John O'Brien (Branch Farm); Marie Metlay (South Pond); Mary Miller (South Pond); Alex Nardacci (independent cottages)

Opening items – NO QUORUM – In the absence of a quorum (one person short; no representation from Branch Farm, South Pond, Lakeside Christian Camp, or Camp Marion White). While no business was conducted or votes taken, information updates were shared on many items. The new list of Directors & Alternates was distributed & some updates were suggested. Barry Kellogg, a new alternate from Richmond Shores, was introduced. A moment of silence was observed in memory of Peter Bell, former long-time employee & Dir. of Boys' & Girls' Club of Pittsfield. Approval of minutes of 6/24/14 & 7/22/14 - tabled.

Review of July annual meeting, & discussion of implications for the 2015 annual meeting - tabled.

Lycott's assessment for invasive vegetation species & algae/pond scum & related treatment options – Matt summarized the interim vegetation survey report that he had received just today from Lycott. The survey was conducted on 8/6/14. It showed a significant reduction in growth of Eurasian Milfoil. The remaining Milfoil is located in the shallow immediate inflow area of Mt. Lebanon brook (Clark's Brook), between the launch ramp and town beach. Curly-Leaf Pondweed was neither observed nor recovered by rake-toss. Small patches of two additional invasive species were noted during the survey – European Naiad and Purple Loosestrife. Eleven indigenous aquatic vegetation species were found throughout Richmond Pond, and are itemized in the report.

At this time, Lycott does not recommend a follow-up treatment utilizing herbicides on the remaining Eurasian Milfoil. Lycott instead recommends hand-harvesting the remaining Milfoil in this shallow confluence area. (A post-meeting study of the accompanying charts shows that all the Loosestrife is in the Richmond Shores area, so hand-harvesting by volunteers there appears advisable before it can spread.)

Despite our previous request for sampling & recommendations related to treatment of pond scum, this was not addressed in Lycott's report.

Death of the lily pads around the lake – Matt shared excerpts from Lycott's response to our inquiry about the lily pad kill-off, as follows: The Renovate triclopyr systemic treatment product that was applied to

address the Milfoil will affect floating-leaved species (White & Yellow Water Lily & Watershield) when applied at concentrations of 1.0 – 2.5 ppm. Based on their experience with this product, systemic (i.e. entire plants [shoots & roots] death) control of floating-leaved species occurs at the upper end of this range. Impacts to floating-leaved species at the lower end of the range, if any, are limited to temporary injury to the plants, which plants can recover from by the next year. Eurasian Milfoil is controlled at much lower concentrations; as such, this year's treatment triclopyr was applied at 1.25 ppm. The 2014 triclopyr treatment was designed to eradicate/largely reduce the aggressive & widespread Milfoil population, so that a diverse indigenous plant assemblage can reestablish in Richmond Pond. Following treatment, Lycott expects indigenous species, including floating-leaved vegetation, to reestablish in the absence of Milfoil.

Annual fund solicitation letter – Ken reported that 1,017 letters were delivered to post office on 8/14; they included all Richmond residents & prior recent donors from non-Richmond addresses, including South Pond prior donors. An additional 35 letters were distributed to South Pond residents who hadn't contributed recently. Total cost by Berkshire Printing to print the letters, envelopes & return envelopes, plus bulk rate mailing preparation by ZipnSort plus postage was \$1,105.37. Nine contributions have already come in, totaling \$775 received by Saturday. Thank you letters are written as donations are recorded & deposited. Some of those present expressed concern, as they had not yet received their letters.

RPA Brochure – Brochures had been mailed in early July to all recent prior donors with the invitation to attend the July annual meeting. (This mailing generated some additional contributions from prior donors.) Brochures are currently available at the Town Hall wall rack & at the new poster & rack at the Richmond Pond boat launch ramp. Possible additional uses were discussed and it was suggested that they be made available at Bartlett's.

