

For CPC use only: Date Received _____

Town of Southborough Community Preservation Committee
17 Common Street; Southborough, MA 01772

APPLICATION FOR FY 2027 COMMUNITY PRESERVATION FUNDING
Application is due September 15, 2025

Name of Proposal: Fayville Park Improvements

Date of Submission: 9/12/25

Name of Applicant or Board/Committee/Commission: Travis Farley - Southborough Recreation

Contact Person: Travis Farley

Sponsoring Organization and/or Affiliations: See Attached

Mailing Address: 21 Highland Street, Southborough, MA

Daytime Phone Number: 508-573-0410

Email Address: tfarley@southboroughma.com

CPA Funding Requested: \$1,005,200

Total Cost of Project: \$1,072,200

CPA Category (Check ALL that apply - refer to Coalition Chart on Last Page)

Open Space

☐

Historic Preservation

☐

Community Housing

☐

Recreation

☒

The chart below demonstrates the allowable uses of CPA funds in each of the CPA project categories: open space, recreation, housing, and historic preservation. This chart is critical for determining whether a proposed project is eligible for CPA funding. Projects are only eligible for CPA funding if they fit in a "Yes" box below.

	Open Space	Historic	Recreation	Housing
Acquire	Yes	Yes	Yes	Yes
Create	Yes	No	Yes	Yes
Preserve	Yes	Yes	Yes	Yes
Support	No	No	No	Yes
Rehabilitate and/or Restore	Yes, if acquired or created with CPA funds	Yes	Yes (new 7/8/2012)	Yes, if acquired or created with CPA funds

NOTE:

The 7/8/2012 Legislation prohibits use of CPA funds to pay for Artificial Turf Fields.

ELIGIBILITY: Define how the project meets CPA requirements (please refer to the Community Preservation Coalition Chart on the last page)

See Attached

SUMMARY: Brief description of the project, which will guide the project summary in the warrant article.

See Attached

Before filling out this application, familiarize yourself with the Southborough CPC Application Handbook available on the CPC webpage:

<https://www.southboroughma.gov/424/Community-Preservation-Committee> .

As you are filling out the application, make sure you are in-line with the requirements as documented in the Southborough CPC Application Handbook.



I have read and understand the process and requirements detailed in the CPC application handbook.

Please submit the following application by September 15, 2025; for consideration at Annual Town Meeting in 2026. Please email your completed application to both: Lisa Braccio, CPC Chair at lbraccio@southboroughma.com and Frederica Gillespie, CPA Consultant at fg.cpaconsulting@gmail.com

PLEASE COMPLETE THE PROJECT DESCRIPTION BELOW AND INCLUDE WITH YOUR APPLICATION (use extra sheets, if needed)

PROJECT DESCRIPTION

In describing the project, please include answers to the following questions. Applications may be returned as incomplete if all relevant requested information is not provided. Include supporting materials and exhibits, as necessary.

1 Provide a Project Name (as it will appear on warrant article)

See Attached

2 OPEN PROJECTS: Do you have any existing CPA funded projects? If so, are you up to date with your reporting? Please list them here.

See Attached

3 GOALS: What are the goals of the proposed project? Who will benefit and why? How will success be measured?

See Attached

4 COMMUNITY NEED: Why is this project needed? Does it address needs identified existing Town plans - i.e. Recreation Plan/Master Plan/Housing Production Plan/Open Space Plan?

See Attached

5 COMMUNITY SUPPORT: What is the nature and level of support and/or opposition for this project?

See Attached

6. BUDGET: What is the total budget for the project and how will CPA funds be spent? All items of expenditure must be clearly identified and back-up documentation provided. Distinguish between hard and soft costs. Depending on your project, more than one estimate may be required (NOTE: CPA funds may NOT be used for maintenance). Attach a two to five-year budget, if appropriate.

7 **FUNDING:** Are you seeking alternative funding outside of the CPA? What additional funding sources are available, committed or under consideration?

Include commitment letters, in kind donations and volunteer hours, and describe any other attempts to secure funding for this project.

