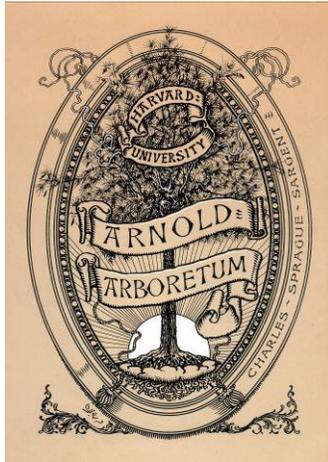


Archives ID-3c Series V

**South Street Footpath Construction Project records, 1998-2002: Guide.**



**The Arnold Arboretum of Harvard University**

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ID-3c Series V

## South Street Footpath Construction Project records, 1998-2002: Guide.

Archives of the Arnold Arboretum of Harvard University  
125 Arborway, Jamaica Plain, Massachusetts

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### Descriptive Summary

**Repository:** Arnold Arboretum, Jamaica Plain, MA 02130.

**Call No.:** ID-3c Series V

**Location:** Archives.

**Title:** South Street Footpath Construction Project records, 1998-2002.

**Date(s):** 1998-2002

**Creator:** Laura Tenny Brogna, Landscape Project Manager

**Quantity:** 1 linear foot

**Language of material:** English

**Abstract:** The Records of the South Street Footpath Construction Project collection was acquired by the Arboretum's Archives in 2002 from Laura Tenny Brogna, Landscape Project Manager. The collection documents the clearing of the Arnold Arboretum's South Street Tract and the construction of a new footpath between Washington Street and South Street. It also documents the construction of the Washington Street and South Street gates and contains correspondence, notes, photographs, drawings, and slides. The bulk of the materials in this collection date from 1998 to 2002.

**Note:** Access to Finding Aid record in [HOLLIS](#).

**Preferred Citation:** South Street Footpath Construction Project records. Archives of the Arnold Arboretum of Harvard University.

**Additional Material:** A copy of "[Plants for Screening Junkyards, Gravel Pits and Dumps](#)," by Donald Wyman, *Arnoldia*: 25, no. 8 (November 19, 1965): 45-48 was originally contained in Series IV, folder 4 (Plantings)

The following plans can be found in Drawer 5, folder 13A of the map collection: 75% Submission—Plant and Path Layout/Grading Plan, Topographic Plan, Arnold Arboretum Expansion, prepared for Brown and Rowe, Inc. by Judith Nitsch Engineering, Inc. September 23, 1998. Eighty-six images of the path, its construction, and its dedication can be found in the Arboretum's in-house Digital Access Management System Image Portal which is only accessible onsite by searching "Blackwell." Images of the path and the piece of land that it goes through can also be retrieved by searching "South Street Tract."

**Note:** Laura Tenny Brogna now uses the name Laura Tenny.

### Processing Information

Alison Kobierski, October, 2011. Revised Larissa Glasser, 2023, 2024.

### Acquisition Information

**Provenance:** This collection was transferred from the Arnold Arboretum's departmental holdings to the Arboretum's Archives in 2002.

## Terms of Access

Researchers seeking to examine archival materials are strongly encouraged to make an appointment. The Director, or an office of origin, may place restrictions on the use of some or all of its records. The extent and length of the restriction will be determined by the Director, office of origin, and the Archivist.

## Terms of Use

The copyright is held by The President and Fellows of Harvard College for the Arnold Arboretum Archives of Harvard University. The copyright on some materials in the collection may be held by the original author or the author's heirs or assigns. Researchers are responsible for obtaining written permission from the holder(s) of copyright and the Arnold Arboretum Archives prior to publishing any quotations or images from materials in this collection.

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## Historical Note

Laura Tenny Brogna joined the Arnold Arboretum as a Putnam Fellow before being appointed Landscape Project Manager in 1999. She left the Arboretum in 2004 to become Capital Project Manager at Harvard Real Estate Services.

During this period she managed a number of projects including the South Street Tract Footpath, Bussey Brook stabilization, the Stony Brook Sewer Separation Project, High Level Sewer Repairs, Peters Hill stormwater improvements, and the Bussey Brook Hydraulic and Hydrologic Study. Brogna also worked on watershed mapping, water testing, and many other watershed management tasks. In addition, she was involved with projects for the Institute of Cultural Landscape Studies.



*View northwest from South Street Tract. Taken by Jay Connor, 2010 (Image Portal)*

Brogna documented her projects exceptionally well, taking extensive notes and many photographs. Her daily construction notes and photos of projects in progress form a detailed record of her work at the Arboretum.

The pieces of property addressed in this collection are known by multiple names. The 24-acre South Street Tract, which was added to the Arboretum Indenture with the City of Boston in 1996, is also known as the Bussey Brook Meadow and Stony Brook Marsh. The South Street Footpath was officially dedicated as the Blackwell Footpath in 2002 in honor of John Thomas Blackwell, who helped raise over \$800,000 for the design and construction of the path and gates. The bulk of the materials relate to the



construction of the Arnold Arboretum's South Street Footpath. They document the clearing of the Arnold Arboretum's South Street Tract and the construction of a new footpath between Washington Street and South Street. They also document the construction of the Washington Street and South Street gates and challenges presented by the project, including an unearthed concrete structure and the removal of an oil tank

*South Street Tract Gate, 2003 (Image Portal)*

### **Scope and Content**

The collection includes correspondence, notes, photographs, and slides, as well as some drawings and maps of the South Street Tract. The bulk of the materials were created and/or compiled by Laura Tenny Brogna between 1998 and 2002, but some of the materials date back to 1992. In addition, the collection contains copies of background documents dating back to 1966.

### **Arrangement**

The Records of the South Street Footpath Construction Project collection is arranged into 4 series. Within folders, items are arranged chronologically. Note: Although the correspondence has been broken down by year, materials remain in their original order.

**Series I:** Correspondence

**Series II:** Notes

**Series III:** Contracts and Agreements

**Series IV:** Reports and Progress

### **Container List**

#### **Box 1**

#### **Series I: Correspondence**

#### **Folder 1: Correspondence, 1992-1997**

- Report: President's report from the first annual corporate meeting of the Arnold Arboretum Park Endowment, Inc., including information on the South Street Tract. September 24, 1992
- Correspondence: Michael J.A.H. Jolliffe, President, Zaldastani Associates, Inc., Boston, to Lawrence Coolidge, Loring, Wolcott and Coolidge Office, Boston, regarding the Arboretum traffic survey. March 17, 1996. Copy
  - Correspondence: Jane Howard, Howard/Stein-Hudson Associates, Boston, to Michael J.A.H. Jolliffe. March 13, 1997. Copy

- Cost estimate: Traffic survey on Bussey Street. March 7, 1997. Copy
- Correspondence: Michael J.A.H. Jolliffe to Lawrence Coolidge regarding the Arboretum traffic survey. July 3, 1996. Copy
  - Correspondence: Jane Howard to Michael J.A.H. Jolliffe. June 27, 1996. Copy
  - Cost estimate: Bussey Street Traffic Survey estimated consultant costs. June 1996. Copy
  - Correspondence: Loring, Wolcott and Coolidge Office to John Bok, Foley, Hoag and Eliot, Boston, Robert "Bob" E. Cook, and Michael J.A.H. Jolliffe. June 20, 1996. Copy
- Correspondence: Brian J. Malcolm, Jamaica Plain, to Bob Cook. October 28, 1996. Copy
- Correspondence: Lawrence Coolidge to John Bok, Bob Cook, and Michael J.A.H. Jolliffe. December 17, 1996. Copy
  - Correspondence: Lawrence Coolidge to John Bok, Bob Cook, and Michael J.A.H. Jolliffe. July 9, 1996. Copy
  - Note: Description of the evaluation considering alternative means of access to the proposed Visitor's Center. November 22, 1995. Copy
- Minutes: South Street Tract meeting held September 30, 1997. November 24, 1997
- Notice: Notice of public hearing on South Street Tract Pedestrian Path held December 2, 1997
- Note: Information on the Arboretum Access Footpath from the Arboretum Park Conservancy. n.d. Copy
- Drawing: Washington Street Gate Concept. n.d. Copy
- Drawing: South Street Tract with proposed footpath drawn in. n.d. Copy

## **2: Correspondence, 1998**

- Correspondence: Lawrence Coolidge to Eugenie Beal, Boston regarding Bussey Street traffic surveys. March 4, 1998
- Memo: Justine M. Liff, Commissioner, Boston, to Elizabeth Malia, Massachusetts House of Representatives; Daniel Conley, Boston City Council; Captain Robert Flaherty, District 13, Boston Police Department; Bernard Doherty, Asticou/Martinwood/South Street Neighborhood Association; and Bob Cook regarding the MOU (Memorandum of Understanding) for South Street Tract. June 4, 1998
  - Draft: Memorandum of Understanding Regarding Arboretum Footpath. n.d.
- Correspondence: Cornelia "Nina" Brown, Brown and Rowe, Inc., Boston, to Frances "Fran" G. Beatty, Senior Landscape Architect for Historic Parks, Boston, regarding photographs of the South Street Tract which are attached. July 15, 1998
- Memo: John Blackwell, Arboretum Park Conservancy Clerk, to Conservancy Directors regarding Massachusetts Water Resources

Authority (MWRA) high level sewer overflows at manhole station 13+51.15. July 21, 1998. Copy

- Clipping: June 1998 rainfall totals. July 1, 1998. Copy
- Drawing: South Street Tract area with sewer line highlighted. n.d. Copy
- Drawing: South Street Tract with new footpath and sewer overflow line drawn in. n.d. Copy
- Correspondence: John Blackwell on upcoming Arboretum Park Conservancy annual meeting. September 4, 1998. Copy
  - Agenda: Notice of and agenda for October 7, 1998 meeting. Copy
  - Report: Arboretum Access Footpath: A Design Progress Report. September 1998. Copy
- Minutes: Meeting regarding design review and coordination. September 11, 1998. Copy
- Minutes: Arboretum Park Conservancy annual corporate meeting. October 7, 1998. Copy
- Report: 75% Review—Suggested Trees and Shrubs. November 2, 1998
  - Report: 75% Review—Comments. November 2, 1998
  - Drawing: Washington Street and South Street Gates. n.d. Copy
  - Notes: Meeting with Brown and Rowe. November 2, 1998
  - Drawing: Sketch showing grade of footpath. n.d. Copy
- Report: 75% Review—Cost Estimates for Private Funding with handwritten notes. November 3, 1998
  - Notes: On bidding for gates. November 12, 1998
- Correspondence: John Blackwell to Nina Brown regarding the Arboretum Park Conservancy's comments on the 75% Status Report. November 3, 1998. Copy
- Correspondence: Nina Brown to Bob Cook regarding the proposal for South Street Tract Clean-up additional services. December 3, 1998.
  - Drawing: Clean-up Task Areas, South Street Tract, created by Brown and Rowe, Inc. September 1998. Copy

### **3: Correspondence, 1999**

- Correspondence: Laura Tenny Brogna to Nina Brown and Walter "Walt" Baranowski, Brown and Rowe, Inc., regarding the proposal for the stormwater detention area planned for the back of Peter's Hill. January 15, 1999
  - Drawing: Topography of an area of the Arnold Arboretum with the location of the South Street Tract indicated at the bottom. n.d.
- Draft: Minutes of the Arboretum Park Conservancy regarding the Arboretum Access Footpath Project Footpath Construction: Off-Footpath Planting, written by Nina Brown and John Blackwell. February 11, 1999
- Correspondence: Nina Brown to Bob Cook regarding the proposal for South Street Tract Clean-up additional services. March 4, 1999. Copy
- Memo: Eric W. Botterman, P.E. District Four Highway Director, to Thomas F. Broderick III, P.E. Chief Engineer, regarding the request for project initiation and entry into PROJIS/PARS. March 31, 1999