Treasurer's report – Ken reported, for Carl, that annual 2014-15 dues invoices were mailed on 8/21 to the 4 community associations, 3 camps, & independent cottage owners. The annual \$2,000 budgeted earmark for the dam maintenance fund was transferred by Carl to that dedicated account, bringing its total to over \$8,000. Current balances in all accounts total \$21,868 with no outstanding debts.

Bathymetry (depth mapping of pond) – Ken reported that he has communicated with Lycott and received a contract for the study. If funding of \$3,750 by RPA had been approved today, they would schedule the study (which requires 2 days on the lake & follow up analysis & reporting) for late October, weather conditions permitting. Action on this item was tabled for lack of quorum.

Process for designation of Alternates & their roles was reviewed by Ken. There are no RPA criteria for who may serve as a Director or Alternate for each camp or community association. It is up to the discretion of those entities.

Light pollution update - Lakeside Christian Camp – Several of those present reported that the glare & light trespass from the camp's new lights continue to be a problem, both for them and their guests (and impacted wildlife). John has informed Ken that another effort to redirect the lights will occur within a couple of weeks. This will be revisited at next month's meeting.

Richmond's 250th anniversary event – Based on prior discussions with Camp Russell staff, those present today, with Frank's concurrence (representing Camp Russell), agreed that RPA & Camp Russell would collaborate to provide free boat tours around the lake with historical scripts for tour guides, on June 21, 2015. Matt indicated that he will inform the anniversary planning committee of our selected activity.

Changes to process for tributaries monitoring – Ken shared, for Holly & Carl, a summary report on changes to the process for tributaries monitoring, focusing on following similar practices in use at other area lakes, including Onota Lake. We've periodically tested 4 tributaries for the presence of a variety of measures. Changes included collecting 24 to 48 hours after heavy rain events, & narrowing the tributaries testing to Total Nitrates & Total Phosphates, at a cost per site of \$72. E-Coli could be added for \$25/site, but may be redundant as e-Coli is tested weekly during summer at our public & semi-public beaches.

Water Testing Protocol – Ken reported that Richmond Shores has closed their unused beach & has been testing the main one all summer. Whitewood's leadership recently indicated that they were unaware of the beach testing requirement, & have therefore not been testing their beach, but are studying how to proceed.

Announcements:

LAPA-West Fall Symposium – Sat., Sept. 13, 8 am to 12:30 pm – Berkshire Community College. There is no charge to attend, as we are members. Directors & Alternates are encouraged to attend. At least Carl, Ken & Kitty plan to attend. Barry & Frank asked to be added to the LAPA-West contact list; Ken will add them.

Noise pollution from InterPrint plant - update - Ken reported that the "listen test" from the lake should happen later this week when the "offending" noise-generating equipment is in use; he is to be informed when it's in use. Their own tests indicate that after the remedies were installed, decibels at the source are 78 (down from 114) and decibels at the edge of the InterPrint roof nearest Richmond Pond are zero (down from 76). Ken has been informed that there are exhaust fans on the lake side of the building that run very infrequently, only during high heat & humidity, that will generate noise toward the lake, but not to the extent of the other source. These fans are almost never used once the very hot weather is over. They are always turned off on weekends, as the plant doesn't operate on Saturday or Sunday.

Siltation runoff from Camp Russell – update – Frank reported that he & Peter Killeen (Branch Farm), as well as Carl Foote had walked the field & runoff area after a heavy rain. Their assessment indicated that runoff into the catch basin & swale at Branch Farm is coming from 5 different sources, some of which are not from Camp Russell property. Frank is investigating how to extend the drainage ditch & create a low berm to re-direct more of the flows from Camp Russell to the south.

Camp Marion White activity update – No update, except that Ken reported that a state-wide group of Ukrainian Scouts utilized the Camp there for a week in early August, their 11th year in a row of doing so. Others noticed a group there earlier in summer.

Fish testing request was submitted by Ken in July to Dept. of Environmental Protection for fish testing in 2015 for contaminants (especially Mercury).

