



TOWN OF HANOVER
Parks and Recreation
550 Hanover Street • Hanover, MA 02339
Tel: 781-826-7529 • Fax: 781-826-5959

King St./Cemeteri
Park/Field Improvement

CPC08-03

TOWN OF HANOVER

2007 NOV 15 A 11: 56

TOWN CLERK

November 15, 2007

Community Preservation Committee
c/o Office of the Town Clerk
Hanover Town Hall
550 Hanover Street, Hanover, MA 02339

Dear Community Preservation Committee Members:

Please find attached the completed, unbound Community Preservation Application (and 12 copies) of the Hanover Parks and Recreation Committee's plans for the development of new recreational facilities at the King Street field property.

The Town of Hanover's current recreational facilities are too few to meet the constant demand and expansion of our community's town sponsored programs. In addition, our fields are overused and often present safety issues for our citizens. The development of the King Street fields would add a safe, esthetically pleasing and functional recreational area to our town. We anticipate that the King Street fields will provide thousands of users many enjoyable days for years to come.

Please feel free to contact our committee should you have any questions regarding our application. We thank you in advance for your time and commitment to this important project and for your consideration of this application.

Sincerely,

Michael Tivnan, Chairman
Julianne E. McLaughlin, Vice-Chair
Amy C. Perkins, Secretary
Arthur Ceurvels
Cathy Harder-Bernier
Bill Flynn
Ted Carroll, Administrator

APPLICATION FOR COMMUNITY PRESERVATION FUNDING

Submit to Community Preservation Committee
c/o Office of the Town Clerk
Hanover Town Hall
550 Hanover Street, Hanover, MA 02339

Name of applicant - Hanover Parks & Recreation Committee

Name of co-applicant, if applicable - n/a

Contact name – Ted Carroll, Recreation Administrator

Mailing Address - Hanover Parks and Recreation Committee, Hanover Town Hall, 550 Hanover Street, Hanover, MA 02339

Daytime Phone – (781) 826 - 7529

Email – hanoverparkandrec@gmail.com

Name of Proposal – **Phase One for the development of the King Street Fields**

Address of Proposal – King Street Field, Hanover Street, Hanover, MA 02339

CPA Category - Open Space - Historic Preservation - Affordable Housing - **Recreation**

CPA Funding Requested - \$2,500,000

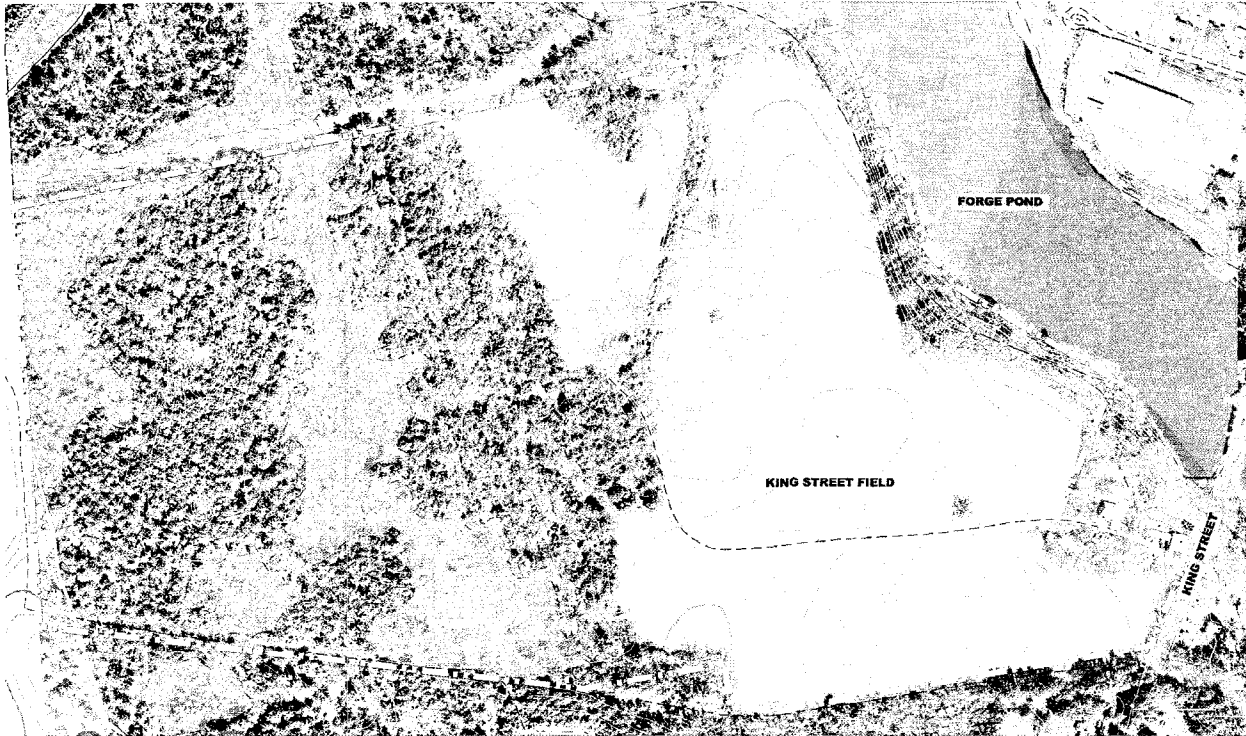
Total Cost of Proposed Project - \$2,500,000

