

Plum Island Ecosystems LTER Field Station Guide

Dear Researcher,

Welcome to the Plum Island Ecosystems (PIE) LTER! We are excited to have you. This guide is intended to provide you with all the information you need during your stay. Please read it in its entirety before your arrival.

We maintain two field facilities, the Marshview Farm Field Station and the Rowley Field House, which are available for use by PIE researchers and colleagues associated with the Marine Biological Laboratory (MBL). The Rowley Field House provides direct water access and Marshview Farm provides expanded housing, laboratory space, storage, and meeting and conference areas for visiting students and researchers.

If you are visiting PIE and would like to request housing, please visit our [website](#). Housing is available on a first-come, first-serve basis, with priority going to PIE LTER staff and projects. Housing assignments will appear on the Housing Calendar once approved. All researchers affiliated with PIE LTER are required to [register](#) annually, regardless of if you plan to visit PIE. You must also read and accept the **Principles of Community** and [Boating Policy](#). All non-MBL researchers are also required to read and accept the [MBL Unlawful Harassment Policy](#) and [MBL Risk Waiver](#).

This guide will provide the following information:

Description of Facilities	2
Using PIE Facilities	3
Housing Rules	5
Principles of Community	6
Emergency Procedures	8
Important Local Telephone Numbers	9
Driving Directions	10

Please don't hesitate to contact us if you need help with anything during your stay. Thank you in advance for your cooperation. Enjoy your stay!

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Description of Facilities

The Rowley House has two bedrooms with four beds each, a kitchen, 1.5 bathrooms, a living area, and a small basement that can be used short term for some lab needs. There is also a small boat dock on the premises.

At the Marshview Farm Field Station, there are two adjoining houses, each with three bedrooms, a kitchen, two full baths, and a living space. The facility can house up to 13 individuals. The “front house” also has office space and a washer and dryer in the upstairs bathroom. There are laboratory spaces in the basement of the “back house” and in the barn with sinks, counter space, and short-term refrigerator and freezer storage. Behind the barn there is an enclosed garage bay that can be used for short-term storage of field equipment and supplies, although there is no electricity. The Marshview facility is designed to meet the needs of both summer-long residents and shorter-term researchers. While the primary purpose of the facility is to support scientific research, it is important to remember that it is also a temporary home for summer field researchers.

Marshview Farm Field Station

[297 Newburyport Turnpike](#)

[Newbury, MA 01951](#)

978-465-4127

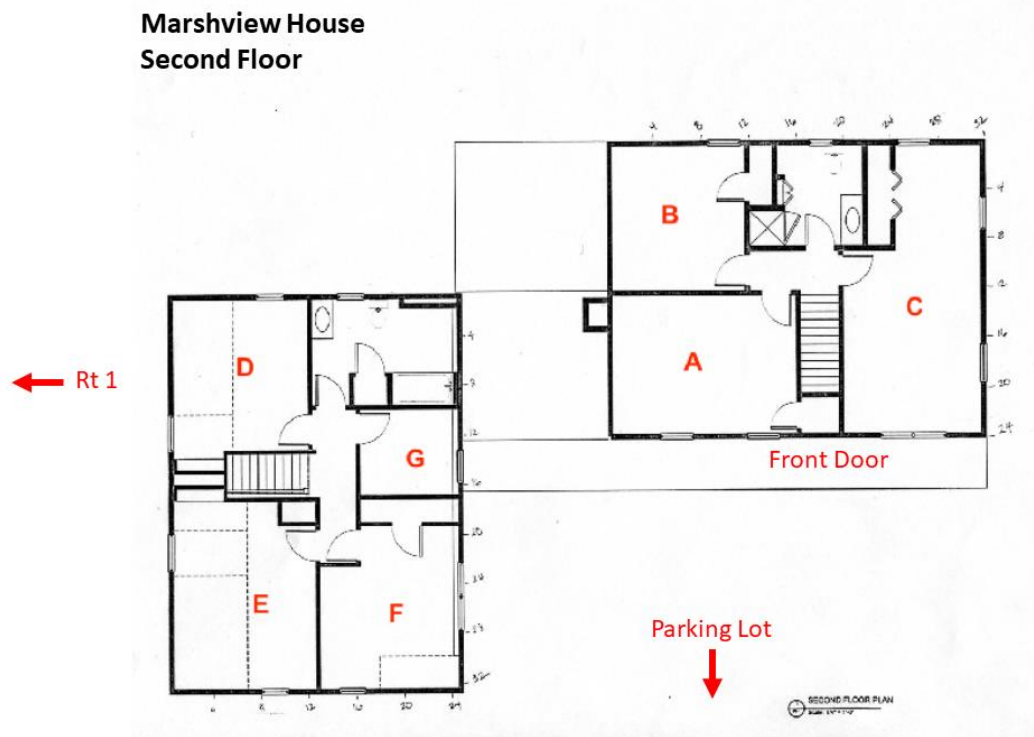
Rowley Field House

[95 Railroad Avenue](#)

[Rowley, MA 01969](#)

978-948-5016

Marshview Room Layout



Using PIE Facilities

All reservations for stays at PIE should be made in advance through our [website](#). All guests are subject to the same **House Rules**. Guests check themselves in and out independently. Please follow the instructions below to ensure a smooth and easy arrival and departure process. Contact Sam Kelsey, our facilities manager, or Risa McNellis, our information manager, if you have any questions.

