



Rockport Millbrook Meadow Committee

Town Hall, Rockport, MA 01966

Charmaine Blanchard
Kimberly Jones
Shannon Mason, Vice Chair
John Sparks

Samuel W. Coulbourn, Chair
Marcia Lombardo, Treasurer
Barbara Sparks
Frederick H. Tarr III

Minutes of Meeting, Wednesday, December 11, 2013, 7:00 p.m., Trustees' Room, Rockport Public Library

7:04 p.m. Chairman Sam Coulbourn called the meeting to order. Members present: **Shannon Mason, Marcia Lombardo, Barbara and John Sparks, Charmaine Blanchard, Ted Tarr and Coulbourn. Kimberly Jones** was absent.

1. Update Millbrook Meadow Restoration.

Status of Contractor for Restoration. John Sparks reported that a Kickoff meeting will be led by the Director of Public Works on Thursday, Dec. 19th at the Rockport Police Headquarters Community Room. The Contractor, Milone & MacBroom, will be present. Barbara said that she would like to see a timeline from the contractor. "They need to know our deadlines for Town Meeting, and it will be important for them to hold a Visioning Session early in the process", she added. John added that we need to achieve a sense of momentum. Best case for start of the construction phase of Restoration will be June 2015, John stated.

Current Maintenance and status of list given to DPW. Charmaine reported that a tree service had come and cut down one tree that was leaning against a power line, but left another. Shannon reported that a car had apparently driven down the ramp into the Meadow from Mill Lane, and then into the Peg Leg parking lot. Members discussed arranging for some removable barriers to prevent unauthorized vehicles in the Meadow.

Eagle Scout Project. John reported that Sayles Kasten's "Trail blazing" project has been approved by the Conservation Commission and he now plans to conduct the project in March 2014. John and Ted attended the ConComm meeting with Sayles.

2. Plans for Fundraising, publicity, community support: Shannon reported that Susan Gray and Betsy Giannoccaro have been very helpful. The fund-raising subcommittee held its first meeting on December 5th, and will meet again on January 22nd, 2014. Shannon suggested that it might be useful to use a tree as our fund-raising status, instead of the usual thermometer.

Essex County Community Foundation (ECCF): Charmaine reported that she and Shannon have circulated the draft application for ECCF to MMC members. It appears that MMC can send the application to the Board of Selectmen soon for their approval.

Bruce Anderson Foundation. Charmaine discussed the application for a grant that she is preparing. John will provide information and budget for the submission.

Shannon suggested that in order for us to have a draft fund-raising brochure for the Jan. 22nd meeting we should meet soon. Members decided that Shannon, Barbara and Sam would meet at Sam's house at 11 a.m. on Tuesday, Dec. 17th.

Trust for Public Land. Barbara reported on her research into this Trust, which deals in park design and development and may warrant our attention. They have an office on Union Street in Boston.

3. Meadow Event Schedule:

Saturday, May 2014: Motif No. 1 Day

Fund-Raising Subcommittee meeting: Set for Jan. 22nd, 2014.

4. Committee Business:

Approve Minutes of November 13th. Barbara moved and Ted seconded. Members unanimously approved minutes.

5. Set Next Meeting: Wednesday, January 15th 2014 at Trustees' Room, Rockport Public Library.

6. Adjourn 8:27 p.m.

Approved:

Samuel W. Coulbourn

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