

# **Country Pond Lake Association Meeting Minutes**

Kingston Town Library

November 13, 2018

**Present:** Greg, Linda, Tobi, Bill, Jen, Jeannie

Meeting called to order at 7:05.

**Secretary's Report:** Minutes from the last meeting were reviewed and accepted. Motion to accept – Jeannie, 2<sup>nd</sup> by Greg

**Treasurers report:** Jen purchased 10 more T-shirts, all are size L and XL. She will be reimbursed with CPLA funds. She will follow up on the final VLAP invoice with NCC.

## **Committees:**

**VLAP:** No new reports

**Social Media:** Tobi reports consistent interest on CPLA's Facebook page. He posts the email communications to ensure followers receive progress updates.

**Weed Watchers:** Tobi has agreed to take over as coordinator for this committee. We will reach out to volunteers in early spring to confirm their participation in the coming season.

**Communications:** An email communication was sent regarding the 604b grant decision for Country Pond. Another email addressed high water levels. CPLA's website is up to date and dam data sheets for Country Pond and Trickling Falls are available in the documents tab. Soak up the Rain post meeting information will be added soon.

Linda updated the CPLA flyer.

## **Old Business:**

**RPC Meeting:** Greg attended the Rockingham Planning Committee (RPC) meeting in October. Forward progress is slow due to RPC's restricted ability to obtain parcel usage information. The information is needed to complete an analysis of "hotspots" in the watershed.

**Soak Up the Rain:** Lisa Loosigian is working on written recommendations following the Soak Up the Rain site visits. She expects to send them out to the homeowners before the end of the year.

**Water Level:** Greg has been regularly checking the water flow from Country Pond into Powwow Pond and over the Trickling Falls Dam. He has contacted the NH Bureau of Dams to get more information about the current situation, normal operating levels and seasonal drawdowns. Greg displayed recent pictures of the high water at Trickling Falls Dam, New Boston Road culvert and the Pond Street Bridge. Water is flowing freely at these locations. Tobi mentioned that news reports, of our area, indicate the sixth rainiest October in history.

**New Business:**

KCC Funding: Kingston Conservation Commission has included funding for Country Pond water testing in their budget for 2019.

Long Pond Dam/LPPA: Brian, President for Long Pond Protective Association in Danville, met with Greg to discuss concerns over the future of the Long Pond dam, as it is privately owned. Brian said that their meetings are open to the public.

Open Board Meeting: CPLA's Board discussed having an open meeting quarterly for our members, all Board members present are in favor.

2019 Budget: Alternative budget plans for 2019 were presented.

Income: We hope to gain more members and sponsors, apply for a Lake Host grant, hold a fundraising event and get more support from our Towns.

Expenses: three budgets were presented:

1. Without Lake Host Program. Projected to produce a surplus of approx. \$570.
2. With Lake Host program that includes wages for the Manager and relies on volunteer Inspectors. Projected to produce a surplus of approx. \$90 if we receive a NH Lakes grant.
3. With Lake Host program that includes wages for the Manager and Inspectors. Without support from Newton for the Lake Host program, projected to produce a deficit of over \$4,000.

After discussion, we agreed that only options 1 and 2 could be considered. Greg made a motion to accept budget number 2, 2<sup>nd</sup> by Jen, unanimous approval.

Lake Host: We will invite members interested in a Lake Host Program to attend our next Board meeting. A Manager, a Point Person and several Inspectors are necessary to implement the program. Jen made a motion to submit the application to NH Lakes for a \$1000.00 Grant to start a Lake Host Program, which must be submitted by March 12, 2<sup>nd</sup> by Linda, unanimous approval. The grant application must include the contact information for the Manager and Point Person; therefore, volunteers must be secured before submitting the application.

Items deferred due to time limitations or lack of consensus: Aug 1, 2018 Meeting minutes update, Membership renewal drive: email blast, flyers, open Board meeting (Holiday mixer), Soak Up the Rain program coordinator needed.

**Adjourn:** 9:30, motion to adjourn, Jeannie - 2<sup>nd</sup> Linda

Respectfully Submitted;

Jeannie Cashin, Secretary



# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

Sept 18, 2018 7 pm

**Present:** Tobi, Greg, Linda, Bill, Jeannie

## **Opening remarks by President:**

Meeting called to order at 7:15 pm. Greg reiterated how fortunate we are for the good quality of water over the summer with no cyanobacteria blooms being reported. Many other NH lakes have had significant cyanobacteria issues this year.

This past week a large patch of the nuisance species Southern Naiad was observed near the Southwest Mill Brook inlet. Due to this late season observation, it is imperative that we complete a final weed watcher survey.

## **Secretary's Report:**

Minutes from the last meeting were reviewed and accepted. Motion to accept – Jeannie, 2<sup>nd</sup> by Linda.

## **Treasurers report:**

Tobi proposed that dues paid after Labor Day be applied to membership for 2019, seconded by Bill, passed with unanimous approval. CPLA's fiscal year is January 1 - December 31. In future meetings we will discuss potential membership levels, incorporating CPLA branded items when they become available. Reaching out to more sponsors and businesses is one of our goals. Linda estimates that, of approximately 160 homes with deeded access to Country Pond, our membership reached close to 30% in our first year.

## **Committees:**

**VLAP:** A comparison of water testing results for August shows a similarity to July results, with the exception of deeper layers having higher concentration of phosphorous levels. September 4<sup>th</sup> was the last scheduled sampling for 2018, results pending. As soon as it is available from NHDES, the annual summary of VLAP water testing results will be posted in the CPLA website and communicated through MailChimp and Facebook.

Requests have been made to the Kingston and Newton Conservation Commissions in the Towns for assistance in funding water testing and equipment costs. The Kingston Conservation Commission has included the request in their 2019 budget proposal.

**Social Media:** News and events get posted on CPLA's Facebook page following announcements to members and friends through MailChimp. Tobi plans to post more live videos due to the positive feedback from his first live stream posting.

**Weed Watchers:** Jeannie sent a thank you letter to Michelle for the startup of this Committee. Tobi will contact her and suggest that weed watchers make an end of season survey due to the recent sighting mentioned above.

## **Communications:**

Our next email news will announce that the Rockingham Planning Commission has submitted a 604b grant application for Country Pond. The application includes NHDES and CPLA as supporting

organizations. A supporting letter was requested from and submitted by Greg. If awarded this grant, the funds will be used to hire a consulting firm to develop a Watershed Management Plan for Country Pond. The consulting firm will be hired through a public bidding process. Once the watershed management plan is completed, CPLA can then apply for additional Grant funding to begin implementing the project as outlined in the plan which will reduce nutrients entering into Country Pond.

A CPLA Newsletter will be compiled for release prior to Spring 2019.

