



- b. **CPA Eligibility, Community Preservation Need:** Please describe how the project complies with the CPC's Project Eligibility Criteria and the DOR's Allowable Uses Chart. Please describe the community need the project satisfies. Please address specific CPC Criteria and the definitions listed on the DOR's Chart when answering this question.
  - c. **Project Partnerships & Support:** Please attach commitment letters from funding partners, including in-kind service providers. Please attach other letters of support to document clear endorsement by community members and groups, municipal boards, committees, commissions and departments, etc.
  - d. **Feasibility:** List and explain all further actions or steps that will be required for completion of the project (i.e. 21E environmental assessments; zoning, planning board, conservation commission permits and approvals; easements or restrictions; subordination agreements etc...).
  - e. **Applicant/Organization Background:** Please provide a brief description of your or the organization's profile and project history. Explain your ability and capacity to undertake and successfully execute the project.
  - f. **Maintenance & Long Term Preservation:** If on-going maintenance and upkeep is required, please describe how this will be accomplished. Explain specific guarantees that will assure long-term preservation of the project.
  - g. **Maps & Visual Materials:** When appropriate, at least one photograph shall be provided with the application. Please include plans, maps and other visual aids to help describe the project (i.e. USGS topographic map, assessors map, GIS/ aerial photo maps, photographs, renderings or design plans etc...).
2. **Budget:** Please fill out the attached Budget Form. Please indicate which expenses CPA will directly fund. Please attach supporting documentation that substantiates costs (i.e. estimates, quotes, letters of intent estimating value of in-kind services etc...)
3. **Project Schedule:** Please fill out the attached Project Schedule Form. Explain each step of the project, time to accomplish the various steps, milestones and project completion date.
4. If applicable and appropriate, additional information or supporting documentation should also be attached. **\*\*Note:** If supporting documents are 10 pages or more, an electronic copy (PDF) of said document shall be provided. Supplemental information may include, but not be limited to:
- a. Natural resource features
  - b. Proof of site control, or plan to obtain control such as Purchase and Sale Agreement, option or deed
  - c. For historic properties or artifacts, a Determination of Historic Significance by the Beverly Historic District Commission
  - d. Historic structure report or existing conditions report
  - e. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed
  - f. Any other information useful to the Committee in considering the project

I certify, under the pains and penalties of perjury, that the information set forth in this application is true and complete to the best of my knowledge:

Applicant's Signature: \_\_\_\_\_ Date: 5/7/15

Owner's Signature: [Signature] Date: 5/7/15  
(If Different From Applicant)

Project Title: **New Playground Structure @ Vittori Park**  
 Project Location/ Address: **36 Conant Street**  
 Date: **5/7/2015**

**SUPPORTING INFORMATION AND DOCUMENTATION FOR  
COMMUNITY PRESERVATION COMMITTEE  
New Playground Structure @ Vittori Park – Beverly Recreation Dept.**

**1. PROJECT NARRATIVE**

**a. Project Description:**

Vittori Park is a small park in North Beverly with a baseball field that is the site of many Beverly Little League games and practices for children ages 7-12. Many children and families come to watch games and practices and use the existing facilities.

There is currently a small tot lot play area for children ages 2-5, including two infant swings. There is an area next to the tot lot that is big enough to put some play equipment for children ages 5-12. There is also room to place a small swing set to replace the large one that is currently there but does not have the proper safety surfacing under it.

It is recommended that we replace the existing swing set with some climbing equipment for older children and a small swing set with two swings. This new equipment would provide several play opportunities for older children at the park, including the many children from the elementary school that operates out of the Second Congregational church across the street.

The existing playground is very sparse in terms of equipment for older kids and space for parents to watch their children. However, with the anticipated budget of \$25,000, this project should enhance the play area at this park significantly for older children using the park.

**b. CPA Eligibility, Community Preservation Need:**

The project will conform to the Community Preservation Fund allowable spending purposes (G.L. c. 44B, § 5) as being Recreational Land, with active and passive recreational use as a park and playground. We will be creating a new playground area, which will greatly enhance the recreational opportunities for children at the park. This is a small park with a baseball field that is heavily used. Many children and families come to the park to play or watch games and practices and use the play area. A larger play area for older children will get a lot of use.

**c. Project Partnerships & Support**

Please find a letter of support from:

- Beverly Parks & Recreation Committee – Mark Casey, Chair

**d. Feasibility:**

This project has been discussed in the past with several groups and neighbors. There has been a lot of positive feedback from these groups about this project.

Project preparation will be done by the Department of Public Services and the vendor will complete the installation. Several of the vendors are under state contract for pricing but if necessary, this project will be bid out as required by the Commonwealth of Massachusetts procurement laws.

**e. Applicant/Organization Background:**

The Beverly Recreation Department is responsible for providing a diverse range of recreational opportunities to the residents of Beverly as well as many non-residents. We are

dedicated to providing active and passive recreation through the use and enjoyment of the city's extensive natural land, parks and coastal resources. We develop, promote and oversee year-round programs and activities to stimulate good health, lifelong learning and a sense of community among our citizens and nonresident visitors. Beverly Recreation is dedicated to meeting the diverse needs of all ages of its residents, including the preservation and maintenance of open space.

The Beverly Recreation Department has been involved in many projects over the past 15 years, including the ongoing renovation of the Carriage House at Lynch Park, creation of the Paddles' Park Dog Park, reconstruction of the bathhouse at Obear Park, numerous field renovations and playground construction projects throughout Beverly. By working with the Department of Public Services, private vendors and contractors and City Hall, we have been able to complete many projects in a timely manner and within budget.

This project has the full support of Mayor Cahill's office, the Beverly Parks & Recreation Commission and many other city officials and citizens of Beverly.

