

## Harwich Ponds Coalition

[www.harwichwaters.org](http://www.harwichwaters.org)

March 14, 2025

### Minutes from the Steering Committee Meeting

#### Steering Committee Meeting Attendees:

Susan Cyr - President

Ann Frechette - Vice President

Hallie Vitolo - Secretary

John Kechum - Webmaster

Diana Preston

Rich Walker

Donna Connolly (via zoom)

Patrick Otton

#### 1. Financial Update

- Erik was not present at this meeting. Susan indicated that she had personally made an additional donation to the HPC through the Paypal link on the website and that she had confirmed with Erik that it worked. No other financial update was available.

#### 2. HPC Initiatives Going Forward

- **HPC Logo:** The Steering Committee reviewed the three Logo options that had been submitted for consideration. We all agreed that we liked the first option the best (the option with the duck and fish and the name of the organization). There was some review of online resources to confirm that this logo had not previously been used; although it had some similar features, it was determined to be unique. The group decided against trademarking the logo. Thanks to Donna's brother-in-law for the great work!
- **Pond Pledge:** It was decided that a simplified Pond Pledge would be the best way to move forward. The group reviewed the verbiage on a line by line level and a revised Pond Pledge was developed. The concept is to keep the Pond Pledge simple and then provide additional discussion/back-up to each member.
- **Pond Pledge Sign:** After much debate, the Steering Committee decided include the following on each sign:
  - I TOOK THE POND PLEDGE
  - QR code
  - URL
  - Logo

After discussion regarding the options of sign construction, it was determined that a metal sign would be the most durable and affordable at \$20 to \$40 each. Hallie will develop a proposed design using Canva and will present to the group and then Ann will assist in getting pricing. Ann had reviewed the Harwich sign regulations and felt that our sign would meet the requirements. Patrick suggested we ask Cape Tech for pricing on the sign as a potentially affordable option.

- **Pond Pages Project:** The Pond Pages Project is under development on the HPC website. The goal is to include a paragraph for each pond summarizing size, depth, types of fish and other wildlife, history, plants, sampling data and a pond association link (where applicable). Ann has started working on this and will continue to work with John and Rich to develop these pages. The goal will be to have the primary ponds updated by April 15, 2025. This will be further discussed at the next meeting
- **Pondfront Owner's Contact Information:** Rich has developed a list of all abutting property owners that in more highly congested areas includes non-adjacent parcels. This will be used in the spring when we are ready to announce the annual meeting and membership drive, and will include the new logo. At that time we will send out a standard postcard size notice approximately 6 weeks before the annual meeting. The annual meeting is scheduled for June 14, therefore, the postcards should be sent to mail around the beginning of May. A notice of the meeting will also be posted in the Cape Cod Chronicle. Rich indicated that he had approximately 1,000 households on this database.
- **Testing:** Susan spoke with Don regarding expanding the sampling program to include two additional ponds for testing. He seemed interested, but Susan will follow-up with Don regarding the testing schedule and training.
- **Alerts:** Susan had determined that the Health Department should be able to develop a pond quality alert system on a pond-by-pond basis to any community member who signs up. Susan will follow-up with the Health Department to confirm the status of the pond alerts system.

### 3. Plans for Annual Meeting

The Annual Meeting is scheduled for June 14th. The Agenda is planned as follows:

1. Introduction of Steering Committee & Vote for Board of Directors (2 open positions available)
2. Discussion of Pond Pledge & Signs
3. Panel Discussion: The goal is to have Don, Amy and Carrie be present for a panel discussion on Pond Monitoring & Alerts. The goal is to communicate to the group a) who to contact if evidence of potential cyanobacteria is observed, b) discussion of the pond alert system and c) volunteer signups for testing and education.

#### 4. Communication to HPC Email Group

In order to raise awareness, Susan plans to draft an email for distribution to the HPC email group that will present information regarding the three town warrants and the town sewerage plans.

#### 5. Wrap Up

- The next meeting was set for 4:00 pm on April 11th and will be held at Susan Cyr's house at 118 Headwaters Drive (driveway off Wallace Road) in Harwich
- Meeting adjourned