If project is expected to continue over more than one year or if bonding the project is anticipated detail the cost of project on the following chart (explanation may be attached on a separate sheet.)

Fiscal Year	Total Cost	CPC Funds Requested	Other Funding Sources
2007	-		
2008		\$2,500,000	*
2009	*	*	*
2010	*	*	*
2011	*	*	*
Total	*	*	*

* It is anticipated that additional phase projects will follow. Costs are unknown at this time.

King Street Property – CPA Funding Application



Aerial View of the King Street Property

The following information is presented in relation to the Community Preservation funding Application.

1. Goals – What are the goals of the proposed project?

The Town of Hanover acquired the King Street property, a former farm that was known as the Cervelli Property, during the past year with the use of Community Preservation Act funds. The property was acquired in order to meet important parks, recreation and open space needs of the Hanover Community. To this end, previously farmed sections of the property were initially identified as suitable for the development of both passive and active recreational elements, while undeveloped areas containing woodlands and wetlands were initially identified for conservation and passive recreational uses. To this end, preliminary discussions identified the potential for placing approximately 40 acres of the 74-acre property under the jurisdiction of the Parks and Recreation Committee, with the remaining 34 acres to be managed by the Open Space Committee.

The specific goals related to this application are as summarized below:

- Develop new, premier recreational facilities that are consistent with the original purpose for the Town's acquiring of the property with Community Preservation Act funding.
- Develop active and passive recreational facilities that are state-of-the-art, that are multi-generational and that meet the most critical needs of the Hanover Community.

- Under this project, provide new linkages to other important open space properties that are located nearby.
- Develop the property in a manner that is compatible with the unique natural and environmental qualities that are contained within the property and surrounding lands.
- Design new passive and active recreational amenities to be compatible with the surrounding, low-density residential character and fabric.
- These premier recreational facilities would have the potential to generate revenue through field rental and concessions.

2. Community Need – Why is this project needed? Does it address needs identified in existing Town Plans?

The Town of Hanover is in the process of completing a comprehensive Open Space Master Plan (Hanover Open Space Committee) and a Parks & Recreation Master Plan (Hanover Parks & Recreation Committee). Both documents cite the critical shortage of recreational facilities within the Community. The Parks & Recreation Master Plan provides a specific Needs Assessment that summarizes the Town's most important recreational shortages. A copy of the DRAFT Needs Assessment has been excerpted from the larger document and is included along with this application.

Primary needs that the implemented project would achieve include:

- Existing recreational facilities in Hanover are too few to meet the dramatic expansion in both the number of recreation programs that are offered and the number of participants taking advantage of these programs.
- With a lack of appropriate recreation venues, it is now impossible to maintain the playing conditions that are desired and required for safe use.
- New facilities at King Street would help to satisfy some of the most critical recreational needs of the Hanover Community, as confirmed through a community-wide Parks and Recreation User Survey and as summarized in the previously referenced Needs Assessment.
- New facilities at King Street would begin to relieve conflicts, overuse and safety concerns at other Park and Recreation Committee properties including Ellis Field, B. Everett Hall/Sylvester School and Myrtle and Center Street Playground.
- New facilities at King Street will provide opportunities to support school activities as future renovation projects take existing athletic/recreation facilities off-line at school properties.

3. Community Support – What is the nature and level of support for this project? Include letters of support and any petitions.

