

Community Preservation Committee Town of Belmont

CPA Funding – Final Application

Ten copies of the completed Final Application must be submitted to the following address by no later than 7:00 pm on Monday, November 30, 2020:

Community Preservation Committee
c/o Floyd S. Carman, Treasurer
Town of Belmont
PO Box 56
Belmont, MA 02478

Unless an applicant can demonstrate that a significant opportunity would otherwise be lost, final applications will not be accepted after the submission deadline. In order for the CPC to consider a project proposal that cannot adhere to the deadlines as outlined in the **Standard Application Process**, the project must meet the additional selection criteria as outlined in the **Special Application Process**.

Project Title: Tennis Court Expansion - Winn Brook

Project Location: Cross Street Belmont

Applicant/Contact Person: Jon Marshall, Assistant Town Administrator

Organization Select Board, School Committee

Mailing Address: 455 Concord Ave., Belmont MA 02478

Telephone 617 993-2763 **E-mail** jmarshall@belmont-ma.gov

Signature Jon Marshall **Date:** 11/30/2020

CPA Category (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Community Housing | <input type="checkbox"/> Historic Preservation |
| <input type="checkbox"/> Open Space | <input checked="" type="checkbox"/> Recreation |

Amount Requested: \$240,000

Total Project Cost: \$240,000

The CPC will review the Final Applications. Applicants will be contacted if additional information or an interview is required. The CPC may also request to visit the site of the proposed project. Applicants will be notified by mid-January whether the CPC plans to recommend their project at the next Annual Town Meeting.

PROJECT DESCRIPTION: Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

- **Goals:** What are the goals of the proposed project?

The Tennis Court Expansion project at Winn Brook Park would add 1-2 additional courts. The courts are located at the Winn Brook Park on Cross Street.

- **Community Need:** Why is the project needed? Does it address needs identified in existing Town plans?

There is a need for additional tennis courts in Town. There are currently 3 locations that have tennis courts for a total of 12 public courts. The Town has reduced the number of tennis courts over the years.

The High School Tennis program needs a minimum of 5 tennis courts to successfully schedule matches. 6 tennis courts would enable the program to maximize practice time.

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

The tennis community is in support of adding additional courts (including the attached letter). There is a plan to have the area surveyed to assist in determining the number of courts that can fit in that area. This will be completed in December, followed by public meetings in January and February to further review.

- **Project Documentation:** Attach any applicable engineering plans, architectural drawings, site plans, photographs, any other renderings, relevant studies or material.

See attached outline of the area proposed. When concept level designs are available they will be sent along.

- **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones?

December – Survey and rough concept
January + February – Public meetings
July – Plans and designs created
August – Project out to bid for construction
September – Construction begins
October – Project complete

- **Credentials:** How will the experience of the applicant contribute to the success of this project? What prior municipal procurement experience does the applicant have? If the applicant has no prior procurement experience, what member of the project's working team or Town of Belmont Department Head mentor will be responsible for ensuring the project adheres to the necessary procurement laws?

This project will be supported by the Public Works Department. The Public Works Department has overseen the procurement and construction aspects of all park and court projects Town wide.

- **Success Factors:** How will the success of this project be measured?

The success of the project will be measured by the community having additional courts for use. It will be successful if the High School Team is able to successfully have matches, the public has greater courts to access, and the wait time for tennis courts is reduced.

- **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 and contingencies. (NOTE: CPA funds may not be used for ongoing maintenance expenses.)

Design/Engineering- \$25,000
 Construction - \$190,000
 Contingency - \$25,000
Total Project Costs - \$240,000

- **Other Funding:** 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.

N/A

- **Town Properties:** All CPA applications filed by a private person or entity for a CPA project either located on, or which involves, public land, structures, personal property or amenities shall be co-sponsored by a committee(s), board(s), commission(s), department(s) or other entity or entities of the Town of Belmont which have control of, or jurisdiction over, said land, structure, personal property or amenity. The committee(s), board(s), commission(s), department(s) or other entity or entities of the Town of Belmont which have control of, or jurisdiction over, said land, structure, personal property or amenity may set guidelines, standards and rules for, or make revisions to a CPA project either located on, or which involves, public land, structures, personal property or amenities.

Select Board, Recreation Department and Public Works

- Private Entity as a Private Project Sponsor:** Private entities sponsoring CPA projects on private property, not town-owned, are required to be nonprofit 501(c) (3) organizations and provide a copy of their IRS determination letter as part of their application.

N/A

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

Maintenance for the Tennis Courts are funded by the Public Works Department budget.