Matt summarized highlights of proposed **Richmond Shores zoning changes**, which will be discussed at a Planning Board public hearing on Sept. 8, 6 pm, at Town Hall. The Richmond Shores Civic Assn. has reviewed and has endorsed the proposed changes. The changes recognize the "non-complaint" nature of most of those properties, and are expected to ease the process for making routine repairs.

Matt reported that the **Town Beach closed for the season** on 8/17 due to lifeguard unavailability. However, on good weather days the gate will be opened, but any swimming will be at your own risk. It was noted by attendees that on some good weather days before the closing date, the gate was closed

during the day. In response to a question, Matt clarified that the Highway Dept. is the entity responsible for opening & closing the gate.

Matt reported that the **Ramp Monitor Program ends this weekend**, but boaters must still self-certify on a clean boat form before launching.

Matt shared that he'd recently received a call from Governor Patrick's Chief of Staff, Rick Sullivan, informing him of some great news. State funding has been earmarked for **improvements to the Richmond Town Beach & the Richmond Pond boat launch ramp**. Details about draft plans to enhance both areas should be forthcoming soon.

Woofstock (dog walk) to benefit Berkshire Humane Society, Sun., Sept. 14, 11 am, Camp Russell with pancake breakfast 8-11 am, registration 10 am, more details at: berkshirehumane.org/events/woofstock

Observations & concerns:

- In response to a question, Matt indicated that DCR is the agency that sends **divers to check area lakes for zebra mussels**. He is not aware of their plans, but suggested we could perhaps learn more at the LAPA-West fall symposium about whether Richmond Pond will be visited this fall by their divers.
- **Timing of planned expenditures on dam maintenance & repairs** was questioned (do them sooner rather than later?), as we now have some earmarked funding. As no one was present from Lakeside Christian Camp, this will be placed on next month's agenda.

Items not addressed:

- Status of proposed amendments to MA **public bathing beach regulations**, 105 CMR 445.000
- **Watershed mapping** to pinpoint possible pollution sources; next step – possibly schedule meeting with Richmond Board of Health? – Matt & Jim McG.
- **Website updates**

Next meeting - Tuesday, Sept. 23, 5:30 PM

DRAFT MINUTES
Richmond Pond Association
Tuesday, September 23, 2014

Directors Present: Ken Kelly, president (independent cottages); Kitty Levitan, vice president (Whitewood); Carl Foote, treasurer (Branch Farm); Matt Kerwood (Richmond Town Administrator); Jim McGrath (City of Pittsfield); John Mead (Lakeside Christian Camp); John Hultman (Camp Marion White)

Alternates Present: Jesse Kellam (Lakeside Christian Camp); Bill & Judy Powers (South Pond); Louise Brogan (Branch Farm); Herb Zweig (Richmond Shores)

Directors Absent: Cathy Deely, secretary (South Pond); Matt Melillo (Richmond Shores); Terry Hughes (Camp Russell)

Alternates Absent: Frank Ostrander (Camp Russell); David Harte (Camp Russell); Jim Mooney (Camp Russell); Deborah Mansfield (Camp Marion White); Barry Kellogg (Richmond Shores); Stevan Patterson (Richmond Shores); Jack O'Brien (Branch Farm); John O'Brien (Branch Farm); Mary Miller (South Pond); Alex Nardacci (independent cottages)

Opening items – Quorum was present. Minutes of 6/24, 7/22 & 8/26/14 were approved. Updated list of directors & alternates was distributed & a correction was made to Jesse Kellam's email address. New alternates Bill & Judy Powers (South Pond) & Louise Brogan (Branch Farm) were introduced. Ken encouraged those who have not yet joined the website subscriber list to do so, as they would otherwise not receive minutes. Kitty added 3 additional agenda items – control of geese, new beaver dam in the canal, & cost of water testing for semi-public beaches.