We have become aware that one member has not been able to receive CPLA emails from MailChimp. We believe the problem lies in a security setting at the server level which we cannot change. The member has been notified and will receive communications in an alternate manner.

### **Old Business:**

Our "Soak up the Rain" presentation was well attended. Many people signed up for a site visit with NH DES. The date of the visits may be October 9th, depending on availability of DES staff and lake residents.

Greg will inform Grace Daly of the unanimous approval from Board members to offer an honorable membership for 2019. She has spent many hours creating a wonderful logo for CPLA.

Jeannie will do more research on pricing for screen-printing.

Jeannie will confer with Tully regarding the road signs to deter littering, ask Michelle about Weed Watchers Program for next summer, send an inquiry to Spring Hill and speak with Sharon about Event Coordinating in 2019.

### **New Business:**

An e-mail list sign-up form has been added to our website.

Jeannie suggests that we post a summary of our accomplishments on the website in conjunction with celebrating CPLA's successful first year.

Jeannie proposed a title change from Fundraising Committee to Event Coordinating, second by Linda.

A new GoDaddy account was established to transfer the countrypondlakeassociation.org domain away from Tully's account to our own Association account. The domain registration was due to renew on the old private account. The Board had previously decided that an Association account should be set up and the transfer take place before the renewal.

Website hosting must also be renewed before the end of the year. Greg learned that there will be an additional cost to separate our website from Tully's account. It will require complete rebuilding of the site on the new account which will take several days to complete. To get the rebuilding process started, Greg proposed that the payment for the new website registration be made to GoDaddy now instead of waiting until November. The old site will remain active until the new site is completed and tested. Jeannie requested that Greg speak directly with someone there that can answer why this is an issue prior to spending money and time. Greg will call tomorrow. If the end result remains the same, Greg proposed that we approve the expenditure, second by Tobi, passed by majority vote.

We will have our 2019 annual meeting on the first Saturday in June. Bill will check in with all campgrounds for space and support. Future meetings will determine guest speakers based on the activities and progress of CPLA.

**Adjourn:** 9:15, motion to adjourn, Jeannie – 2<sup>nd</sup> Greg

Next meetings: 10/11 & 11/13

Respectfully Submitted;  
Jeannie Cashin, Secretary

# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

Aug 14, 2018 7 pm

**Present:** Tobi, Greg, Linda, Alicia, Bill, Jeannie, Jen

## **Opening remarks by President:**

Meeting called to order at 7:15. Greg states that he is happy to take over the role of President and looks forward to CPLA doing all we can for Country Pond. Currently, he is working with Sally and Julie at NH DES to hold a "Soak up the Rain" presentation for CPLA members.

## **Secretary's Report:**

Minutes from the last meeting were reviewed and accepted. Motion to accept – Bill, 2<sup>nd</sup> by Tobi

## **Treasurer's report:**

Water sampling invoices have been paid. June testing was paid by CPLA, July paid by NCC, August will be donated by Alicia (CPLA) and Nancy (NCC), and September is expected to be paid by CPLA funds. Current balance is \$1097.78. CPLA's URL domain name is up for renewal. Jen will pay the \$85 fee, already budgeted for 2018.

## **Committees:**

**VLAP:** Alicia took the water sampling results and updated a spreadsheet for ease of reference. In summary, July 8<sup>th</sup> testing indicates that Total Phosphorous levels at the surface level are slightly lower than results in June. However, at the deep spot the deeper layers have increased in phosphorous concentration. There are no identified "hot spots" evident to indicate a nutrient load point, and the surface levels of all four sites tested are roughly the same. Dissolved oxygen readings require equipment that CPLA does not have. Sara Steiner, NH DES, measured this during the June training. She has offered to re-measure DO next year.

**Social Media:** Tobi reports that more people are following CPLA's Facebook page. He will post the "Soak up the Rain" event and ask for an attendance response due to space limitations.

**Weed Watchers:** Greg obtained the log from Michelle, and all areas are being covered by the Weed Watcher Team. Jen has identified, through DES, the invasive loosestrife flowering weed. A notification will be sent out to members and friends, including suggested removal techniques.

## **Communications:**

Our MailChimp account provides a graph indicating 45 – 65 % of our recipients are opening the content from CPLA. This is a very high open rate and indicates that our members and friends are very engaged in the email content.

## **Old Business:**

Jeannie sent a letter to Cobbetts Pond Improvement Association, cc'd to NH Lakes, thanking them for sharing information and hosting our "field trip".

A 604b grant application to develop a watershed management plan will be submitted in September. There are at least two other applications that will be considered for the grant; only one applicant will receive the grant. A decision from the NHDES is expected in October.

A color version of the chosen logo will soon be available. Jen made a motion to make Grace Daly an honorary member for 2019 due to all the work she has done to create the CPA logo, Jeannie 2<sup>nd</sup> with unanimous approval from Board members.

**New Business:**

Although Greg is assuming the role of President and it would be good to get the news out, there are other important topics to immediately communicate to our members and friends. We will send out the officer announcement after the invasive weed and Soak up the Rain presentation information as they are time sensitive. The Our Team page of the website will be updated to reflect the change in officers.

Tully has offered to purchase road signs asking people to keep our area clean, particularly around the Newton boat ramp where visitors leave litter. The Board decided that the signs should note that they are provided by CPLA but should not suggest that CPLA has “adopted” the area or is responsible for picking up the trash.

Website additions will include a link to “Soak up the Rain” presentation by Julie, NH DES, on September 4<sup>th</sup> at 7pm at the Kingston Library.

A request has been submitted to KCC for 2019 budget to include equipment costs for water sampling.

Establishing a Fundraising Committee will require someone to lead the effort and may not be established until 2019.

**Adjourn:** 9:06, motion to adjourn, Jeannie – 2<sup>nd</sup> Greg



# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

Aug 1, 2018

**Present:** Tully, Greg, Bill, Jen, Tobi, Jeannie, Linda

**Opening remarks by President:** Meeting called to order at 7:10pm. Questions have come up regarding the progress of CPLA. Although the Board members have been very active, a few members perceive that there is a lack of communication to keep them informed. He suggests an informative member Meeting, once or twice during the summer, to give detailed reports on CPLA activities and allow input and ideas from members.

Greg made a motion to hold an open Board meeting at the end of August which would include a discussion session with the members.

Board Discussion: We don't have the resources to prepare for suggested meetings, revisit for next summer. New motion by Jen to communicate more frequently with members via our current web, email and facebook this year. Second by Tully.

**Review and accept minutes from last meeting:** Motion to accept - Jeannie, 2<sup>nd</sup> Greg

**Treasurers report:** \$300 has been paid to NH Lakes, CPLA is a Partnership Member.

According to the VLAP invoice, the cost for water testing is higher than originally thought. This is due to the phosphorous testing. Although there are four testing sites, the deep water sampling is collected at three levels and all three levels are tested for phosphorous. At the cost of \$20 per sample, this adds \$40 to each of the four VLAP sampling dates. The Newton Conservation Commission has voted to pay for the Aug invoice for July sample testing.