8 **TIMELINE:** What is the schedule for project implementation, including a timeline for all critical elements? This should include the timeline for expenditures, receipt of other funds and/or other revenues, if any.

9 **IMPLEMENTATION:** Who will be responsible for implementing the project? Who will the project manager be? What relevant experience does the proposed project manager have? Who else will be involved in project implementation and what arrangements have been made with them?

See Attached

10 **MAINTENANCE:** If ongoing maintenance is required, who will be responsible and how will it be funded? Please attach a detailed five-year budget.

ADDITIONAL INFORMATION: Please provide the following additional information.

1. **FURTHER DOCUMENTATION:** Documentation that you have control over the site, such as a Purchase and Sale Agreement, option to deed. (Letters of support from relevant town entities)

2. **FEASIBILITY REPORTS:** Any feasibility reports, renderings or other relevant studies and material.

3. **BY-LAW COMPLIANCE:** Evidence that the project is in compliance with zoning by-laws or any other laws or regulations, including environmental, and/or plans to obtain necessary approvals.

See Attached

4. If a non-town government entity is the applicant, please list contact information for all relevant contacts for the project and if a non-profit list contact information of the board members.

5. Have you determined if your project requires a Preservation Restriction, Conservation Restriction or Deed Restriction?

Yes ☒ no ☐ Unsure ☐

6. OTHER INFORMATION: Any additional information that might benefit the CPC in their consideration of this project.

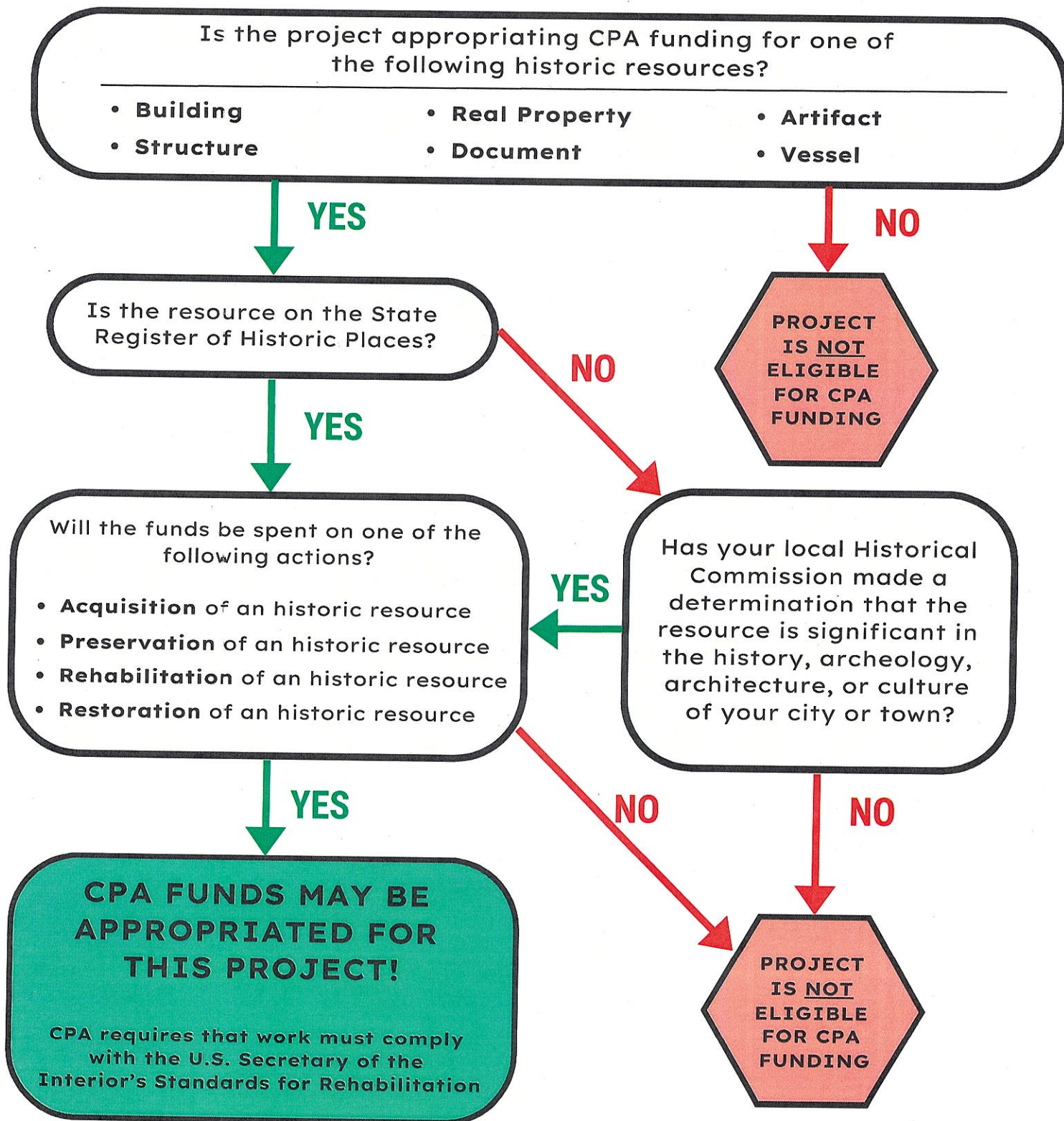
See Attached

A representative from the project will be required to present the project to the CPC. After the application deadline, you will be sent the presentation schedule.

Applicant requirements after CPC recommends project for Town Meeting:

- To assist with fielding questions concerning the project, a Project Representative shall attend the Select Board and Advisory Committee meetings with the CPC when the CPC warrant articles are reviewed.
- A Project Representative shall attend Town Meeting to answer questions. Any Project Presentation to be reviewed by CPC.
- All Town Meeting approved projects must submit a project schedule and proposed payment timeline. That schedule will be used to determine project completion deadline. The MOU must be signed prior to start of Project.
- All Town Meeting approved projects shall present progress reports at 6-month intervals along with written reports to the CPC.