Treasurer's report – Carl reported that a total of \$6,185 in donations has come in since July 1st. Additionally, 70% of the annual dues have been collected since the dues billing in August. Current balances in all accounts total \$27,039, over \$8,600 of which is earmarked for the dam maintenance fund. Carl has prepared the annual fiscal report which must be submitted to the Commonwealth of MA by 10/31; Ken will review it prior to submission.

Bathymetry (depth mapping of pond) – Ken summarized the proposal received from Lycott Environmental for a late October bathymetric study, at a cost of \$3,750. This amount has been included in our budget plan for this year. A motion was made and passed to approve the expenditure of \$3,750 for this purpose. It was requested that the resulting map file be shared with the City of Pittsfield, MA Fish & Wildlife, & other such resources. It was also suggested that we explore printing & selling pond depth maps, as a fund raiser. (Update - The signed contract with a 50% deposit was mailed on September 24th.)

Lakeside Christian Camp - strategies to address light pollution concerns – Ken reported that he had met with camp director John Mead & facilities manager Jesse Kellam earlier this month to discuss concerns around the lake about the very bright lighting that was installed at Lakeside Christian Camp last fall. At today's meeting, John provided an outline of the camp's mission, year-round activities, its clientele & capacity. He also reviewed their recent problems with theft & vandalism, & explained how the enhanced lighting was installed both as an energy-saving measure & in partial response to the vandalism. In response to the Richmond Shores Association & other neighbors' concerns about light pollution, he outlined the following remediation response, which is intended to balance the need to

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safeguard the children and families visiting Lakeside with the maintenance of a pleasant environment around the lake.

1. Lakeside will install light baffles/shrouds (which have been ordered), to reduce the perception of glare and illumination of the sky.
2. Upon installation of baffles, fixtures will be redirected downward and inward to reduce illumination beyond their property line and docks.
3. South and west facing lights on the common area are turned off after the summer season, except as needed during youth and family retreats, or as needed for security purposes.

All of this is captured in a detailed letter to Richmond Pond Association members, which John distributed to all present. He also encouraged anyone with concerns to contact the camp or him or Jesse directly.

In response to a question about dam maintenance cost support, in the short run they are handling current needs on their own (brush trimming & erosion control with rip-rap). Tapping RPA's fiscal resources for dam maintenance will be needed, but not this year.

Contact information availability – Sharing of office, home & cell phone numbers of key camp staff was discussed, in order to facilitate direct communications as needed. It was suggested and agreed that office and home or cell phone numbers of key camp staff for the three camps be shared with the four community association presidents as an initial step.

Enhancements to town beach & boat launch ramp – Matt K. reported that preliminary conversations have occurred with the Office of Energy & Environment & the Governor's office. Mentioned thus far have been possibly enhancing the Town Beach with grills, picnic tables, permanent toilets, & an expansion of the beach itself. Possibilities for the boat launch ramp include enhancing the boat ramp, creating a separate kayak/canoe launching area, & beatification. Dredging to deepen the entry for launching larger boats (something we don't want) does not appear to be under consideration. It will be a joint project, with the state providing the funding & design services, and the Town bidding out & managing the project's installation. There will soon be a site visit. When it is scheduled, Matt will invite key players, including someone from RPA. (Update – Ken & Carl plan to attend the site visit on 9/30.)

Algae/pond scum & related treatment options – Matt K. reported that Lycott has provided no related recommendation. Our current order of conditions does not include permission for treatment of algae, though we'll need to apply for a new order of conditions for next year anyway, so it should include algae treatment as an option. Algae is naturally occurring, varies depending upon conditions, & tends to dissipate as the summer progresses. Spot treatment would be the only approach, so there'd be no lasting impact of treatment. If a significant algae problem recurs, the RPA & the Town would have to assess whether we wished to tolerate it as a nuisance or introduce more chemicals into the lake to address it.