- **Lab Use.** Lab use can be requested by emailing [PIE facilities](#). If you use the labs, you are responsible for keeping them clean. Please remove everything from the lab when you leave unless you have permission to leave it in the lab.
- **Boat Use.** PIE LTER boats are not general use. You must receive permission before use; requests can be made on our [website](#). All boat operators must complete the MBL Boating Safety class and complete training with [PIE facilities](#). If you are using PIE boats, you must create a float plan prior to departure. Float plan templates are available to fill out [online](#). Boat gas is a project responsibility and boat gas tanks should be left full after use. Life jackets are required on PIE boats.
- **Room Assignment.** After your housing request is approved, your room assignment will appear on the PIE Housing Calendar. You will receive an email prior to arrival with your room assignment and key codes/locations. There are no single rooms. We ask short-term users to share rooms with each other before sharing with other long-term users. Once you have received your room assignment, do not move to another room; roommates are scheduled to come in and out over the course of the summer. Contact [PIE facilities](#) if you have a concern about your room assignment.
- **Packing.** Our houses have shared bedrooms, shared bathrooms, and a common kitchen. They are furnished and stocked with basic kitchen and living accessories including major and small appliances (e.g., toasters, plates, pots and pans, cups, and cutlery), toilet paper, paper towels, dish soap, dish sponges, hand soap, trash bags, and light bulbs. Please bring your own sheets, blankets, towels, and toiletries. Bring linens for a single bed. There is a washer at Marshview and dryers in each house for your use. We recommend bringing:
 - Sun-protective clothing
 - Hat
 - Boots and/or waders
 - Raincoat
 - Warm layers
 - Sunscreen
 - Bug spray
 - Water bottle
 - Dry bag
 - Linens
 - Pillow
 - Towel
 - Toiletries
 - Coolers
 - Batteries & chargers
 - Tools, lumber, pipes, etc.
 - Lab equipment
 - Food
- **Arrival.** If you are staying in PIE housing, you will receive an email prior to arrival with your room assignment and key codes/locations. There is a notebook in the kitchen at Marshview for residents to use for checking in. We also encourage long-

term residents to share contact information for better communication. If you are working at PIE but not staying in PIE housing and need access to the houses, please e-mail [PIE facilities](#) to request key codes/locations.

- **Parking.** At Marshview, please park vehicles in the parking area south of the barn. At the Rowley House, only two field vehicles are allowed to park to the right of the house. All additional vehicles must park in the lot across from the garage; pull all the way into the lot and park behind each other (front to rear). Please leave two open spaces at the garage lot for neighbor/co-dock owner Neil Levine. Parking is also available up the road at the train station, ~\$4.00/day. Consider carpooling to save space and fuel.
- **Field Safety.** All groups are responsible for their own safety in the field. Groups should complete a field safety plan before leaving and group leaders should have emergency contact information, knowledge of medical issues, and a first aid kit. PIE provides a [field safety plan template](#), which includes important local information, to help you create your own field safety plan.
- **Personal Property.** Please know that any items you bring to PIE are your responsibility. PIE is not responsible for lost, missing, stolen, or damaged items. We highly recommend that you label your personal belongings, lab gear, and field gear. Do not use anything that is not yours without permission. Prepare for the weather and bring what you need or buy it yourself.
- **General Use Supplies.** If common supplies run low, please e-mail [PIE facilities](#) to request re-stocking. If it is urgent and you need to buy supplies out of pocket, save the receipt and send to PIE facilities for reimbursement. There is some general use field gear available for use in the Rowley House, such as rubber boots and life jackets. There is no guarantee that these will be available during your stay, and we encourage you to bring or buy your own gear as necessary.
- **Internet.** Wi-Fi is available at both houses. Login information is on the whiteboards in each house.
- **Cleaning.** Salt marsh ecology is dirty business, so extra effort is required to keep the houses and the lab space clean. There are outside faucets near the lab entrances to wash muddy gear and people. Keep dirty gear and clothing outside, do not wear or keep field footwear or waders in the house, and hang wet gear on the clothesline. Our houses are run and cleaned by the people that use the facility. Please leave the space the way you found it. Communal areas should be cleaned on a regular basis. Please make sure that your room and communal areas are clean before you depart. Dishes should be washed, and bathrooms should be clean. Outdoor areas should be kept tidy.
- **Trash.** Trash should be brought to the dumpsters at Marshview on a regular basis throughout your stay. Please make sure to take all trash to the dumpsters before you leave.