- Memo: Eric W. Botterman to Paul Patenaude, P.E., Manager of Engineering Expediting regarding the South Street Footpath 75%/100% design review comments. April 30, 1999
- Memo: Eric W. Botterman to Paul Patenaude regarding the South Street Footpath 75%/100% detailed design review comments. April 30, 1999
- Correspondence: Laura Tenny Brogna to Richard McGuinness, Executive Secretary of the Boston Conservation Commission, regarding hay bales and silt fences that were installed on the South Street Tract, with handwritten notes. April 6, 1999



*Hay bales and silt fences in a gully near an MWRA manhole. April 2, 1999 (Series IV, folder 8)*

- Memo: Richard McGuinness fax to Laura Tenny Brogna regarding the management of hazardous materials with handwritten notes. April 6, 1999
- Correspondence: Nina Brown fax to Laura Tenny Brogna regarding a 1992 draft of a contract for construction. April 7, 1999
- Memo: Arboretum Park Conservancy regarding three footpath approvals. April 22, 1999
- Memo: Laura Tenny Brogna to Nina Brown regarding MWRA drawings and seed specs as well as information about a gate fabricator. April 30, 1999
- Memo: Laura Tenny Brogna to Cheri Ruane of the Boston Parks and Recreation Department (BPRD) and Fran Beatty regarding a gate fabricator. April 30, 1999
- Correspondence: Laura Tenny Brogna to Richard McGuinness regarding the South Street Tract Pathway Enhancement Project. April 7, 1999
  - Draft: Operations and Maintenance Report. April 7, 1999
  - Draft: Protection of Wetlands during Construction and Maintenance. April 7, 1999
  - Draft: Contract for Construction: April 7, 1999
- Correspondence: Nina Brown fax to Fran Beatty, Cheri Ruane, Laura Tenny Brogna and John Blackwell regarding the Order of Conditions and letter of support for the Arboretum footpath project from Massachusetts State Senator Brian A. Joyce. May 3, 1999
  - Order of conditions for the South Street Footpath project from the Boston Conservation Commission. April 26, 1999. Copy

- Correspondence: Brian A. Joyce to Richard McGuinness in support of the South Street Footpath project. April 5, 1999. Copy
- Correspondence: Bob Cook to Peter Del Tredici, Director for Living Collections, Arnold Arboretum, and Laura Tenny Brogna regarding Massachusetts Highway Department (MHD) and South Street. June 1, 1999. Email
- Correspondence: John Blackwell to Matthew J. Kiefer, President, Arboretum Park Conservancy regarding a meeting on the governance of the South Street Footpath project. July 22, 1999
- Notes: Phone calls to Capizzi and Co., Newton, MA; Schumacher Landscaping, Brighton, MA; and Hartney Greymont, Needham, MA regarding a watering maintenance contract for the South Street Tract. July 27, 1999.
- Notes: On watering maintenance of the South Street Tract. July 30, 1999. Copy
- Notes: Phone call to Bartlett Tree Company, Newton, MA regarding a watering maintenance contract for the South Street Tract. July 30, 1999
- Notes: Phone call to Schumacher Landscaping regarding a watering maintenance contract for the South Street Tract. August 9, 1999
- Notes: Conversation with Nina Brown regarding bidding and a letter on the required conditions for work on the South Street Tract. September 2, 1999
  - Correspondence: Nina Brown to Laura Tenny Brogna regarding MHD conditions of work. August 19, 1999
  - Draft: Letter from Bob Cook to Justine M. Liff, Commissioner of the BPRD, Boston, MA, regarding conditions for the construction of a footpath on the South Street Tract. September 21, 1999
- Correspondence: Bob Cook to Laura Tenny Brogna regarding the editing of a letter about the construction of the South Street Footpath. September 2, 1999. Email
- List: Attendees of a meeting about the South Street Footpath. September 17, 1999. Copy
  - Agenda: Meeting on the South Street Footpath, with handwritten notes. September 17, 1999
  - Memo: Eric W. Botterman to Paul Patenaude, P.E., Manager of Engineering Expediting regarding the South Street Footpath 100% design review comments. July 12, 1999
  - Memo: Eric W. Botterman to Paul Patenaude regarding the South Street Footpath 100% design review comments. July 12, 1999
  - Memo: George Batchelor, Supervising Landscape Architect, MHD, to John Blundo, P.E., Deputy Chief Engineer, MHD and Paul Patenaude regarding the 100% review of the landscape design for the South Street Footpath project. July 28, 1999. Copy
  - Memo: William R. Bent, P.E., Manager of Safety Management/Traffic Operations, MHD to Charles F. Sterling, P.E.,

- State Traffic Engineer, MHD regarding the 25% design submission review for the South Street Footpath project. July 29, 1999
- Memo: Shawn Holland, Project Manager, MHD to Project File #60936: Boston-South Street Pathway regarding comments on the 100% design submission for the South Street Footpath project. June 4, 1999
  - Correspondence: Paul Patenaude to Fran Beatty regarding comments on the 75%/100% design submission for the South Street Footpath project. August 3, 1999. Copy
  - Agenda: Meeting on the South Street Footpath. September 17, 1999
  - Memo: Design Standards for Arboretum Access Footpath with drawing of proposed path on the back. September 17, 1999
  - Document: Notice of a vote by the Board of Directors of the Massachusetts Bay Transportation Authority (MBTA) authorizing the Interim General Manager to execute an easement off Washington Street, recorded by Alice Ann Fernandes, MBTA Board of Directors Recording Secretary. July 17, 1995. Copy
  - Notes: Meeting at Brown and Rowe, Inc. September 17, 1999. Copy
  - Notes: MHD meeting comments. September 17, 1999. Copy
- Notes: Conversation with Walt Baranowski regarding construction of the South Street Footpath. September 23, 1999
    - Memo: Laura Tenny Brogna to Nina Brown and Walt Baranowski regarding the 100% CD package. n.d.
    - Drawings: Existing conditions, site preparation, layout, planting, and gates for the South Street Footpath project. n.d.
  - Correspondence: Emilie Stuart, Brown and Rowe, Inc., to John Blackwell, John M. Schmid, Judith Nitsch Engineering and Laura Tenny Brogna regarding additional comments from MHD. October 26, 1999
    - Memo: Eric W. Botterman to Paul Patenaude regarding the 100% design submission review comments for the South Street Footpath project. October 5, 1999. Copy
  - Correspondence: Laura Tenny Brogna to Bob Cook regarding the draft of a Memorandum of Understanding by Brown and Rowe, Inc. November 15, 1999
    - Draft: Memorandum of Understanding by and among the Massachusetts Highway Department, the Arnold Arboretum of Harvard University, and the BPRD. n.d.
  - Correspondence: Janis A. Hurd, Esq., of Boston, MA to Bob Cook on behalf of the Asticou/Martinwood/South Street Neighborhood Association. November 28, 1999
    - Correspondence: Janis A. Hurd to Justine M. Liff on behalf of the Asticou/Martinwood/South Street Neighborhood Association. November 28, 1999. Copy

- Memo: Asticou/Martinwood/South Street Neighborhood Association to Justine M. Liff; Elizabeth Malia; Brian Joyce; Daniel Conley; Mickey Roache, Boston City Council; Captain Robert Flaherty; Bob Cook; Kevin Moloney, Jamaica Plain Neighborhood Association; Matthew J. Kiefer; Asticou/Martinwood/South Street Neighborhood Association members regarding the MOU for the South Street Tract. March 23, 1999. Copy
- Memo: Memorandum of Understanding Regarding Arboretum Footpath. n.d.
- Correspondence: Bob Cook to Laura Tenny Brogna regarding trees on the South Street Tract. December 9, 1999. Email

#### **4: Correspondence, 2000**

- Correspondence: Julie Coop, Superintendent of Grounds, Arnold Arboretum to Laura Tenny Brogna regarding flagging trees. January 5, 2000. Email
- Laura Tenny Brogna to Peter Del Tredici regarding a meeting schedule and trees on the South Street Tract. n.d. Email
- Agenda: Meeting of the BPRD, Arnold Arboretum, Arboretum Park Conservancy, and Brown and Rowe, Inc. regarding the South Street Tract. January 12, 2000
- Correspondence: Scott D. Roe, BPRD, to Laura Tenny Brogna regarding the graphic for the South Street sign. January 12, 2000
  - Drawing: Graphic for the South Street sign. n.d. Copy



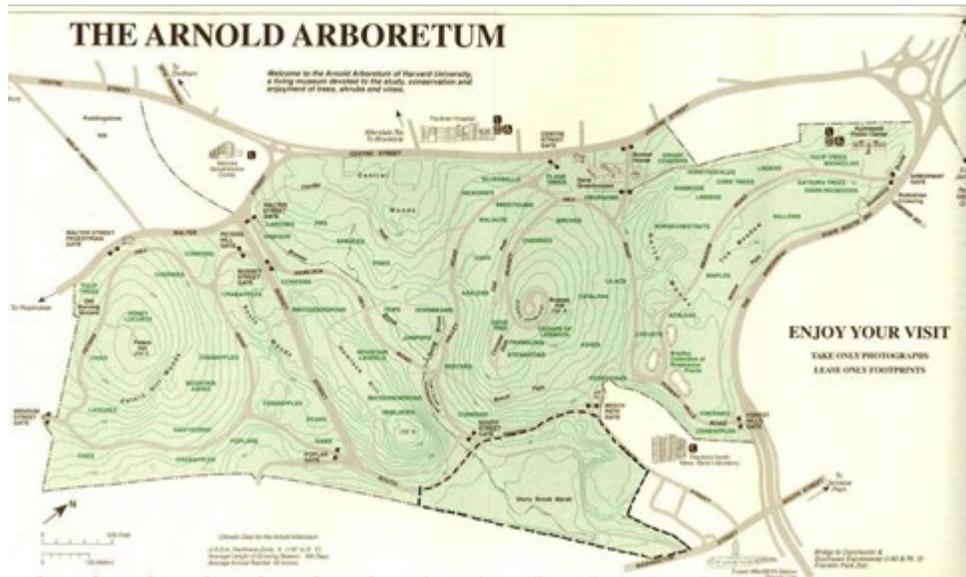
*South Street Tract. Taken by Phyllis Andersen in 1990 (Image Portal)*

- Correspondence: Walt Baranowski to Laura Tenny Brogna regarding a plan of the South Street Tract and granite. January 13, 2000
  - Drawing: Plan showing South Street and Martinwood Road. n.d. Copy
- Correspondence: Laura Tenny Brogna to Kevin McKenna, Project Manager, MWRA regarding trees growing near the MWRA high level sewer in the Arnold Arboretum. January 27, 2000
  - Drawings: Drawings showing locations of trees discussed in Laura Tenny Brogna's January 27, 2000 letter to Kevin McKenna. n.d. Copies

