



# Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

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

*Charmaine Blanchard*  
*Laura Hollowell*  
*Shannon Mason, Vice Chair*  
*Barbara Sparks*  
*Stephanie Woolf*

*Samuel W. Coulbourn, Chair*  
*Marcia Lombardo, Treasurer*  
*Aileen Morrissey*  
*Frederick H. Tarr III*

## Minutes of Meeting Wednesday, January 6<sup>th</sup>, 2016 Trustees' Room, Rockport Public Library

**7:01 p.m.** Chairman **Sam Coulbourn** called the meeting to order. Members present: **Barbara Sparks, Shannon Mason, Charmaine Blanchard, Aileen Morrissey** and **Laura Hollowell**, Also present were **Dimitra Lavrakas**, Reporter for the *Gloucester Daily Times*, and **Gunilla Caulfield**, Advisor to the RMMC. **Marcia Lombardo, Stephanie Woolf**, and **Ted Tarr** were absent. Ted and **Eric Hutchins**, advisor to the RMMC, arrived at 7:35 p.m. Dimitra left at 7:20 p.m.

### 1. Public input. None

### 2. Committee Business.

**Use of the Meadow:** Sam presented the request of Zach Jyllka to marry Danielle Traverse at a wedding in the Meadow on Saturday, August 6<sup>th</sup>, 2016 at 4 p.m. Zach is a resident of Rockport who works as a Fisheries Biologist at NOAA, Gloucester. They plan to have about 150 guests, with reception to be held elsewhere. They will use benches instead of chairs, and no tent. They acknowledge that the area should be left as they found it. Shannon moved to recommend approval, Barbara seconded. All voted to approve. Sam will send a recommendation to the Board of Selectmen.

**Payment of Bill:** Barbara requested that the Committee vote to approve payment of a bill from David Adams for a one and a half-hour consulting visit in the Meadow with Barbara and Laura on 12/29/15. Bill was for \$100.00. Laura moved to pay, Aileen seconded, all voted to approve. Barbara will obtain an estimate from Mr. Adams for pruning this winter. By coordination with DPW to pick up the debris, the cost could be reduced considerably. Laura recommended that the time is now, with the ground frozen, before snow arrives.

**3. Public Meeting Jan. 13<sup>th</sup>:** The specific purpose of this meeting is to prepare for next week's Public Meeting. Barbara stated that Joe Parisi, DPW Director, will conduct a Q&A session. She suggested that, since this meeting will be primarily to discuss the dredging and related aspects of the restoration, that we think up questions that might be asked.

**Proposed program:**

Marcia, Aileen and Ted will greet attendees and ask them to sign in.

Sam will open the meeting and introduce committee members, advisors and Conservancy board members, as well as Joe.

Barbara will provide an update on the Restoration Project.

Joe will hold a Q&A session on the Dredging Plan or other questions about the restoration.

Laura will talk about volunteer opportunities in the Meadow.

Shannon will speak about “Going Forward in 2016”. She will ask for letters of support for our Community Preservation funds request.

Sam will close, thanking everyone for their participation.

Shannon will provide visual displays on foam board, including an enlarged aerial view of the Pond, showing the line of cattails in 2011 and 2013.

Laura and Shannon will post fliers around town.

**Handout.** Eric suggested that a handout would be useful, if it provides points that we wish visitors to take away, and provides our web address, etc. Sam will prepare a draft for discussion, and after members have agreed, print it.

**4. Annual Report.** Sam asked if anyone had additional changes to the Annual Report for the Committee for 2015. Barbara provided a type change.

**5. Permitting Process.** Laura asked about the planning and permitting process going forward. Eric gave a short tutorial on the permitting process, and the impacts upon the wetland, and the various approaches that may be taken. Mitigating wetland impacts may cause us to modify the sinuosity of the Brook, or lessen impact on the dogwood patch, or defer plans for the boardwalk. Eric also stated that work by MBTA on the tracks may affect storm water runoff which will eventually affect the Mill Pond. Although the Conservation Commission seems to require Millbrook Meadow Committee to pay attention to upstream contamination, this process appears unregulated. He noted that this is a serious concern for MMC since the MEPA comments specifically asked that our project solve some of those storm water problems.

**6. Next Meeting: Wednesday, January 13<sup>th</sup>, 2016, Public Information Meeting in the Brenner Friends’ Room Rockport Public Library.**

**7. Adjournment:** Shannon moved and Charmaine seconded. All voted to adjourn at 8:30 p.m.

**Approved:**

**Samuel W. Coulbourn**

**Copy to: Town Administrator; Director of Public Works; Conservancy Board and Advisors; Conservation Agent; DPW Commissioners**