Current balance \$1,217.78.

**Communications:** Dana Akers sent a lengthy blind copy email to his list of contacts on our lake. Many of the comments included false statements about CPLA, others were defamatory to our Association. Greg sent a factual reply to him requesting that he direct his questions and concerns to the CPLA Board, obtaining facts prior to any public communications.

**Old Business:** Website updates include, Weed Watcher Coordinator is added to our team, meeting minutes are current, and weed watcher training is in the News & Events tab.

After visiting more potential Soak up the Rain sites with Lisa Loosigian, NH DES, Greg stated that we may need to combine several sites to incorporate different techniques. An infiltration trench at one property, a rain garden for another resident and a vegetated buffer for a third was proposed as solutions to stormwater management. Tully suggested a visit to back yards where stormwater runs into Ice Pond prior to entering Country Pond. Greg will update us at the next meeting about Lisa's recommendations. Board Members will be needed to provide some volunteer labor when Soak up the Rain is implemented. The Board has chosen a logo design. Grace will now add coloring and we can soon proceed to order CPLA items.

Jeannie connected the parties interested in a Fundraising Committee. They planned to set a date to meet. Jeannie will follow up with them this week.

**New Business:** Bill, Jeannie and Greg met with Derek Monson of Cobbetts Pond Improvement Association in Windham, to observe their efforts in stormwater management. They have implemented many Best Management Practices (BMPs) to address severe run off issues. Infiltration ponds and basins, swales and raingardens have been installed along various steep road areas. This was a very educational “field trip” and we hope to meet the goal of reducing nutrient load, through similar improvements, for Country Pond.

Greg informed that Sally Soule of NHDES and Julie LaBranche of RPC are preparing a grant application to NH DES for the development of a watershed management plan. The plan will identify the sources and potential solutions to reduce the nutrient levels entering Country Pond to the point where cyanobacteria blooms are much less frequent. Having this plan will allow us to apply for additional grants to implement the solutions identified in the plan.

### **Committees**

**Social Media:** Tobi recommends short live video streams of CPLA’s activities be posted on Facebook to allow members to experience volunteer opportunities. This will also help to keep them informed.

**Weed Watchers:** Michele has reached out to Weed Watcher volunteers, assigning them to Routes along the shoreline and asking them to get out and check their areas. She is maintaining an accurate log of dates and findings to assure that all areas are covered regularly.

**VLAP:** Our next VLAP sampling event is on 8/12/18. Only persons trained, or those being trained as alternates, are allowed on the boat during collection of samples.

Announcement: With regret, Tully is resigning from his position as CPLA President. Due to his responsibilities running a startup business, he feels that he cannot contribute the time that is required to fulfill the role of president. He will continue to support CPLA as an advisor to the Board. When Tully’s written resignation is received, Greg will step up to the position, as stated in our bylaws.

Next Meeting: 8/14/18 7pm

**Adjourn:** 9:12pm Jeannie motioned to adjourn, Linda 2nd

# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

July 18, 2018

**Present:** Greg, Linda, Tobi, Jeannie, Jen

**Opening remarks by VP:** Meeting called to order at 6:40pm. Due to our weather, with heat and downpours, we are lucky to have maintained the quality of our lake water. Many other lakes have had cyano blooms.

**Review and accept minutes from last meeting:** Revisions have been made, motion to accept - Jen, 2<sup>nd</sup>, Linda

**Treasurer's report:** Clarification that Partnership membership level with NH Lakes was needed. Jen will complete the \$300 transaction and registration. This level will allow CPLA to apply for grants to assist in funding the Lake Host Program, get consulting advice and other assistance from NH Lakes.

Reimbursement for annual meeting supplies has been paid.

**Old Business:** Correspondence occurred between Greg and a concerned member regarding fireworks on our pond. The member cited statements from Tom O'Brien of NH Lakes regarding fireworks as detrimental to water bodies and discouraging their use. The member thanked Greg for his response which referenced the DES Fact sheet that states the potential impacts and how to minimize them, but also notes that they are far less harmful than the frequent pollution from stormwater runoff. It was noted that our website needs to have Board Meeting Minutes added, last entry was in April. The summary of the Board Members' activities to establish CPLA will also be added to the Documents page.

**New Business:** Amy Smagula, NH DES, provided training to our Weed Watchers last evening at the Kingston Library. She identified weeds, collected by members, in Country Pond. Her slideshow is specific to the species known to be in Country Pond as well as the species to watch out for. It has very clear pictures and has been added to the Links page of the CPLA website. She noted in her presentation that early spring and late summer are good times to look for invasive species because invasive species tend to sprout earlier and last longer than native species.

Greg would still like to view watershed sites around Cobbett's Pond where Best Management Practices (BMPs) have been implemented to reduce the nutrient load entering the pond. Jeannie will set this up. We are continuing to review potential demo sites for "Soak up the Rain" training of the Board members. Greg is working on this with Lisa Loosigian of NH DES.

Logo revisions are in the final stage of completion.

Jen has more of our original T-shirts. Linda will add this to a member e-mail and Tobi will add to Facebook.

We discussed many ideas for a fall fundraiser. The Board Members agree that we need a committed group to organize this. Jeannie will reach out to the members voicing interest in volunteering on a Fundraising Committee. A call for volunteers needs to be sent to all members & friends.

**Adjourn:** 9pm – Greg motioned to adjourn, Jeannie 2<sup>nd</sup>

Respectfully Submitted;

Jeannie Cashin – Secretary CPLA

# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

June 27, 2018

**Present:** Greg, Linda, Alicia, Jen, Jeannie, Bill

**Opening remarks by V.P.:** Meeting called to order 6:40pm. Greg commented on the membership success to date and how busy we remain with the planning and implementation of programs.

**Review and accept minutes from last meeting:** Motion to accept Greg, 2<sup>nd</sup> Jeannie. Greg has determined that it would not be appropriate to post the minutes from the 6/2 Annual Meeting in our display cases or in local businesses. Instead a sign with general information about CPLA will be created by Linda for posting in public places.

**Treasurers' report:** No changes at this time. NH Lakes Partner Membership will be paid by this weekend. Receipts for annual meeting supply reimbursement received.

**Old business:** Greg attended a planning meeting for Kingston Days. All non-profits are set up in the same area on the common. We all discussed the priorities to focus on for CPLA and determined, unanimously, to postpone plans of set up for Kingston Days until next year. We want to establish committees and programs such as weed watching, rain gardens and stormwater management and lake host that will benefit Country Pond.

