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TOWN OF CONCORD, MA



TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE
141 KEYES ROAD, CONCORD, MA 01742
TEL. (978) 318-3290 FAX (978) 318-3291

Application for CPC Funding

Due no later than 12:00 noon on Friday, September 8, 2023

Applicant*: Town of Concord – Natural Resources Division

Federal Tax Id. No.*: _____

Co-Applicant (if applicable): Friends of Kennedy's Pond

Project Name*: Hillcrest Conservation Land Steps Replacement – Survey and Design Services

Project Location/Address (if applicable): 3A Hillcrest Road

Purpose*: (Select all that apply)

Open Space Community Housing Historic Preservation Recreation

Project Budget*:

Amount of CPC Funds Requested: \$ 72,500
Amount from Other Funding Sources: \$ 2,500
Total Project Budget: \$ 75,000
(If multi-year project, note current phase only)

Please check which of the following is included with this Application:

- | | |
|---|--|
| <input checked="" type="checkbox"/> One Paragraph Project Summary * | <input checked="" type="checkbox"/> Architectural plans, site plans, photographs (if appropriate) |
| <input checked="" type="checkbox"/> Map (if applicable) | <input type="checkbox"/> Copy of IRS determination letter (Non-profit Organizations only)* |
| <input checked="" type="checkbox"/> Narrative * | <input type="checkbox"/> Copy of Audit or most recent Financial Information (<u>Non-profit Organizations</u> only)* |
| <input checked="" type="checkbox"/> Selection Criteria and Needs Assessment | <input type="checkbox"/> Letters of Support (if any) |
| <input checked="" type="checkbox"/> Detailed Project Budget * | |
| <input checked="" type="checkbox"/> Feasibility Assessment | |
| <input type="checkbox"/> Statement of Sustainability (if applicable) | |
| <input checked="" type="checkbox"/> Timeline * | |

Project Contact Person*: Delia Kaye, Natural Resources Director

Project Contact Address*: 141 Keyes Road, Concord, MA 01742

Project Contact Phone*: 978-318-3285 Email*: dkaye@concordma.gov

Authorized Signature of Applicant*: Delia Kaye

Authorized Signature of Property Owner* (if different): Kerry J. Poffner

* Required

For Historic Preservation Projects Only – please check the box below left and acknowledge:

- I/We have read the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties and understand that planning for and execution of this project must meet these standards.

Project Summary

The Town of Concord - Natural Resources Division and the Friends of Kennedy's Pond are requesting CPA funding in the amount of \$75,000 for survey, design, and construction cost estimating services to replace stairs used to access the Hillcrest Conservation Land that are currently in a degraded and unsafe condition. Funding is requested from the Open Space and Recreation Categories.

Narrative

The Town-owned Hillcrest Conservation Land is accessed by a set of log stairs built in the mid 1980-s by an Eagle Scout troop between 21 and 41 Hillcrest Drive. The stairs are constructed by logs dug horizontally into the hillside and held in place by metal posts driven into the ground on the downslope side of the logs. These stairs have degraded over time and this has been exacerbated by the steep slopes directly off Hillcrest Drive. In their existing condition, the stairs are unstable and unsafe. Without safe access, the trails are becoming overgrown and underutilized. Addressing this neglected area of Town-owned land will immediately connect hundreds of Concord residents directly to Kennedy's Pond trails.

Hillcrest Conservation Land is largely bordered by private properties and the stairs are positioned at the parcels only connection to a public right of way. Steep grades in this location present a challenge to maintaining safe access and is beyond the scope of standard trail maintenance work project regularly conducted by Natural Resources Division staff, Trail Stewards, and other volunteers. To successfully replace the steps and provide continued and safe access to the trails, professional survey and design services will be required. Contingent upon approval of this application, the Natural Resources Division anticipates applying for funds in a future fiscal year to construct.

History

Around 1850, the Hayward family owned significant land in the Second Division area of Concord and dammed 16 acres of water, creating what is known today as Kennedy's Pond. Henry David Thoreau's journals refer to this area as "mill pond" and it was later used by the Concord Ice Company for harvesting ice. Nearly 50 years later, the Musketaquid Club was formed and built dams to form two additional ponds in 1900 and 1920. Kennedy's Pond is part of this chain of three ponds in the Second Division Brook watershed. John and Elsie Kennedy purchased the pond in 1948. The Kennedy family revitalized the pond to demonstrate boats and run a children's camp. In 1975, the U.S. Geological Survey officially changed the name to Kennedy's Pond, recognizing the family's use of the pond and surrounding land as a community summer camp in the 1950s. The pond was a premier swimming hole for Concord Residents for many years.

