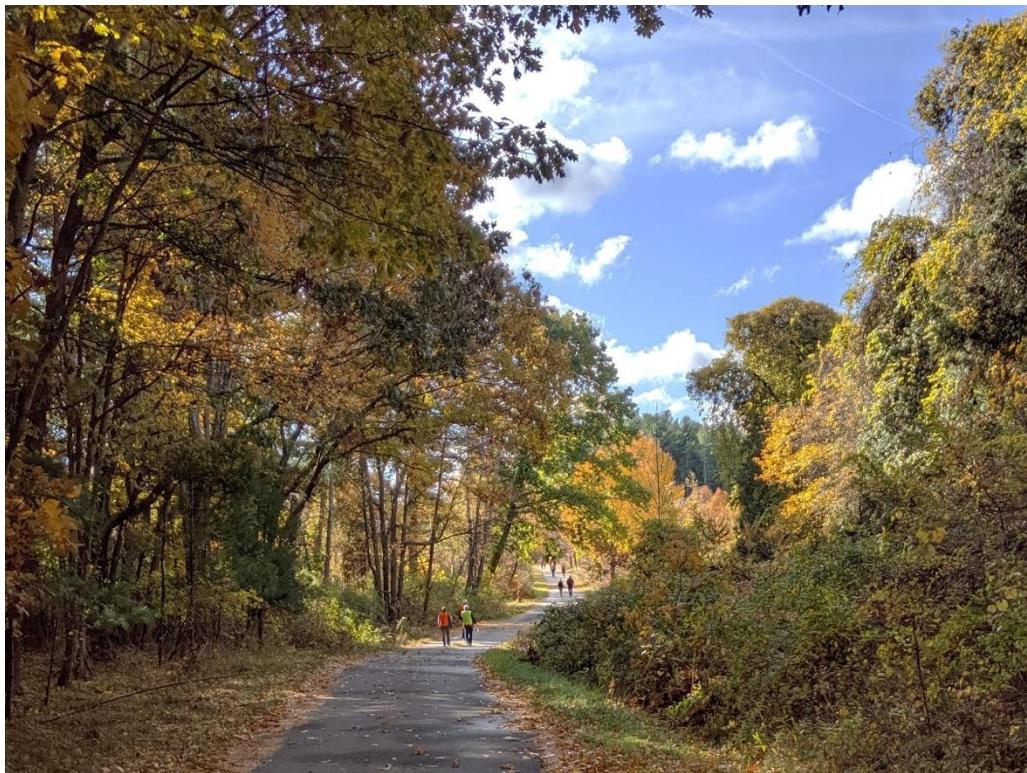


# **Southborough Trails Committee**



## **Peninsula Trail Construction: Helping to Close the Boroughs Loop/Aqueduct Trail Gap**



## **Community Preservation Funding Application**

**October 13, 2020**

**(3<sup>rd</sup> revision February 16, 2021)**

**Name of Applicant:** Southborough Trails Committee

**Contact Person:** Kathryn C. McKee

**Name of Proposal:** Peninsula Trail Construction: Helping to Close the Boroughs Loop/Aqueduct Trail Gap

**CPA Funding Requested:** \$47,011

**Total Cost of Project:** \$47,011

**CPA Category:**

Open Space       Historic Preservation

Recreation       Community Housing

**Sponsoring Organizations and/or Affiliations:**

**Mailing Address:** 18 Walnut Drive, Southborough, MA 01745

**Daytime Phone Number:** 508-479-0971

**Email Address:** [kmckee@southboroughma.com](mailto:kmckee@southboroughma.com)

Please complete the project description of the following pages and include with your application

**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.**

The proposed Peninsula Trail is a 1.6-mile section of trail on a parcel of land near the Fayville Dam, north of Rt. 30, that overlaps an existing access road. See [Appendix A](#) for map. The property is owned by Massachusetts Department of Conservation and Recreation (DCR) and the Massachusetts Water Resources Authority (MWRA). The Trails Committee has been working with both entities to put a public access plan and 8(m) Permit (public access to Aqueduct Trails) in place to construct the trail for last several years.

This section of trail is part of a 33-mile regional [Boroughs Loop Trail](#) (BLT) that connects the trail networks of Marlborough, Northborough, Westborough and Southborough. The trail will also be part of MWRA's [Aqueduct Trail system](#) and will serve as a future connection to Framingham's Aqueduct Trail on the east side off Pine Hill Road. The BLT is adjacent to, and intersects with, the [Bay Circuit Trail](#), a 230-mile regional trail extending through 37 communities. Constructing this section of trail will help to close an important trail gap in Southborough (largest remaining gap for the BLT) and fulfill the town's commitment to complete this initiative. Parking will be available for 2-4 cars at the Rt.30/Central street location.