Richmond Shores & other proposed zoning changes – Matt K. shared a summary of the related Warrant with explanations & fielded questions. One intent is to make it easier & less costly for residents to effect repairs & certain enhancements. The Special Town meeting to discuss & act on the changes will be 10/8/14 at 7:00 pm at the Richmond Consolidated School. Following discussion, it was the sense of most of those present that it would not be appropriate for the RPA to take a formal position on the proposed changes.

Tributaries testing results from 9/4/14 & related notifications – Carl shared the results from the 9/4 testing for Total Nitrates, Total Phosphorus & e-Coli. All 4 tributaries & the outlet tested within recommended limits with the exception of the inlet at Richmond Shores, which had an elevated E.coli

ment

count of 285.1/100 ml. Levels over 235 are considered unsafe for swimming. Richmond Shores leadership was alerted, but as they don't have a current email contact list, a related alert notice was sent to all RPA website subscribers on 9/16, with a request that Richmond Shores people alert their neighbors.

Carl reported that a Secchi disk reading (to assess water clarity) was conducted on 9/9 at the pond's deep hole (56 feet deep). Visibility from the surface was measured at 13 feet, which is less than in prior years, but is clearer than current readings at Pontoosuc Lake, as discussed at the recent LAPA West meeting.

Announcements:

- **Additional remediation of siltation runoff from Camp Russell** – While no one was present from Camp Russell, Louise reported that she'd noticed that the drainage system and berm have both been extended.
- **Noise pollution from InterPrint plant** – Stevan Patterson & Ken listened from a boat at several points on the lake on 9/15 when the "offending" Premeer product was in production and the fans were off. There was still a drone. It was less loud than before, but still noticeable. This has been reported to InterPrint.
- **Camp Marion White activity update** – John H. reported that there had only been 160 campers this summer, and a list of alternatives for the camp's future is being prepared for sharing with their board in October.
- **Removal of invasive purple loosestrife** – Lycott Environmental, when they did the weed treatment at Richmond Pond this summer, noticed several growths of invasive purple loosestrife. They plotted them on a map that was provided to us. They were all on the Richmond Shores side of the lake. Last week, ~~Stevan Patterson & Ken~~ ^{RPA volunteers} attempted to remove all of them, first cutting off & bagging the tops (containing the seeds), & then attempting to remove the root systems. They were able to remove the root systems for some of the "just a few plants" locations. But several of the growth locations were large, especially the one on the shoreline adjacent to the Camp Russell property, which was very well-established. The root systems were too extensive to be able to remove by hand. Follow up with the Conservation Commission on removal or herbicide treatment options is the next step.
- **Website updates** (events calendar; directors & alternates listing). Ken mentioned that half of the directors & alternates are not active as subscribers, so do not receive minutes. Subscribe!
- **Scuba diving survey by DCR** – Richmond Pond is scheduled to be surveyed this week to check for zebra mussels. Onota Lake, Stockbridge Bowl, Lake Mansfield & several others have already been tested & are zebra mussel free.
- **Lake drawdown** to start November 1st.

Observations & concerns:

- Control of geese, especially in the canal
- New beaver dam possibly under construction in the canal
- Cost of weekly water testing for E-coli at semi-public beaches (lab charges \$20)

Items tabled for discussion at the October meeting:

- **Review of July annual meeting**, implications for 2015 annual meeting, & follow-up items.
- **LAPA-West Fall Symposium** - Carl & Ken attended & will share what they learned.
- **Possible opinion survey** on how pond residents feel about the pond & its management.

- **Winter plans** - Winter RPA meetings or not, winter executive board meetings, & possible winter projects (opinion survey, watershed mapping, lake management plan, others?)