While the pond itself is still currently privately owned, much of the area surrounding the pond is Town conservation land, including the Old Rifle Range on the eastern shore and Hillcrest Conservation Land to the west. Friends of Kennedy's Pond was established in 2021 as a community organization dedicated to the care and conservation of Kennedy's Pond. There are currently 52 members who share an interest in revitalizing access and enjoyment of this natural asset in West Concord. Restoring the steps to the land is a critical component to ensuring safe public access.

CPC's Selection Criteria and Needs Assessment

This Application meets the following Selection Criteria as found in the 2023 Community Preservation Plan.

- a.) *Eligibility* – Under the CPA legislation, CPA funds can be used for “*the acquisition, creation, and preservation of open space*”, and “*...extraordinary repairs to historic resources, open spaces, lands for recreational use...*” This proposal seeks funds to design repairs to an existing public trail access and therefore qualifies for CPA funding for open space and recreation purposes.
- b.) *Consistency with Town-wide Planning* – The trail access improvements are consistent with the objectives of both the 2015 Open Space and Recreation plan and the 2018 Comprehensive Long-Range Plan, which both speak to improved access to Town conservation lands.
- c.) *Support by Boards, Committees, Community & Town Meeting Actions* – See above response.
- d.) *Enhancement of existing Town-owned open space, recreation, historic, and/or housing assets* – The stairs are currently in a state of severe disrepair, this combined with the steep slopes immediately off Hillcrest Road create hazardous conditions and limit access to the property. Survey and design is the first phase in construction of a new set of stairs which will restore opportunities for enjoyment of the Hillcrest trails and views of Kennedy’s Pond.
- e.) *Service of Multiple or Underserved Populations* – Town conservation lands are open to all.
- f.) *CPA Purposes* – This proposal meets two of the four CPA purposes; open space and recreation.
- g.) *Administrative and Financial Management* – The project will be administered by the Division of Natural Resources, which has extensive experience overseeing CPA and other grant funds.
- h.) *Successful Implementation of Similar Projects* – Division of Natural Resources staff oversee survey and design for trail restoration projects for projects of comparable scale on a regular basis.
- i.) *Site Control* – The Hillcrest Conservation Land is owned by the Town of Concord.
- j.) *Financial Need* - The entire cost to survey and design trail improvements is not a planned capital cost in the Town’s budget. It is therefore necessary to seek outside funds to advance the project.

- k.) *Sources of Funding* – In-kind contributions of staff time will be provided for project administration.
- l.) *Project Plan Feasibility* – Division of Natural Resources staff have extensive experience in all aspects of trail improvement projects, as well as expertise in design efforts to minimize impacts to sensitive areas.
- m.) *Urgency of Project* – The steps leading into the Hillcrest Conservation land are in a severe state of disrepair. Combined with the steep slope, the existing conditions are hazardous and restrict access to the trails.
- n.) *Maintenance Provisions* – The town, with assistance of the Trails Committee and Trail Stewards, regularly maintain trails and trail infrastructure. The neighborhood group, Friends of Kennedys Pond, has also undertaken ongoing maintenance of these trails and is committed to continuing maintenance to enhance and preserve these trails in the future.
- o.) *Permanent Restriction* – No permanent restriction is proposed as part of this project.
- p.) *Reimbursement* – This proposal does not seek reimbursement of previously appropriated funds.
- q.) *Incorporation of Sustainable Design Features* – The Town will pursue a design that minimizes impacts to the environment and incorporates sustainable design features to the maximum extent practicable.
- r.) *Four Sustainability Principles* – N/A
- s.) *Local Qualified Vendors* – The Town will adhere to state procurement regulations and will award projects to local bidders where it is legal and feasible to do so.
- t.) *Land Acquisition Projects* – N/A

Budget

| <u>Task</u> | <u>Brief Description</u> | <u>CPA Request</u> | <u>Match</u> | <u>Total Cost</u> |
|------------------------|---|---------------------------|---------------------|--------------------------|
| Survey | Topographic survey; existing conditions drawing | \$ 7,500 | | \$ 7,500 |
| Engineering Services | Soil sampling, detailing of proposed stairs and slope stabilization by geotechnical/structural engineer; proposed conditions drawing evaluation of drainage outfall; construction cost estimate | \$ 65,000 | | \$ 65,000 |
| Project Administration | Develop RFP/Q; Oversee consultant services | | \$2,500 | \$ 2,500 |

Feasibility

The Division of Natural Resources has completed several reconstruction and restoration projects and has the ability and experience to oversee work to survey and design the new stairs on time and within budget.