House Rules

As is true for any communal living situation, please be respectful of each other's personal possessions, privacy and need for quiet. We depend on you, your project coordinators, and your peers to hold one another accountable to PIE's high community standards. Thank you in advance for your cooperation!

- **No smoking.** Smoking is only allowed outside, away from buildings, be sure to safely dispose of all smoking materials.
- **No pets.** Residents may not keep pets of any kind at PIE facilities.
- **No guests.** Overnight guests without reservations cannot be accommodated.
- **Regular cleaning.** There is a cleaning service at Marshview that comes biweekly to clean common areas. This is not a deep cleaning and does not include the bedrooms. Residents are expected to clean up after themselves, vacuum the bedrooms, clean the bathrooms and kitchens, and keep the communal spaces tidy.
- **Never leave food out.** In order to minimize rodents, insects, and other wild pests, no food or food waste should be left out for any period of time. Please empty and clean refrigerators and freezers prior to departure. Trash should be bagged and placed in the dumpster, located behind the Marshview house.
- **Do not tamper with alarm systems.** Fire, smoke, and carbon monoxide detectors have been installed in the houses for your safety and must not be tampered with or deactivated. Notify PIE facilities immediately if there is an alarm malfunction.
- **Grilling.** Gas grills located on each property are for communal use. Users must clean them and take care to turn the gas off after each use.
- **Quiet hours.** 9 p.m. – 8 a.m. Please respect the work schedules of other field groups by observing quiet hours. Some field work requires regularly waking before dawn.
- **Damage.** Let PIE facilities know if anything is broken or damaged in the houses so that they can be replaced and/or fixed. You or your institution are expected to pay for damages not due to regular wear and tear.

Principles of Community

The leadership of the PIE LTER value diversity and aim to promote a culture of interdisciplinary collaboration that is responsive to the needs of our multicultural and global society. We believe that diversity, equity, and inclusion are the foundation of effective teaching, learning, and training. Diversity is not only desirable, but also required, for advancing our understanding of the environment and arriving at solutions that allow science to more effectively serve humanity.

The PIE LTER includes investigators, staff, and students from many different institutions. Much of the research for the PIE LTER and related projects takes place in the field where investigators and students are away from their home institutions. Therefore, it is important that we all share common values and agree to a common set of *Principles of Community* to foster the best possible working and learning environment. Adopting these principles helps assure that we are all committed to promoting and maintaining a culture that supports every person in an atmosphere of mutual respect, cooperation, professionalism, and fairness. This requires awareness and active participation by every member of our community. Anyone using PIE LTER facilities or interacting with members of the PIE LTER team is expected to practice and adhere to these basic principles, both as individuals and in groups.

- We welcome and celebrate cultural diversity, and we recognize and honor this diversity as vital to the excellence of our community.
- We value each member of the PIE LTER community for their individual and unique talents, we applaud all efforts to enhance the quality of community, research, and education, and we recognize that each individual's effort is vital to achieving our individual and collective goals.
- We sustain each individual's rights to dignity and civility, and we strive individually and collectively to make the PIE LTER an inclusive environment marked by mutual respect.
- We seek to foster understanding and tolerance among individuals and groups, as well as actively promote awareness through education and constructive strategies for resolving conflict, acknowledging that our society carries historical and divisive biases.
- We commit to maintaining the highest standards of civility and decency toward all, to promoting and supporting a community where everyone can work and learn together in an atmosphere free of abusive or demeaning treatment, and to the enforcement of policies that promote the fulfillment of these principles.
- We uphold that the responsibility for opposing negative behavior lies with all members of the community whenever they encounter such behavior. We reject all acts of harassment, discrimination, bigotry, or other harm to individuals by anyone in our community on the basis of race, color, religion, religious creed, genetic

information, sex, gender identity, sexual orientation, age, national origin, ancestry, and socio-economic, veteran, or disability status.

- We affirm the right to freedom of expression and encourage a culture of dialogue, understanding, and civility in all interactions. We promote open expression of our individuality and our diversity within the bounds of courtesy, sensitivity, confidentiality, and respect.
- We champion civic engagement and environmental stewardship, and recognize our responsibility, individually and collectively, to give of our time, abilities, and resources to promote the well-being of each other and the development of our local, regional, and global communities.

These Principles of Community accompany the Marine Biological Laboratory's policy on Unlawful Harassment, which also must be read and acknowledged by everyone using PIE LTER facilities and all members of the PIE LTER team. The Unlawful Harassment policy contains the steps to be taken if you experience or witness harassment.