- **Impact on Town Budget:** What, if any, potential secondary effects will your proposed project have on the Town's Operating Budget? Are there any capital projects that rely on the successful completion of your project?

All courts will require preventative maintenance including crack seal and repainting. This is needed to help extend the useful life of tennis courts.

ADDITIONAL INFORMATION: Provide the following additional information, as applicable.

1. **Control of Site:** Documentation that you have control over the site, such as a Purchase and Sales Agreement, option or deed. If the applicant does not have site control, explain how public benefits will be protected in perpetuity.

The park falls under the control of the Select Board.

2. **Deed Restrictions:** In order for funding to be distributed, an appropriate deed restriction, meeting the requirements of Chapter 184 of Mass General Laws pursuant to section 12 of the Community Preservation Act, must be filed with the CPC. Provide a copy of the actual or proposed restrictions that will apply to this project.

Current restrictions exist as this is current Town parkland.

3. **Acquisitions:** For acquisition projects, attach appraisals and agreements if available. Attach a copy of the deed.

N/A

4. **Feasibility:** Provide a list of all further actions or steps that will be required for completion of the project, such as environmental assessments, zoning approvals, and any other known barriers to moving forward.

N/A

5. **Hazardous Materials:** Provide evidence that the proposed project site is free of hazardous materials or there is a plan for remediation in place.

Work has previously been completed in this area and there is no known hazardous materials.

6. **Permitting:** Provide evidence that the project does not violate any zoning ordinances, covenants, restrictions or other laws or regulations. What permits, if any, are needed for this project? Provide the expected date of receipt for necessary permits, and copies of any permits already acquired.

N/A

7. **Environmental Concerns:** Identify all known wetlands, floodplains, and/or any natural resource limitation that occur within the boundaries of your submission.

It has been discussed that there were previous issues with drainage. A drainage plan will be completed as part of the design and engineering services.

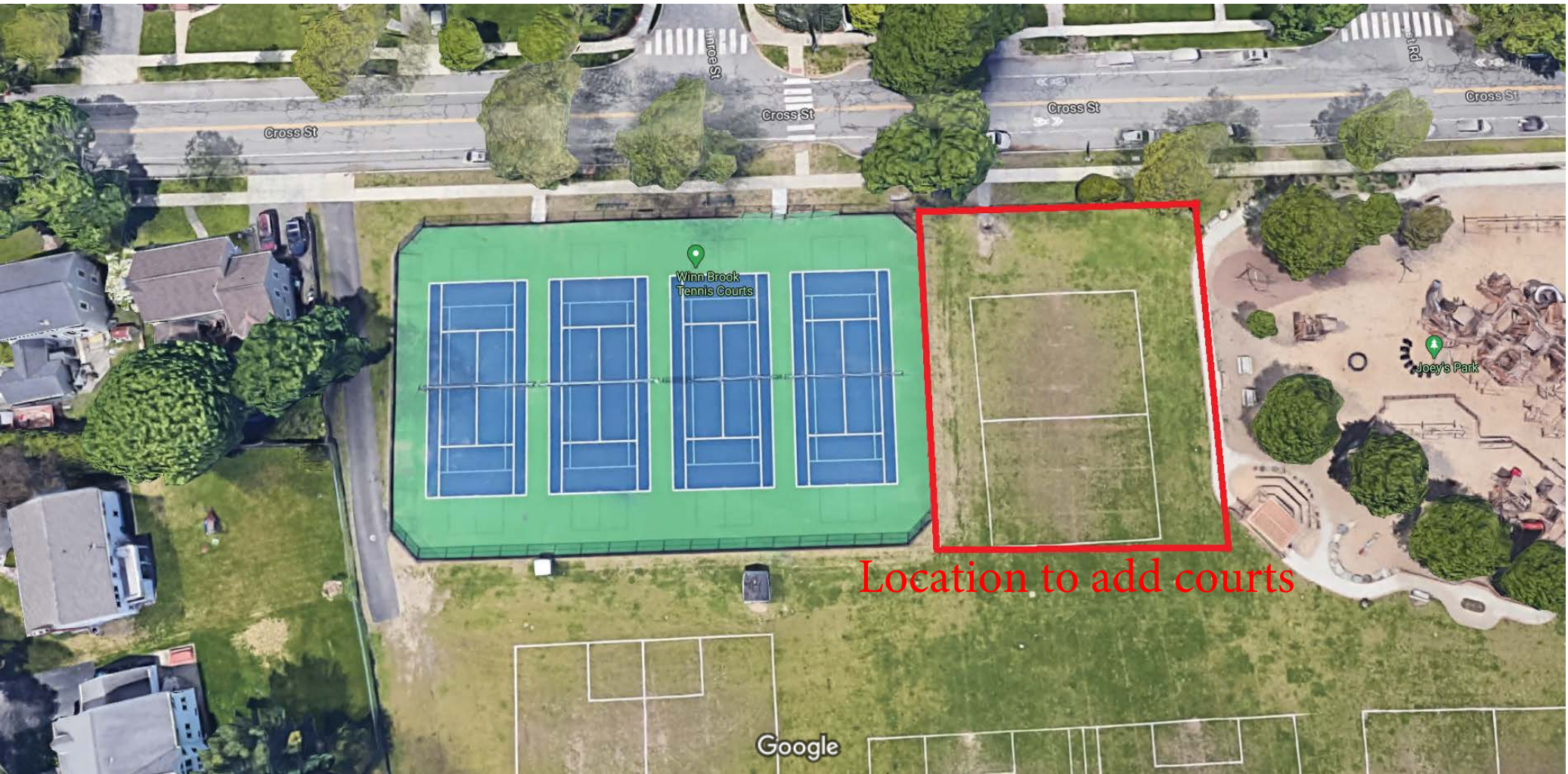
- 8. Professional Standards:** Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed. Evidence that the applicant has the proven or potential capacity to conduct the scope and scale of the proposed project, as evidenced by project leaders with appropriate qualifications and technical experience or access to technical expertise.

