



# COMMUNITY PRESERVATION APPLICATION FOR FUNDING

City of Newburyport  
Community Preservation Committee

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Applications for funding are due by **Thursday, February 6, 2020 at 4:00 p.m.** with the Community Preservation Committee, c/o Office of Planning and Development, City Hall, 60 Pleasant St., Newburyport MA 01950.

## Application Instructions:

Applicants should file ten (10) paper copies and one electronic copy of the completed application and all accompanying documents.

Applications should be stapled or clipped. Bound applications are not required.

Please be mindful of extraneous paper.

**PROJECT NAME:** Perkins Park Shade

**PROJECT ADDRESS:** Perkins Park, Newburyport, MA 01950

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**MAP/LOT:** 31-30

**APPLICANT NAME:** City of Newburyport Parks Department & Commission

(Group or Committee Affiliation)

**CONTACT PERSON:** Lisë Reid

**TELEPHONE/FAX NO.:** 978-465-4462

**ADDRESS:** 60 Pleasant Street  
Newburyport, MA 01950

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**EMAIL:** lreid@cityofnewburyport.com

## **COMMUNITY PRESERVATION CATEGORY:**

*(Please check all that apply)*

- Open Space**
- Historic Resource**
- Affordable Housing\***
- Recreation**

\* Applicants seeking Affordable Housing funds must attend a Newburyport Affordable Housing Trust meeting to review and discuss their application. This review must occur prior to the Community Preservation Committee deliberations.

The Committee may require, as a condition for funding, that the applicant grant to the City or other authorized grantee certain restrictions, including: preservation restrictions on rehabilitated or acquired historic resources, conservation restrictions on preserved or acquired lands, and deed restrictions on affordable housing projects. If applicable, the restriction shall be recorded at the Southern Essex Registry of Deeds.

**PROJECT SUMMARY:** Provide a description of the Project, including the property involved and its proposed use.

We plan to install a shade structure at Perkins Park, a popular south end park with playground, tennis court, basketball courts, and ball field. The park is used by neighbors, little league and by Newburyport Youth Services for their spring and summer recreational programming. Shade has long been requested by Youth Services to support their programming.

**PUBLIC BENEFIT:** Describe in detail the benefits Newburyport will receive from the Project and how the Project fulfills the Community Preservation Committee's Project Evaluation Criteria.

Perkins Park is a popular, south end, neighborhood park with a playground, ball field, basketball court and tennis court. Newburyport Youth Services, the city agency which runs youth after school and summer recreational programming, has long been asking the Parks Commission to install a shade structure to help protect children from sun burns and other heat-related illnesses.

The US Consumer Product Safety Commission advocates for including shade on playgrounds in their *Public Playground Safety Handbook* saying, "According to the American Academy of Dermatology, research indicates that one in five Americans will develop some form of skin cancer during their lifetime, and five or more sunburns double the risk of developing skin cancer. Utilizing . . . manmade structures [will] help protect children's skin from the sun." In addition, shade will provide relief from heat, which is especially important at mid-day times when the playground is busiest and during full-day recreation programs when kids are at risk of heat-related illnesses.

The project supports the City's Open Space and Recreation Plan in the following ways:

"Goal 2: Maintain a high quality of parks and recreation areas that are safe, attractive, and provide a range of active and passive (informal) recreational opportunities for all residents and visitors. . . .

- Continue to plan for, budget for, and execute renovations to existing parks and facilities to create safe, accessible, and enjoyable parks and facilities.
- Implement improvements at city parks and recreation areas to ensure accessibility to people with a variety of levels of mobility, sense awareness, and mental capacity.
- Identify and secure funding for recreational improvements."

The project supports Master Plan

- "Goal NR-2: Maintain a high quality of parks, recreation areas, trails and other open spaces that are safe, attractive, preserve historic resources, and provide a range of active and passive recreational opportunities for all residents and visitors; and
- Strategy 3: Maximize use of all municipal parks and recreation facilities. Action 1 Foster close collaboration and coordination between the School Department and City Departments (Parks Department, DPS, etc.) to maximize the efficient utilization of existing facilities and field spaces."

**CONTROL OF SITE:** Indicate whether the applicant owns or has a purchase agreement for the Project site. If the property is under agreement, include a description of the agreement and the timing and conditions. If the applicant does not have site control, explain.

The City of Newburyport owns the property. The park is under the jurisdiction of the Parks Commission.

**FEASIBILITY:** List all steps that may be required for completion of the Project, such as environmental assessment, zoning or other approvals, agreement on terms of any required conservation, affordability or historic preservation restrictions, and any other known issues. For projects that may impact abutters or the neighborhood, describe support or objections from those affected.

A building permit is required for this project.

**PROJECT TIMELINE:** Describe the anticipated steps or phases for completion of the Project. Demonstrate whether the Project will be ready to proceed in the coming fiscal year.