- All Town Meeting approved projects are required to include permanent signage stating that Southborough CPA provided funding for the project (wording shall be reviewed with the CPC prior to completion of the project).
- All publicity shall include statement that the Southborough Community Preservation Act provided funding for the project.

How to Determine CPA Eligibility for the Historic Preservation Category



Eligibility

These improvements to Fayville Park would expand the range of recreational opportunities available to Southborough residents. The Splash Pad would be accessible to all abilities, serving a significant number of residents. The Dog Park was identified as recently as a 2 years ago as a recreational amenity that over 100 residents would like to see (collected via survey). The park is currently owned by the town and promotes various methods of play.

Summary

The project would include a 8,000 square foot splash pad, a 1/3 of an acre dog park, the addition of a small parking lot (including parking for 9 spots), and the development of a walking path around the perimeter of the park. These amenities would be taking the place of the current baseball field at Fayville Park.

Provide Project Name

Fayville Park Improvement

Open Projects

I am currently working with Kristin LaVault (Recreation Commission Chair) to close out any projects we may still have open with CPC. We are hoping to have anything open closed out by the end of fiscal year FY26.

Goals

The goal of this project is to improve our current recreational amenities (as identified in our 2019 Open Space & Recreation Plan). This project would provide a water element that would be accessible to all abilities, would service a large number of residents, would give the community a dog park (identified more then 100 residents who identified they would like to see a dog park in Southborough), creates a walking path around the park that can be

used by all ages, makes the park more accessible for users, and converts a single use amenity into a multi-use one.

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Community Need

Yes, the recreation department believes there is a need for an upgrade at Fayville Park at this time. We evaluate our recreational amenities every year as part of our Open Space and Recreation Plan (2019). We believe this is an improvement/opportunity that would serve a larger population in Southborough. There are elements to this project that would make the park far more accessible for our users (as identified in our 2021 Town of Southborough Self-Evaluation and Transition Plan). Lastly, when applying for the Stanton Foundation a few years ago we surveyed more than 100 residents on the need for a dog park in Southborough. The resounding answer was yes it was amenity that residents would like to see in the community.