This project consists of two components:

- Wayfinding/regulatory interpretive and historical signage
- Fencing to enclose the Hosmer Riser Shaft

### **Wayfinding/Regulatory, Interpretive and Historical Signage:**

Signage will be added at the trail end points (Rt.30/Central Street and Stony Brook Road/Rt.30) to display permitted uses, restricted activities, maps, historical, and educational information. Additional interpretative signage and historical markers will be added at key locations along the trail to highlight the history of the land, the building of the dam, and the Sudbury Reservoir. Displaying this information will help to create more awareness around the importance of protecting and managing watersheds, reservoirs, wildlife habitat, including forest management practices. The budget will include funding for signage on the recently reconstructed Bay Circuit/Boroughs Loop Connector Trail located east of this proposed trail off Rt.30. Wayfinding and regulatory signage will be added as needed to keep trail users on the designated trail. Historical signage will be proposed for key locations to display information about the Sudbury Dam Historic District. The Historical Commission has agreed to work with the Committee to confirm all historical information included on the signage. The Committee has the support of the Recreation Commission as well.

### **Fence Enclosure for the Hosmer Riser Shaft:**

The Trails Committee will contract with a vendor to install 8' chain-link fence around the Hosmer Riser Shaft to prevent public access. This project requires approximately 230 linear feet of chain-link fence with two gates (one pedestrian, one vehicle). MWRA provided specifications that will be used to guide the vendor in material selection and the Commonwealth's procurement requirements.

### **Opportunity to Expand the Project Scope:**

If CPA funds are awarded, the Committee would like to leverage this money and use it as matching funds for the 2022 DCR MassTrails grant to expand the project scope to include the following:

- Evaluate trail for accessibility compatibility (e.g., moving gate; accessible parking; slope issues)
- Installation of a crosswalk at Central and Rt. 30 and improve other trail crosswalks
- Add historical signs on other trails at key locations

However, if additional grant funds cannot be obtained through the MassTrails grant in 2022, the Committee will plan to execute the original project scope, outlined above, using the CPA funds awarded through this application.

### **Cost to Build a Comparable Trail:**

If Southborough were to invest in building a comparable trail, based on cost estimates provided by a variety of sources<sup>1</sup>, the cost range to build this trail (.6 mile paved; 1-mile dirt), including fencing and proposed signage, but excluding any equipment rental, would be roughly: \$245,000 - \$292,000.

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<sup>1</sup> Appalachian Mountain Club provided a trail building estimate for earthen trails at a range of \$16 to \$25/mile depending on the project, excluding any equipment rentals that may be required. Southborough DPW provided a rough estimate for a .6 mile paved surface, approximately 10-12' wide, with 3" asphalt, of \$115,000. [Another source](#) (Santa Rosa, CA) provided a \$25/linear foot estimate to build a dirt/soft trail (see page 4). And, a third source, the [Reading MA Ipswich River Greenway Feasibility Study](#), also estimated \$25.00/linear foot to build a dirt trail.

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

**Goals:**

- **Expand recreational resources and opportunities** for residents and the broader community
- **Help to close a critical gap** for two regional trails: Boroughs Loop and the Aqueduct Trail
- **Educate trail visitors by sharing Southborough's history and culture** to encourage and strengthen community engagement
- **Enhance awareness** about the importance of protecting/managing watersheds, wildlife habitats, and forest management best practices

**Who will benefit and Why:**

Southborough residents and the broader community are the intended beneficiaries.

The importance of having adequate open space in communities is well known. Communities that offer open space can benefit economically by attracting more permanent residents as well as visitors. Trails also create healthy recreational opportunities for people of all ages.

The Trails Committee has been charged with creating, monitoring, and maintaining trails in Southborough. Our efforts are focused on improving the community's awareness about local trail resources and developing new recreational resources as the opportunity arises. Since the Pandemic, Southborough's open space and trails have been getting more use than ever before. Expanding the town's recreational opportunities by adding another trail will help to reduce overuse of the existing resources. Adding interpretative signage to the trails not only makes the experience more interactive, but it also conveys important information about Southborough's history and promotes the importance of conservation.

**How will success be measured:**

“Build it and they will come”. Success will be measured by how often the trail is used and from solicited and unsolicited feedback of trail visitors.

The Committee has been increasing its community outreach and engagement through the active participation in local events (Heritage/Earth Day), use of social media, and via our website for years. These activities have helped us raise awareness about Southborough trails and strengthen our relationships with residents and community members. As we continue to monitor the trails and engage with visitors, our conversations will help keep us aware of their experiences.

**2. ELIGIBILITY: Define how the project meets CPA requirements and fits the criteria as outlined in the Southborough CPA Plan located at [www.southboroughcommunitypreservation.org](http://www.southboroughcommunitypreservation.org)**

This project meets four of the six CPA criteria for recreation projects outlined in the Southborough Plan:

- Support multiple recreation uses
- Serve a significant number of residents

- Expand the range of recreational opportunities available to Southborough residents of all ages
- Jointly benefit the Open Space Preservation Commission, Conservation Commission and Recreation Commission initiatives

The project also meets the recreation goals to expand trail systems on conservation land and create partnerships and agreements with private landowners to promote passive recreation. Although this project is categorized as a recreation project, it also meets the Open Space goal (and criteria) listed in the plan to create trail linkages including new trails, walkways, and greenways. The project also overlaps with the Open Space criteria of providing opportunities for passive reaction and environmental education. The proposed trail is located next to the [Sudbury Dam Historic District](#) (Fayville Dam) which is listed in the U.S. National Register of Historic Places. The interpretive and historical signage will take Southborough trails to the next level. Trail visitors will learn about important historical information while enjoying the outdoors.