Website call for weed watcher volunteers shows at the top of the website. Response has been well received.

Monthly summary of Board activities has been sent to Greg. Once approved by the Board, it will be posted on the web.

**New business:** VLAP Coordinator, Alicia was voted into the Newton Conservation Committee. She explained the importance of water sampling for Country Pond at their meeting and they agreed to fund 2 of our 4 samplings in 2018. She and another sole member have donated funds for 1 of the samplings also. Newton will pay NH DES directly, Jen will still include the expense for 2019 budget with a note of explanation and copy of invoices. Next sampling will be 7/8, meet at Bill's boat at 1pm. Alicia will be training Greg to be an alternate. Tobi will deliver samples to Concord within 24 hours and obtain supplies for August.

Test results posted on our website must be accompanied by a detailed explanation of parameters and how they affect Country Pond's water quality. Greg will write up a news item with a direct link to the NH DES database if people want to see actual results. An annual report summarizing the water testing results will be posted to our site at the end of the season, which NH DES indicates is the typical practice by other lake associations.

Alicia attended a meeting with Rockingham Planning Commission (RPC). *During the meeting, they voiced how impressed they are with CPLA's activity and website!* She gave us meeting information regarding MS4 (Municipal Separate Storm Sewer System). Towns are required to develop and implement a plan for managing storm water runoff, reducing pollution entering into local water bodies. The requirements of an MS4 plan are synergistic with a watershed management plan for Country Pond.

Weed Watcher call for volunteers resulted in 9 eager participants including interest as the Program Coordinator. Jeannie will set up a meeting with the potential Coordinator for next week. Greg will contact Amy at DES regarding training and kits. He will also inquire about weed watcher T-shirts. Linda will print volunteer opportunities for posting. Bill will talk to campgrounds regarding interest in adopting their proximity in the program and bring these flyers for posting.

Grace sent several examples of logos. Together, the board merged some of her designs and made changes to send back to her.

A meeting site for kicking off the Soak Up the Rain program needs to be selected. Pictures of the Board's properties will be sent to Greg and forwarded to Lisa. Lisa will be viewing the sites and selecting one for an initial meeting with the Board to kick off the Soak up the Rain program and to discuss possible solutions for stormwater runoff from roofs, hillsides and other landscapes. This will not include road caused erosion. Linda will send an informational e-note, letting friends and members know what the program is about. We can then schedule a workshop for CPLA members and friends. A request will be made to our local greenhouse to become a CPLA sponsor. We will inquire if there is a potential for offering coupons or discounts for CPLA members purchasing plants for control of stormwater runoff.

Next steps – Fundraising

Creation of an annual newsletter

Excel database

**Adjourn: 8:50 pm - Greg motioned to adjourn, Jeannie 2<sup>nd</sup>.**

**Next Meeting: Wed. July 18<sup>th</sup> at 6:30pm**

# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

June 12, 2018

**Present:** Greg, Linda, Alicia, Tobi, Jen, Jeannie and Bill. Grace and Biff Daly joined us at 8pm

**Opening remarks by V.P.:** Meeting called to order 7pm. We had an excellent turnout at our first CPLA Annual Meeting. Many attendees donated to become voting members. Guest speakers were well received and several people expressed interest in becoming more involved. We need to come up with descriptions of responsibilities for various subcommittee volunteers.

**Review and accept minutes from last meeting:** Motion to accept Greg, 2<sup>nd</sup> Linda. Minutes from the 6/2 Annual Meeting require a few adjustments and will be posted on the website when completed.

**Treasurers' report:** Current member count is 51 - Current bank balance \$1,713.31.

**Old business:** The NHDES VLAP workshop in Concord was attended by Alicia, Bill, Tobi, Roger, Greg, and Sean on May 19<sup>th</sup>. On June 1<sup>st</sup> Greg, Linda and Alicia attended the 2018 Lakes Congress in Meredith. Summaries of these meetings can be found on the News and Events page of the CPLA website.

One key issue discussed at the Lakes Congress is that NHDES lacks the manpower necessary to fully enforce the Shoreland Protection Act. They do not have enough resource to verify compliance with permits and are not able to investigate all report of violations. Towns have the authority to verify compliance but often do not have the resources. Towns can require a local permit which can fund inspections by a town employee such as a town manager or engineer to close this loop.

New sponsors have been added to the website.

**New business:** A motion to become a member partner with NH Lakes Association, a \$300 expenditure, was proposed by Greg and 2<sup>nd</sup> by Jeannie. All are in agreement. Treasurer will complete the transaction.

NHDES has provided CPLA with red cyano warning signs. These signs can be posted when a cyanobacteria bloom is observed in Country Pond. Bill and Greg have the signs. Samples of the blooms must be sent to DES for testing to confirm that the advisory warning sign is justified.

Due to the rapid progress of CPLA and the energy and interest of members, NHDES is considering starting a grant application for developing a watershed management plan. CPLA will need a leader and a committed team to assist in developing and implementing the watershed management plan.

Two members expressed interest in helping CPLA with fundraising and promotion at the Annual Meeting. Descriptions for committee chairs and volunteers for programs including **Weed Watcher, Lake Host and Watershed Management** are to be created and posted on the website.

It was suggested to utilize high school and scouting programs to find volunteers.

Alicia reported on a Newton Conservation Commission meeting that she attended. They suggested a donation campaign for CPLA at the boat ramp and/or town beach. The idea was well-received idea by our Board.

Grace Daly, a CPLA member and graphic designer volunteered to create some sample logos for CPLA.

Kingston Days will be on 8/3, 4 and 5 this year. Greg motioned that CPLA spend \$50 to have a display table with fundraising capabilities, Jen 2<sup>nd</sup>. All agree with a condition that we obtain a location for our tent which is in a high traffic area. Greg will follow up. Alicia volunteered the use of her tent. CPLA plans to purchase a 6ft banner for the display table. Suggestions for raffle ideas and a potential mini flume depicting erosion were discussed.

**Special Committees:**

**VLAP Coordinator:** Sara Steiner of NHDES, provided the hands-on water sampling training for 4 volunteers today; Alicia Geilen, Sean Murray, Tobi Howell and Bill Cashin. Today's tests are the first of four monthly tests that will be performed in 2018. Sampling is being performed at the deepest water location in Country Pond (35 feet) plus 1 outlet and 2 inlet testing areas. Results take 3-4 weeks to obtain and will be posted on the DES website and a copy will be sent to CPLA. The next collection date is set for 7/8/18 when additional volunteers will be trained on the procedures by Alicia. Samples will be delivered to Concord by Tobi. Pictures and a write up will be added to the News and Events website page.

**Social Media Coordinator:** Tobi videoed today's water sampling. This will be a great reference to have and will assist in training alternate VLAP team members in the future.

