

CPC USE ONLY:	
Application #	FY22-04
Qualifies:	_____
Does not qualify:	_____

INITIAL ELIGIBILITY PROJECT APPLICATION FORM

DUE BY DECEMBER 4, 2020

TOWN OF NEEDHAM COMMUNITY PRESERVATION COMMITTEE

www.needhamma.gov/CPC

Email Applications to:

Carys Lustig and Kristen Wright:

clustig@needhamma.gov & kwright@needhamma.gov

- Applicant:** Town Manager, DPW **Submission Date:** 12/01/2020
- Applicant's Address, Phone Number and Email:**
 Needham DPW
 500 Dedham Ave.
 Needham, MA 02492
Contact Name:
 Cecilia Simchak
- Purpose:**
(Please select all that apply)
 - ☒ Open Space
 - ☐ Community Housing
 - ☒ Historic Preservation
 - ☒ Recreation
- Project Name:** Town Common Historic Redesign and Beautification
- Project Location/Address/Ownership (Control):**
 Needham Downtown Town Common, Town of Needham
- Amount Requested:** \$ 1,364,000
- Estimated Total Project Cost (If Different):** \$
- Critical Dates: (If Applicable)**

- continued -

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Project Name: Town Common Historic Redesign and Beautification

9. Project Summary: In 100 words or less provide a brief summary of the project:

The Town is seeking funding for construction services for the Town Common project. The area in this project includes the green space between the southern curb line of Garrity Way to the curb line of Great Plain Avenue to the south and from the curb lines of Chapel Street and Highland Avenue. Garrity Way and the parking area are not included in this project. The work here will integrate and connect to the recently constructed Phase 1 Needham Downtown Streetscape Project. The Town Common design project looked to design a Town Common space that maximizes the current usage of the space and integrates with the new downtown streetscape improvements. This design ensures historic preservation of the Town Common space, while providing for the functionality required in the 21st century including up-lighting, electrical capacity (outlets), sound, etc.

10. Community Need: In 100 words or less provide a brief statement of the need for and the benefits to the community.

The Town Common has long been used for a gathering spot for the community. Unfortunately, the space is showing signs of age. This has become more noticeable since the completion of the Downtown Streetscape Phase 1. This reconstruction will focus on making this space beautiful as well as functional.

Note: *This application enables the Community Preservation Committee to review the request to assess eligibility. You shall be notified by January 1 of your eligibility. If eligible you will be requested to supply additional information by February 1.*

Capital Funding Request					
Title	Town Common Historic Redesign and Beautification				
Request Type	Multiyear Funding Request	Capital Type	Infrastructure	Submitted by Funding Request	PW Parks and Forestry See Attached
			Description		
			2022		

The Town completed an internal design process for the Town Common and drafted a scope of service which includes improved hardscape, landscaping, amenities, tree plantings, and utility upgrades that are consistent with the historic nature of the Common and the new Downtown Streetscape Improvement Project.

Capital Request Detail			
Project Title	Town Common Historic Redesign and Beautification	Fiscal Year	2022
Project Phase	Construction	Request Status	Existing
Useful Life	More than 15 Years	FF&E	
Primary Function	Culture and Leisure	Technology	
Budget Impact	May increase annual operating expenses by less than \$5,000	Other Expenses	
	Project Cost Source	Project Cost	\$1,364,000
	Parameters		Response
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?		No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?		No
3.	Does this project require any permitting by any Town or State agency?		Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?		No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?		No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?		Yes
7.	Is this a request in response to a Court, Federal, or State order?		No
8.	Is this a request in response to a documented public health or safety condition?		No
9.	Is this a request to improve or make repairs to extend the useful life of a building?		No
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?		No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?		No
12.	Will any other department be required to provide assistance in order to complete the project?		Yes
13.	If funded, will this project increase the operating expense for any other department?		No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?	Total New FTE's	0
Project Description and Considerations			

This project will install new sod, trees, plantings, low maintenance hardscape materials, and increase handicap accessibility. The pathways and landscaping will be adjusted to become more aesthetically pleasing and functionally enhanced. There will be increased electrical and sound capacity to accommodate Town-wide events. This request is for the funding for the construction phase of this project. The design phase was funded in FY2020.

Changes from Prior Year Submission

The increase in cost is due to an updated quote from the current design, now that the Town is further along in the design process.

Clarification of Questions

3. This project may be subject to Planning Board review.

6. This project is being evaluated for eligibility of Community Preservation Funds under the category of Historic Preservation.

13. The Town Manager's Office will be involved.