

## ***Application for Boxford Community Preservation Act Funding***

Name of Applicant: **Lisa Donahue**

Sponsoring Organization: (if applicable) **Boxford Recreation Committee**

Mailing Address: **375 Ipswich Road**

City, State, Zip: **Boxford, MA 01921**

Daytime phone: **(817) 992-6060**

Email: **Ldonahue3@hotmail.com**

Name of Proposal: **Johnson Field Playground Renovation**

CPA Category (circle all that apply):    **Open space**   Historic preservation    **Recreation**  
Community housing

CPA Funding Requested: **\$330,000**

Total Cost of Proposed Project: **\$350,000**

### **Project Description**

Attach answers to the following questions. Include supporting materials as necessary.

**1. Goals:** What are the goals of the proposed project?

This project's goal is to renovate the existing playground space near Johnson Field/police station/DPW. The goal is to remove existing playground equipment that is unsafe or not ADA-compliant and replace it with new structures. Based on a survey conducted, in addition to play structures, the goal is also to add trash and recycling receptacles, and seating.

**2. Community Need:** Why is this project important? Does it address needs identified in existing town plans?

This project is important because it is a piece of land that is frequently used, especially in warmer weather, and the existing play equipment is either unsafe or not ADA-compliant. There is a concern in the community about the safety of the equipment and a desire to have a new, updated play area for children. We want to create more than a playground. We want to create a space for members of the community to gather as Boxford lacks many sidewalks and homes tend to be more spread out than other towns.

Boxford is projected to have a 16% increase in K-6 enrollment in the next 5-10 years which supports play equipment to accommodate this growing need.

**3. Community Support:** What is the nature and level of support for this project? Include letters of support, if any.

The original idea for the project came about after residents of the town came forward

expressing dissatisfaction and safety concerns with the existing play structure. Our bylaws indicate that we are, in part, responsible for playground recreation in town, therefore we decided to spearhead this project. We decided to develop a survey to gauge people's interest in the project. Based on a survey that was circulated as widely as we were able to, we received positive support from the community regarding this project. Last year we submitted letters of support from town residents as well as the survey results from 170 respondents. When we started to develop this project we received some letters of support from town residents and organizations which were included in our application in 2022.

**4. Timeline: What is the schedule for project implementation, including a timeline for all critical elements?**

Below is a summary of the work that has been completed to date.

1. Put together and issued a survey to residents to gain perspective on how the plot of land is currently being used and how residents would like to use it in the future.
2. Reach out to neighboring communities and research how Cole/Spofford reconstructed their playgrounds.
3. The rec committee reviewed the results of the survey and discussed the key things that should be included in the plan.
4. Reached out to a reputable playground equipment company.
5. Began work to obtain a detailed plan of the proposed work.
6. Applied to the Community Preservation Committee (CPC) for funding.
7. Received CPC funding for planning and playground design.
8. Completed a land survey with wetlands delineation of the proposed site.
9. Organized a meeting with the Board of Health (BOH) and Department of Public Works (DPW) on how to move forward with a plan for the site. The outcome of the meeting included the BOH reaching out to the DEP for guidance on how to proceed with the site and the DPW willing to conduct test digs on the site to assess for potential remnants of a former landfill.
10. Fall 2023: worked with the Boxford BOH and PBC to determine what filings needed to occur in order to complete the test digs. New CPC application was submitted for funding for the playground.
11. 1/26/24: received approval from DEP to dig test pits
12. 2/2/24: test pits were scheduled for Wednesday, 2/7 at 10am
13. 2/7/24: the test digs were performed at the Johnson Playground. 7 holes were dug to get a full assessment of the area. The soils were reviewed for appearance and presence of volatile organic compounds. No evidence of dumping was found. Weston and Sampson were onsite to monitor and Mass DEP also stopped by to inspect the work and also walked the post closure area.
14. 2/12/24: Attended CPC meeting to update on test digs result
15. 2/17/24: Met to review Miracle Playground catalog for design ideas. Requests sent to Site Specifics to begin a design.
16. 2/24/24: initial design provided
17. 2/26/24: Attended Select Board meeting to request approval of the establishment of a donation fund for the purpose of collecting donations towards the Johnson Field Playground Renovation Project. Select Board approved and account established.
18. Donohoe contacted for a copy of the CAD file to send to Site Specifics to superimpose design over the updated survey. Discussion with DPW regarding how to move forward with site preparation.
19. 2/27/24: CAD filed sent to Site Specifics. Received information that an NOI will

need to be completed in conjunction with an engineer.

20.3/1: Began working on contacting engineers 3/1.

21.3/7: PBC agreed to hiring Williams and Sparages to assist with completing NOI and meeting with the conservation committee.

22.3/14-3/19: Began reviewing initial design and quote to adjust the design and improve overall cost. Began community awareness of the project and fundraising campaign.

23.3/20-3/22: Communication with engineer to prepare for Conservation Committee presentation. Targeting April 4 ConCom filing deadliness, hearing on April 18.

24.3/21: Met with PBC to review updated quote and design.

25.3/22: Reconnected with Massachusetts Dept. of Corrections for MassCor Program for updated information on tables, benches, signage (last communication with them was on 10/2022, so updated catalog was received by them.)

Below is a general timeline that was established, however, we realize there likely will be delays due to the receipt of funding or availability of materials and labor.