### **3. COMMUNITY NEED: Why is this project needed? Does it address needs identified in existing Town plans?**

Walkability, trails, and access to open space have been identified as some of the highest priorities when Southborough residents were asked to provide feedback via public forums or surveys since before the 2008 Master Plan was completed.

The following common themes appear in all the responses:

- Increase the walkability of Southborough through trails and walking paths
- Enhance recreational opportunities for all ages
- Improve connectivity to regional trail networks and surrounding communities

These recurring themes are noted in the 2008 Master Plan, the 2019 and 2020 public forum and survey results (data that will be incorporated into the 2021 Master Plan), the 2017 EDC survey and 2018 technical assistance session, and the 2016 public forums and open space and recreation survey results that were incorporated into the 2019 Open Space and Recreation Plan Update.

The following rankings and comments have been extracted from the Master Plan Survey conducted in the spring of 2020:

#### **Ranked Extremely Important:**

- Strategically enhance connectivity within Southborough and with surrounding communities, (sidewalks. Trails, pedestrian crossings)
- Develop recreation facilities and activities to meet a broad range of ages and interests

#### **Ranked Important:**

- Enhance connectivity of open space with Southborough and with neighboring communities
- Natural resources use

**Other Objectives List by Respondents:**

- *“Connectivity between different areas of town, walking/biking options to get downtown...”*
- *“Connect trails to other loops and towns”*
- *“Some trails have become overcrowded. Lack of parking areas”*
- *“Leverage the town’s historic assets and historic district”*
- *“Southborough is the gap in the regional trails loop – this is embarrassing”*
- *“Trails, walking and biking connectivity would be good for the environment, public health and sense of community”*

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

The Boroughs Loop Trail is a collaborative effort, that was kicked off in 2012, among the surrounding communities of Marlborough, Northborough, Westborough, Southborough, with additional stakeholders including Sudbury Valley Trustees, Southborough Open Land Foundation, and Westborough Community Land Trust.

Support for developing trails and expanding recreational opportunities has been favorably noted in every outreach exercise conducted in Southborough since 2008. For this specific project, an outreach initiative will take place for residents who may be directly impacted by the trail. The Committee has met with Southborough’s Conservation Agent to discuss the abutter identification and notification process. Working in conjunction with DCR and MWRA, and the relevant Southborough departments, the Committee anticipates outreach will commence in 2021.

The [Historical Commission](#) and [Recreation Commission](#) have both voted to support this project. [DCR and MWRA](#) have also provided letters of support as referenced further below.

**5. 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. (NOTE: CPA funds may NOT be used for maintenance.) Include a two to five-year budget, if appropriate.**

Task	2020 Quote	Total Cost
<b>Fencing: Hosmer Riser Shaft (materials &amp; Labor at standard prevailing wage)</b>	\$ 31,912.00	\$ 31,912.00
<b>Signage</b>		
Trailhead Wayfinding/Regulatory Signage (End points)	\$ 3,200.00	\$ 3,200.00
Interpretive & Historical Signage Peninsula Trail (4 on trail)	\$ 3,502.00	\$ 3,502.00
Interpretive & Historical Signage Boroughs Loop/Aqueduct Connector Trail (2 on trail)	\$ 1,158.00	\$ 1,158.00
Design & Production + Color Sample	\$ 1,960.00	
Shipping	\$ 1,005.00	
<b>Total Signage, Hardware, Materials, Installation Costs</b>	<b>\$ 10,825.00</b>	<b>\$ 10,825.00</b>
<b>Project Subtotal</b>		<b>\$ 42,737.00</b>
<b>Project Contingency 10%</b>		<b>\$ 4,273.70</b>
<b>Project Total</b>		<b>\$ 47,011.00</b>

See [Appendix B](#) for Fence Quote and B.1 [Structure Image](#); See [Appendix C](#) for Signage quote, [C.1 for budget breakdown](#) and C.2 for sign [Examples](#)

**6. FUNDING: What 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.**

As noted in the project description on page 3 under “Opportunity to Expand the Project Scope”, if CPA funds are awarded, the Committee would like to leverage this money as matching funds for the 2022 DCR MassTrails grant to expand the project scope. However, if funds are not secured through the 2022 DCR MassTrails grant program, the Committee will proceed with the original project scope using the funds provided through this application. The amount of the additional funding amount is not known at this time. We estimate roughly 395 volunteer hours to execute the original project over a six-month period.