As confirmed through a community wide Parks and Recreation User Survey and as confirmed at numerous public hearings and workshops, there is wide support for the development of passive and active recreation facilities at the King Street property.

The very purpose of the original property acquisition using CPA funds was for the development of passive and active recreational facilities (including fields) within open areas that have been historically farmed and are now open and available for this type of development and use.

Refer to letters of support that have been attached.

4. Timeline – What is the schedule for the project implementation, including a timeline for all critical milestones?

The Parks and Recreation Committee would begin the survey, design and permitting process in earnest immediately upon notification that the project has been approved for CPA funding. A preliminary Timeline is included on the following page for initial consideration.

PRELIMINARY TIMELINE	
Task or Milestone	Date
Consultant Begins Work	July 2008
Topographic / Detail Survey of Property	August 2008
Schematic Designs + Estimates	August 2008
Preliminary Designs + Estimates	September 2008
Permits Acquired	September 2008
Final Plans, Specifications + Estimates	October 2008
Project Bid	December 2008
Bids Received	December 2008
Construction Commences	March 2009
Construction Concludes	June 2010
Facilities Available for Public Use	Fall 2010 (*)
(*) Allows one and a half growing seasons for establishment of all turf, lawns and plantings	

5. Credentials- How will the experience of the applicant contribute to the success of this project?

In order to ensure project success, the Parks and Recreation Committee (the Applicant) has developed a comprehensive and collaborative process that relies on the expertise of many, as follows:

- The Parks and Recreation Committee itself.
- Other Town Representatives including Public Works and Planning staff members possessing significant experience in regard to engineering, permitting and construction.
- Premier Engineer/Landscape Architect Consultant with proven success in the development of these types of projects.

In addition, the establishment of clear qualification standards for bidders will help to secure a qualified contractor through the typical public bidding process.

6. Success Factors- How will the success of this project be measured? Be as specific as possible.

As the project begins with a blank slate (former corn fields), the measurement of success will be measured throughout the design, permitting and construction process as follows:

- At the conclusion of the design process, an assessment will be made in order to determine whether the final scope of proposed improvements is consistent with the original project goals.

- Upon the receipt of bids, the cost of the project will be analyzed in order to confirm that the desired program can be constructed within the budgetary parameters established at the outset and the quality of the apparent low bidder will be gauged in order to help ensure a positive project outcome.
 - Ultimately, the project outcome will be measured in terms of whether it was completed on time and on budget and as to whether all anticipated end results were achieved.
 - Two + years from today, it is anticipated that new, premier recreational facilities will have been put in place in order to meet the most critical passive and active recreational needs of the Community. At that time, hundreds of Hanover residents will have benefited from the new facilities that will have been developed in an aesthetically pleasing and otherwise practical manner that is compatible with the unique qualities of the property and the residential character that prevails in the surrounding area.
 - Prior to this time, important safety concerns will be addressed at Ellis Field, an achievement that will only be made possible by the development of the King Street property. New parking will be developed at Ellis Field, which will require the elimination of an important Little League venue. This field will be reestablished at the King Street property under the planned Phase I program.
7. **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.

The budget for the project is broken down and summarized in the chart below. Please note that this is a Phase I program and that the full build out of passive and recreational facilities at the King Street property will take numerous phases to implement.

Improvements	Budget	Materials/ Notes
1. Parking Area Improvements New Parking Areas (3) approx. 39,000 SF and Driveway	\$420,000	Grading, drainage, pavements, striping, tree planting, etc
2. Fields New multi-purpose Practice Fields (1.5) New Little League Fields (1) New Softball Fields (1) New Baseball Field (1)	\$250,000 \$200,000 \$250,000 \$700,000	Multiple field-based activities Replaces Ellis Field New facility for Town Replaces Myrtle
3. Pathways and Natural Trails New Perimeter Pathways New Nature Trail Improvements	\$50,000 \$80,000	Loop paths around fields Including new linkages, picnic areas
4. Landscape Improvements Entrance and Park Edge Areas	\$40,000	Including trees, plantings, lawns etc.
5. Play Areas New (1) approx. 8000 SF Multi-use Play Areas	\$100,000	Std. play equipment and safety surfacing
Subtotal	\$2,090,000	
Design + Contingency	\$410,000	
Grand Total	\$2,500,000	