Timeline

The Natural Resources Division will issue an RFQ/RFP for survey and design services in the fall of 2024.

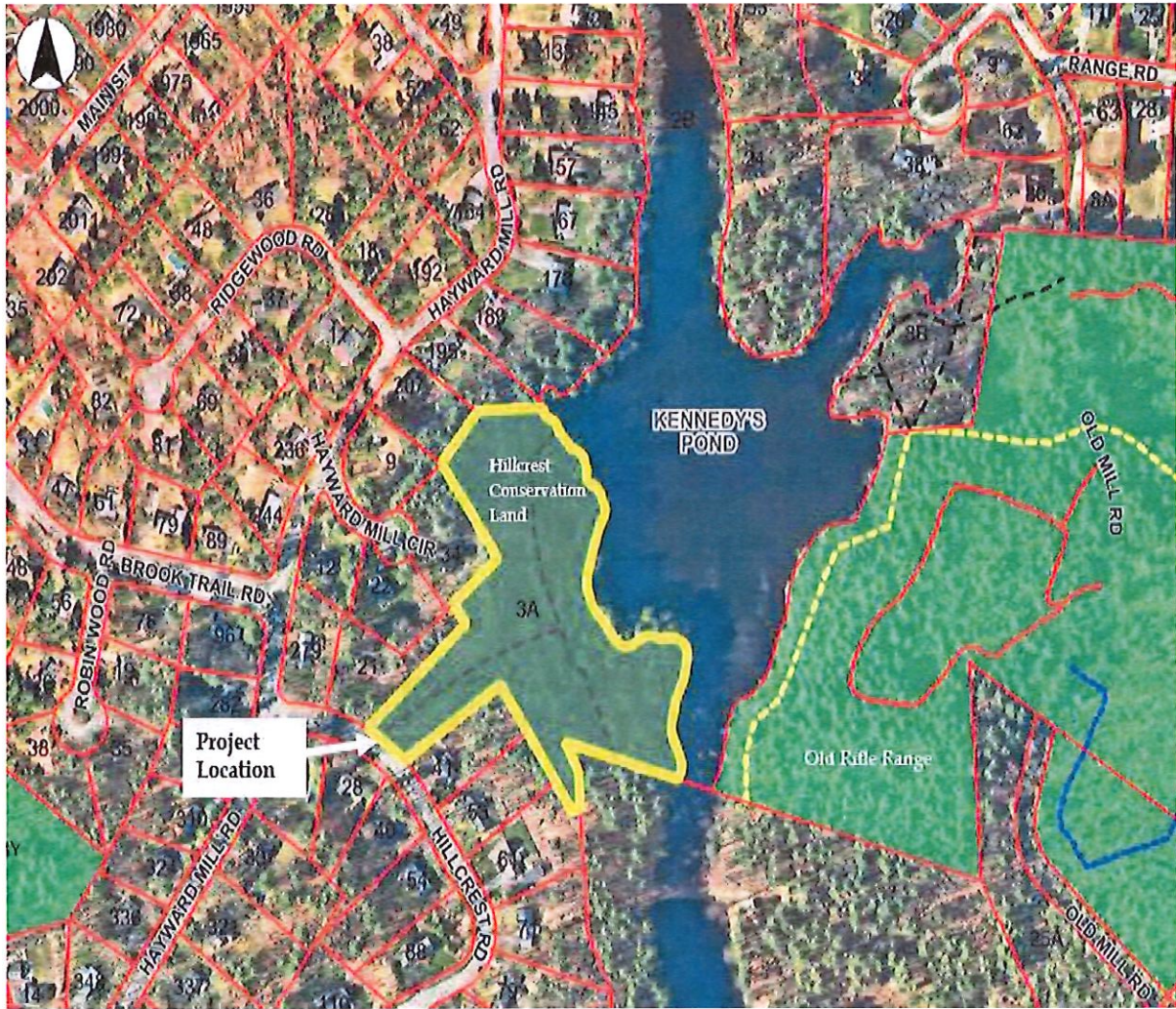




Figure 1: First steps immediately off Hillcrest Road.



Figure 2: Bottom section of stairs



Figure 3: Step dug into hillside and secured in place by metal post



Figure 4: View of stairs from bottom of hill