**7. 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.**

Project Timeline	Mar-21	21-Apr	May-21	Jun-21	Jul-21	Aug 2021 - Jan 2022	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-Dec 2023
Annual Town Meeting 2021; vote on application (Scheduled extended to account for possible COVID-19 impacts)																		
Pending DCR Sudbury Public Access Plan update, Memorandum of Agreement Renewal, and Execution of the MWRA 8(m) Permit																		
Submit DCR MassTrails Grant Application (Deadline February 1st)																		
Expected Grant Award Notifications (150 days after application deadline)																		
Grant Contracting Process																		
Commence Project: Fencing																		
Commence Design Phase for signs																		
Commence Implementation Phase for Signs																		
Sign Installation																		
Project Execution Phase may extend into 2023, pending vendor schedule, availability, weather, and/or any other unexpected delays																		

Click [Appendix D](#) for enlarged timeline

Should funding for this application be approved at the Annual Town Meeting in 2021, the Committee anticipates getting started with the project once the Public Access Plan approved.

**8. 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?**

The Trails Committee will be responsible for the project implementation. Kathryn McKee, Chair, will serve as the project manager, with active support from the Committee members.

The Historical Commission will assist in fact-checking historical information used on all signage. We will also look to the Commission for any guidance on historical sign dimensions and placement. DCR and MWRA will approve all aspects of the project, from materials used, location of signage, and the project schedule.

The following highlights the relevant experience of the Project Manager:

- Led the reconstruction of the Bay Circuit/Boroughs Loop Trail Connector Trail in 2020
  - Organized BCT Volunteer work crew for technical trail buildout; worked alongside crew to learn additional trail building skills
  - Coordinated volunteer work parties and worked alongside volunteers to finish trail buildout
- Attended DCR Trails Conference and hands-on trail building/maintenance workshop (2017 & 2019)
  - Attended International Trails Symposium and hands-on trail building workshop (2019)
  - Attended Leominster Trail Stewards trail maintenance workshop (2020)
  - Chair of the Trails Committee for 3 years; a member for 3.5 years
  - Experience with a variety of trails in NH White Mountains; hiked 48 4000'ers
  - Additional volunteer experience: currently serving as a member of the Stewardship and Master Plan Committees
  - Business experience: Over 20 years in operations and administration overseeing, planning and monitoring daily business activities including financial, IT, HR operations and vendor

management. For the last 7 years, also served on the management team of a renewable energy consulting firm as Director of Operations.

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

The Committee will be responsible for maintaining the signage and fencing. The sign materials provided in the quote include a 10-year warranty. Any future maintenance requirements will be funded through grants or other available funding sources.

**10. FURTHER DOCUMENTATION: documentation that you have control over the site, such as a Purchase and Sale Agreement, option or deed. (Letters of support from relevant town entities)** The parcel of land is owned by DCR and MWRA. Letters of Support for this project from both agencies are included in [Appendix G](#). A Public Access Plan is needed by DCR and an 8(m) Permit Public Access of the Aqueduct Trails is required from MWRA before the trail can be opened to the public. The Public Access Plan Update is listed in DCR's fiscal year 2021 workplan and is scheduled for completion by Q4 (June 2021), although this schedule is pending confirmation. (see: [FY21 Division of Water Supply Protection Office of Watershed Management Work Plan](#), June 2020, PDF page 9, Task No. E9)

**11. FEASIBILITY REPORTS: any feasibility reports, renderings or other relevant studies and material.**

A [Boroughs Trail Feasibility Study](#) was completed in January 2013 by the City of Marlborough's Economic Development Corp. with the help of Metropolitan Area Planning Council and Central Massachusetts Regional Planning Commission.

**12. ZONING COMPLIANCE: evidence that the project does not violate any zoning by-laws or any other laws or regulations, including environmental, and/or plans to obtain necessary approvals.**

This proposed trail will overlap an existing access road. Only minor trail construction is required on the east side of the property, near Stony Brook Road. Other than the fencing and sign installation, which will include an approval process involving DCR and MWRA, no other construction is required. The Committee conducted a site visit with the Southborough Conservation Agent in 2019 and discussed the project details. We will reach out to obtain any necessary permits and/or documentation to demonstrate the project poses no environmental threat or other issues.

**13. OTHER INFORMATION: any additional information that might benefit the CPC in consideration of this project.**

The following attachments are included:

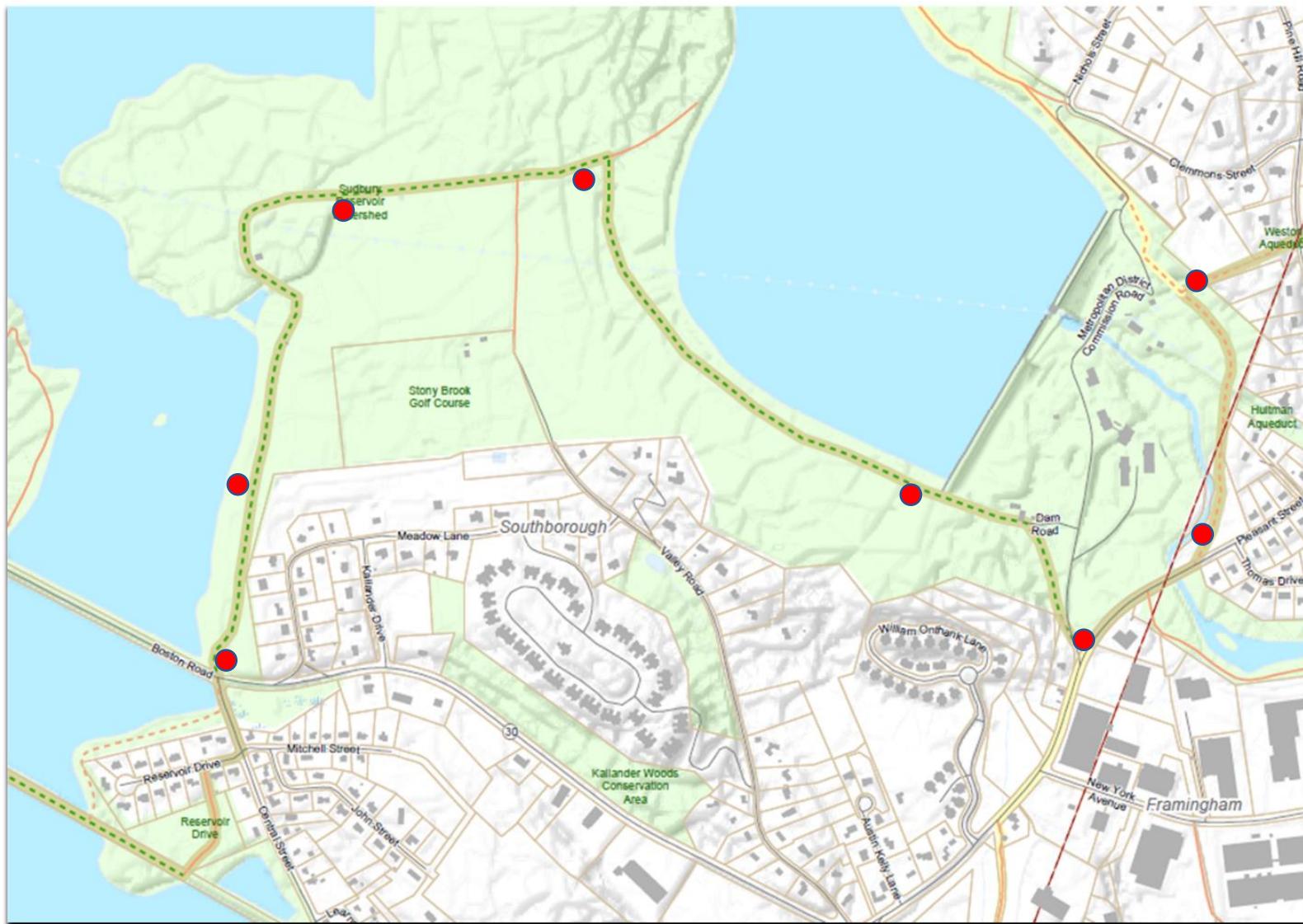
- [Attachment A: Proposed Peninsula Trail Map](#)
- [Attachment B, B.1: Fence Quote and Hosmer Riser Shaft Image](#)
- [Attachment C, C.1, C.2: Sign Quote, Budget breakdown, and Examples](#)
- [Attachment D: Project Timeline Enlarged](#)
- [Attachment E: Letter of Support from Recreation Commission](#)

- [Attachment F](#): Letter of Support from Historical Commission
- [Attachment G](#): Letter of Support from MWRA and DCR

***Applicant requirements after CPC recommends project for Town meeting:***

- *A representative of the project will be required to be present when all CPC recommendations are reviewed at a Board of Selectman and an Advisory Committee meetings (to assist with fielding any additional questions concerning the project)*
- *All Town Meeting approved projects must submit a project schedule and proposed payment timeline*
- *All Town Meeting approved projects are required to present progress reports at 6 month intervals along with a written progress report to the CPC.*
- *All projects approved at Town Meeting are required to include appropriate permanent signage and publicity indicating funding was provided by Southborough CPA. (wording should be reviewed with the CPC prior to completion of the project)*

Attachment A: Proposed Peninsula Trail Map ( ● represents tentative sign placement)



## Attachment B: Fence Vendor Quote

**AnyFence Co.**  
 1506 Washington Street  
 Holliston, MA 01746  
 (508) 429-4000  
[www.anyfence.com](http://www.anyfence.com)