Community Support

We are in the early phasis of this project, and we believe there would be little opposition to this project. This project would create a multi-use park that would benefit a very large population of Southborough. We are also currently working with youth baseball/softball (ABSA) to identify fields we could improve to replace the loss of the field at Fayville.

Budget

The total project cost is \$1,072,200 (\$952,200 is for construction and \$120,000 is for design/permitting/bidding assistance/construction administration). The Recreation Department is willing to pay \$67,000 in design costs as we are hoping to use the park for recreational programming in the future. We are also exploring grant funding from the Land and Water Conservation Fund Grant Program through the state (the communities of Woburn & Leominster both successfully received funding for spray parks recently through this grant). The grant opens up in December and at this time we do not know if we will receive any grant funding but will be applying.

Funding

The Recreation Department is willing to pay \$67,000 in design costs as we are hoping to use the park for recreational programming in the future. We are also exploring grant funding from the Land and Water Conservation Fund Grant Program through the state (the communities of Woburn & Leominster both successfully received funding for spray parks recently through this grant). The grant opens up in December and at this time we do not know if we will receive any grant funding but will be applying.

Timeline

We are in the early phasis of planning but I believe this project can be completed in under a year but that is an estimate at this point.

Implementation

The Recreation Department will be responsible for all aspects of implementation and project management

Maintenance

The Recreation Department in conjunction with the DPW will be responsible for maintenance of the park. We inspect our parks annually and identify items that need to be improved/replaced where needed.

Further Documentation

Please see the estimate from Activitas (Landscape Architect) at the end of this report.

Feasibility Report

At this point we are asking Activitas to complete a preliminary design and concepts for our next meeting with CPC. We are hoping to have those in hand by November/December. I am also working on a list of comparable projects from other communities as well.

By-Law Compliance

We will work with the planning department to make sure this project is in compliance with all zoning by-laws.

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4. If a non-town government entity is the applicant, please list contact information for all relevant contacts for the project and if a non-profit list contact information of the board members.

Travis Farley – Southborough Recreation Department

SUMMARY OPINION OF PROBABLE COSTS

Project: Town of Southborough - Fayville
Project No.
Phase: Conceptual Design
Date: 3 September 2025

NOTES:

Due to the inflationary and unpredictable construction climate, this cost opinion may not represent the actual cost of construction.

This is an Opinion of Probable Project Cost only and is based upon a preliminary conceptual design sketch and discussions without community input. Activitas has no control over the cost of labor, materials, equipment or services furnished. We also have no control over project schedules, contractor's means and methods of construction or their determination of prices, the competitive bidding market or negotiating conditions. Activitas cannot guarantee that this opinion will not vary from the actual bid and project costs.

There are no costs provided for client costs, financing of funding costs, legal fees, land acquisition or temporary/permanent easements, operations or any other costs associated with this project that are not specifically part of the preliminary scope.

ASSUMPTIONS:

Sales tax exempt, prevailing wage rate construction.

No rock or ledge excavation is required unless otherwise noted.

Unsuitable, contaminated or hazardous materials are not contemplated unless otherwise noted.

FAYVILLE CONSTRUCTION		\$952,200
1	MOBILIZATION, SITE PREP AND EARTHWORK	\$116,700.00
2	SPLASH PAD (8,000 SF)	\$437,500
3	PARKING AREA (9 SPACES)	\$109,200
4	DOG PARK (1/3 ACRE)	\$83,500
5	OTHER LANDSCAPE IMPROVEMENTS (ADA WALKWAYS, BENCHES, ETC)	\$59,900
6	CONTRACTOR GENERAL CONDITIONS, OVERHEAD AND PROFIT	\$145,400
7	20% CONTINGENCY	\$190,500
DESIGN FEE		\$120,000
1	DESIGN DEVELOPMENT	\$67,000
2	PERMITTING	\$15,000
3	BIDDING ASSISTANCE	\$8,000
4	CONSTRUCTION ADMINISTRATION	\$30,000
OPINION OF TOTAL PROJECT COSTS		\$1,072,200