



Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

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, December 18, 2019 Trustees' Room, Rockport Public Library



Child jugglers take part in Grand Re-Opening aboard *Millie* Aug. 17, 2019

SUMMARY: Committee discussed future tree planting and will discuss future public meeting to discuss tree planting in the Meadow and around the Pond. Wreath sales yielded \$5091.

7:02 p.m. Chair **Sam Coulbourn** called the meeting to order. Members present **Aileen Morrissey, Rich Lorigan, Shannon Mason, Barbara Sparks. Laura Hollowell, Stephanie Woolf** and **Charmaine Blanchard**. **Marcia Lombardo** was absent.

1. Public Input: None

2. Committee Business

a. Treasurer’s Report: Marcia was ill and unable to attend. She provided the following report on Dec. 21:

Operating	\$18.82	
town appropriated	83.62	
Lura Phillips	2,532.94	
ECCF as of 12/13/19		\$67,024.44
Restricted: solar lights	\$2,000.00	
plantings	7,899.38	
invasive	710.00	
maint.	2,350.00	
Long Stone sitting wall	11,460.68	
<i>(includes Oct. bal. with donations from B.Sparks and G. Weiss)</i>		
punch list	10,000.00 +/-	
Total Restricted	\$34,420.06	
Total ECCF Avail,	\$32,604.38	

b. Bills: Laura presented a bill from JPL Landscape Solutions for \$1300 for the work on the dogwood thicket. Shannon moved and Aileen seconded that the payment be made when Laura notifies her that the work has been completed. The motion passed 7:0. ***ACTION ITEM.** Laura presented a bill for reimbursement for \$27.98 for *WiltPruf* for the Rhododendrons and a small rake for the pea stone. Rich moved and Barbara seconded that payment will be made. The motion passed 7:0.

***ACTION ITEM.**

c. Minutes. Shannon moved and Stephanie seconded motion to approve minutes for November 20; the motion passed. (6:0:1). ***ACTION ITEM.**



Dogwood thicket has been cut back

3. Update Status of Millbrook Meadow Restoration and Maintenance.

a. Dogwood Thicket. Most of the work on the dogwood thicket has been completed. Most has been trimmed to 3ft and large amounts of Multiflora rose, and Privet were removed. Trimming will be completed, the oldest, thick branches will be cut to the ground, and the area will be raked out. Members asked if we would need to plant more dogwood or something else. Laura replied that we will have to see what comes up next spring. She would not be surprised if we are asked to plant more dogwood if it seems too sparse.

b. Joanie Wood reports that the soil at the entrance site of the RGC gardens is full of clay and impossible to dig. She is contemplating how the soil could be replaced. Laura suggested that, if we get soil samples, replacing it could be part of the SumCo punch list.

c. Peg Leg Seepage. Continuing seepage from Peg Leg buildings remains a problem. DPW has not tested the storm sewer in King St. for breaks and feels that the distance between King St. and Mill Brook makes drawing a conclusion difficult. Instead Laura is taking data on seepage and stream depth. She will take samples when possible. She is documenting discharge from nearby gutters.

d. Standing water. Barbara and Shannon report large amounts of standing water on the stone dust path and asked if there is a construction defect; the water is often too deep for anyone without boots. Laura noted that construction was uniform throughout, with filter fabric, crushed stone and then stone dust. She thinks it is water running in from the parking lot. Barbara asked why the new storm drain is not taking care of it. Laura said that unfortunately most of the water is in different places. She asked committee members to send her photos to document the problem.

e. Future Maintenance. Laura has been trying to estimate maintenance expenses for next year. She found that SumCo did about 66 hours of weeding of the planted beds, done about every two weeks, a value of about \$3600. If we were to schedule 4 hours work every two weeks for 11 times over the summer and 44 hours, the value would be about \$2400. She thinks we should plan on around \$3000 for maintenance beyond grass cutting.

Laura also noted that it will be valuable to have Jason make one last visit in spring. He will need to check that the stream bed is stable and does not need repair and advise us about what to plant where the soil on the west bank is much wetter than anticipated. In the past each visit has cost about \$1500, and there would be the cost of additional plants and the labor to plant them. She believes that the contract with MMI has been closed out.

f. Maintenance budget. It was suggested that MMC get a line in the budget for maintenance. Barbara will find out how to do this and what the deadlines are. Laura will help with details.***ACTION ITEM.**

4. Art + Play subcommittee. Chris has found a source for Rockport granite suitable for capstones, and a company that can slice stone slabs to the desired thickness. Until bids are received, we should plan on a cost of around \$20,000 for the complete bench. The MMC will try to get a better idea of our financial situation by our meeting in January to see if we have the funds to go out to bid. Laura suggested that if we can do the construction before spring it will avoid impacting grass in the area.

5 Publicity and Community Outreach

a. Explaining and Publicizing Meadow and Pond Features: Rich is researching all the publications on Cape Ann that mention things to do and places to visit. He will contact them and ask them to include information on Millbrook Meadow and Mill Pond. Barbara mentioned that there is a little book called “The Whale Trail” which she will give him.

b. History Booklet Project. Rich reported that he has gathered quite a few old photos and the project is taking shape. The team is writer, Ray Francoeur; research, Tom Mikus and Randy Saville; material on Pond life and animals, Eric Hutchins; Tom Philbrook, layout and design, and residents’ memories, Sandy Lorigan. Estimate \$1500 for 200 booklets, 20 pages plus cover, for a first printing. Rich also suggested when our book becomes available holding a public

meeting/presentation at the library, combined with Sandy Bay Historical Society, on the history of Millbrook Meadow.

c. Wreath Sale. Shannon reported that 52 wreaths were sold and that many have remarked on how beautiful they are. \$6500 was taken in, materials were \$1408.59, so the net was \$5091.41. Sam thanked Shannon and all her “elves” for their excellent work.

6. Events

Public Meeting to discuss Tree Locations. Proposed for March 4, 2020. There was general discussion about what the focus should be. It appears that we may be able to plant trees in the border as originally planned. MMC will try to resolve these issues at our January meeting. Laura and Barbara will try to work out a plan; others are welcome to participate. The stakes for the four trees in the Meadow will be removed. It was felt that we probably do not need a public meeting if no additional trees are planned for the large grassy area, but that decision will be made in January. A meeting might be useful later in the year as the new plants grow in and seasons change.***ACTION ITEM.**

7. New Business. Shannon noted that the idea of picnic benches had been brought up a few times and she showed a design for a bench that could convert its backrest to a table for picnics. Members discussed, noting that the 20 ft. Long Stone Sitting Wall would be a possible solution to the need for a picnic table.

8. Next Meeting will be on **Wednesday, January 15, 2020.**

9. Adjournment. At 8:11 p.m. Shannon moved to adjourn, and Charmaine seconded. All voted to adjourn, 8:0. **Merry Christmas!**

Respectfully submitted,

Laura Hallowell

Approved:

Samuel W. Coulbourn,
Chairman

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