



# Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

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

*Charmaine Blanchard*  
*Laura Hollowell, Project Mgr., Secretary*  
*Richard Lorigan*  
*Aileen Morrissey*  
*Stephanie Woolf*

*Samuel W. Coulbourn, Chair*  
*Marcia Lombardo, Treasurer*  
*Shannon Mason, Vice Chair*  
*Barbara Sparks, Art + Play*

## Minutes of Meeting Wednesday, October 16, 2019 Trustees' Room, Rockport Public Library



**Rev. Karin Wade presides over annual Blessing of the Animals in Millbrook Meadow.**

*[Photo by Adriane Schulz]*

**SUMMARY: Committee voted to plant four maple trees beside Meadow path. Plan to set up booth at Harvest Fest Oct. 19. Plan for Christmas Wreath Sale.**

**7:00 p.m.** Chair **Sam Coulbourn** called the meeting to order. Members present **Aileen Morrissey, Rich Lorigan, Marcia Lombardo, Shannon Mason, Barbara Sparks, Laura Hollowell and Charmaine Blanchard** (arr. 7:10 p.m.). **Stephanie Woolf** was absent. **Eric Hutchins**, Environmental Adviser and **Gunilla Caulfield**, LHP Fund Trustee, also attended.

1. **Public Input:** None.

### 2. **Committee Business**

**In Memory of Ted Tarr.** Eric reported that he had just participated in an across-the Cape walk in Dogtown in memory of Ted Tarr, a former member of Millbrook Meadow Committee, a descendant of the first founder of Rockport, and who for years led groups on walks in Dogtown. When the group got to

Whale’s Jaw, an iconic rock formation in Dogtown, they paused to remember Ted. **a. Treasurer’s**

**Report:** Marcia reported the following as of 10/05/19

Town appropriated	\$83.62
Operating	\$18.82
Lura Phillips Fund	\$3031.84

<u>ECCF as of 10/05/19</u>	<u>\$57,581.48</u>
restricted solar light	\$2,000.00
Plantings	\$9,848.73
Maintenance, basic	<u>\$ 710.00</u>

Punch List	+/- \$15,000.00
Long tone Sitting Wall	5,425.00
Drain covers for hydroseeding	\$2000.00
Total Restricted	\$30,983.73
ECCF Available	\$26,597.75

**b. Bills:**

**JPL Landscape**, \$220.00. Marcia moved to pay; Shannon seconded. All voted to approve (7/0).

**Rowley Ready Mix**, \$499.00. Marcia moved to pay, Rich seconded. All voted to approve (7/0)

**Wolf Hill**, \$1949.35 **for the shrubs already planted along the parking lot border and for removing the hawthorn tree.** Marcia moved to pay; Shannon seconded. All voted to approve (7/0).

**Wolf Hill** \$150.00 **for the labor of planting the decorative grasses at the whale.** Shannon moved to pay; Barbara seconded. All voted to approve (8/0) (Charmaine joined meeting and added her vote.)

Marcia reported \$400.00 received from Nate’s as reimbursement for drainage work. Balance due: **Laura moved acceptance of the Treasurer’s report; Aileen seconded. All voted to approve (8/0)**

**c. Minutes.** Marcia moved and Aileen seconded motion to approve minutes for September 18; the motion passed. (6/0). Shannon and Laura abstained. **\*ACTION ITEM.**

**3. Update Status of Millbrook Meadow Restoration**

**a. Bench installation.** Laura reported that benches have been installed and are satisfactory.

**b. Border Plantings.** Laura reports that most shrubs and plants have been planted by Wolf Hill. They also removed hawthorn. Ferns will be planted next spring, **as well as three additional Viburnum and two White oaks.** **\*ACTION ITEM.**

**c. 1912 Willow sapling:** Laura has seen the sapling and explained how it should be prepared for re-planting next Spring. It is currently about five feet tall. It will be planted on the Brook slope, as specified by MMI. **the family donating the tree will provide the labor.** **\*ACTION ITEM.**

**d. Punch list:** SumCo has satisfactorily completed the punch list. They found reason for trouble with drinking fountain and fixed it. **They also stabilized the electrical outlets with concrete and verified the depth of the pea stone around the whale.** **\*ACTION ITEM.**

**e. Trees to be planted.** Laura reported that DPW urged MMC not plant trees in the mulch strip where they were intended because their roots might entangle with the new PVC waterline that runs the length of the mulch strip. MMI proposed planting four trees (type of tree unspecified) along the Meadow path, between the crabapple and the ramp up to the dam. Laura and Liz Fotouhi had obtained approval from MMC at the September 18 meeting to plant two silver maple and two red maple trees in the Border Planting adjacent to the Welcome parking lot and extending along the park border to Mill Lane, and Wolf Hill has announced that they have been procured and are ready to be planted. They are part of the border planting order.

**Move to plant along path.** Barbara stated that planting in this proposed location would intrude upon the Meadow open lawn, an area deemed valuable for active play, as reported in the Master Plan of 2015. Rich suggested that since they will be planted adjacent to the path they should be considered to be bordering, not within, the area reserved for play.