Next meeting – Tuesday, October 28, 5:30 pm (last scheduled meeting of the fall)

DRAFT MINUTES
Richmond Pond Association
Tuesday, October 28, 2014, 5:30 pm

Directors Present: Ken Kelly, president (independent cottages); Kitty Levitan, vice president (Whitewood); Carl Foote, treasurer (Branch Farm); Matt Kerwood (Richmond Town Administrator); Jim McGrath (City of Pittsfield); John Hultman (Camp Marion White); John Mead (Lakeside Christian Camp)

Alternates Present: Louise Brogan (Branch Farm); Barry Kellogg (Richmond Shores); Frank Ostrander (Camp Russell); Bill & Judy Powers (South Pond)

Directors Absent: Cathy Deely, secretary (South Pond); Terry Hughes (Camp Russell); Matt Melillo (Richmond Shores)

Alternates Absent: David Harte (Camp Russell); Jesse Kellam (Lakeside Christian Camp); Deborah Mansfield (Camp Marion White); Jim Mooney (Camp Russell); Jack O'Brien (Branch Farm); John O'Brien (Branch Farm); Stevan Patterson (Richmond Shores); Mary Miller (South Pond); Al Nardacci (independent cottages); Herb Zweig (Richmond Shores)

Guests: Suzanne Smiley (Girl Scouts of Central & Western Mass.); Linda Kay (Richmond Shores & former RPA President); Wendy Lauren; Holly Stover (RPA founder); John Keenam (Richmond Land Trust); Richard Stover (Richmond Land Trust); Paula Patterson (Richmond Shores); Nanci McConnell (Richmond Land Trust); John Mason (Richmond Land Trust)

Opening items – Quorum was confirmed. Guest Suzanne Smiley (chief operating officer, Girl Scouts of Central & Western Mass.) was introduced & all present introduced themselves. Minutes of 9/23/14 were approved with one amendment – one sentence in the announcement about purple loosestrife was amended to read, “Last week, volunteers from RPA attempted to remove all of them, first cutting off & bagging the tops (containing the seeds), & then attempting to remove the root systems.” One agenda item was added – Announcement about tributary testing in the rain.

Treasurer's report – Carl reported that the federal and state annual reports for fiscal year 2013-2014 have been filed and accepted. Contributions so far this fiscal year are \$7,205 vs. \$7,608 for the same period last year. Balance in all accounts is \$26,697, including \$8,700 in the dam maintenance account. Annual dues have all been paid in full.

Light pollution remediation — John M. provided an update on remediation of the outdoor lighting at Lakeside Christian Camp. They have repositioned the security lights, & are turning some lights off when no campers are present, but the baffles that had been ordered arrived but were deemed inadequate. More robust baffles are being ordered that should fully shield the lights from the lake. A Richmond Shores resident asserted that the camp is not compliant with Richmond and Pittsfield lighting codes. John responded that he believes they are compliant, given certain state exemptions for religious organizations, but is making every effort to be a good neighbor. John again offered his phone number to

be called directly if anyone has issues. The item was tabled for further review after the baffles are installed.

List of office & cell #'s for key camp staff, community association presidents, & RPA officers – Ken passed around a draft list for any corrections (two were made); this was prepared as decided at last month's meeting. The list will be shared with community association presidents, camp directors, and the officers of the RPA, to facilitate communication in between RPA meetings. Everyone should have already received by email on 10/22 the separate updated contact list of RPA directors and alternates; it is also posted on the website.

Enhancements to town beach & boat launch ramp – Matt K. provided an update on plan development. He has received a contract from the state, but the funding level has not been finalized, so the parameters of the enhancements to the town beach & boat launch area, especially the storm water management system & paving approach for the boat launch parking lot, have not been finalized; a picnic area may also be set up at the launch area. Matt reported that improvements to the town beach could include picnic tables, barbeque grills, a shelter to house composting toilet facilities, and tree work. Linda Kay reminded all that trees were recently planted, funded by a Section 319 nonpoint source state grant. It is expected that the plan will be submitted and approved by the end of this year, before Governor Duval Patrick's term of office expires.

Special Town Meeting actions on proposed Richmond Shores zoning changes – Matt M. reported that all the proposed changes in the Warrant were adopted. It has been submitted to the Attorney General's Office and he expects state approval within the next 30 days.