- Correspondence: Walt Baranowski to Bob Cook and Laura Tenny Brogna regarding bidding information for three gate contractors. January 31, 2000
  - Correspondence: Walt Baranowski to Chris Connelly, DeAngelis Ironwork, S. Easton, MA requesting a bid for the construction of the South Street and Washington Street gates. January 31, 2000. Copy
  - Correspondence: Walt Baranowski to Colin Butler, Green Mountain Gate Co., N. Attleboro, MA requesting a bid for the construction of the South Street and Washington Street gates. January 31, 2000. Copy
  - Correspondence: Walt Baranowski to Kieran "K.O." O'Shaughnessy, Main Street Metal Products, Inc., Boston, MA requesting a bid for the construction of the South Street and Washington Street gates. January 31, 2000. Copy
  - Correspondence: Walt Baranowski to Barbara Fleming and John Fleming, Fleming Bros. Construction, Quincy, MA regarding their bid for moving granite blocks. January 28, 2000. Copy
  - Document: Bid for the delivery of granite blocks by Fleming Bros. Construction. January 25, 2000. Copy
  - Correspondence: Walt Baranowski to John Barretto, Fletcher Granite, N. Chelmsford, MA regarding the company's recent work. January 28, 2000. Copy
  - Document: Bid for granite. January 24, 2000. Copy
- Correspondence: Laura Tenny Brogna to Bob Cook, Peter Del Tredici, Julie Coop, and Tom Ward regarding the review of the bids for the South Street and Washington Street gates. February 22, 2000. Email
- Correspondence: Laura Tenny Brogna to Bob Cook regarding a letter of agreement with MHD. February 22, 2000. Email
- Correspondence: Bob Cook to Laura Tenny Brogna regarding the South Street Tract construction schedule. February 24, 2000. Email
- Minutes: South Street Tract meeting on the selection of bids from gate contractors. March 1, 2000
  - Correspondence: K.O. O'Shaughnessy to Nina Brown regarding Main Street Metal Products, Inc.'s bid for gate construction. February 28, 2000. Copy
  - Correspondence: K.O. O'Shaughnessy to Nina Brown regarding itemized deductions. March 1, 2000. Copy
  - Draft: Possible Payment Schedule – Arboretum Gates. n.d.
  - Drawing: Arboretum Access Footpath Gates, by Walt Baranowski. n.d. Copy
- Correspondence: George Oommen to Laura Tenny Brogna regarding bonds for the South Street Footpath project. March 9, 2000. Email
- Correspondence: Laura Tenny Brogna to Annemarie Thomas, Director of Insurance, Harvard University regarding bid and performance bonds. March 9, 2000. Email

- Correspondence: Bob Cook to Laura Tenny Brogna regarding performance bonds. March 9, 2000. Email
  - Correspondence: Annemarie Thomas to Laura Tenny Brogna and George Oommen regarding performance bonds. March 9, 2000. Email
  - Correspondence: Annemarie Thomas to Laura Tenny Brogna explaining acronyms used in an earlier email. March 9, 2000. Email
- Correspondence: Laura Tenny Brogna to Mary T. Feeney, University Attorney, Harvard University regarding funding for and costs of the South Street Footpath. March 10, 2000. Email
- Correspondence: Laura Tenny Brogna to Fran Beatty regarding performance bonds. March 16, 2000. Email
- Correspondence: Laura Tenny Brogna to Bob Cook, Peter Del Tredici, Julie Coop, and Tom Ward regarding a meeting with the Arboretum Park Conservancy on the South Street Gates. March 16, 2000. Email
  - Table: Gate contract bid from Main Street Metal Products, Inc. March 15, 2000. Copy
  - Notes: On gate contract bids. March 15, 2000
- Correspondence: Bob Cook to Laura Tenny Brogna regarding building expansion. March 16, 2000. Email
- Correspondence: Bob Cook to Laura Tenny Brogna regarding an MOU for the South Street Footpath project. April 2, 2000. Email
- Correspondence: Laura Tenny Brogna to Bob Cook regarding an MOU for the South Street Footpath project. April 4, 2000. Email
- Correspondence: Fran Beatty to Laura Tenny Brogna regarding MOUs with MHD. April 5, 2000. Email
- Correspondence: Laura Tenny Brogna to Nina Brown regarding the Washington Street and South Street gate construction schedule and storage of construction materials. April 6, 2000. Email
- Correspondence: Laura Tenny Brogna to Bob Cook regarding a memorandum of agreement with MHD. April 6, 2000. Email
- Correspondence: Mary T. Feeney to Laura Tenny Brogna regarding construction plans for the Washington Street and South Street gates. April 6, 2000. Email
- Correspondence: Laura Tenny Brogna to Mary T. Feeney regarding a letter of permission for Phase I of the South Street gate project. April 21, 2000. Email
  - Outline: South Street Tract Gate Project: Project Phases. n.d.
- Correspondence: Norman T. Byrnes, Attorney for the Arnold Arboretum Park Conservancy, Nutter, McClennen and Fish, LLP, Boston, MA to Fran Beatty regarding the contract between the Arnold Arboretum and Main Street Metal Products, Inc. for the South Street and Washington Street gates. April 6, 2000. Copy
  - Correspondence: Arnold Arboretum Park Conservancy to Main Street Metal Products, Inc. regarding the contract for the South Street and Washington Street gates. April 26, 2000. Copy

- Memo: Norman T. Byrnes to interested parties regarding the Washington Street and South Street gates. April 27, 2000. Copy



*Living Collections Map with the South Street Tract outlined. n.d. (Series II, folder 1)*

- Minutes: Meeting on the South Street gates. April 26, 2000
- Memo: John Blackwell regarding a meeting schedule with a handwritten note on storage and fencing. May 5, 2000
- Correspondence: Laura Tenny Brogna to Fran Beatty regarding a draft letter of permission for Phase I gate work. May 12, 2000. Email
  - Draft: Bob Cook to Matthew J. Kiefer regarding permission for the Arboretum Park Conservancy and its contractor to enter a portion of the Arnold Arboretum's grounds. April 15, 2000. Copy
- Memo: John Blackwell to Matthew J. Kiefer, David H. Morse, and Norman T. Byrnes regarding a licensure agreement. May 25, 2000. Copy
- Document: Arnold Arboretum and Boston Parks Department Assent to Arboretum Access Footpath Building by the Massachusetts Highway Department. June 2000. Copy
- Document: A Progress Chronology of Arboretum Access Footpath/Gates. June 2000
- Correspondence: Laura Tenny Brogna to Julie Coop regarding removing an oil tank and light poles from the South Street Tract. July 12, 2000. Email
- Correspondence: Julie Coop to Laura Tenny Brogna regarding the removal of an oil tank from the South Street Tract. July 13, 2000
- Correspondence: Kevin McKenna to Scott D. Roe regarding a permit application consent form. July 21, 2000
  - Document: Permit application consent form. March 28, 2000. Copy
- Maintenance Request: Request for the replacement of the gate across from the Forest Hills MBTA Station. July 21, 2000. Copy

- Correspondence: Stanley Ivan, Chief Engineer, BPRD, to Shawn Holland regarding the maintenance of the proposed footpath on the South Street Tract. July 24, 2000. Copy
  - Correspondence: Paul Patenaude to Fran Beatty regarding MHD's comments on the revised 100% design submission for the South Street Footpath project. June 21, 2000. Copy
  - Memo: Paul Patenaude to John Blundo and George Batchelor regarding the 100% design review resubmission for the South Street Footpath project. April 19, 2000. Copy
  - Memo: Paul Patenaude to Stephen T. O'Donnell, District Highway Director, MHD regarding comments on the 100% design submission. June 7, 2000
  - Cost Estimate: South Street Tract Pathway Enhancement Project. January 31, 2000. Copy
  - Document: AAB—Accessibility Review Form for the South Street Footpath design. March 24, 2000. Copy
  - Memo: Shawn Holland to Project Files regarding the "South Street Pathway PS&E Submittal" dated March 13, 2000. June 15, 2000
- Correspondence: Julie Coop to Scott D. Roe regarding the status of a dead elm tree on the South Street Tract. July 31, 2000. Copy
  - Correspondence: Julie Coop to Laura Tenny Brogna regarding a dead elm tree on the South Street Tract. July 31, 2000. Email
  - Notes: Meeting with Shawn Holland. July 26, 2000
- Memo: Arboretum Park Conservancy regarding construction of the Washington Street and South Street gates and future events. August 4, 2000
- Correspondence: Bob Cook to Nina Brown and Laura Tenny Brogna regarding the removal of an oil tank from the South Street Tract. August 28, 2000. Email
  - Correspondence: Laura Tenny Brogna to Bob Cook regarding the cost of removing an oil tank from the South Street Tract. August 28, 2000. Email
- Correspondence: Laura Tenny Brogna to Scott D. Roe regarding the draft for the Arboretum's role in an Operations and Maintenance plan for the South Street Tract. August 30, 2000. Email
  - Draft: Operation and Maintenance Plan for South Street Tract. August 30, 2000
  - Memo: Laura Tenny Brogna to Bob Cook, Peter Del Tredici, Julie Coop, and Tom A. regarding the Boston Conservation Commission's Order of Conditions for the South Street Footpath project. August 22, 2000
  - Document: Page from an Order of Conditions. April 7, 1999. Copy
- Correspondence: Scott D. Roe to Laura Tenny Brogna regarding the draft of the Operations and Maintenance Plan. September 15, 2000. Email
- Notes: Conversation with Nina Brown regarding progress on and cleanup of the South Street Tract. September 12, 2000

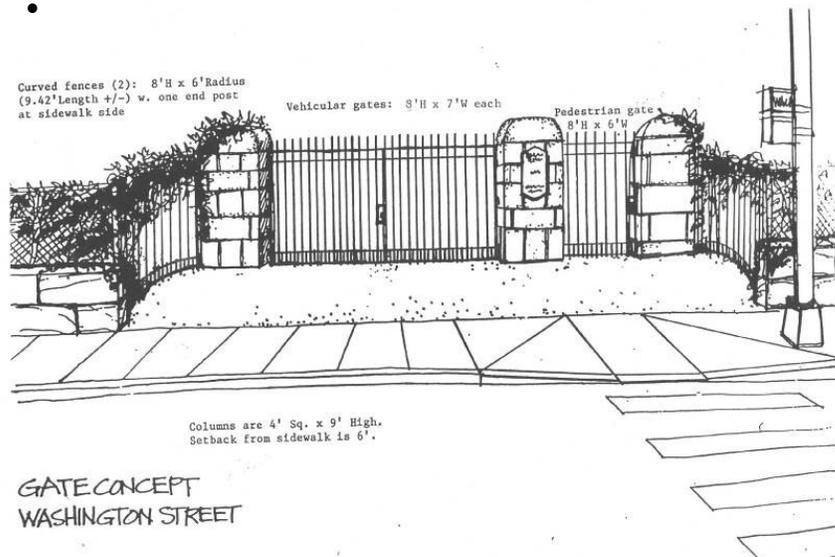
- Correspondence: Laura Tenny Brogna to Bob Cook, Julie Coop, and Peter Del Tredici updating on progress on the South Street Footpath project. September 18, 2000. Email
- Correspondence: John Blackwell to Bob Cook regarding progress on the construction of the South Street and Washington Street gates. September 29, 2000
- Correspondence: Bob Cook to Laura Tenny Brogna regarding an MOU for the South Street Footpath project. October 4, 2000. Email
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy; John Barretto; Laura Tenny Brogna; John Freeman, Platt, Anderson and Freeman, Associated Architects; and John Blackwell regarding the approval of surface finish for Rockport granite. October 24, 2000
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, John Barretto, Laura Tenny Brogna, John Freeman, and John Blackwell regarding metal clips for granite. November 11, 2000
- Correspondence: Laura Tenny Brogna to Bob Cook updating on progress on the South Street Footpath project. November 20, 2000. Email
- Correspondence: Nina Brown to Fran Beatty regarding the surveying of the entrances at South Street and Washington Street. November 22, 2000. Email
- Correspondence: Nina Brown to Bob Cook, Laura Tenny Brogna, and Walt Baranowski regarding the surveying of the entrances at South Street and Washington Street and demarcating pedestrian areas. November 28, 2000. Email
- Correspondence: Nina Brown to Bob Cook and Laura Tenny Brogna regarding the demarcation of pedestrian areas and the receipt of a grant for gate installation by the Arboretum Park Conservancy. December 15, 2000. Email
  - Photos: Six color photographs printed on computer paper showing existing conditions on South Street. n.d.
  - Photos: Five color photographs printed on computer paper showing existing conditions on Washington Street. n.d.
  - Drawings: Five architectural drawings of the Washington Street and South Street entrances. n.d.