**f. Maintenance & Long Term Preservation:**

Once completed, the City of Beverly Department of Public Services will maintain this new play structure. The DPS has been maintaining playground equipment in Beverly for many years. The Beverly Recreation Department works with the vendors to order parts as necessary for repairs and conducts annual playground inspections to ensure that ensure that the playgrounds stay safe and meet all safety guidelines.

**g. Maps & Visual Materials:** *Please see attached photos and map.*

Existing play area (Tot lot only)

Existing swings

Map of location

**2. Budget:** *Please see the attached Project Budget Form.*

**3. Project Schedule:** *Please see the attached Project Schedule Form.*

**4. Additional Information/Supporting Documentation:**

a. N/A

b. Vittori Park is owned by the City of Beverly under the jurisdiction of the Beverly Parks & Recreation Commission and the Beverly Recreation Department. All activities at Vittori Park are monitored and permitted by the Beverly Recreation Department.

c. N/A

d. N/A

e. Several of the vendors involved in the designing of this play structure are under state contract for playground equipment pricing, which allows the City to purchase directly from these vendors if needed. If another vendor is used to purchase the equipment, this project will be bid out following all Commonwealth of Massachusetts procurement laws. All construction will be completed under the supervision of the City of Beverly Department of Public Services.

f. N/A



**City of Beverly**  
**Community Preservation Committee**  
 Planning Department  
 191 Cabot Street, City Hall  
 Beverly, MA 01915  
 (978) 921-6000 ext. 2343 (978) 921-6187 (Fax)

**2015 CPA PROJECT FUNDING APPLICATION**  
**Project Budget Form**

- Project Title: **New Playground Structure @ Vittori Park**
- Applicant Contact Information:  
 Contact Person: **Bruce Doig, Director**  
 Organization: **Beverly Recreation Department**

<b>SOURCES OF FUNDING</b>		
<b>Source</b>	<b>Amount</b>	<b>Percentage of Total Budget</b>
Community Preservation Act Fund	\$15,000	60%
David S. Lynch Trustees	\$10,000	40%
<b>Total Project Funding</b>	<b>\$25,000</b>	

<b>ITEMIZED PROJECT EXPENSES</b>		
<b>Expense</b>	<b>Amount</b>	<b>To Be Funded by CPA? Y/N</b> <small>*Please refer to DOR's Allowable Uses Chart</small>
Playground Equipment	\$15,000	Y
Installation	\$10,000	Y
<b>Total Project Expenses</b>	<b>\$25,000</b>	

\*If the project is a community housing project, please submit a development budget and a sources and uses budget. Also, home ownership projects shall include an affordability analysis, and housing rental projects shall include a five-year operating budget.

Please feel free to photocopy or recreate this form if more room is needed.



**City of Beverly**  
**Community Preservation Committee**  
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191 Cabot Street, City Hall  
Beverly, MA 01915  
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## 2015 CPA PROJECT FUNDING APPLICATION

### Project Schedule Form

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- Project Title: **New Playground Structure @ Vittori Park**
- Applicant Contact Information:  
Contact Person: **Bruce Doig, Director**  
Organization: **Beverly Recreation Department**

Please provide a project timeline below and describe the various activities, noting all project milestones.

	<b>Estimated Date</b>	<b>Activity</b>
<b>Project Start</b>	March 2016	Prep play area for install
<b>Project Milestone</b>		
<b>50% Completion</b>	April 2016	Install playground equipment
<b>Project Milestone</b>		
<b>Project Completion</b>	May 2016	Install safety surfacing

Please Note: If the project is approved, the applicant must agree to and sign a Memorandum of Understanding (MOU). Funds will be disbursed based on the conditions of the MOU executed as part of the project award.

Please feel free to photocopy or recreate this form if more room is needed.



**CITY of BEVERLY**  
**PARKS & RECREATION COMMISSION**

*55 Ober Street*  
*David S. Lynch Park*  
*Beverly, Massachusetts 01915*  
*Phone (978) 921-6067*  
*Fax (978) 927-1386*

*Mayor*

*Michael P. Cahill*

*Director*

*Bruce M. Doig*

*Chairman*

*Mark Casey*

*Members:*

*William Lowd, Kevin Hobin*

*Henry Pizzo, Justin Repp*

*Ezra Holland, Jan Jefgood*

*Nancy Marino, Dorothy Bolas*

May 7, 2015

Ms. Wendy Pearl  
Community Preservation Committee  
Planning Department  
191 Cabot Street, City Hall  
Beverly, MA 01915

Dear Ms. Pearl:

The Beverly Parks & Recreation Commission has been discussing potential projects for Community Preservation Act funding since Beverly citizens voted to approve this funding source. We have discussed many projects and have recently prioritized the list of projects to be submitted for CPA funding. This prioritized list of projects includes:

- New Lights and Poles at Cooney Field
- New Playground Structure at Lyons Park (Dane Street Beach)
- ADA Accessible Path and Beach Chairs for Lyons Park (Dane Street Beach)
- ADA Accessible Path and Beach Chairs for Lynch Park
- New Tennis Courts at Kimball-Haskell Park (Cove)
- New Tennis Court at Cahill Park
- New Playground Structure at Vittori Park

We feel that all of these projects will greatly enhance the recreational opportunities available at these locations for thousands of Beverly citizens and non-residents. These projects will improve the accessibility to all of these resources for users of all ages and abilities.

We strongly support all of these projects and look forward to working with the Recreation Department and the City of Beverly to complete all of these projects. Thank you very much for your consideration of these projects for CPA funding. Your hard work is greatly appreciated.

Sincerely,

Mark Casey  
Chairman



VITTORI PARK PLAY AREAS



Vittori Park Swings



Wittari Park - Tot Lot