### Estimate

**ADDRESS**  
 ATTN. Tom & Kathryn  
 Southborough Trails  
 Committee  
 128 Boston Rd.  
 Southborough, MA 01772

**ESTIMATE #** 2020-1661  
**DATE** 10/30/2020

**SALES REP**  
 JB-2020-8-35

DESCRIPTION	QTY	RATE	AMOUNT
OPTION: B 8' TALL CHAIN LINK ENCLOSURE PLUS 1' BARBED WIRE BASED ON STANDARD PREVAILING WAGE			
8'h chain link wire - black 2x8ga. 2b fuse bonded TT	230	16.00	3,680.00
8'+1 h x 4'w walk gate w/ hardware	1	650.00	650.00
8'+1 h x 12'w double drive swing gate w/ hardware	1	1,950.00	1,950.00
6-5/8" x 14' term post galvanized ss40 (for double swing gate)	2	325.00	650.00
4" x 14' term. post galvanized ss40 (for single walk gate)	2	187.00	374.00
3" x 14' term. post galvanized ss40 (corner/end post)	7	150.00	1,050.00
2-1/2" x 12' line post galvanized ss40 (line post)	20	75.00	1,500.00
1-5/8" x 21' top rail galvanized ss40	30	75.00	2,250.00
Misc. fittings (bands, barb arms, bars, blvd. clamps, rail ends, term. caps, ties, truss rods)	1	1,850.00	1,850.00
barbed wire (assumes inside/outside stretch)	1,380	2.00	2,760.00
Concrete	68	10.00	680.00
Installation chain link (digging, insert, level, concrete, assemble, backfill) based on prevailing wage	1	14,518.00	14,518.00

#### NOTE:

**PROJECTED PRICE INCREASE ON PIPE 12% ON JAN. 1ST. 2021 = \$4,176.00 (THIS IS ON THE PIPE ONLY)**

Disclosure: Anyfence is NOT responsible for any damage to landscaping or foreign objects within 36" of installation. Anyfence is NOT responsible for damage to ANY unmarked utilities. We attest to be fully insured and licensed. The fence materials should remain untouched during and 24 hours after installation is complete. Balance is due upon completion.

DESCRIPTION	QTY	RATE	AMOUNT
SUPPLIERS HAVE NOT PROJECTED INCREASES ON ANY OTHER MATERIALS AT THIS TIME.			
NOTE:		TOTAL	<b>\$31,912.00</b>

Any Fence is currently running at 6-8 weeks from the time we receive a deposit.

Attachment B.1: Hosmer Riser Shaft Fence Diagram



## Attachment C: Sign Vendor Quote



FOSSIL INDUSTRIES, INC.  
44 Jefrynn Boulevard  
Deer Park, NY 11729  
800-244-9809 631-254-9200  
Fax: 631-254-4172  
www.FossilGraphics.com

**QUOTE F92189**

DATE: 10-13-20

PAGE: 1

To: Kathryn McKee  
Southboro Trails Committee  
17 Common St.  
Southborough, MA 01772

Phone#: 508-479-0971      Fax#:

Account Executive: Rhiannon Andrews  
ID #: 1110091

Tag Name:

Part Number	Qty	Description	Each	Ext
		Trailhead Wayfinding / Regulatory Signage		
E12-12-T4	2	1/2" Exterior CHPL Graphic. Panel Size: 48" w x 36" h 4 Threaded Inserts w/ Tamper Resistant Bolts.	719.00	1,438.00
UDGE4	2	Upright Double Post (90 Degree). Even Mount with 4 Mounting Brackets. - Black Powder Coated Aluminum. - In-Ground Mount. (Surface Mount available).	616.00	1,232.00
		Interpretive & Historical Signage Peninsula Trail		
E12-06-T4	2	1/2" Exterior CHPL Graphic. Panel Size: 36" w x 24" h 4 Threaded Inserts w/ Tamper Resistant Bolts. 2	369.00	738.00
CDG224	2	Double Cantilever Pedestal (45 Degree). - Graphic Height: 24". Black Powder Coated Aluminum. - In-Ground Mount. (Surface Mount available).	528.00	1,056.00
E12-06-T4	2	1/2" Exterior CHPL Graphic. Panel Size: 36" w x 24" h 4 Threaded Inserts w/ Tamper Resistant Bolts.	369.00	738.00
SPG1212	2	Single Post Pedestal (12" x 12" Mounting Plate at 45 Degree). - Black Powder Coated Aluminum. - In-Ground Mount. (Surface Mount available).	220.00	440.00
		Interpretive & Historical Signage Boroughs Loop...		
E12-03-T4	2	1/2" Exterior CHPL Graphic. Panel Size: 18" w x 24" h 4 Threaded Inserts w/ Tamper Resistant Bolts.	194.00	388.00
SPG1212	2	Single Post Pedestal (12" x 12" Mounting Plate at 45 Degree). - Black Powder Coated Aluminum. - In-Ground Mount. (Surface Mount available).	220.00	440.00
99810	1	Color Sample - 8" x 10" x 1/16" CHPL. - Used in production for color matching and resolution. - Includes shipping.	40.00	40.00
96304		Design & Production - Per Hour      Estimate	96.00	0.00



FOSSIL INDUSTRIES, INC.  
44 Jefrym Boulevard  
Deer Park, NY 11729  
800-244-9809 631-254-9200  
Fax: 631-254-4172  
[www.FossilGraphics.com](http://www.FossilGraphics.com)

## QUOTE F92189

DATE: 10-13-20

PAGE: 2

All Fossil panels feature our exclusive 12-Color HD Printing.

**Subtotal:** \$6,510.00

Digital files must conform to Fossil File Prep Guidelines ([FossilGraphics.com](http://FossilGraphics.com))  
Electronic layout proofs provided at no charge.