Some members admired the idea of a row (allee) of trees in the Meadow was dramatic and interesting. Jason Williams of MMI had particularly urged their planting but had not specified type of trees. Aileen said that she objected to the rather formal appearance, and the Meadow should not try to be that formal. After some discussion, Laura moved that we plant the MMI plan, four trees spaced evenly, along stonedust path, between crabapple tree and ramp to the dam. Shannon seconded. Vote was 5 for and 3 against.(5/3). Motion passed. **\*ACTION ITEM.**

**Move to delay.** At this point Marcia suggested that we should delay the decision to plant until next spring. This would allow us to think about the best placement and type of the trees more carefully. Others pointed out that we had already ordered the four maples. Sam suggested that we not feel “stampeded” to plant the maples even if they were already ordered, if we decided upon another genus. Marcia moved to delay; Aileen seconded. Vote was 3 for and 5 against delay (3/5). Motion failed.

**Maples or another genus?** At this point, decision to plant maples was up for discussion. Barbara distributed a handout with information gathered from on-line sources that suggested trees with less invasive habits appropriate for planting near water lines. The literature suggested that maple trees should not be planted within 100 feet of a water line. Eric questioned “100 feet, suggesting that sounded excessive. [NOTE: Laura provided documentation recommending not planting a tree within the radius of its expected canopy from a water line.] Barbara also pointed out that if trees are to be planted in the new proposed area across the stonedust path, other trees should be considered. Others pointed out that maples have beautiful color in three seasons. Laura moved that we plant the maples we have ordered; Shannon seconded. Vote was 5 for and 3 against, (5/3). Motion passed. **\*ACTION ITEM.**

**f. Kiosk.** Shannon is looking for a sign provider. **\*ACTION ITEM.**

**g. Fall Cleanup.** Laura proposed that we set Saturday, November 16 for Fall Cleanup in the Meadow. Committee agreed on hours of 9 to 11 a.m. **Charmaine will contact the scouts to see if they can help.\*ACTION ITEM.**

**h. Other Maintenance Tasks.** Laura said that MMC intends to thin out the dogwood thicket in the Meadow and remove invasive species and reduce thicket’s height to about four feet. She has a bidder who will do the work for about \$1200. Charmaine moved to obligate \$1200 for this, Shannon seconded. All voted to approve, (7/0). (Barbara and Gunilla had left the meeting.) **\*ACTION ITEM.**

Laura also called for planning to treat the Meadow for crabgrass next spring with an organic, non-toxic material. Cost will be \$200 to \$650. Laura moved to authorize up to \$650 for this, Rich seconded. All voted to approve, (7/0).

Tree pruning. Laura proposed that we have David Adams conduct tree pruning, for \$500. Aileen seconded, All voted to approve, (7/0)

#### **4. Fundraising Sub-Committee, Publicity and Community Outreach**

**a. History Booklet Project.** Rich reported that he has enlisted several well-known professionals to help with this. He proposes a 20-page book with pictures and text. Eric suggested that we link up with the group planning the 1623-2023 Celebration for Gloucester. Sam stated that he will give a talk to Rotary on October 31 and will ask for memories of events in Meadow or on or around Mill Pond.

**b. Wreath Sale.** Shannon outlined the event. We will purchase 55 wreaths from Wolf Hill and organize to build wreaths from Nov. 18 to 24. We will charge \$125 each, which includes \$100 donation to ECCF/RMMF general fund. We will need to find volunteers to construct wreaths. Need people to supervise delivery to customers at Greenhouse on Sunday, Dec. 1, as Shannon will be out of town. She has arranged with Duffy for use of his greenhouse as before. We will need berries, pinecones, etc. to add to wreaths.

#### **5. Events**

**a. Harvest Fest** in Harvey Park, Sat. Oct. 19, 2019. Shannon will set up on-line schedule for members to select times they will volunteer. Shannon says primary mission will be to sign up Conservancy members and give away bandannas. We will ask visitors if they would like to join at \$25 each, \$50 for family, but we will give out bandannas whether they join or not.

**b. Lifestart Inside and Rockport Public Schools Dance for Kindness in Meadow**, Sunday, Nov. 10, 11 a.m. to 1 p.m. About 50 people.

**c. Wreath Sale.** Work on wreaths Nov. 18-24; pick up at Duffy's Greenhouse Sunday, Dec. 1.

**6. New Business.** Application of Darlene Trumbour for "Dance for Kindness". Shannon moved to recommend approval; Laura seconded. All voted to recommend approval, (7/0). Sam will notify Town Administrator. We recommend no fee for this event. **\*ACTION ITEM.**

**7. Next Meeting** will be on **Wednesday, November 20, 2019.**

**8. Adjournment** Marcia moved to adjourn at 9:07 p.m. Charmaine seconded; the motion passed 7/0

Approved:

Samuel W. Coulbourn,  
Chairman

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



**Millbrook Meadow Booth at Harvest Fest, manned by Maura, Aileen and Marcia**