Emergency Procedures

Housing concerns: e-mail PIE facilities or reach out to Sam or Risa directly.

Minor issues: (e.g. dripping sink, torn screen, trash pickup missed, etc.) e-mail [PIE facilities](#).

Major issues: (e.g. burst pipe, electrical issue) Call the local contact for the house you're in (Marshview: Brett Murphy, Rowley: David Rimmer) and tell them you're with the Marine Biological Laboratory and what the issue is. They can then send help. If you can't reach them, you can directly call a plumber, electrician, or relevant service. Then call Anne Giblin and Sam Kelsey to report the incident.

Emergency (medical, fire, life-threatening situation): call 9-1-1

- If you smell gas, open windows and doors and contact the fire department immediately. Never attempt to repair a malfunctioning gas appliance.
- In a medical, fire, or personal safety emergency, call 911. In case of fire, completely evacuate your building immediately, and alert the occupants of all nearby buildings. Do not stop to remove any belongings.

Important local numbers are listed on the next page. Cell phone numbers for Anne, Sam, Risa, and additional local medical facilities are on the bulletin boards in the kitchen of each house.

If you are unsure of the extent of the problem, call Anne or Sam. Leave a message if they don't pick up. We want to help before the problem gets worse!

Important Local Telephone Numbers

EMERGENCY		
Police/Fire/Ambulance		911
Poison Control		1-800-682-9211
BOATING EMERGENCY		
Newbury Harbormaster		978-462-4440
Rowley Harbormaster	Bill Dimento	978-750-5132
Gloucester Coast Guard	17 Harbor Loop, Gloucester, MA 01930	978-283-0705
Newburyport Coast Guard	65 Water St, Newburyport, MA 01950	978-465-0731
POLICE NON-EMERGENCY		
Newbury Police		978-462-4440
Rowley Police		978-948-7644
Ipswich Police		978-356-4343
FIRE NON-EMERGENCY		
Newbury Fire		978-462-4440
Rowley Fire		978-948-7644
Ipswich Fire		978-356-4343
BOATING NON-EMERGENCY		
Seatow		800-473-2869
Perley's Marina	109 Warehouse Ln, Rowley, MA 01969	978-948-2812
Riverfront Marina	292 High Rd, Newbury, MA 01951	978-465-6090
HOSPITALS		
Anna Jaques Hospital	25 Highland Ave, Newburyport, MA 01950	978-463-1000
Lawrence General Hospital	1 General St, Lawrence, MA 01841	978-683-4000
Beverly Hospital	85 Herrick St, Beverly, MA 01915	978-922-3000
URGENT CARE		
ConvenientMD Urgent Care	35 Storey Ave, Newburyport, MA 01950	978-225-6607
Lahey Health Urgent Care	480 Maple St, Danvers, MA 01923	978-304-8380
AFC Urgent Care Beverly	50 Dodge St, Beverly, MA 01915	978-922-2171
HOUSE SERVICES		
Marshview General Contractor	Brett Murphy	978-465-0381
Rowley House Caretaker	David Rimmer	978-768-7241
Trash & Recycling	Mello, Bill Hale	978-352-8581
Marshview Cleaners	Neat & Sweet	978-834-0334

Driving Directions

Directions to Rowley Field House

95 Railroad Ave.
Rowley, MA 01969

The Rowley Field House is located within walking distance (~300 meters) of the Rowley Commuter Rail Station on Railroad Ave. Check the MBTA Commuter Rail website (mbta.com)

for the Newburyport line schedule.

1. From I-95 North: take exit 78A (old exit 54A) for Rt 133 East to Rowley and turn right onto Rt 133 East
2. From I-95 South: take exit 78 (old exit 54) for Rt 133 to Rowley and turn left onto Rt 133 East
3. Continue on Rt 133 past the intersection with Rt 1 towards Rt 1A (Main Street)
4. Turn left onto Rt 1A North (Main Street)
5. Turn right on Railroad Ave (follow signs for the Rowley MBTA commuter rail stop)
6. Follow Railroad Ave over the railroad tracks until you reach the marsh and the road becomes a dirt road. There is parking on the left across from the garages.
7. The Rowley Field House is the middle, black house with the large second floor deck at the end of Railroad Ave.

Directions to Marshview Farm Field Station

297 Newburyport Turnpike
Newbury, MA 01951

1. From I-95 North: take exit 78A (old exit 54A) for Rt 133 East to Rowley and turn right onto Rt 133 East
2. From I-95 South: take exit 78 (old exit 54) for Rt 133 to Rowley and turn left onto Rt 133 East
3. Turn left onto Rt 1 North (Newburyport Turnpike) and follow Rt 1 North for about 4 miles
4. Marshview Farm is the first right after the Ould Newbury Golf Club. Look for the Plum Island Field Station sign, white house, and large barn. If you cross the bridge over the Parker River, you have gone too far.