#### **5: Correspondence, January 2001-June 2001**

- Correspondence: Nina Brown to Fran Beatty, Laura Tenny Brogna, Bob Cook regarding the approval of the South Street Footpath design. January 10, 2001. Email
- Correspondence: Walt Baranowski to Laura Tenny Brogna regarding the granite for gate construction. January 19, 2001
  - Correspondence: Fred Pihl, Fletcher Granite Company, LLC to K.O. O'Shaughnessy regarding the Rockport granite for gate construction. January 19, 2001. Copy
- Correspondence: Bob Cook to Peter Del Tredici and Laura Tenny Brogna regarding a memorandum of agreement. February 2, 2001. Email

- Correspondence: Walt Baranowski to Laura Tenny Brogna regarding stakes for planting trees, with a handwritten note dated March 27, 2001. March 19, 2001
  - Handout: Product information for tree staking materials. n.d. Copy
- Correspondence: Nina Brown to Ellen West Lovejoy, Chairman, Arboretum Park Conservancy regarding protection of the gates during footpath construction on the South Street Tract. March 30, 2001. Copy
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, John Freeman, John Blackwell, and Laura Tenny Brogna regarding the location for the low gate on South Street. March 30, 2001
  - Drawing: Site Plan at South Street Gate. March 30, 2001. Copy
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, John Freeman, John Blackwell, and Laura Tenny Brogna regarding the corrected plans for the South Street gate. April 2, 2001
  - Drawing: Site Plan at South Street Gate. 2001. Copy
- Correspondence: Walt Baranowski to John Blackwell, K.O. O'Shaughnessy, John Freeman, and Laura Tenny Brogna regarding manholes near the proposed Washington Street gates. April 4, 2001
  - Drawing: Existing Conditions at New Washington Street. n.d. Copy
- Correspondence: Steven L. Pepe, Your Space Landscape and Construction, Inc., Newton, MA to Walt Baranowski regarding the inspection of pier footings and steel for the South Street gates. April 11, 2001
- Correspondence: Walt Baranowski to John Blackwell, K.O. O'Shaughnessy, John Freeman, Laura Tenny Brogna, and Steven L. Pepe regarding structural comments on submittals for gradation of Dense Graded Base Gravel and Concrete Mix. April 11, 2001
  - Correspondence: Fe Yako, Structural Connections, Inc., Boxford, MA to Walt Baranowski regarding comments on submittals for gradation of Dense Graded Base Gravel and Concrete Mix. April 11, 2001. Copy
  - Correspondence: A. Graziano, Inc., Braintree, MA with comments on submittals for concrete mix. April 11, 2001. Copy
- Correspondence: Stephen T. O'Donnell to the Arnold Arboretum regarding a pre-construction conference. April 12, 2001
- Correspondence: Steven L. Pepe to Walt Baranowski regarding a revised concrete mix design. April 12, 2001
  - Correspondence: A. Graziano, Inc. with comments by Walt Baranowski about a concrete mix design. April 12, 2001. Copy
- Correspondence: Fran Beatty to Bernard Doherty regarding the completion of construction documents and plans for the start of construction. April 12, 2001. Copy
  - Drawings: Designs for the South Street Gate and Washington Street Gate. n.d. Copy
  - Correspondence: Justine M. Liff to Ellen West Lovejoy regarding the beginning of construction on the South Street and Washington Street gates. April 5, 2001. Copy

- Correspondence: Laura Tenny Brogna to Nina Brown regarding photographs and video recordings of the South Street Footpath construction site. April 13, 2001. Email
- Notes: South Street Tract gate construction site visit. April 13, 2001. Copy



*Washington Street Gate Concept. n.d. (Series I, folder 1)*

- Correspondence: K.O. O'Shaughnessy to Laura Tenny Brogna regarding changes to the plan for construction of the gates on South Street and Washington Street. April 13, 2001
  - Draft: Edited draft of a letter to Matthew J. Kiefer regarding South Street Tract gate installation. April 11, 2001. Copy
  - Memo: K.O. O'Shaughnessy to John Blackwell listing vehicles that will be used at South Street and Washington Street. April 12, 2001. Copy
  - Notes: Calculations by K.O. O'Shaughnessy of how long gate installation will take. April 13, 2001. Copy
  - Chart: Construction Schedule for Washington and South Street Gates. n.d. Copy
  - Certificate: Certificate of Liability Insurance for Main Street Metal Products, Inc. April 13, 2001. Copy
- Notes: South Street Tract gate construction meeting regarding the kickoff of construction and the review of staked pier locations. April 9, 2001. Copy
- Notes: South Street Tract gate construction meeting regarding the review of subgrade at South Street excavation for pier. April 11, 2001. Copy
  - Drawing: Plans for piers for South Street gate. n.d. Copy
- Notes: Review of South Street gate pier formwork and pier and pier core reinforcement. April 17, 2001. Copy
  - Drawing: Plan for the South Street gate pier. April 19, 2001. Copy

- Correspondence: John Blackwell to K.O. O’Shaughnessy regarding fencing along Washington Street. April 20, 2001. Copy
  - Drawings: Washington Street Gate Concept, New Washington Street Gate Plan, and Existing Conditions at New Washington Street. n.d. Copies
  - Photos: Color printouts of two digital photographs showing Washington Street. n.d.
- Correspondence: Bob Cook to Laura Tenny Brogna regarding a preconstruction meeting and an MOU. April 14, 2001. Email
- Correspondence: Bob Cook to Laura Tenny Brogna regarding an MOU. April 24, 2001. Email
- Correspondence: Laura Tenny Brogna to Nina Brown regarding a preconstruction meeting and Order of Conditions #28. April 25, 2001. Email
- Correspondence: Walt Baranowski to K.O. O’Shaughnessy, Laura Tenny Brogna, John Freeman, John Blackwell, Steven L. Pepe, and Fe Yako regarding South Street Tract gate construction site visit notes. April 25, 2001
  - Notes: Review of initial granite courses piers at South Street and a review of proposed revision to Washington Street gate location. April 25, 2001. Copy
  - Drawings: One small and one close-up of Proposed Revision to Location of Washington Street Gate by Brown and Rowe, Inc. April 25, 2001. Copies
- Correspondence: Laura Tenny Brogna to Julie Coop and Peter Del Tredici regarding the South Street Tract gate and footpath construction schedule. May 1, 2001. Email
- Correspondence: Bob Cook to Laura Tenny Brogna regarding a memorandum of agreement for the South Street Footpath project. May 1, 2001. Email
- Correspondence: Walt Baranowski to K.O. O’Shaughnessy, Laura Tenny Brogna, John Freeman, John Blackwell, Steven L. Pepe, and Fe Yako regarding the location of the Washington Street gates. May 1, 2001. Copy
  - Drawing: Proposed Revision to Location of Washington Street Gate by Brown and Rowe, Inc. with wall colored in with red pencil. April 25, 2001. Copy
- Correspondence: Laura Tenny Brogna to Bob Cook, Julie Coop, and Peter Del Tredici regarding work on the Washington Street gate. May 3, 2001. Email
- Correspondence: Walt Baranowski to Julie Coop, Nina Brown, and Laura Tenny Brogna regarding a concrete structure that was uncovered when excavating for two left piers for the Washington Street gate. May 7, 2001. Email



*Blackwell Footpath Construction. Taken by Laura Tenny Brogna in 2001 (Series IV, folder 8)*

- Correspondence: Laura Tenny Brogna to Fran Beatty regarding Arboretum Park Conservancy meeting notes with a handwritten note stating that work on footings cannot continue without permission in writing from the appropriate agency. May 8, 2001
  - Minutes: Washington Street gate pier footings meeting. May 7, 2001. Copy
- Minutes: John Blackwell amending the minutes from the May 7, 2001 gates site meeting. May 9, 2001. Copy
- Correspondence: Laura Tenny Brogna to Sheryl White updating progress on the Arnold Arboretum's shrub and vine garden and the construction of the South Street and Washington Street gates. May 21, 2001. Email
- Correspondence: Walt Baranowski to John P. Sullivan asking him to verify that the proposed locations for footings will not adversely affect Boston Water and Sewer Commission (BW&S) structures. May 22, 2001
  - Drawing: Portion of SW Corridor Project 320 "Permanent Storm and Sanitary Sewer System" Plan U-72, 575. n.d. Copy
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Fran Beatty, Laura Tenny Brogna, John Freeman, John Blackwell, Steven L. Pepe, and Brandi Baldwin, Stewart Ironworks Co., regarding differences between "as built" and approved drawings for the Washington Street curved fence panels. May 23, 2001
  - Drawing: Portions of shop drawing for the Washington Street curved fence panels. May 22, 2001. Copy
  - Drawing: "As built" drawing for the Washington Street curved fence panels. n.d. Copy
- Correspondence: Walt Baranowski to Dan Sullivan, BW&S; John P. Sullivan; Fran Beatty; Laura Tenny Brogna; K.O. O'Shaughnessy; John Freeman; John Blackwell; and Steven L. Pepe regarding the locations of proposed gate piers along Washington Street. June 4, 2001
  - Document: Design approval for the Southwest Corridor Project by the MBTA. September 1983. Copy