Subtotal: 6,510.00

Features are indicated in Part Numbers:  
"-P" = Custom Shape; "-T" = Threaded Inserts; "-D" = Double Sided; "-H" = Holes; "MURAL" - Indicates panels built to go directly beside another panel.

**Shipping:** 1,005.00

0 %Tax: 0.00

**TOTAL:** **\$7,515.00**

Shipping to zip code: 01745. Estimate based on destination being a non-residence that has a forklift if necessary.

Deposit Due: 4,509.00

Shipping charges include packaging and insurance

Quote valid 90 days. Order produced under our standard Terms and Conditions of Sale ([FossilGraphics.com/terms](http://FossilGraphics.com/terms)). For installation info or to determine best thickness of CHPL to meet your requirements ([FossilGraphics.com/guide](http://FossilGraphics.com/guide)).

TERMS: 60% Deposit / Balance Net 10 After Delivery

Please sign to authorize production: \_\_\_\_\_ / / Print: \_\_\_\_\_

## Attachment C.1: Sign Quote Breakdown

<b>Southborough Trails Committee</b>			
<b>Community Preservation Funding Application Project</b>			
<b>Sign Budget Breakdown</b>			
<b>October 13, 2020</b>			
<b>Trailhead Wayfinding/Regulatory Signage (2 signs)</b>			
	<b>Specs</b>	<b>QTY</b>	<b>Unit Price</b>
Location #1	End Point: Rt.30/ <b>Central St.</b>		
Panel Size 1/2" Unframed w/Bolts	48"w x 36"h	1	\$ 719.00
Hardware	Double Upright Post	1	\$ 616.00
Materials for Installation	Concrete/Gravel for 2 Posts	2	\$15
Installation	Estimate	1	\$ 250.00
<b>Total:</b>		<b>1</b>	<b>\$ 1,600.00</b>
<b>Interpretive &amp; Historical Signage Peninsula Trail (4 Signs)</b>			
	<b>Specs</b>	<b>QTY</b>	<b>Unit Price</b>
Location	4 Key locations on trail		
Panel Size 1/2" Unframed w/Bolts	36"w x 24"h	2	\$ 369.00
Hardware	Double Cantilever Pedestal (45 Degree)	2	\$ 528.00
Panel Size 1/2" Unframed w/Bolts	36"w x 24" h	2	\$ 369.00
Hardware	Angled Single Post (45 Degree)	2	\$ 220.00
Materials for Installation	Concrete/Gravel for 2 Posts	2	\$15
Installation	Estimate 2 Installs	1	\$ 250.00
<b>Total:</b>		<b>2</b>	<b>\$ 1,751.00</b>
<b>Interpretive &amp; Historical Signage Boroughs Loop/Aqueduct Connector Trail (2 Signs)</b>			
	<b>Specs</b>	<b>QTY</b>	<b>Unit Price</b>
Location	2 Key locations on trail		
Panel Size 1/2" Unframed w/Bolts	18"w x 24"h	2	\$ 194.00
Hardware	Angled Single Post (45 Degree)	2	\$ 220.00
Materials for Installation	Concrete/Gravel for 1 post	2	\$15
Installation	Estimate 2 Installs	2	\$ 150.00
<b>Total:</b>		<b>2</b>	<b>\$ 579.00</b>
<b>Subtotal</b>			<b>\$ 7,860.00</b>
Color Sample			\$ 40.00
Design & Production Per Hour	Estimate 2.5 Hours for each Sign (8 signs)	20	\$ 96.00
Shipping			\$ 1,005.00
<b>Total Signage</b>			<b>\$ 10,825.00</b>

## Attachment C.2: Sign Examples



## Appendix D: Project Timeline Enlarged

Project Timeline	Mar-21	21-Apr	May-21	Jun-21	Jul-21	Aug 2021 - Jan 2022	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-Dec 2023
Annual Town Meeting 2021; vote on application (Scheduled extended to account for possible COVID-19 impacts)																		
Pending DCR Sudbury Public Access Plan update, Memorandum of Agreement Renewal, and Execution of the MWRA 8(m) Permit																		
Submit DCR MassTrails Grant Application (Deadline February 1st)																		
Expected Grant Award Notifications (150 days after application deadline)																		
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Commence Project: Fencing																		
Commence Design Phase for signs																		
Commence Implementation Phase for Signs																		
Sign Installation																		
Project Execution Phase may extend into 2023, pending vendor schedule, availability, weather, and/or any other unexpected delays																		

## Attachment E: Letter of Support from Recreation Commission

October 13, 2020

Town of Southborough  
**Recreation Commission**  
21 Highland Street  
Southborough, MA 01772

To: Kathryn McKee, Trails Committee Chair  
Cc: Tim Davis, Director of the Recreation Department  
Subject: Recreation Commission support of Proposed Peninsula Trail

Ms. McKee,

I am writing to express the Recreation Commissions support of the efforts led by the Trails Committee to further our trails in town. Thank you for taking the time to attend our Recreation Commission meeting on October 5, 2020 to share your plans in detail and answer questions. As a result, the Commission took a vote and voted unanimously to support this effort and your application to seek funding from the Community Preservation Committee (CPC).