Approval of tentative RPA meeting schedule for 2015 – The following schedule - all 4th Tuesdays – was approved: 4/28, 5/26, 6/23, 7/28 (annual meeting), 8/25, 9/22, 10/27.

Camp Marion White - Girls Scouts proposed divestiture – As a follow up to concerns recently expressed at RPA meetings about the future of Camp Marion White, Ken reported that he met on October 13 with Suzanne Smiley, Chief Operating Officer of Girl Scouts of Central & Western Mass., at her Holyoke office. At that meeting, he shared a letter, parts of which he read at today's meeting. Their meeting was very cordial & collaborative, and she offered to attend today's RPA meeting.

Ms. Smiley then provided background on the research done by their property committee that resulted in the proposed divestiture of Camp Marion White. She reviewed the history of Camp Marion White, including the gradual drop-off in usage until 2010, when they ceased offering an overnight camp program. Scouts, parents & volunteers have expressed concerns about safety, as there is no onsite manager living there. Vandalism has also been a problem. The Girl Scouts have attempted to keep the camp active for day use, even providing bus service. Camp Marion White usage was compared to that of their Camp Bonnie Brae in East Otis. Bonnie Brae remains very active, in part for two reasons - an onsite manager lives on the premises, & that camp is the oldest Girl Scout camp in the country, in use since 1919.

The property committee has recommended to their membership and to the board of directors that Camp Marion White be divested, and membership comment is currently being solicited. The board is scheduled to vote on November 19. If their decision is to divest, Suzanne would have the task of

obtaining an appraisal, & once obtained, listing the camp with a realtor for sale. This process would probably not be completed until after the holidays.

She stated that one of the goals of the Girl Scouts is to "Use Resources Wisely." She further stated that while her hope is that a solution can be found that conserves the property, they cannot give the property away, as they need to realize a fair return on their investment to help support the rest of their operation. Her task will be to entertain all offers, whether from private parties, agencies, or community groups, which might include the Town of Richmond, land trusts, state agencies, etc. She then asked for questions and comments from those present.

Holly Stover described the local history since her family and friends have been involved with Camp Marion White since 1948. Her main point was to find a way to keep the property as an open resource for the public. Paula Patterson agreed with Holly, and asked whether a recreational use zoning overlay might be possible. Matt Kerwood responded that the underlying minimum 2½ acres residential zoning (with 250 minimum frontage on an approved road) would still be in place for that property.

Another attendee asked if our governor could help with funding for the town. Matt responded that the governor is in his last days in office, and therefore not able to help. He also mentioned that the appraisal may be quite high, suggesting that the town might not be able to make a competitive offer.

In his role as Town Manager, Matt expressed interest in the property to replace the current town beach, perhaps also offering camping and other amenities as a town park. There are some town funds reserved in a conservation budget that the town could vote to use to help with a purchase. Ken suggested that the Berkshire Natural Resources Council (BNRC), a county-wide land trust, could be very helpful, as it has experience in brokering conservation land deals by partnering with sellers of special properties and state agencies such as Fish & Wildlife, other land trusts, & private donors to conserve lands with high conservation values. Suzanne stated that she was very open to overtures from such groups.

The consistent opinions expressed at today's meeting were to find a way to see this property put to good use for the public rather than sold for private development. It was mentioned that the Girl Scouts website does have names of board members listed, so individuals could reach out to them to share their suggestions.

Jim McGrath suggested that a formal letter should be written from RPA to Suzanne Smiley sharing our concerns and suggestions. This was moved, seconded & approved. Ken will write & send such a letter.

Ken passed around maps showing the 29 acre Girl Scouts property to the west of Swamp Road and the 21 acre property to the east of Swamp Road (mostly beaver ponds). He had previously shared by email a partial summary of the history of the Camp Marion White properties, which he had prepared. In closing this segment of the meeting, Ken thanked Suzanne for coming, sharing what was happening, & hearing our suggestions. She said she would be sharing with the Girl Scouts executive committee what happened at this meeting, & thanked us for our interest & ideas. We then turned to the rest of our agenda.