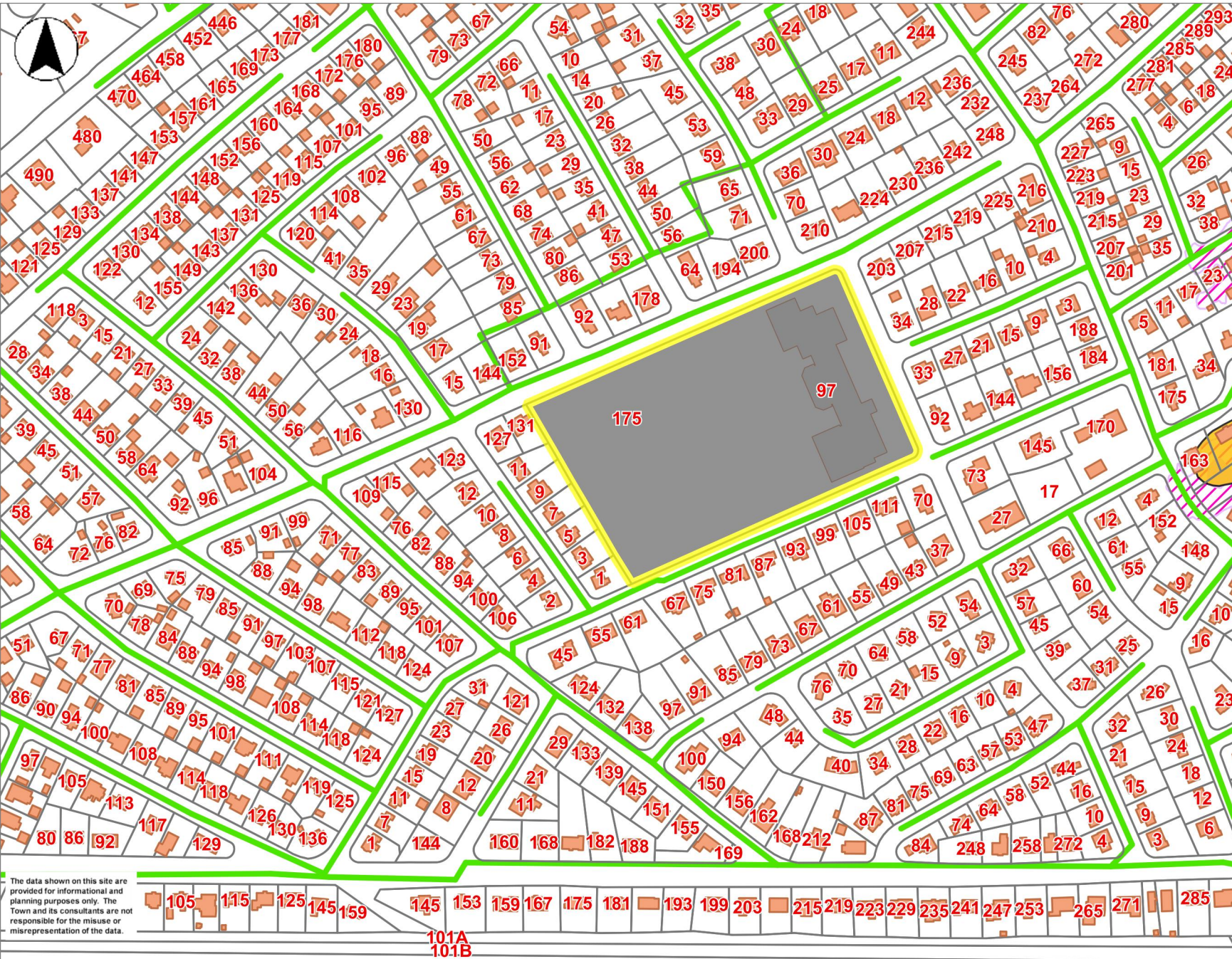
This project will be completed with the support of the Public Works Department.