**Adjourn: 9 pm - Jeannie motioned to adjourn, Linda 2<sup>nd</sup>.**



# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

May 30, 2018

**Present:** Tully, Greg, Tobi, Linda, Jeannie, Bill

**Opening remarks by President:** Meeting called to order at 6:30pm. Tully reiterated the tight schedule for 6/2 meeting and the importance to stay on track with our agenda.

**Review and accept minutes from last meeting:** Motion to accept – Tully, 2<sup>nd</sup> Jeannie.

**Treasurers report:** Sign in sheet is updated and current voting members identified for the annual meeting.

New sponsor donation – Seekamp Consulting.

Tobi seeks approval to spend \$3 for a Facebook promo that will reach many more followers. Unanimous approval by the Board.

**Old business:** Flyers for the annual meeting were distributed and posted in local businesses.

Jeannie received a negative response from Hannaford and didn't hear back from Market Basket or Walmart for assistance with refreshments and paper goods. Neighbors and Board Members have volunteered to bake for the meeting.

Bill delivered clean, drain, dry signs and brochures to 3 campgrounds.

Publications have occurred in Carriage Town News.

**New business:** Six people attended the VLAP water sampling course in Concord on 5/19/18. Three will be trained by NHDES, on June 12<sup>th</sup> at the first testing.

Greg states that he had a water sample from Sunshine Drive tested for cyanobacteria last week because a blue-green film on the water was observed. Results showed a high level of cyanobacteria. The blue-green film had dissipated by the afternoon so no advisory was posted. Additional samples taken by Amanda McQuaid showed high levels at the Newton Town Ramp.

Greg has his presentation ready for the meeting. He plans to explain why water testing is our 1st goal, evaluating effectiveness of lake hosting and invasive native species will be the 2<sup>nd</sup> goal and native weeds will be the 3<sup>rd</sup> goal. It is suggested that the agenda be included with our last invitation to the meeting. A simple explanation of why we need by-laws and printed copies will be available.

Linda will add an area for special interests to the sign in sheet in an attempt to recruit committee volunteers.

At the meeting, Tully will address the knowledge we have gained and the great relationships we have established with the DES in the State of NH, NH Lakes Association and with other local Lake Associations.

Next CPLA Meeting will be scheduled after the annual meeting.

**Meeting Adjourned:** 7:40pm Greg, 2<sup>nd</sup> Linda

# Country Pond Lake Association Meeting Minutes

74 Wilders Grove Rd. Newton NH 03858

May 15, 2018

**Present:** Tully, Greg, Linda, Alicia, Jeannie, Bill, Tobi and Jen

**Opening remarks by President:** Tully complimented the updates and additions to CPLA's website. Bios and pics of Board Members and Committee Chairs and the addition of an Events tab with pictures from the Earth Day clean-up are great. Sponsors' business cards have also been added. Meeting called to order at 6:40pm.

**Review and accept minutes from last meeting:** Motion to accept – Greg, 2<sup>nd</sup> Tully.

**Treasurer's report:** No changes since last meeting.

**Old business:** Linda updated the flyer for distribution to docks and homes, inviting friends and members to our first annual meeting on June 2, 9-11 am, at the Fish & Game Club in Newton. She has a form ready for T-shirt orders.

Greg and Linda have updated the website. Jeannie has the blue (member voting) cards. She wrote and delivered donation request letters to Hannaford, Market Basket and Walmart. Bill and Tobi have installed the new Clean, Drain, Dry signs (approved by the Town of Newton) at the boat ramp. We received new Clean, Drain, Dry brochures from NH Lakes. We do not yet have an answer regarding the key to the information kiosk at the ramp, nor the potential annual meeting exhibit table for Seekamp Environmental Consulting. Tobi has collected slide show photos and will email them to Greg.

**New business:** Annual meeting flyer distribution will occur as previously discussed.

Linda will adapt our resident list for use as a sign-in sheet.

Alicia is planning to become directly involved with the Newton Conservation Commission.

Bill will bring signs and brochures to the campgrounds when they open for the season.

Alicia and Greg nominate Bill as Special Projects Coordinator, Tully 2<sup>nd</sup>, all in favor, Bill accepted.

Bill and Jeannie will go to CPFGC to confirm the details of the meeting.

Jeannie will go to Carriage Towne News to inquire about delayed publication.

Alicia suggested a watershed map display for the meeting, all agreed.

Tully will provide a backup projector for the CPLA meeting and prepare the Welcome and Board member introduction.

Greg has revised the agenda for the annual meeting to have the guest speakers make their presentations earlier in the program.

At the end of the meeting we will request volunteers for possible future projects, including Watershed Management Plans, Lake Host Program, fundraising activities, Nominating Committee and potentially a logo contest.

Greg plans to reach out to Kingston Lake Association and Powwow Pond Council for possible collaboration at Kingston Days.

**Annual Member Meeting Management:** arrive 8am

**Tobi and Jen:** attendee check in and distribution of blue voting card to members (1 per membership)

**Tobi and Jen:** acceptance and recording of new member donations.

**Bill, Tully and Greg:** tables and chairs set up/take down

**Sue Zipkin:** 50/50 raffle ticket sales

**Tobi:** timekeeper (inform guest speakers)

**Linda:** T-shirt orders

**Jeannie:** obtain supplies, start coffee & tea pots

**Jeannette Clark:** food set-up

**Special Committees:**

**VLAP Coordinator:** Alicia has coordinated with NHDES and the other lake associations to establish 2018 sample collection dates for water testing.

Sampling dates are: Tuesday, June 12 (training with NH-DES); Sunday, July 8; Sunday, August 12; and Monday, September 3. Bill will captain the boat for DES training. Tobi volunteered to obtain samples by kayak, which will be necessary for at least one test site. A schedule of volunteers for sample drop off at the lab in Concord has also been established.

**Social Media Coordinator:** Tobi will post photos of the boat ramp signs on Facebook once they are published on the website. He will send Jeannie the names of interested followers for a cross reference with our contacts & members list.

**Adjourn: 8:10** Tully, 2<sup>nd</sup> Linda

# Country Pond Lake Association

74 Wilders Grove Rd. Newton NH 03858

April 25, 2018

**Present:** Greg, Linda, Alicia, Tobi, Jen, Jeannie, Bill

**Opening remarks by V.P.:** Meeting called to order 6:50pm. The success of Earth Day cleanup, involving approximately 40 volunteers, is a very encouraging sign of interest in our Association.

**Review and accept minutes from last meeting:** Motion to accept Jeannie, 2<sup>nd</sup> Linda – these minutes had been accepted by the Board previously to enable posting on our website prior to our Earth Day event.

**Treasurers report:** Current member count - 36

Balance and expenditures - No new expenses - Posters, markers and pre-cut letters donated by Jeannie and Bill.  
Current balance \$1,014.54.

