

**Sudbury Ponds and Waterways Committee (PWC) Committee Minutes  
November 13, 2018, 7:30pm, Flynn Building, 2nd Floor**

Attendees: Mimi Chandler, Marge Keene, Frank Lyons, Diane Muffit, Ursula Lyons (member nominee)

**October 11, 2018 Minutes approved**

We had a quorum of members who had attended the October 11, 2018 meeting and minutes were approved as amended (i.e., 3<sup>rd</sup> paragraph should stipulate that the HBPA's gift fund to the Town should stipulate its specific usage). Diane posted the amended minutes.

**Old Business**

1. Mimi has contacted Pat Brown who said that the Selectmen have received the revised PWC Mission Statement. Mimi will check with Pat about the next step, i.e., the posting of the Mission Statement.
2. Pat also agreed that the members' terms should be staggered. TBD at next meeting.

**New Business**

1. Mimi spoke with Debbie Dineen about PWC working with Conservation Commission and about including Kathleen (Kasey) Rogers as a liaison from Conservation Commission to the PWC.
2. Discussion about drafting a questionnaire to Town residents to raise awareness of town's water bodies. Ursula suggested that the PWC could work with the Town to write a simple questionnaire on FlashVote. Ursula will contact Melissa Rodrigues (Town Manager) for permission and report at the next meeting. Suggestions for a questionnaire include:
  - Look at the ponds and streams in your neighborhood and describe the location(s).
  - Describe the pond: does it have a name? size, clarity, plant life, invasives, beaver? Other features? Is there public access to the waterway? Can it be used for recreation?
3. Hop Brook Protection Association's next Board meeting: Ursula will schedule an HBPA Board Meeting in January to plan the last steps needed to transition to the Town and will report at the next PWC meeting. If possible the Board will meet with DPW and/or Town Manager. We will report at the next PWC meeting.
4. Diane will work with the co-chairs to draft the 2018 Annual Report to the Selectmen and report at next PWC meeting.
5. Mimi will gather emails/phone numbers from members & send out a list.

The next meeting will be held on Thursday, January 24, 2019.

Meeting adjourned at 8:30PM