Pending funding the project would follow this timeline:

Procure shade structure ..... September 2020  
 Install shade structure ..... October-November 2020

**FUNDING:**

A. **Amount of Newburyport Community Preservation Funding Requested:**  
 \$ 12,062.25

B. **Other Sources of Funding Available:** If funding from other sources may be available for the Project, please complete the following table:

SOURCE OF FUNDING	AMOUNT REQUESTED	STATUS (COMMITTED Y/N IF NOT-WHEN)	CONTINGENT ON CP FUNDS (Y/N)
Newburyport Youth Services	\$3,000	Y	Y

## ATTACHMENTS:

Include the following with ALL copies of the application:

- Assessor's map showing location of the Project
- Photographs
- Recent written estimates of cost with detailed scope of work
- Proposed oversight and management plan for the Project
- If the project involves public property, provide verification that the applicable public agency or department supports the project as presented and will oversee the project if funded. (**Applicable agency is applicant**)
- Historic resources include buildings, structures, vessel real properties, documents or artifacts that are listed or eligible for listing on the state register of historic place or determined to be significant in the history, archeology, architecture or culture of the city by the local historic preservation commission. If the project involves a historic resource, please provide evidence (date of listing on the state register or a letter from the Newburyport Historical Commission confirming its determination of significance) with the application that it meets these criteria

Include the following, if applicable and available:

- Architectural plans and specifications, for new construction or rehabilitation
- Maps, renderings, site plans
- Historic structures report, existing conditions report
- Names and addresses of project architects, contractors and consultants
- Budgets
- Letters of Support

Attach additional sheets as necessary to answer all questions.

## YOU MAY BE REQUESTED TO PROVIDE ADDITIONAL INFORMATION.

**For questions contact:** Office of Planning and Development  
Newburyport City Hall  
[planning@cityofnewburyport.com](mailto:planning@cityofnewburyport.com)  
(978) 465-4400



### Perkins Park

Newburyport Assessor's Map

31-30 2/5/2020



## PERKINS PARK SHADE STRUCTURE



*Several stretches of asphalt along the original Clipper City Rail Trail are in need of repair due to the effects of damage by tree roots. Locations needing replacement include the High Street spur going from High to the main trail pathway; north of the Low Street bridge by the granite steps; south of the Low Street bridge; near the locomotive sculpture; north of the bridge over Merrimack Street; south of the rail road bridge from the bridge to the granite steps at Strong Street.*

**Perkins Park Shade Structure Budget**

*1/29/2020*

**Option - 20' x 20' - one post - 10' eve height**

Permitting	\$ -
Materials, Squarebrella & base plate	\$ 7,600.00
Sealed Engineering Drawings	\$ 795.00
Shipping	\$ 950.00
Installation	\$ 5,000.00
5% Contingency	\$ 717.25
<b>TOTAL PROJECT COST</b>	<b>\$ 15,062.25</b>



4487 A Ashton Road, Sarasota, FL 34233  
 Ph: 941-925-3000 Fx: 941-925-3001

# ESTIMATE

DATE	ESTIMATE #
2/5/2020	208655

*You Can Feel The Difference!*

NAME/ADDRESS
City of Newburyport PO Box 550 60 Pleasant St. Newburyport, MA 01950

TERMS	REP	FOB	PROJECT NAME
Net 30	JL/DC	Destination	Squarebrella

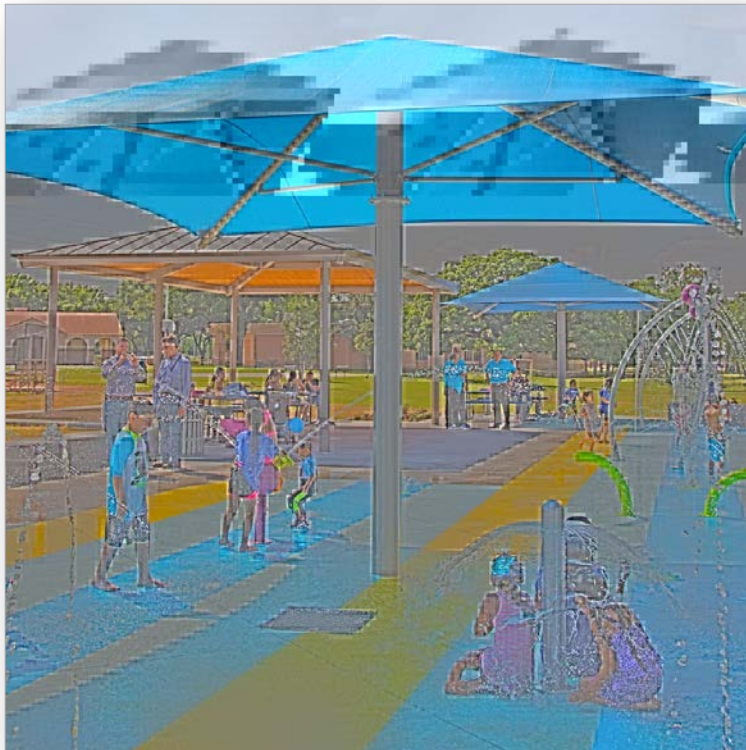
ITEM	DESCRIPTION	QTY	UNIT PRICE	TOTAL
US20P	20' x 20' x 10' H SquareBrella Quick & Easy Turnbuckle Tensioning Powder Coat Color - TBD Fabric Cover Color - TBD Direct Imbedment		7,600.00	7,600.00
Sealed Drawings	Sealed Engineering Drawings & Calculations (Site Plan/Survey required)		795.00	795.00
Excludes Installation	This estimate/order does NOT include installation			0.00
Freight - Shade Structures	ESTIMATED Freight		950.00	950.00
TERMS	NET 30 FROM DATE OF INVOICE* Orders prepaid in full via cash or check are eligible for a 2% discount from invoice total.  *Accounts exceeding 30 days from invoice date will be billed finance charges at the rate of 1.5% per month of unpaid balance due with a minimum \$25.00 charge			0.00
Thank you for the opportunity to serve your shade needs.			<b>TOTAL</b>	\$9,345.00