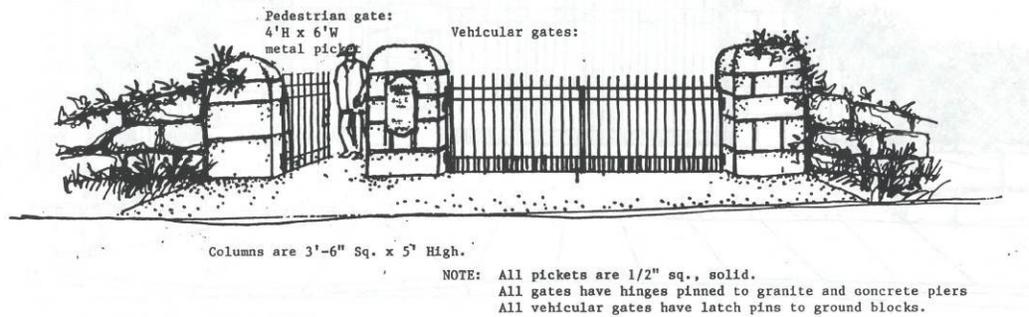
- Drawing: Plans of Washington Street area with notes by John P. Sullivan. n.d. Copy
- Drawing: Portion of survey plan for South Street Tract with added notes by Brown and Rowe, Inc. n.d. Copy
- Drawing: Additional Access Parallel Pedestrian Curb Ramp at New Washington Street by Brown and Rowe, Inc. May 7, 2001. Copy
- Drawing: Portion of drawing for South Street Tract gate project by Brown and Rowe, Inc. n.d. Copy
- Drawing: Typical Concrete Footing Detail with note by Walt Baranowski. June 4, 2001. Copy
- Correspondence: Walt Baranowski to John P. Sullivan, Fran Beatty, Laura Tenny Brogna, K.O. O'Shaughnessy, John Freeman, John Blackwell, Steven L. Pepe, and Reta Butmi, MBTA regarding the locations of manholes and pipes at the site of the Washington Street gate. June 6, 2001
  - Drawing: South Street Tract Assumed Utility and Structural Limitations by Brown and Rowe, Inc. June 6, 2001. Copy
- Report: Report to Conservancy Directors on Washington Street Footpath and Gates Progress. June 6, 2001. Copy
- Minutes: South Street Tract meeting. June 6, 2001. Copy
  - List: Sign in sheet from South Street Tract meeting. June 6, 2001. Copy
  - List: Contact list for South Street Footpath project. n.d.
  - Document: Performance Bond for D.F. Frangioso and Co., Inc. and D and R Equipment Co. of Hyde Park, MA. March 27, 2001. Copy
  - Document: Payment Bond for D.F. Frangioso and Co., Inc. and D and R Equipment Co. March 27, 2001. Copy
- Correspondence: Walt Baranowski to John P. Sullivan, Fran Beatty, Laura Tenny Brogna, K.O. O'Shaughnessy, John Freeman, John Blackwell, Steven L. Pepe, and Reta Butmi regarding the location of BW&S drain lines. June 14, 2001
  - Drawing: Proposed Gates with Existing Utilities at New Washington Street by Brown and Rowe, Inc. June 14, 2001. Copy

#### **6: Correspondence, July 2001-December 2001**

- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Fran Beatty, Laura Tenny Brogna, John Freeman, John Blackwell, and Steven L. Pepe regarding approval from the MBTA and BW&S to proceed with the construction of the Washington Street gates. July 2, 2001
  - Correspondence: MBTA to Fran Beatty regarding approval to proceed with the construction of the Washington Street gates. n.d. Copy
  - Notes: Measurements and sketch of footings for the Washington Street gates. n.d. Copy
  - Correspondence: John P. Sullivan to Fran Beatty regarding the location of storm drains at the Washington Street gate construction site. June 26, 2001. Copy

- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Fran Beatty, Laura Tenny Brogna, John Freeman, John Blackwell, Steven L. Pepe, and Fe Yako regarding the revisions to the footing for the Washington Street gates. July 3, 2001
- Minutes: Review of footing forms and base rebars for Washington Street gate piers. July 10, 2001. Copy
- Minutes: Review of second pour forms and rebars for Washington Street gate piers. July 12, 2001. Copy
- Correspondence: Nina Brown to Jon Johansen, Resident Engineer, MHD; Fran Beatty; Laura Tenny Brogna; John Blackwell; and Dom Frangioso, D.F. Frangioso and Co. regarding a property line and fence location. July 12, 2001
  - Minutes: Informal walk along the proposed fence line abutting the Asticou/Martinwood neighborhood. July 12, 2001. Copy
- Minutes: Meeting for review of staked layout for path. July 16, 2001. Copy
- Minutes: Review of forms and rebars for Washington Street gate piers. July 17, 2001. Copy
- Correspondence: Laura Tenny Brogna to Bob Cook, Julie Coop, and Peter Del Tredici containing notes from a conversation with Walt Baranowski. July 18, 2001. Email
- Minutes: Review of forms and completed cores for Washington Street gate piers. July 19, 2001. Copy
- Correspondence: Walt Baranowski to John McSweeney, MBTA; Sharon Bruce, MBTA Transit Realty; Mary Ellen Boyl, MBTA Law Department; Jon Johansen; Fran Beatty; Laura Tenny Brogna; John Blackwell; and Dom Frangioso regarding meeting notes and plans showing locations of proposed fences and dead trees. July 23, 2001
  - Minutes: Review the staked MBTA property line, the proposed project fence line and removal of dead trees abutting the Asticou/Martinwood neighborhood. July 19, 2001. Copy
  - Drawing: Plans showing proposed locations for fencing and the locations of dead trees recommended for removal. n.d. Copy
- Correspondence: John Blackwell, updating recipients on progress of South Street and Washington Street gate construction. July 25, 2001
  - Drawing: Location of proposed footpath. n.d. Copy
  - Photos: South Street Gate, May 28, 2001 and Washington Street Gate, July 18, 2001. Copies
- Correspondence: Julie Coop to Jon Johansen regarding the status of four dead trees on the South Street Tract. July 26, 2001. Copy
- Correspondence: Walt Baranowski to Jon Johansen, Fran Beatty, Laura Tenny Brogna, John Blackwell, and John Freeman regarding deducts and adds for the South Street Footpath project. August 2, 2001
  - Table: Construction revisions for the South Street Footpath project from Browne and Rowe, Inc. August 2, 2001. Copy
- Notes: Conversation with Jon Johansen. August 2, 2001. Copy

- Correspondence: Walt Baranowski to Daniel F. Conley and Karen Kaplan, Asticou/Martinwood/South Neighborhood Association regarding a draft copy of the revised "Site Preparation and Improvements Plan, 3 of 4." August 14, 2001. Copy
  - Notes: Conversations with Jon Johansen, Karen Kaplan, and Daniel F. Conley. August 14, 2001. Copy
  - Drawing: Draft sketch for gate. n.d. Copy
- Correspondence: Laura Tenny Brogna to Walt Baranowski regarding the alignment of the South Street puddingstone wall. August 14, 2001
  - Drawing: South Street wall. n.d.
- Correspondence: Walt Baranowski to Jon Johansen regarding subsoil for the South Street Footpath project. August 20, 2001. Copy
  - Drawing: Imported and Native Subsoil—Test Locations. n.d. Copy
  - Chart: Particle Profiles: Test Pits #1 and #6. August 16, 2001. Copy
  - Report: Soil test results. August 16, 2001. Copy
- Correspondence: John Blackwell, updating recipients on progress of South Street and Washington Street gate and footpath construction. August 22, 2001. Copy
  - Drawing: Location of proposed footpath. n.d. Copy
  - Photos: Washington Street Gates and South Street Footpath and Gates. n.d. Copies
- Notes: Conversation with Karen Kaplan regarding chain link fencing. September 6, 2001. Copy
- Correspondence: Walt Baranowski to Jon Johansen, Justine M. Liff, Stanley Ivan, Laura Tenny Brogna, John Blackwell, John Freeman, and Dom Frangioso regarding progress on the South Street Footpath project. September 12, 2001
  - Minutes: Review of progress on the South Street Footpath project. September 6, 2001. Copy
- Minutes: Overview of project with Chuck O'Connell, new BPRD project contact, and review of South Street Footpath project progress. September 19 and 20, 2001. Copy
- Minutes: Review of shrubs, progress on chain link fence and trash removal. September 24, 2001. Copy
- Minutes: South Street Footpath project meeting. October 2, 2001. Copy



## GATE CONCEPT SOUTH STREET

*South Street Gate Concept. n.d. (Series II, folder 2)*

- Correspondence: Walt Baranowski to K.O. O'Shaughnessy; Margaret Dyson, BPRD; Laura Tenny Brogna; Julie Coop; John Freeman; John Blackwell; Steven L. Pepe; and Fe Yako regarding approval of project revisions. November 1, 2001
- Correspondence: Walt Baranowski to Laura Tenny Brogna and Julie Coop regarding gate inspections and paint finishes. November 15, 2001. Email
- Correspondence: Walt Baranowski to Laura Tenny Brogna and Julie Coop regarding gate inspections and spacing between panels. November 16, 2001. Email
- Minutes: Review of Washington Street gate placement with sketch. November 15, 2001. Copy
- Correspondence: Walt Baranowski to Julie Coop and Laura Tenny Brogna regarding extra blocks of granite. November 21, 2001. Email
- Memo: K.O. O'Shaughnessy to Walt Baranowski and John Blackwell regarding procedures for correcting imperfections in the Washington Street and South Street gates. November 26, 2001. Copy
  - Table: Professional Lightweight Fillers Product Specifications. n.d.
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, and John Blackwell regarding problems with the gates on the South Street Tract. November 30, 2001
  - Correspondence: K.O. O'Shaughnessy to Walt Baranowski and John Blackwell regarding plans for work on the South Street Tract. November 30, 2001. Copy
  - Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, and John Blackwell regarding refinishing of the gates on the South Street Tract. November 29, 2001
  - Correspondence: K.O. O'Shaughnessy in response to questions about work on the gates on the South Street Tract. November 30, 2001. Copy

- Correspondence: Walt Baranowski to Jon Johansen, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Blackwell, John Freeman, Dom Frangioso, and Steven L. Pepe regarding the finished grade at the South Street gates, with drawing. December 3, 2001
- Correspondence: Walt Baranowski to Laura Tenny Brogna and Julie Coop regarding security and repairs for the Washington Street gates. December 5, 2001. Email
- Minutes: Review of remedial finishes. December 7, 2001. Copy
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, John Blackwell, and Steven L. Pepe regarding proposed revisions for the posts of the tall vehicular gates. December 13, 2001
  - Correspondence: Brandi Baldwin, Main Street Metal Products, Inc. to Walt Baranowski and John Blackwell regarding posts for the Washington Street gates. December 11, 2001. Copy
  - Drawing: Option A for Washington Street pier anchor. December 10, 2001. Copy
- Minutes: South Street Footpath project meeting. October 24, 2001. Copy

#### **7: Correspondence, 2002**

- Correspondence: Laura Tenny Brogna to Bob Cook regarding signage for the South Street Footpath. January 4, 2002. Email
- Correspondence: Laura Tenny Brogna to Julie Coop regarding the Washington Street gates. February 8, 2002. Email
- Correspondence: Bob Cook to Nina Brown and Laura Tenny Brogna regarding South Street Footpath signage. March 26, 2002. Email
- Correspondence: Bob Cook to Laura Tenny Brogna regarding South Street Footpath signage. March 26, 2002. Email
- Memo: Nina Brown to Laura Tenny Brogna regarding South Street Footpath sign design alternatives. March 26, 2002
  - Drawings: Options A, B, and C for footpath sign. February 12, 2002
  - Photos: Three potential pieces of granite for footpath sign. n.d.
- Correspondence: Walt Baranowski, Brown, Richardson and Rowe, Inc. to Jon Johansen, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, John Blackwell, Dom Frangioso, and Dick Foye, Foye and Letendre regarding punch list items for the South Street Footpath with handwritten notes dated April 2, 2002 and April 9, 2002. March 27, 2002
  - Minutes: Meeting regarding the inspection of outstanding issues on the South Street Footpath. March 27, 2002. Copy
  - Correspondence: Walt Baranowski to K.O. O'Shaughnessy regarding authorization to install additional "Post=Pier Anchor Plates." March 27, 2002. Copy
- Correspondence: Walt Baranowski to Laura Tenny Brogna and Nina Brown regarding punch list items for the South Street Footpath. March 27, 2002 Email
- Notes: Conversation with K.O. O'Shaughnessy regarding the Washington Street and South Street gates. March 28, 2002. Copy

- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, John Blackwell, and Steven L. Pepe with handwritten notes on the Washington Street and South Street gates dated April 2, 2002. March 22, 2002
  - Minutes: Review of gate installation with handwritten notes. March 21, 2002
  - Drawing: Master lock for the South Street gates. April 2, 2002
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, and John Blackwell regarding approval of a guard bolt for use on drop pins. April 5, 2002
  - Correspondence: K.O. O'Shaughnessy to Walt Baranowski regarding guard bolts with stamp of approval from Walt Baranowski dated April 5, 2002. April 3, 2002. Copy
- Correspondence: Walt Baranowski to Jon Johansen, Margaret Dyson, Laura Tenny Brogna, John Blackwell, John Freeman, and Dom Frangioso regarding seed grass and the removal of hay bales, stakes, and silt fencing from the South Street Footpath construction site. April 5, 2002
  - Document: Two pages listing special conditions for construction on the South Street Footpath. n.d. Copy
- Correspondence: Walt Baranowski to Laura Tenny Brogna, Julie Coop, and Nina Brown regarding locks for the South Street gates. April 5, 2002. Email
- Memo: K.O. O'Shaughnessy to Nina Brown, Richard Baranowski, John Blackwell, Laura Tenny Brogna, and Julie Coop regarding the completion of the Washington Street and South Street gates. April 5, 2002
  - Document: Change Order #1 for the Washington Street and South Street gates. April 5, 2002. Copy
  - Document: Change Order #1 for the Washington Street and South Street gates. April 5, 2002. Copy
- Minutes: Gate inspection meeting. April 2, 2002. Copy
- Correspondence: Walt Baranowski to Laura Tenny Brogna and Julie Coop regarding the removal of hay bales on from the South Street Footpath construction site. April 9, 2002. Email
- Correspondence: Laura Tenny Brogna to Nina Brown, Bob Cook, and Julie Coop regarding stone for a path marker and wildflowers for scattering on the South Street Tract. April 9, 2002. Email
- Correspondence: Walt Baranowski to Jon Johansen, Margaret Dyson, Stanley Ivan, Laura Tenny Brogna, Julie Coop, John Blackwell, John Freeman, and Dom Frangioso regarding designs for a park identification sign. April 19, 2002
  - Drawings: Design for a park identification sign, approved by Walt Baranowski on April 19, 2002. Copy
- Correspondence: Walt Baranowski to Jon Johansen, Margaret Dyson, Stanley Ivan, Laura Tenny Brogna, Julie Coop, John Blackwell, John

- Freeman, and Dom Frangioso regarding the approval of the park identification sign design. April 25, 2002
- Correspondence: K.O. O'Shaughnessy to Walt Baranowski and Laura Tenny Brogna regarding the completion of Main Street Metal Products, Inc.'s work on the Washington Street and South Street gates. May 1, 2002
    - Document: Release form for Main Street Metal Products, Inc.'s work on the Washington Street and South Street gates. May 1, 2002. Copy
  - Correspondence: Laura Tenny Brogna to Walt Baranowski, Julie Coop, Bob Cook, and Peter Del Tredici regarding final inspection of the Washington Street and South Street gates. May 1, 2002. Email
    - Notes: Conversation with K.O. O'Shaughnessy regarding final touches on Washington Street and South Street gates. May 1, 2002
  - Correspondence: Invitation to the opening of the Arboretum Access Footpath on May 4, 2002
  - Program: Opening of the Arboretum Access Footpath on May 4, 2002
  - Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Brandi Baldwin, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, and John Blackwell regarding punch list notes. May 2, 2002
    - Minutes: Gate inspection meeting. April 30, 2002. Copy
  - Correspondence: Laura Tenny Brogna to Julie Coop regarding the selection of elm trees for the South Street Tract. May 2, 2002. Email
  - Correspondence: Walt Baranowski to Laura Tenny Brogna, Julie Coop, and Nina Brown regarding the selection of elm trees for the South Street Tract. May 7, 2002. Email
  - Correspondence: Walt Baranowski and Nina Brown to Jon Johansen, Margaret Dyson, Laura Tenny Brogna, John Blackwell, and Dom Frangioso regarding the selection of a species of elm tree for planting on the South Street Tract. May 8, 2002
    - Memo: Brown, Richardson, and Rowe, Inc. to Jon Johansen, Margaret Dyson, John Blackwell, Dick Foye, and Laura Tenny Brogna regarding the purchase and planting of elm trees on the South Street Tract. May 7, 2002
  - Correspondence: Walt Baranowski to K.O. O'Shaughnessy, Brandi Baldwin, Margaret Dyson, Laura Tenny Brogna, Julie Coop, John Freeman, and John Blackwell informing them of the completion of Washington Street and South Street gate punch list items. May 8, 2002

## **Series II: Notes**

### **Folder 1: Notes, July 1998-May 1999**

- Map: The Arnold Arboretum. n.d. Copy
- Minutes: South Street Tract meeting. July 30, 1998
- Notes: Conversation with BC. September 1, 1998
- Notes: Conversation with PDT. September 1, 1998
- Notes: Conversation with PDT. September 3, 1998

- Notes: Conversation with Walt Baranowski. September 8, 1998
- Notes: Conversation with PDT. September 9, 1998
- Notes: Typed notes. September 10, 1998
  - Minutes: Meeting with Walt Baranowski. n.d.
  - Notes: Conversation with Ken Bates, Northern District Supervisor, MWRA. n.d.
- Minutes: BPRD meeting. September 11, 1998
  - Agenda: BPRD meeting. September 11, 1998
- Notes: Conversation with Ed Blake. September 21, 1998
- Notes: Conversation with Walt Baranowski. September 28, 1998
- Minutes: Arboretum Parks Conservancy meeting. October 8, 1998
  - Report: Expense reports from Michael Schaffer Productions. n.d.
  - Report: Arboretum Park Conservancy nominating committee report. October 7, 1998
  - Article: "New Federal Transportation Bill Enacted: TEA-21." n.d. Copy
  - Report: Design progress report with images for footpath between the Arnold Arboretum and Forest Hills MBTA Station by the Arboretum Park Conservancy. September 30, 1998
- Notes: Conversation with Nina Brown. October 30, 1998
- Minutes: Meeting on the 75% Design Review. November 12, 1998
- Notes: Conversation with Walt Baranowski. December 1, 1998
- Notes: Conversation with Walt Baranowski. January 6, 1999
- Minutes: Small group meeting of the Arboretum Park Conservancy. January 26, 1999. Copy
  - South Street Tract Pathway Enhancement Project 100% Cost Estimate. January 25, 1999
- Notes: South Street Tract site visit. February 4, 1999
- Notes: On South Street Tract. February 8, 1998
- Notes: On South Street Tract. February 9, 1999
- Notes: On South Street Tract. February 11, 1999
- Notes: Conversation with Walt Baranowski. February 16, 1999
- Notes: On South Street Tract. February 17, 1999
- Notes: Conversation with Nina Brown. February 19, 1999
- Notes: On South Street Tract. February 24, 1999
- Notes: Conversation with Nina Brown. March 3, 1999
- Notes: Conversation with Walt Baranowski. March 4, 1999
- Notes: South Street Tract site visit. April 1, 1999
- Notes: Conversation with Nina Brown. April 5, 1999
- Notes: Conversation with Nina Brown. April 5, 1999
- Notes: Conversation with Cheri Ruane. April 7, 1999
- Notice: Notice of a public hearing including a notice of intent for the construction of a footpath on the South Street Tract. n.d.
  - Notes: Public hearing. April 7, 1999



*Hay bales and silt fencing near a gully on the South Street Tract. ca. April 1999 (Series IV, folder 8)*

- Notes: Conversation with Fran Beatty. April 13, 1999
- Minutes: Meeting about South Street Tract. April 27, 1999
  - Notes: Meeting about South Street Tract. April 27, 1999
- Notes: Conversation with Cheri Ruane. May 13, 1999
- Map: Arnold Arboretum map with South Street Tract project area highlighted. n.d.
- Notes: Preparation for Fidelity Grant Presentation. May 20, 1999
- Map: Arnold Arboretum Living Collections Map Guide. n.d.
- Project outline: South Street Tract. May 26, 1999
- Article: "Beneath the Surface" by Kim A. O'Connell. Reprinted from *Landscape Architecture Magazine*. June 1999
- Correspondence: John P. Sullivan to Bob Cook regarding installation of drainage system on Arboretum lands at South Street, Roslindale. May 27, 1999
  - Bob Cook to John P. Sullivan regarding permission for the BW&S and Feeney Brothers to enter a portion of the grounds of the Arnold Arboretum. June 21, 1999. Copy
- Draft: 100% Submission of South Street Pathway Enhancement Project. June 1999. Copy

**2: Notes, July 1999-April 2002**

- Handouts: Handouts from meeting. July 21, 1999
  - Handout: Background for an MOU Among Stake-Holders. n.d.
  - Invitation: Reception celebrating addition of 24 acres to the Arboretum. 1996
  - Handout: The Arboretum Park Conservancy. n.d.

- Correspondence: Letter of Understanding between the Arboretum Park Conservancy and the BPRD Concerning the South Street Pathway Connection Project. March 13, 1997. Copy
  - Correspondence: Matthew J. Kiefer to Bob Cook. March 13, 1997. Copy
  - Correspondence: Bob Cook to John Blackwell. September 24, 1997. Copy
- Minutes: South Street Tract meeting. July 21, 1999
- Notes: On watering contract. July 30, 1999
- Notes: Conversation with Nina Brown. August 31, 1999
- Notes: Conversation with John Blackwell. September 9, 1999
- Minutes: South Street Tract meeting notes and response to comments. September 17, 1999
- Notes: Conversation with John Blackwell. November 3, 1999
- Notes: Conversation with Walt Baranowski. November 5, 1999
- Notes: Conversation with Nina Brown. November 9, 1999
- Notes: Conversation with Walt Baranowski. December 8, 1999
- Notes: Site visit with Julie Coop and Tom Akin. January 10, 2000
- Notes: Conversation with Walt Baranowski. January 11, 2000
- Notes: Conversations with Walt Baranowski. January 27, 2000
- Notes: Conversation with Walt Baranowski. January 31, 2000
- Notes: Conversation with Walt Baranowski. February 22, 2000
- Notes: Conversation with Nina Brown. March 1, 2000
- Notes: Conversation with Walt Baranowski. March 7, 2000
- Minutes: Arboretum Park Conservancy Gate Committee meeting. March 15, 2000
- Notes: Conversation with Nina Brown. March 17, 2000
- Notes: Conversation with Walt Baranowski. March 30, 2000
- Notes: Conversation with Nina Brown. April 3, 2000
- Agenda: Arboretum Park Conservancy Directors' Meeting. April 5, 2000
  - Report: Arboretum Park Conservancy Celebration Committee. April 5, 2000
  - Memo: On construction of gates. April 2000
  - Drawing: Gate Concept, South Street. n.d.
  - Drawing: Footpath Through the Bussey Brook Lands. n.d.
  - Memo: Conservancy Goals. n.d.
  - Report: Investment Update submitted by David H. Morse, Arboretum Park Conservancy Treasurer. April 5, 2000
  - Drawings: Site analysis of the South Street Tract. n.d.
- Notes: Conversation with Walt Baranowski. April 18, 2000 and April 21, 2000
  - Outline: South Street Tract Gate Project phases. n.d.
  - Notes: Conversation with Nina Brown. April 1, 2000
  - Minutes: Arboretum Park Conservancy Directors' meeting. n.d.
- Notes: Conversation with John Blackwell. April 21, 2000
- Notes: On South Street Tract gates. March 15, 2000