**Old business:** Jeannie and Jen made six posters for our Earth Day event and Tobi posted them at the pre-determined locations. Jen obtained T-shirts and board members paid her individually. The event was published in the Carriage Town News for two consecutive weeks.

Greg obtained the updated signs for Newton's boat ramp and the campgrounds. Jeannie obtained permission from the Town of Newton to replace the old signs with the new ones (same size). Bill offered to supply posts for signs, if needed, and will be the lead person in replacing them. Alicia will ask the Town about access to the glass front locked kiosk, currently at the boat ramp. Jeannie will follow up with Erin at NH Lakes Assoc. to obtain the Clean, Drain and Dry brochures for distribution to campgrounds. Once obtained, Bill and Jeannie will deliver them, along with new signs, to Whispering Pines, Country Shore, and Country Pond Campgrounds.

Bios of Board Members and Special Committees will be on the website soon. A headshot will be displayed with some information, followed by a link button allowing people to read more.

Sponsors donating a minimum of \$100 will have their business card published on our website. We currently have three sponsors. Jeannie will obtain the business cards and give them to Greg.

Greg and Linda are working on a news and events tab for the website.

Jeannie followed up with NH Lakes about communication, regarding featured website of the month, to members and friends and sent the information to Linda. Linda will communicate this recognition as agreed.

**New business:** Earth Day was a huge success, an email thank you to our volunteers was sent to our friends and members list. Photos of the event were shared at this meeting. Alicia suggested this become an annual event culminating with a pot luck/cookout. Publication with photos will be written for Carriage Towne News, Jeannie will start it and send to Linda for additional input.

Tobi reports that feedback occurred within minutes of posting our successful Earth Day event on Facebook.

Alicia is actively communicating with Trisha at Newton and Evy at Kingston Conservation Commissions regarding funding assistance with water testing and equipment. She will also attempt to coordinate communications between them and CPLA. Obtaining the yellow bags from Newton for Earth Day as requested would have eliminated confusion at the transfer station. We had requested that the Newton Conservation Commission place a link to our website as well.

**Annual Member Meeting:** A revised, updated flyer will be distributed by Memorial Day weekend. Tobi will recruit and organize dock deliveries. Jen will do the same for land delivery and posting.

A sign in sheet will be prepared by Linda for the meeting. CPLA will allow anyone who wants to become a voting member to register and pay dues prior to the meeting. Cash, check, and PayPal via smart phone will be acceptable forms of payment. Jen will manage collections at the meeting.

Jeannie will get blue cards to be given to voting members upon sign-in.

50/50 raffle tickets will be obtained by Tully. We will need volunteers to manage ticket sales.

Presentations/exhibits were discussed. Posters containing pictures will be displayed. Alicia will ask SeeKamp, an environmental consulting company, if they would like to set up an exhibit table and become a sponsor.

Jeannie will check with grocery stores regarding a discounted price for supplies and refreshments. Alicia and John plan to make four loaves of tea bread also.

A logo contest for CPLA was suggested. We will need to coordinate this effort and could announce it at the meeting.

At this time, we have established an identity with our blue T-shirts. We will have an order form for T-shirts at the annual meeting. Payment in advance will be required.

Greg summarized an agenda for the meeting. Tully will provide the welcome and introduce Greg. Greg will explain why we came together to form CPLA and cover the goals and priorities of CPLA and accomplishments to date. Jen will provide financial information and a budget handout. Tobi is creating a slide show for a backdrop and will be the timekeeper for speakers. Guest speakers will provide 30 min presentations. Member voting on by-laws and officers will follow. We want to allow time for questions prior to adjourning.

#### **Special Committees:**

**VLAP Coordinator:** Alicia will be attending the VLAP training in Concord on 5/19 along with Tobi, Bill, Greg, Roger Clark and Sean Murray. She is one of three volunteers to become a trainer at the initial VLAP testing on 6/12/18. These three trainers will then train alternates. She is working with Kingston Lake Association and Pow Wow Pond Council to coordinate water sampling schedules, as we are sharing equipment with these two associations. Powwow Pond collects samples on a Sunday and delivers to Concord on Monday. Kingston Lake collections are to be determined. Country Pond samplings will be scheduled around these lakes. Tobi has offered to transport our samples to Concord within 24 hours of collection. Drop off days are Mon – Thurs. Alicia will ascertain hours for drop off.

**Social Media Coordinator:** Tobi posts communication on Facebook when e-mail blasts are sent from Mail chimp. He reports our followers' responses to the board.

**Adjourn: 8:42 pm Greg, 2<sup>nd</sup> Jen**

**Follow through summary:** (not part of minutes)

**Greg – Bios website**

**News & Events tab and Sponsors**

**Prepare meeting presentation**

**Linda – Communicate featured website acknowledgement**

**Updated Flyer for distribution**

**Bill – Installation of ramp signs at Newton ramp**

**delivery to campgrounds with brochures**

**Jeannie – Article and pics to Carriage Towne News**

**obtain brochures C, D & D from NH Lakes**

**Business cards from sponsors to Greg**

**Grocery discounts inquiries**

**Blue voting cards**

**Alicia – Key to glass front Kiosk at ramp**

**website link to CPLA on NCC**

**VLAP – obtain water collection schedules and drop offs to Concord**

**Ask SeeKamp about exhibit table**

**Tully – Raffle tickets**

**prepare welcome for meeting**

**Tobi - Slide show**

**recruit/organize flyer dock delivery**

**Jen - Recruit/organize flyer land delivery**

# Country Pond Lake Association

## April 9, 2018 - Meeting Minutes

**Present:** Tully (Pres), Greg (VP), Jeannie (Sec), Jennifer (Treas), Linda (Board member), Tobi (member), Bill (member), Alicia (member)

**Opening remarks by V. President:** Meeting called to order 7:20pm. Greg proposed a motion to nominate Linda as Director of communications. Motion 2<sup>nd</sup> by Jeannie. Linda presented a schedule of dates for communicating to members & friends through mailchimp, changing the content of duplicates to maintain the interest of members & friends. Jeannie requested a release to notify members & friends about "The Sampler" dated 3/27, publication by DES, naming us website of the month. Greg stated that we may need permission from publisher to release. Jeannie will follow up with the sender regarding the release and how it can be linked for our members & friends to view.

**Review and accept minutes from last meeting:** Incorrect minutes were sent to board members, corrections reviewed. Motion to accept – Jen Second – Greg. The original minutes will be updated to reflect changes.

**Treasurer's report:** We are projected to be over budget for 2018 by \$746.64 with our current membership of 33. We hope to gain more members to offset this deficit. Lake Host program membership fee & VLAP (water testing) are contained in this budget.