Winter projects – Volunteers were identified as listed below to work on each of the following projects; the first-listed person will serve as convener:

- Collaboration with Girl Scouts regarding Camp Marion White property – Ken, Barry, Louise
- Watershed mapping, to pinpoint possible pollution sources; possible next step – schedule meeting with Richmond Board of Health? – Matt K., Jim McG., Holly
- Lake management plan update – Cathy Deely, Jim McG., Kitty
- Development of a script on history/features of the pond for pontoon boat rides at 250th anniversary celebration - Carl & Laurie Foote, Holly
- Other project(s) – none suggested

Ken suggested that there may be some winter ~~executive board meetings, & one or more winter RPA meetings may be scheduled if needed.~~ Periodic updates, especially with regard to Camp Marion White, will be sent to those on the RPA website subscriber list.

Learnings from the 9/13/14 LAPA-West Fall Symposium – In the interest of brevity at today's meeting, Ken suggested that written summaries of the sessions that he & Carl attended be provided as an attachment to the minutes of today's meeting. Feel free to share them with others as appropriate. Sessions attended included Creating Native Shoreline Landscapes that are Easy on the Eye and Great for the Environment; Managing Massachusetts' Only Zebra Mussel Lake (Laurel Lake); Unpaved Road Maintenance Best Practices; & Runoff Remedies for Lakes and Ponds.

Possible opinion survey – Jim McG. commented that the RPA has been quite proactive recently, with more robust participation, and feedback has been generally supportive. He therefore suggested that we wait until we have a draft update of our lake management plan, and solicit reactions to that as a feedback mechanism. (See related item below under Observations & Concerns.)

Review of July annual meeting – The plan for 2015 to keep the annual public meeting as part of our regular July meeting was approved. Other 2014 annual meeting content will be reviewed next year as we plan the 2015 annual meeting.

Announcements:

- **No evidence of zebra mussels** were detected by the DCR scuba divers who surveyed Richmond Pond last week.
- **Bathymetry** (depth mapping of pond) is scheduled for this week; several attendees reported that they'd seen Lycott's boat out on the lake today, doing the survey.
- **Lake draw-down** of approximately 2 feet is to start November 1.
- Future steps in addressing invasive **purple loosestrife** – Ken has reached out to Natural Heritage and the Richmond Conservation Commission for guidance on how to proceed. Richmond Con Com provided feedback but still waiting on Natural Heritage.
- **Update to beach testing protocol** – The protocol is being amended to reflect that Whitewood Association does not have a swimming beach – their community shoreline area has been designated by their board as a car-top boat launch area. Once updated, the protocol will be redistributed.
- **Tributaries testing** - Carl & Ken sampled the tributaries on 10/23 immediately after a heavy rain; results were received on 10/28, include high e-Coli counts, & are under review.

- **Additional remediation of siltation runoff from Camp Russell** – Work was done on the ball field in September, but no heavy rains have occurred to review the results.
- **Noise pollution from InterPrint plant** – No update.
- Status of amendments to MA public **bathing beach regulations**, 105 CMR 445.000 – No update
- **Next meeting – Tuesday, April 28, 2015**

Observations & concerns:

- A concern was expressed that the gate to the town beach was often closed, even during good weather, & it's a long walk to the beach when the gate is closed.
- Ken reported that he has been meeting individually with each of the camp directors and community association presidents to gather further input on issues and concerns that the RPA could perhaps help address. He has learned that all of the community associations have member email lists except for Richmond Shores. The existence of such lists could be helpful in enabling the RPA, through the community association presidents or secretaries, to more quickly alert residents of one or more of the communities about issues or concerns that are timely. Barry will consult with the Richmond Shores president, Stevan Patterson, to explore the development of such a list.

The meeting adjourned at 7:00 PM.