- Drawing: Area of South Street Tract showing the location of pipes and some trees with handwritten notes. March 30, 2000. Copy
- Minutes: Arboretum Park Conservancy Quarterly Director's Meeting. April 5, 2000
- Minutes: South Street Tract meeting. April 26, 2000
- Notes: Conversation with Scott D. Roe. June 2000
- Notes: Conversation with Nina Brown. July 12, 2000
- Notes: Conversation with Fran Beatty. August 22, 2000
- Notes: Conversation with Nina Brown. October 2, 2000
- Notes: Conversation with Nina Brown. November 21, 2000
- Minutes: Arboretum Park Conservancy Directors Meeting. January 18, 2001
  - Correspondence: Justine M. Liff to Thomas F. Broderick III. January 18, 2001
  - Table: Project expense matrix. n.d.
  - Handout: Revised prices for gate construction from Main Street Metal Products, Inc., Boston. June 12, 2000
  - Photo: Hammered and cut stone slab. January 15, 2001
- Notes: Conversation with Walt Baranowski. January 19, 2001
- Notes: Conversation with Nina Brown. February 15, 2001
- Notes: Conversation with Walt Baranowski. March 7, 2001
- Notes: Conversation with Walt Baranowski. March 13, 2001
- List: Pre-construction conference attendees. May 1, 2001
- Notes: Conversation with Fran Beatty. July 11, 2001
- Minutes: Staff meeting. July 11, 2001
- Notes: Conversation with Walt Baranowski. July 24, 2001
- Notes: Conversation with Walt Baranowski. July 26, 2001
- Notes: Conversation with Walt Baranowski regarding fill. August 21, 2001
- Notes: Conversation with Julie Coop regarding gates. January 23, 2002
- Notes: Conversation with Walt Baranowski regarding gates. March 13, 2002
- Notes: Regarding completion and dedication of the South Street Footpath. April 3, 2002
- Notes: Conversation with Walt Baranowski regarding the Washington Street and South Street gates. April 22, 2002
- Notes: Conversation with Walt Baranowski. April 30, 2002

### **Series III: Contracts and Agreements**

#### **Folder 1: Agreements**

- Correspondence: Nina Brown to Bob Cook regarding the Arnold Arboretum Clean-up and Proposal for South Street Tract Pathway Additional Services. July 22, 1999. Copy
- Document: Rider to Abbreviated Standard Form of Agreement between Owner and Contractor for Construction Projects of Limited Scope where the basis of payment is a Stipulated Sum (AIA Document A107-1997). ca. 2000. Copy

- Memo: Justine M. Liff to the Asticou/Martinwood/South Street Neighborhood Association regarding the Memorandum of Agreement for the South Street Tract with the Arnold Arboretum. June 21, 2000
  - Draft: Memorandum of Understanding Regarding Arboretum Footpath. n.d. Copy
- Correspondence: Bob Cook to Laura Tenny Brogna regarding a draft of the MOU between Harvard University, BPRD, and MHD. September 19, 2000. Email
- Correspondence: Laura Tenny Brogna to Bob Cook regarding the review of a draft of the MOU between Harvard University, BPRD, and MHD. September 20, 2000. Email
- Correspondence: Nina Brown to Fran Beatty regarding the review of the MOU with MHD. September 20, 2000. Email
- Memo: Description of the planned South Street Footpath by the Arboretum Park Conservancy. September 5, 2000. Copy
  - Legal Notice: Call for bids on MHD projects, including the construction of the South Street Footpath, from the *Boston Globe*. September 30, 2000. Copy
- Correspondence: John Blackwell to Bob Cook regarding the call for bids on the South Street Footpath and a draft for an MOU. October 3, 2000. Copy
- Correspondence: Nina Brown to Bob Cook and Laura Tenny Brogna regarding bills for the South Street Footpath and progress on an MOU. October 11, 2000. Email
- Notes: South Street Footpath project meeting notes by Laura Tenny Brogna. January 11, 2001
  - Notes: Conversation with Nina Brown regarding who is responsible for removing hazardous waste from the South Street gates construction site
  - Draft: Arnold Arboretum and Boston Parks Department Assent to Arboretum Access Footpath Building by the Massachusetts Highway Department. June 2000
- Correspondence: Bob Cook to Mary T. Feeney and Laura Tenny Brogna regarding an MOU for the South Street Footpath project. May 1, 2001. Email
- Memo: K.O. O'Shaughnessy to Laura Tenny Brogna regarding a letter of permission for the Arboretum Park Conservancy. May 14, 2001
  - Correspondence: Bob Cook to Matthew J. Kiefer permitting the Arboretum Park Conservancy and its contractor to enter upon a portion of the Arnold Arboretum grounds. April 9, 2001
  - Document: Agreement (number 9061) between MHD and BPRD regarding the construction of the South Street Footpath. November 29, 2000. Copy
- Drawing: Area of the Arnold Arboretum showing South Street. n.d. Copy
- Correspondence: Mary T. Feeney to Bob Cook and Laura Tenny Brogna regarding an existing agreement between the MBTA and BPRD, with handwritten notes at the bottom. May 17, 2001. Email

- Correspondence: Laura Tenny Brogna to Bob Cook regarding an existing agreement between MHD and BPRD. May 21, 2001. Email
- Correspondence: Bob Cook to Laura Tenny Brogna regarding the MOU between Harvard University, MHD, and BPRD. May 23, 2001. Email
- Correspondence: Bob Cook to Mary T. Feeney and Laura Tenny Brogna regarding the MOU between Harvard University, MHD, and BPRD. May 25, 2001. Email
- Notes: Conversation with Fran Beatty regarding the South Street Footpath project. May 30, 2001
- Correspondence: Laura Tenny Brogna to Bob Cook regarding the MOU between Harvard University, MHD, and BPRD. June 4, 2001. Email
- Notes: Conversation with Fran Beatty regarding the South Street Footpath project. June 4, 2001
- Document: The Arnold Arboretum and City of Boston Parks and Recreation Department Assent to Arboretum Access Footpath Building by the Massachusetts Highway Department with a handwritten date of June 6, 2001. April 2001
- Notes: South Street Footpath Project notes by Laura Tenny Brogna. June 6, 2001
- Correspondence: Bob Cook to Laura Tenny Brogna and Mary T. Feeney regarding the South Street Footpath project and a license agreement. June 27, 2001. Email
- Correspondence: Bob Cook to Mary T. Feeney and Laura Tenny Brogna regarding a license agreement for the South Street Footpath project. July 10, 2001. Email
- Correspondence: Mary T. Feeney to Laura Tenny Brogna, Bob Cook, and Fran Beatty regarding a license agreement that needs to be signed. July 26, 2001. Email
- Document: License and Right of Entry Agreement. July 26, 2001
  - Business card: Mary T. Feeney
- Correspondence: Mary T. Feeney to Laura Tenny Brogna asking for a plan showing the South Street Tract parcels that can be added to the License and Right of Entry Agreement. July 26, 2001. Email
  - Correspondence: Laura Tenny Brogna to Mary T. Feeney regarding documents she may find useful for the License and Right of Entry Agreement. July 26, 2001. Copy
  - Plan of the Arnold Arboretum showing property lines and parcel descriptions. ca. 1991. Copy
  - Plan of the Arnold Arboretum showing property lines and acreage. 1996. Copy
  - Locus plan from title page of Brown and Rowe, Inc. footpath drawings. n.d. Copy
  - Exhibits A and B from Lease Amendment. 1996. Copy
- Correspondence: Fran Beatty to Nina Brown and Laura Tenny Brogna regarding the license agreement for the South Street Footpath project. July 26, 2001. Email

- Correspondence: Laura Tenny Brogna to Nina Brown and Bob Cook regarding the license agreement for the South Street Footpath project. July 26, 2001. Email
- Correspondence: Laura Tenny Brogna to Justine M. Liff regarding a signed copy of the License and Right of Entry Agreement. July 31, 2001. Copy
- Correspondence: Laura Tenny Brogna to Mary T. Feeney regarding a signed copy of the License and Right of Entry Agreement. July 31, 2001. Copy
- Correspondence: Laura Caltenco to Laura Tenny Brogna regarding the MBTA license for entry. August 9, 2001. Email
  - Document: Massachusetts Bay Transportation Authority License for Entry on Transit Property (Forest Hills—Washington Street—Arnold Arboretum). August 2001. Copy
  - Document: MBTA Special Instructions, regarding access to MBTA property. January 18, 2000. Copy

## **2: Contracts**

- Contract: Contract Documents and Special Provisions from MHD for Federal-aid Project Number CM-000S(106)X, Construction of a Pedestrian Pathway—South Street to Washington Street in the City of Boston. June 2001. Copy

## **3: Order of Conditions**

- Correspondence: Bob Cook to John Blackwell regarding plans for the South Street Tract. September 24, 1997. Copy
- Document: Order of Conditions Massachusetts Wetlands Protection Act G.L. c. 131, s. 40 from the Boston Conservation Commission (BCC) to BPRD. April 1999. Copy
- Document: Categorical Exclusion (CE) Determination Checklist. July 5, 2000
- Correspondence: Scott D. Roe to Laura Tenny Brogna regarding the Operations and Maintenance Plan for the South Street Tract. December 15, 2000
  - Correspondence: Scott D. Roe to John M. Schmid, BCC regarding DEP File No. 6-801 and an Operation and Maintenance Plan. December 17, 2000. Copy
  - Document: Operation and Maintenance Plan for South Street Tract. n.d.
- Certificate of Compliance dated November 6, 2019 for the Order of Conditions dated April 7, 1999. The recording of the Certificate of Compliance at the Registry of Deeds (completed on 12/3/2019) removed the encumbrance placed on the original Order of Conditions.