**Old business:** Frequently asked questions and answers have been added to our website. Kingston Conservation Commission has added our link to their website. Request was sent by Jeannie to Newton Conservation also, pending reply.

Publication information has been sent to Carriage Towne News for CPLA Earth Day event.

12 T-shirts will be picked up by Jen on Thursday for the board members that ordered them for earth day. Individual payment to be made on delivery.

New clean, drain, dry signs for boat ramps and campgrounds are available in Concord at NH DES. Jen offered to pick these up if Greg is not able to get them before Earth Day. Jeannie & Bill will bring a sign to each campground along with literature supporting them. With permission, CPLA will update the Newton Town ramp sign.

**New business:** Board members need to submit a short bio & picture to add to the website by April 15<sup>th</sup>.

Greg & Linda will be attending the 2018 NH Lakes Congress in Meredith on 6/1.

Alicia has done research on water testing & sampling costs. She volunteers to lead, as Chairman of VLAP Special Committee. All are in agreement, motion to appoint by Jeannie, 2<sup>nd</sup> by Tully. Greg will send Alicia the information that he has from the TMDL study map identifying test sites and, the most recent data in 2007. Alicia has requested funding to cover costs from Newton Conservation Commission. Cost is \$20 per sample X 6 samples per month, May, June, July, Aug & Sept, does not include e-coli an additional \$30 per sample. We will begin 2018 testing in June. Tobi has offered to drive the samples to Concord DES office within 24 hours. We may not be able to coordinate this with Kingston Lake & Powwow Pond because we will be sharing the same equipment. Samples cannot be delivered on Fridays. With additional funding CPLA could purchase its own equipment and coordinate transporting the samples to Concord, saving considerable volunteers' time and effort.

Ideally, Both Kingston & Newton Conservation Commissions will include the sampling costs in their budget each year.

**Earth Day:** Signs need to be created & posted for the 4/22 event. Jeannie & Jen will make posters, Tully & Tobi will post them. At a minimum, we need to post on Wilders Grove sign, Start of Country Pond Rd, Pond St, West Shore Park at Rt. 125 & potentially more. There will be a sign in sheet for volunteers at the boat ramp 4/22 9am. Bill will pick up trash bags, after 11am, in the designated areas & bring to transfer station. Photos will be taken for post event publication.

**Annual Meeting:** Topics & discussion deferred for this meeting

Next CPLA Meeting is scheduled for **4/25/18**

**Meeting Adjourned at 9:00 pm** by Greg, seconded by Jen  
**Respectfully Submitted,**  
Jeannie Cashin, Secretary



# Country Pond Lake Association

## March 26, 2018 - Meeting Minutes

**Present:** Tully (Pres), Greg (VP), Jeannie (Sec), Jennifer (Treas), Linda (Board member), Tobi (member), Bill (member)

**Opening remarks by President:** Meeting called to order 6:50pm. Tully addressed the questions that were recently asked on CPLA Facebook page. This inquiry was questioning if our association is attempting to control issues of recreation on Country Pond. Answers were sent to clarify that we are focusing only on the quality of our water. We will attempt to add a FAQ question & answer section to our website.

**Review and accept minutes from last meeting:** Motion to accept – Linda Second -Tully

**Treasurer's report:** Currently at 32 donating members. Budget for 2018, to date is \$1,693 which includes 2018 water testing (\$480), membership in NH Lakes (\$300) & reserve fund for liability insurance required for grant money (\$500).

Kingston Conservation Commission has been asked to include CPLA in their budget for 2019 funding toward VLAP water testing. A formal request was sent by Greg, a reply has not been received.

We have not received an answer yet from Newton Conservation Commission about our request for assistance to fund Membership to NH Lakes for Lake Host programs.

**Old business:** Greg, Jeannie, Bill & Tobi attended the Country Pond Fish & Game Club member meeting on 3/15. Introduction and explanation of Country Pond Lake Association was well received and many questions were answered. They have added a link to their website for our association website & Facebook page. Location for CPLA 1<sup>st</sup> annual meeting on 6/2/18 is confirmed for this location. There is a kitchen and a large meeting area with a screen & projector for our guest speakers. Thank you letters were sent to Whispering Pines Campground and Newton Selectman Gonyer (Town Hall) for offering their facilities also.

### **New business:**

#### **Earth Day:**

Kingston will be conducting roadside trash pick-up (Rt. 111) for Earth Day on Sat. 4/21/18. They have offered trash bags and the use of their safety vests to CPLA. We will reach out for volunteers to assist CPLA, on Sun. 4/22/18, with shoreline (kayak/canoe) and roadside trash pick-up in both towns. Jen will order some T-shirts with text only. Meeting place will be Newton boat ramp on Country Pond Rd. at 9am. Volunteers will need to sign up for a safety vest & assure its return.

Bill will pick up trash bags in the designated areas & bring to transfer station.

Jeannie will create a list of 4 areas to be targeted & expand if others decide to participate in their neighborhoods.

Linda will ask Kingston Conservation to add CPLA website link. Jeannie will ask Newton for same.

#### **Annual Meeting:**

Invitations to be printed, posted, e-mailed & distributed

Sign in sheet is created. Jeannie will check with Market Basket for possible discount on muffins & fruit & paper/plastic goods.

Agenda for meeting and who will present topics is deferred until next meeting. Tobi will collect pictures for a slideshow.

Next CPLA Meeting is scheduled for **4/9/18**

**Meeting Adjourned at 8:40pm** by Greg, seconded by Jen

**Respectfully Submitted,**

Jeannie Cashin, Secretary

# Country Pond Lake Association

## March 6, 2018 (postponed from 2/22) - Meeting Minutes

**Present:** Tully (Pres), Greg (VP), Jeannie (Sec), Jennifer (Treas), Linda (Board member), Tobi (member), Bill (member)

**Opening remarks by President:** Meeting called to order 6:45pm. Tully praised the efforts and accomplishments of CPLA interim officers and participating members. He apologized for his lack of availability due to business constraints and offered to relinquish his position or make a change in officer standing if the Board desired. There was no contest. We will continue to operate as we have, as a cohesive team.

**Review and accept minutes from last meeting:** Motion to accept – Jennifer Second -Tully

**Treasurer's report:** Jen filed CPLA's nonprofit 990EZ form. She received a letter regarding an additional \$75 filing fee (tax). Greg offered to look into this for the group.

An additional \$150 in member donations has been received in 2018. A discussion to send donation confirmation letters resulted in a question about how to specify the calendar year of membership. Jen will begin sending confirmation emails and follow up on suggestions to research the ability to add year of membership checkboxes to PayPal. Greg will add a note to the membership page of the website.

Greg and Linda will follow up on sponsor listing for CPLA website and clarification to donors for year of membership. Tobi will duplicate the information for CPLA's Facebook page.

