



# Rockport Millbrook Meadow Committee

Town Hall, Rockport, MA 01966

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

*Charmaine Blanchard  
Marcia Lombardo, Treasurer  
Barbara Sparks  
Frederick H. Tarr III*

*Samuel W. Coulbourn, Chair  
Shannon Mason, Vice Chair  
John Sparks, Project Manager*

## Minutes of Meeting Wednesday, May 14, 2014, 7:00 p.m. Trustees' Room, Rockport Public Library Rockport Public Library

7:02 p.m. Chairman **Sam Coulbourn** called the meeting to order. Members present: **Shannon Mason, Marcia Lombardo** and **Charmaine Blanchard**. **Barbara** and **John Sparks** and **Ted Tarr** were absent. **Gunilla Caulfield**, Trustee of the Lura Hall Philips Trust and **Deborah Cowan**, new Trustee of the Rockport Millbrook Meadow Conservancy, and **Aileen Morrissey**, prospective member of the Committee, were also present. Sam welcomed Aileen to the group, noting that she had served on the Committee some 20 years ago.

**1. Update Millbrook Meadow Restoration.** John Sparks is in the hospital with a serious illness, so Sam provided the report on restoration. The contractor, Milone & MacBroom (MMI), has completed the first round of field surveys and is analyzing the data. **Jason Williams** of MMI reports that they will provide an advance PowerPoint demonstration soon, prior to the public (Visioning) presentation on May 21.

**2. Community Preservation Act request.** John had made all the preparations for meeting (May 13) with the Community Preservation Committee, but because of illness he was unable to attend. Sam acted in his stead, with the assistance of **Joseph Parisi**, DPW Director; Eric Hutchins and Shannon Mason. **Tim Corrigan**, new Member of the Board of the Conservancy, also attended the May 13 meeting. The CP Committee appeared satisfied with the answers to Mel Michaels' questions that John had prepared. Joe Parisi offered the CP Committee some ideas of alternate financing that DPW and MMC are considering, including applying for a Massachusetts Parkland Acquisitions and Renovations for Communities (PARC) Grant, and applying for a short-term loan to cover the cost of completing the restoration project. The PARC grant is a reimbursement, and will not be considered except when the project is otherwise fully funded.

**3. Selectmen's Meeting.** Joe Parisi and Shannon left the CP Committee meeting in time to appear before the Selectmen to report on the status of the restoration project to date. Joe brought up the idea of alternate funding here as well. Shannon reported that they were well received.

**4. Status of Fundraising, publicity, community support:**

**Conservancy Organization.** Sam reported that the following people have been invited to join the Board of Trustees of our new Conservancy, and have accepted:

**Dianne Anderson**

**Chester Clark**

**Tim Corrigan**

**Linda Cote**

**Marty Coulbourn**

**Deborah Cowan**

**Karl Norwood**

**Maura Wadlinger** [Also **Barbara** and **John Sparks**, and the **MMC Chair**, *ex officio*]

Our Advisors are:

**Gunilla Caulfield**

**Susan J. Gray**

**Betsy Giannoccaro**

**Eric Hutchins**

**Laurie Ann LePine**

**Fund-raising Campaign.** Shannon reported that the fund-raising committee had met earlier today. They have developed an initial list of potential "Leadership" donors. Shannon and Sam will provide a "dashboard" containing salient details for use by fund solicitors. Shannon will prepare a tracking sheet to manage the process and ensure that donors are properly thanked. One additional suggestion arose—to hold a "wine and cheese" gathering of Pond and Meadow abutters to ensure that they are acquainted with the restoration, and to enable them to feel that they will be kept informed, and have a voice in the planning for the project. Charmaine also suggested another fund raising idea—having an on-line silent auction, perhaps combined with a live auction.

**Site Visit:** At our April meeting Deborah Cowan suggested that it would be helpful for new Conservancy members to get up to speed on the Meadow and Pond by having a site visit. This will take place Tuesday, May 27th at 10 :30 a.m. MMC and Conservancy members are invited to meet at the Beach Street entrance. We will take new members around the Meadow and shores of the Pond, pointing out details, areas that need restoration, and historical items. At 12 noon we will adjourn to Nate's at Front Beach for a no-host luncheon.

**5. Event Planning**

**Sat., May 17<sup>th</sup>: Motif No. 1 Day.** Shannon reported plans for the day. Barbara has prepared her nasturtium seeds for sale. Sam will provide his pop-up tent. Darren Mason has prepared an updated graphic display of features about the Meadow and the restoration, as well as details about the Knotweed eradication program.

**Wed., May 21<sup>st</sup>: MMI Visioning Session (7-9:30 p.m.)** We are coordinating with MMI on this. We view this event as one that is important to reach Rockporters, and we want to ensure that there are good opportunities for citizen input and participation.

**Sat., May 24<sup>th</sup>: World Fish Migration Day, 9-11 a.m.** Eric will arrange a trap to catch, count and release elvers and eels, with participation by children and interested adults. He has asked **Colleen Coogan**, a fellow marine biologist, to assist. He will also arrange to have a fly-

casting contest (without hooks) for children to try their skill. We should continue to plan events for this day, including small prizes for children. **At 11 a.m.** The Friends of the Council on Aging will hold their **Rubber Duck Race** in Mill Brook.

**Sun., June 8<sup>th</sup>: Sandy Bay Pre-School Fair** for about 100 people. Coordinator: **Shannon Bessin.**

**Sun., August 10<sup>th</sup>: Thirty-fifth Acoustic Festival (12 m.-6 p.m.)** Event organized by David Cutler. MMC will provide a table with information and sale of Meadow tee-shirts, etc.

**6. Committee Business:** Minutes of April 16<sup>th</sup> were approved. All members have indicated their desire to be reappointed for another year.

Marcia presented bills totaling \$341.00 for expenses incident to the Eagle Scout pathfinding project at Pondsides. Members unanimously approved paying these.

Marcia presented questions regarding communications and the Conservancy. Sam said that we will have to do a better job of informing each other of decisions taken, discussing when meetings will be held, and other matters.

**7. New Business.** At the end of the meeting Sam asked Aileen if she would still like to join MMC. She said “yes”, and Shannon moved that MMC recommend her appointment. Marcia seconded. All voted to approve. Sam will send her an application form and forward it with our recommendation to the Board of Selectmen.

**8. Set Next Meeting: Wednesday, June 11<sup>th</sup>, 2014 at Trustees’ Room, Rockport Public Library.**

**9. Adjourn 8:48 p.m.**

**Approved:**

**Samuel W. Coulbourn**

**Copy to: Town Administrator  
Director of Public Works**