## **Series IV: Reports and Progress**

### **Folder 1: South Street Tract History**

- Newsletter: *Urban and Green*, newsletter of Boston Natural Areas Fund, Inc., vol. 1 no. 1, with mention of the South Street Tract on page 7. Spring 1999



*South Street Tract. n.d. (Series IV, folder 8)*

- Article: "Flooding the South Street Tract." ca. 1980. Copy
- Notes: History of the South Street Tract. n.d.
- Article: "Arnold Arboretum will annex 24 acres of city-owned wetlands," from the *Boston Globe*. March 15, 1996. Copy
- Article: "A bigger, better Arboretum," from the *Boston Globe*. March 16, 1996. Copy
- Minutes: Boston Natural Areas Fund, Inc., Development Committee Meeting. August 6, 1984. Copy
  - Drawing: South Street Tract, prepared by MBTA consulting landscape architect in 1981 and remarked to fit July 25, 1984 site inspection. 1984. Copy
  - Correspondence: John W. Frey, Mason and Frey, Landscape Architects, Belmont, MA to John Blackwell, Boston Natural Areas Fund, Inc. regarding a proposed Arboretum access path. August 2, 1984. Copy
- Report: Portion of a page from the Arnold Arboretum Director's Report regarding the South Street Tract. 1966. Copy
- Report: Report of the Arnold Arboretum Superintendent, Robert G. Williams, for 1977-1978. ca. 1978. Copy
- Article: Portion of an article from *Arnoldia* regarding the sale of property at 310 South Street. ca. 1958. Copy
- Report: Page 2 of G. Koller's General Report, 1978-1979. ca. 1979. Copy
- Report: Page from G. Koller and H. Goodell's General Report, 1983-1984. ca. 1984. Copy
- Report: Page from G. Koller and H. Goodell's Annual Report, 1984-1985. ca. 1985. Copy
- Report: Page from G. Koller and H. Goodell's Annual Report, 1985-1986. ca. 1986. Copy
- Report: Page 1 of Summary of Activities in the Living Collection Department FY 1996-1997, prepared by Peter Del Tredici. ca. 1997. Copy
- Report: Arnold Arboretum Director's Report. ca. 1979. Copy
- Report: Arnold Arboretum Director's Report. ca. 1975. Copy
- Report: Arnold Arboretum Director's Report. ca. 1974. Copy

- Drawing: Page 45 from *Studio Options* showing student drawings of the Arnold Arboretum and a path on the South Street Tract. n.d. Copy

## **2: Construction Costs**

- Minutes: South Street Tract meeting. August 13, 1998
  - Drawing: South Street Tract—Arnold Arboretum Clean Up Contract(s), Brown and Rowe, Inc. 1998. Copy
  - Document: Arnold Arboretum of Harvard University South Street Tract Options for Structuring Cleanup Work Contracts. August 13, 1998
  - Table: Landscape Cost Estimate for Cleanup, Option 1. August 13, 1998. Copy
  - Drawing: Arnold Arboretum of Harvard University South Street Tract Clean Up Option 1, Task 1. 1998. Copy
  - Table: Landscape Cost Estimate for Cleanup, Option 2. August 13, 1998. Copy
  - Drawing: Arnold Arboretum of Harvard University South Street Tract Clean Up Option 2, Task 1. 1998. Copy
- Notes: South Street Tract cost estimate calculations. September 28, 1998. Copy
- Table: Arnold Arboretum South Street Tract Pathway Enhancement Project 100% Cost Estimate by Brown and Rowe, Inc. March 8, 1999. Copy
  - Table: Arnold Arboretum South Street Tract Pathway Enhancement Project 100% Cost Estimate, Phase I—Essential Steps before Pathway can be Opened for Public Use, by Brown and Rowe, Inc. January 25, 1999. Copy
  - Table: Arnold Arboretum South Street Tract Pathway Enhancement Project 100% Cost Estimate, Phase II—Elements Furthering Pathway Enhancement, by Brown and Rowe, Inc. February 26, 1999. Copy
  - Table: Arnold Arboretum South Street Tract Pathway Enhancement Project 100% Cost Estimate, Phase III—Non-Pathway Design Elements, by Brown and Rowe, Inc. February 26, 1999. Copy
- Correspondence: Walt Baranowski to Laura Tenny Brogna regarding the South Street Tract cleanup cost estimates. September 28, 1998
  - Correspondence: Nina Brown and Walt Baranowski to Bob Cook regarding a summary report, itemized cost estimate sheets, and task maps for the South Street Tract cleanup by Brown and Rowe, Inc. September 23, 1998. Copy
  - Report: Summary, Landscape Cost Estimate for Cleanup of South Street Tract, Arnold Arboretum of Harvard University. 1998. Copy
  - Table: Arnold Arboretum of Harvard University—South Street Tract Landscape Cost Estimate for Cleanup, Task 1—Removals, Moving, and Stockpiling. September 1998. Copy
  - Table: Arnold Arboretum of Harvard University—South Street Tract Landscape Cost Estimate for Cleanup, Task 1A—Stone Channel @ MWRA Sewer MH Overflow. September 1998. Copy

- Table: Arnold Arboretum of Harvard University—South Street Tract Landscape Cost Estimate for Cleanup, Task 2—Pruning, Tree Removals, Chipping. September 1998. Copy
- Table: Arnold Arboretum of Harvard University—South Street Tract Landscape Cost Estimate for Cleanup, Task 3—Top of Mesa. September 1998. Copy
- Table: Arnold Arboretum of Harvard University—South Street Tract Landscape Cost Estimate for Cleanup, Task 4—Rebuilding Stone Walls. September 1998. Copy
- Drawing: Arnold Arboretum of Harvard University Clean-up Task Areas, South Street Tract, by Brown and Rowe, Inc. September 1998. Copy
- Drawing: Draft of South Street Tract Grading Option 1 at South Street Gate. September 2, 1998. Copy
- Drawing: Draft of South Street Tract Grading Option 1 at South Street Gate. September 2, 1998. Copy
- Notes: South Street Tract cleanup. n.d.
- Table: Arnold Arboretum South Street Tract Pathway Enhancement Project 100% Cost Estimate by Brown and Rowe, Inc. December 30, 1998. Copy
- Table: Arnold Arboretum South Street Tract Pathway Enhancement Project 100% Cost Estimate by Brown and Rowe, Inc. January 31, 2000. Copy
- Document: Revised prices for South Street Tract gate construction from Main Street Metal Products, Inc. June 12, 2000. Copy
- Table: Brown and Rowe—Stony Brook Marsh Payments Made. ca. 2000
- Table: Matt Kiefer’s Project Expense Matrix. n.d.

### **3: Project Specifications**

- Correspondence: Nina Brown to Thomas F. Broderick III regarding the 100% Submission for the South Street Tract Enhancement Project. December 30, 1998. Copy
  - Proposal: South Street Tract Pathway Enhancement Project Specifications, 100% Submittal by BPRD with Brown and Rowe, Inc. December 30, 1998
- Correspondence: Walt Baranowski to Fran Beatty, Scott D. Roe, and Laura Tenny Brogna regarding bidding for the South Street Tract gates and plans for the moving of granite. January 26, 2000
  - Proposal: South Street Tract Gate Project Specifications, PS&E Submittal by Brown and Rowe, Inc. January 31, 2000
  - Proposal: South Street Tract Pathway Enhancement Project Special Provisions, PS&E Submittal by Brown and Rowe, Inc. January 31, 2000

### **4: Plantings**

- Correspondence: George F. Carty, Boston to Bob Cook regarding a completion report to complement South Street Tract maps. April 5, 1992. Copy
  - Map: South Street Tract Base Map 1B by George F. Carty. ca. 1992. Copy

- Map: South Street Tract Base Map 2A by George F. Carty. January 19, 1992. Copy
- Catalog: Bare Root Catalog, J. Frank Schmidt and Son Co., Boring, OR, with notations. 1996-1997
- Notes: Conversation with Peter Del Tredici. October 30, 1998
- Article: Parsons, William F.J., Joan G. Ehrenfeld, and Steven N. Handel. "Vertical Growth and Mycorrhizal Infection of Woody Plant Roots as Potential Limits to the Restoration of Woodlands on Landfills." *Restoration Ecology* vol. 6, no. 3 (September 1998): 280-289. Copy
- Notes: Conditions for inoculating bare root and container stock. n.d.
  - Article: St. John, Ted, Ph.D. "Mycorrhizal Inoculation in Habitat Restoration." *Land and Water* (September/October 1998): 17-19. Copy
- Correspondence: Walt Baranowski to Peter Del Tredici, Laura Tenny Brogna, Fran Beatty, and Cheri Ruane regarding bare root tree planting. December 3, 1997
- Correspondence: Laura Tenny Brogna to Walt Baranowski regarding bare root planting. December 10, 1998
  - Draft: South Street Tract Bare Root Planting—Philosophy. December 10, 1998
  - Draft: South Street Tract Specifications for Bare Root Tree Planting. December 10, 1998

## **5: Bidding and Construction**

- List: South Street Tract Contacts. May 21, 1999
- Schedule: South Street Tract project schedule for September 30, 1998 to September 25, 1999. n.d. Copy
- Correspondence: Walt Baranowski to DeAngelis Ironwork, Green Mountain Gate Co., and Main Street Metal Products, Inc. responding to questions from the three companies about the South Street Tract gate project, for which they are bidding. February 16, 2000. Copy
- Correspondence: Laura Tenny Brogna to Bob Cook, Peter Del Tredici, Julie Coop, and Tom Ward regarding the proposed schedule for construction of the South Street Tract gates. February 22, 2000. Email
- Document: Details of cost estimates for the South Street Tract gates, with handwritten notes. April 5, 2000
- Correspondence: K.O. O'Shaughnessy to Nina Brown regarding the contract for the South Street Tract gates. April 14, 2000. Copy
- Correspondence: William Moy, Bryant Associates, Inc., Boston to Stanley Ivan regarding an overview of the proposed layout location for the South Street Footpath in respect to the existing MWRA high level sewer. September 15, 2000. Copy
- Report: Structural Report of Temporary Construction Loading for Proposed Footpath over MWRA Sewer at Arnold Arboretum—South Street Tract, prepared for the City of Boston by Bryant Associates, Inc. September 22, 2000

- Memo: K.O. O'Shaughnessy to John Blackwell and Walt Baranowski regarding project status and completion dates for the South Street Tract gates. December 5, 2000. Copy
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy regarding drawings for gate piers for the South Street Tract. March 23, 2000. Copy
- Drawing: Footings and piers for the South Street Tract gates by Rusco Steel Company, Warwick, RI. March 5, 2001. Copy
- Correspondence: Walt Baranowski to K.O. O'Shaughnessy regarding the approval for granite sealant. May 22, 2001. Copy
  - Document: Approved specifications for granite sealant. May 22, 2001. Copy

#### **6: Reports and Plans, Folder I**

- Document: Request for Qualifications, Design Services Relating to Improvements to South Street Tract in Arnold Arboretum by Brown and Rowe, Inc. August 1996
- Report: 75% Status Report, South Street Tract Pathway Enhancement Project, submitted to MHD by BPRD with Brown and Rowe, Inc. September 30, 1998
  - Correspondence: Nina Brown to Thomas F. Broderick III regarding the 75% status report for the South Street Tract Enhancement Project. September 30, 1998. Copy

#### **7: Reports and Plans, Folder II**

- Document: Notice of Intent for the City of Boston Parks and Recreation Department South Street Tract Pathway Enhancement. March 15, 1999
- Map: Shows Arnold Arboretum with markings around the South Street Tract and a note that reads "Hay bales and silt fence—SS Tract remediation per BCC." April 2, 1999

#### **8: Images**

- Slides: 37 color images of the construction of the South Street Footpath and gates, including some excavation. 2001
- Negatives: 7 strips of color negatives showing hay bales and silt fences on the South Street Tract. April 2, 1999
- Photos: 7 color prints of the hay bales and silt fences on the South Street Tract. April 2, 1999
- Photos: 3 color prints of South Street Footpath construction labeled "gully near MWRA manhole" and taped together in a panorama. April 2, 1999
- Photos: 2 color prints of the hay bales and silt fencing by a gully on the South Street Tract taped together to form a panorama. April 2, 1999
- Photos: 2 color prints of hay bales and silt fencing on the South Street Tract labeled "adjacent to path" and taped together to form a panorama. ca. April 1999
- Photos: 3 color photos of hay bales and silt fencing on the South Street Tract taped together to form a panorama. ca. April 1999
- Photos: 4 color photos of hay bales and silt fencing on the South Street Tract taped together to form a panorama. ca. April 1999

- Photos: 4 color prints of the hay bales and silt fencing by a gully on the South Street Tract taped together to form a panorama. ca. April 1999
- Photos: 3 color prints of land on the South Street Tract taped together to form a panorama. n.d.
- Photos: 5 color prints of land on the South Street Tract taped together to form a panorama. n.d.



*Invitation to the opening of the South Street Tract Footpath (Series I, folder 7)*