Greg reports that he received a quote of \$1500 for liability insurance for CPLA. The insurance required, when working in conjunction with the State on projects funded by grants, is for 1 million/incident, 2million aggregate. With current budget constraints, Greg made a motion to start a reserve fund for this of \$500 for the 2019 budget. Second by Jeannie and unanimous agreement.

We have reached out to the Kingston and Newton Conservation Commissions requesting support for funding with VLAP and Lake Host programs. The costs and collection schedules are listed in our previous meeting minutes.

### **Old business:**

CPLA's website now includes a documents tab which includes meeting minutes for members and potential members to view.

The Kingston Conservation Commission will allow us to borrow their water testing equipment which is currently used by the Kingston Lake Association and Pow Wow Pond Council for their VLAP water testing programs.. This will save CPLA hundreds of dollars for 2018 water testing.

### **New business:**

VLAP training will take place at NHDES in Concord on Saturday 5/19 at 8:30 am. Attendees will set up carpools.

In order to be effective in preventing the introduction of invasive weed species, it is essential that the Lake Host program includes all the frequently accessed launching ramps on the lake. The Lake Host program is more demanding of volunteers and requires hiring a paid manager to administer the program and file all the required paperwork. At least one more volunteer is needed as a point person and an assistant is suggested. The deadline for grant applications is 3/12 for this year (2018). We will need to focus on obtaining all volunteers to meet these requirements, work with the campgrounds to display signage and provide boater education literature in 2018. We will reconsider applying for grants for 2019. Bill suggests looking for organizations such as Boy Scouts working on advances to assist this program.

Jeannie will contact CPFGC requesting to be added to the agenda for their monthly meeting. We will meet with other community committees as we are able.

Jen suggested that CPLA provide a service for Earth Day, 4/22, such as roadside trash pickup. All are in agreement. We will discuss details and design for screen printing at our next meeting. An updated spring flyer may also be created.

Annual meeting preparation is underway. Greg has developed a preliminary agenda and will contact guest speakers regarding their presentation content. We will focus on who we are, what we're doing, current and future needs and what members can do to help). Tobi has volunteered to cue speakers on timing during the meeting.

Next CPLA Meeting is scheduled for **3/26/18**

**Meeting Adjourned at 8:40pm** by Greg, seconded by Tully

**Respectfully Submitted,**

Jeannie Cashin, Secretary

# Country Pond Lake Association

## January 23, 2018 - Meeting Minutes

**Present:** Greg Senko (VP), Jeannie Cashin (Secretary), Jennifer West (Treasurer), Linda Foss (Board member), Tobi Howell (member), Bill Cashin (member), Alicia Geilen (member)

**Absent:** Tully Zipkin (Pres)

Meeting called to order 7:50pm

### Opening remarks by Vice President:

Greg provided information about the Rockingham Planning Commission (RPC) Watershed study. Our area is viewed as a valuable watershed flowing into the Merrimack River. We are planning to be involved in this project as it will include Country Pond and its tributaries. The existence of this project and the TMDL study of CP will save us valuable time in preparing an application for a Section 319 Grant to fix issues in the watershed. Having an active V LAP water quality monitoring program is a mandatory step in applying for one of these grants.

### Review and accept minutes from last meeting:

Motion to accept – Jennifer Second - Greg

### Treasurer's report:

We have nearly doubled our remunerating membership since our last CPLA meeting last month, including two sponsors. Several members have paid amounts beyond the established dues. PayPal is a convenient option for our members even though we pay \$1.06 for each transaction. The CPLA bank account balance is currently \$815. These funds will allow us to implement a baseline V LAP water quality monitoring program and obtain the NH Lakes membership level required to apply for a Lake Host program grant. However, the funds are not sufficient to implement a Lake Host program, only to join NH Lakes. At least an additional \$700 will be needed for a Lake Host program. Additional funds will also be needed to cover the annual member meeting.

2017 net income was \$734.99. Expenses total \$380.98. Jennifer will be filing CPLA's nonprofit 990EZ form.

### Old business:

We will continue to utilize Gmail and Facebook for communication and updates to members. Some email addresses are still a mystery, even after reaching out to identify interest in CPLA. There are some email addresses belonging to people who no longer live on or near CP. Those email addresses will be removed from the contact list. Jeannie will reach out again with a message to notify the unknown people informing them that their email addresses will be removed from our contact list if they do not reply by a specified date.

Global Integrated Technologies, Tully Zipkin's company, has paid \$180 for the CPLA website for one year.

Tobi agreed to join the Newton & Kingston Community pages in Facebook with the intent to reach more people and provide updates on CPLA progress.

We plan to divide our current email list into "friends" and dues paying "members" in order to provide different levels of communication when funds are available for contact management software.

A new page will be added to the website for posting meeting minutes and other key documents.

Currently, the Go Daddy account being utilized is linked with our acting President's accounts. There is concern of breaching these accounts in error, compromising their format. We need to attempt to separate our URL and website, having CPLA stand alone, to prevent any potential mistakes. Tobi will coordinate with Tully to research the steps necessary to accomplish this.

### New business:

Greg shared an informative power point presentation that he created following our meeting in Exeter with RPC & NHDES. The information compiled includes the TMDL (total maximum daily load) amount of nutrients entering Country Pond from the last available statistics in 2007. This is represented in graphs, pie charts and numerical

percentages. Country Pond is designated for primary contact recreation but is considered impaired for that use due to the cyanobacteria blooms that occur.

Although in 2017 our cyanobacteria level was at its highest in the month of September, VLAP water testing is usually only performed in June, July & August at a cost of \$120 per month. It is recommended by NHDES that VLAP testing be extended to include May and September. Testing will begin in June this year and May next year. 2018 costs will be \$480 if CPLA does not have to buy its own sampling equipment (another \$500-\$700 cost). A request has been made to Kingston Lake Association to borrow its equipment which is currently shared with Pow Wow Pond Council. Testing for phosphorous levels is \$20 per sample (required for VLAP). In addition, samples can be tested for E.coli at a cost of \$30 each. E.coli is not required for VLAP. There will be 6 test points (3 deep, 2 inlet, and 1 outlet) tested each month (6 samples x \$20 = \$120/month).

Water collection volunteers must be trained, which DES will provide at no cost. Alicia and Bill suggested the idea to present "Adopt a Shoreline" to members interested in participating.

Alicia offered her assistance in grant applications. If approved for a grant, CPLA must obtain commercial general liability insurance for a minimum of \$1 million coverage (maximum \$2 million aggregate). These costs must be factored into creating a budget for CPLA 2018. Greg is investigating costs.

Next CPLA Meeting is scheduled for **2/22/18**

**Meeting Adjourned at 9:30pm** by Greg, seconded by Linda

**Respectfully Submitted,**

Jeannie Cashin, Secretary