**THIS ESTIMATE IS VALID FOR 15 DAYS FROM THIS DATE.**

ACCEPTED BY: \_\_\_\_\_



**OVERSIGHT AND MANAGEMENT PLAN  
PERKINS PARK SHADE STRUCTURE  
Newburyport, Massachusetts**



## Project Identification

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**Project Name:** Perkins Park Shade

**Start Date:** September 2020

**End Date:** TBD

**Project Manager:** Lisë Reid, Parks Director

## Project Background & Description

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Perkins Park is a popular, south end, neighborhood park with a playground, ball field, basketball court and tennis court. The park is used by neighbors, little league and by Newburyport Youth Services for their spring and summer recreational programming. Shade has long been requested by Youth Services to support their programming. We plan to install a shade structure at the park, so support their programming and offer an essential amenity to all park users.

## Project Management

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### MANAGEMENT TEAM

Parks Director Lisë Reid has extensive experience in project management of this nature including the renovation of the High School Stadium, the new baseball field and the Chery Hill Soccer Fields.

Michael Hennessey. Mike works as Parks Manager for Newburyport. He has worked in his current position for the city since 2016, and has more than 25 years of private sector experience in landscape and hardscape design, construction and maintenance.

### PERMITTING

The Parks Department will file a building permit.

### PROCUREMENT

The project team will solicit three written quotes for the shade structure itself and three written quotes for product installation.

### CONSTRUCTION ADMINISTRATION

Parks Manager Michael Hennessey will review product and material submissions, and will act as site supervisor through all phases of the project on a daily basis.

Parks Director Lisë Reid will oversee the procurement process, manage project finances, review contractor invoices, hold project meetings and document progress through photographs and meetings notes.

## Scope of Work

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- Solicit appropriate quotes for product procurement and installation services
- Coordinate product delivery
- Coordinate and oversee product installation

## Project Timeline

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Procure shade structure, September 2020  
Installation, October-November 2020



# CITY OF NEWBURYPORT



## **NEWBURYPORT YOUTH SERVICES**

**ANDREA EGMONT  
DIRECTOR OF YOUTH AND  
RECREATIONAL SERVICES**

**40 MILK STREET  
NEWBURYPORT, MA 01950**

(978) 465-4434

Mr. Mike Dissette, Chair  
Community Preservation Committee  
c/o Office of Planning and Development  
City of Newburyport  
60 Pleasant Street  
Newburyport, Massachusetts 01950

February 4, 2020

Dear Committee Members,

Newburyport Youth Services would like to voice support for installing a shade structure at Perkins Park. As a department, we encourage outdoor play and recognize all the benefits it provides our youth, including building physically healthier kids, contributing to cognitive and social/emotional development, improving sensory skills, increasing attention spans and raising the general happiness factor of our youth.

Perkins Park is a go-to recreational area for many families in Newburyport, with a playground, ball field, basketball and tennis courts. One feature that is missing from the park is adequate shade. The addition of a shade structure would help protect children from sun burns, surface burns, provide eye protection and help prevent heat exhaustion, which is a particular issue for children with medical conditions that make temperature regulation difficult.

Thank you for considering this valuable addition to our park. If you have any questions please reach out to NYS Director, Andi Egmont.

Thank you,

Andi Egmont

Andrea Egmont  
Director of Youth and Recreational Services  
Newburyport Youth Services  
[aegmont@cityofnewburyport.com](mailto:aegmont@cityofnewburyport.com)  
978-465-4434