1. File NOI with the Conservation Commission - by mid April 2024.
2. File Special Permit with ZBA by early May 2024
2. Secure Bids for demolition and site prep and playground surface - May 2024
3. Issue RFR for equipment and installation - May 2024
4. Secure funding for the construction of the project before July 2024.

**5. Credentials:** How will the experience of the applicant contribute to the success of this project?

Our committee has learned a lot about the process of constructing a new playground in town over the last year. We have also been grateful for the support of the DPW, BOH, Select Board, Town Administrator, and PBC during this process over the last year. All of these groups have provided incredible guidance and support through this process and we continue to benefit from their expertise. We also worked with Site Specifics who guided us through much of the process for playground equipment selection and safety. We will continue to work with these and any other groups moving forward who can bring their expertise to this project to ensure that it is completed in a safe and compliant manner.

**6. Success Factors:** How will the success of this project be measured? Be as specific as possible.

Success will be measured on the following:

1. Ability to remain within budget for the project. It will be important to remain within the allotted budget for this project.
2. Seeing it to completion. The rec committee will feel successful when we can complete the project.
3. Satisfaction of the finished project with town residents. This could be based on survey responses or letters written to the town.

**7. Budget:** What is the total budget for the project and how will CPA funds be spent? All items of expenditure must be clearly identified. Distinguish between hard and soft costs.

Total Equipment \$170,507

These estimates are on the high side.

Demo & Disposal \$0

Site Prep \$10,000

Unloading & Installation	\$97,000
316 cyds EWF Furnished & Installed	\$20,000
Swing & Slide Mats	\$1,200

**Total Install Estimate** \$128,200

**Construction Cost:** \$298,707

**Soft Costs\*:**

As-built survey and closeout & NPSI inspection: \$2300

Contingency: \$29,000 = 10% contingency (actual cost for installation and site prep not known until project goes out to bid)

**Total CPA Funds Requested:** \$330,000

\*Other permitting related costs will be covered with CPA funds already authorized for this project

**Total Project Cost:\*\*** \$350,000

**8. Other funding:** The Boxford CPA Committee expects that applicants will offer alternative sources of funding to cover a portion of the total cost of the project. What additional funding sources are available, committed, or under consideration? Include commitment letters, if available, and describe any other attempts to secure funding for this project.

We previously received offers from individuals in town who are willing to contribute money for the project or to assist with raising money in the town. The Select Board voted to approve the establishment of a fund for the purpose of collecting donations towards the Johnson Field Playground Renovation Project.

\*\*We have started community awareness of our fundraising efforts and can provide an update as requested on how much fundraising has been accomplished. We will continue to fundraise to be able to add seating, etc. to this project which was in the top 5 of requested items for this space when we conducted our survey in 2022. We can also put funds raised towards signage. The cost of the seatings and signage are not included in the CPA funding sought for this project.

We would greatly appreciate CPA funding as we feel it falls under the eligibility requirements.

**9. Maintenance:** If ongoing maintenance is required for your project, how will it be funded?

Routine maintenance of the play structures and play surface will be covered by the Town of Boxford Department of Public Works in coordination with the recreation committee. We have included the Superintendent of the DPW in this project as year-over-year maintenance in terms of hours spent maintaining and funds to repair and upkeep the playground will fall under his department's care and budget. He is in agreement with this plan.

**10. Preservation:** CPA projects require deed restrictions limiting the use of the interest to the purpose

for which it was acquired. Please attach a copy of your proposed deed restriction.

N/A

### ***Additional Information***

Provide the following additional information, as applicable:

11. Documentation that you have or will have control over the site, such as Purchase and Sale Agreement, option or deed.

N/A

12. Evidence that the project does not violate any zoning ordinance or any other laws or regulations.

As mentioned above, we worked through the Boxford BOH and PBC and DPW to ensure that test digs were completed to assess the soil where the playground will be placed.

We have an engineer that can work with the conservation committee to evaluate the project given the proximity to the wetlands.

13. Evidence that the proposed site is free of hazardous materials or that there is any plan for remediation in place.

We have completed a land survey with wetlands delineation.

Weston and Sampson completed an exploration consisting of 7 test pits on site. The Town of Boxford DPW excavated the test pits to depths ranging from 5-6ft. Weston and Sampson engineering staff monitored the test pit excavations in the field, collected samples for review, prepared logs, monitored air quality conditions and measured locations. The soils were reviewed for appearance and presence of volatile organic compounds. No evidence of dumping was found. The report was filed with the DEP.

Weston and Sampson will have to submit to the DEP again once construction begins. Boxford BOH is following up on additional activities and the next steps and the PBC, DPW and Rec Committee remain in contact with them regarding this.

Williams Sparages is being retained to provide the professional services related to the preparation of a site plan and the filing of NOI with ConsCom and MA DEP.

14. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed.

We are working with Cindy Maak from Site Specifics. We consulted with Stephen Clifford, Director of Facilities with the Tri-Town School District as their playgrounds have been renovated in the last several years. He recommended working with Cindy and connected us to her. Cindy was also recommended by the group that renovated Cole School. They spoke with several representatives and reported they chose her over the others. Cindy has over 20 years of experience in the playground industry, selling and assisting with the installation of playgrounds. She has been a Certified Playground Safety Inspector and a Miracle

Recreation Equipment Company representative since 2001. Miracle Playgrounds have a reputation of middle of the road price with good quality.

Installation will need to go out to bid.

**Submit to:**

7A Spofford Road  
Boxford Community Preservation Committee Boxford Town Hall  
Boxford, MA, 01921