- 9. Fundraising:** Private persons who wish to contribute to a particular CPA projects have the following fundraising options: A) Establish a 501 (c) (3) organization and set up a separate bank account in its name. This requires IRS filings on the part of the entity that sets it up. Collect and deposit all funds into the bank account you set up. B) Work with the Treasurer's Office to set up an account in the name of the CPA Project. Define the purpose of the fund raising and what the money will be used for.

N/A

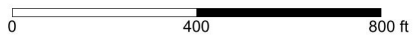
- 10. Further Attachments:** Assessor's map showing location of the project.
- Attached Map
 - Attached Letter of support





- Town-Owned Buildings
- McLean Buildings
- BUILDINGS**
- Parcels
- Sewer Manholes
- Sewer Mains
- Sewer Services
- Drainage Manholes
 - CB - Curb Inlet
 - CB - Round Grate
 - CB - Square Grate
 - Drain Manhole
 - PUMP WELL
- Drainage Service
- MA FEMA Q3 Flood Zones
 - A
 - AE
 - AH
 - AO
 - V
 - VE
 - ANI
 - X500
 - D
- UNDES
- MA FEMA National Flood Hazard Potential Flood
 - A 100 yr No BFE
 - AE 100 yr BFE
 - AE Floodway
 - AO 100 yr BFE 1-3 S
 - AH 100 yr BFE 1-3 P
 - VE BFE w/Waves
 - 0.2% Chance (500 yr)
 - OPEN WATER
- MA DEP Wetlands - No Loss
 - Marsh/Bog
 - Wooded Swamp
 - Salt Marsh

The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.



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November 9, 2020

Dear Chairperson Dionne,

We are writing to the Community Preservation Committee as members of the Belmont community with an interest in the tennis program at the high school and also in tennis for other citizens of the town. We want to support the application you have received for two additional tennis courts at the WinnBrook Playground. The need for more tennis courts is very apparent.

As background information: The town has had 10 courts at the high school since it was built in 1971. Two courts were built as part of the Middle School project but are no longer available.

The high school courts were available for the high school tennis team to practice and play tournaments, for phys ed classes, and for other residents who wished to play when the courts were not being used by the school. When the new high school was planned, the placement of tennis courts at the new facility was not considered. Every other sport will have its varsity competitions on the site. Only tennis has been pushed away. Of course it was always known that the sports would be disrupted during construction, but it is a great disappointment that the tennis courts have disappeared. Without these courts, it is impossible for the tennis teams to practice, play games and host competitions at the high school.

We think you will understand why adding two courts at the WinnBrook Playground is so important. The four courts that are available are not sufficient to host a competition. We are asking for the minimum number of courts to hold a regulation match. This will assure that the competition is played in a timely fashion as are other varsity sports. Our tennis teams can be very competitive and attract a good number of students which is what we want for our children.

Furthermore, this summer has shown how valuable tennis is. All summer the courts were full to overflowing from early morning, 7:00 AM until dark. The players ranged in age from 5 to 85. Courts were so packed that the Recreation Department began the unprecedented action of charging residents to reserve daytime court time. Tennis is a valuable resource for everyone. It is a life long sport and, as we have learned, tennis is one of the safest sports to play during a pandemic.

Belmont needs more tennis courts. No other recreational asset is as much used by residents and students alike. Creation of additional courts at Winn Brook is ideal. It gives recreational space back to residents and having 6 courts in one place will allow for tournament play while details of a new sports facility are being worked out.

For all these reasons, we ask you to endorse the application for the two tennis courts at WinnBrook . We are happy to answer any questions or provide more information.

Thank you for the work you do

Sincerely,

Heather Barr

Hannah Fischer

Anne Paulsen

Mary Ann Scali

Katherine Stievater