Please let me know if there is anything else we can do to support these efforts.

Thank you,

Jen

Jen Hansen  
Chair, Recreation Commission  
[jhansen@southboroughma.com](mailto:jhansen@southboroughma.com)

## Attachment F: Letter of Support from Historical Commission

# TOWN OF SOUTHBOROUGH



## Historical Commission

TOWN HOUSE – 17 COMMON STREET - SOUTHBOROUGH, MASSACHUSETTS 01772-1662  
PHONE (508) 485-0710 - FAX (508) 480-0161 – EMAIL: [historical@southboroughma.com](mailto:historical@southboroughma.com)

Kathryn McKee, Chair, Trails Committee

Cc: Community Preservation Committee

11 October 2020

Dear Kathryn,

At a meeting on September 28, 2020, the Southborough Historical Commission voted 6-0 to support the proposed renovations/additions to the Peninsula Trail. Further, the SHC has indicated its willingness to aid with creating the historical markers as proposed by the Trials Committee.

We wish you the best of luck with this worthy endeavor.

A handwritten signature in black ink that reads "Michael Weishan".

Michael Weishan, Member

Attachment G: Letter of Support from Landowners: DCR and MWRA



Massachusetts



October 7, 2020

Southborough Trails Committee  
Recreation Department  
17 Common Street  
Southborough MA 01772

RE: Peninsula Trail Project / Boroughs Loop Trail  
Southborough, MA

Dear Ms. McKee:

The DCR Division of Water Supply Protection (DWSP) owns lands in the Wachusett and Sudbury Reservoir watersheds that are maintained for protection of the metropolitan water supply system. Portions of the Boroughs Loop Trail are located on our watershed protection properties in different communities. The Southborough Trails Committee has worked with the DWSP to construct, maintain and improve the Boroughs Loop Trail where it crosses DCR DWSP properties in the Sudbury watershed. The Southborough Trails Committee is currently proposing a project to extend the Boroughs Loop Trail with the Peninsula Trail Project, crossing DCR land near the Fayville Dam. DCR has been engaged in discussions regarding this project since 2017 and DCR is supportive of the proposed project to develop and formalize this portion of the trail.

Although the DCR DWSP lands' primary purpose is water supply protection, much of our lands are open for passive recreation. This is detailed in our watershed Public Access Plans. At present, the land for the proposed trail route is not identified as publicly accessible in the 2010 Sudbury public access plan. This access plan is due to be updated, and we anticipate that the updated plan will reflect changes to access to include public access along the new portion of trail.

If there are any questions, please feel free to contact me.

Sincerely,

Jamie Carr  
Regional Director  
Division of Water Supply Protection

COMMONWEALTH OF MASSACHUSETTS · EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

Department of Conservation and Recreation  
180 Beaman Street  
West Boylston, MA 01583  
508-792-7806 508-792-7805 Fax  
[www.mass.gov/dcr](http://www.mass.gov/dcr)



Charles D. Baker  
Governor  
Karyn E. Polito  
Lt. Governor

Kathleen A. Theoharides, Secretary, Executive  
Office of Energy & Environmental Affairs  
Jim Montgomery, Acting Commissioner  
Department of Conservation & Recreation



# MASSACHUSETTS WATER RESOURCES AUTHORITY

Charlestown Navy Yard  
100 First Avenue, Building 39  
Boston, MA 02129

Frederick A. Laskey  
Executive Director

Telephone: (617) 242-6000  
Fax: (617) 788-4899  
TTY: (617) 788-4971

October 9, 2020

Southborough Trails Committee  
Recreation Department  
17 Common Street  
Southborough, MA 01772

Dear Southborough Trails Committee:

I write today on behalf of the Massachusetts Water Resources Authority (MWRA) in support of the Southborough Trails Committee's (STC) application for Community Preservation funding for the proposed ***Peninsula Trail Project: Closing the Gap of the Boroughs Loop and Aqueduct Trail Regional Trail Systems***. Through the installation of fencing, interpretive and historical signs, as well as some trail build out, the Peninsula Trail Project will allow hikers and walkers access to a unique perspective of MWRA's historic water system and the Department of Conservation and Recreation land designated to protect it.

In 2012, MWRA began its Aqueduct Trails Program to increase recreational access to portions of backup aqueducts in local communities. It has been a successful partnership resulting in the creation of more than 20 miles of trails across nine communities. From the beginning, MWRA and STC have collaborated to increase access to public lands by opening new trails and improving existing pathways. We are extremely proud to be part of this effort.

MWRA has placed a high priority on improving pedestrian access and passive recreation along the Sudbury Aqueduct. We feel that STC's application is deserving of Community Preservation funds that will further their efforts and provide critical connections with the Sudbury Aqueduct Trail and the Bay Circuit Trail in Southborough and Framingham. MWRA supports the Southborough Trail Committee's commitment to open space and trail development throughout the community.

Thank you for the opportunity to support this application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Frederick A. Laskey".

Frederick A. Laskey  
Executive Director