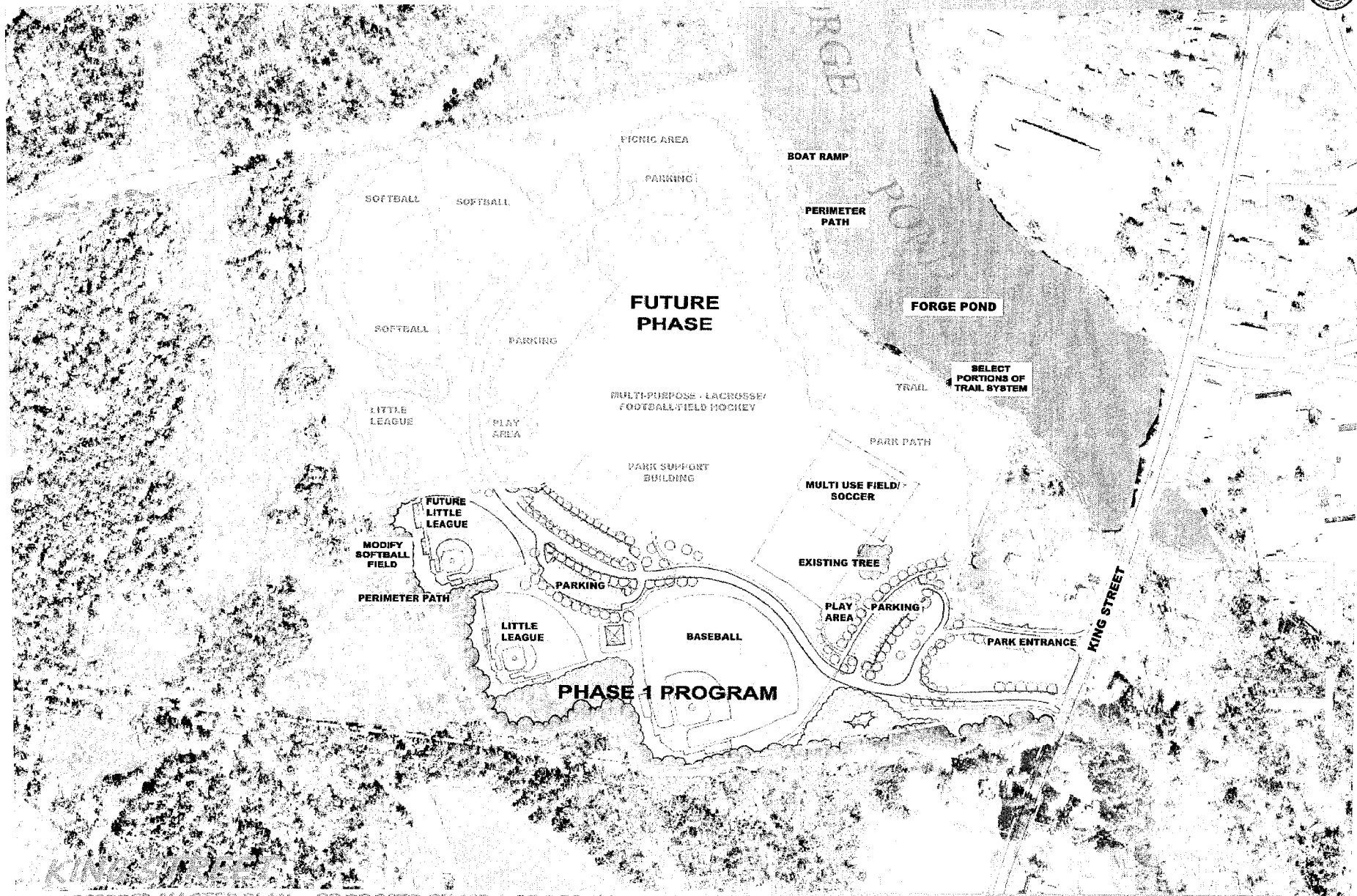
8. Other Funding - What additional funding sources are available, committed, or under consideration? Include commitment letters, if available, and describe any other attempts to secure funding for this project.

A number of additional funding sources and mechanisms have been identified in the Master Plan and will be pursued in order to complement and potentially expand the Phase 1 program. The other funding sources may include additional grants and partnerships as outlined in a one-page summary attached to this document.

9. Maintenance - if ongoing maintenance is required for your project, how will it be funded?

The Parks and Recreation Committee will be working with the selected Consultant to determine annual costs for upkeep and maintenance of the Phase I Improvements at the King Street Property. A maintenance manual will be prepared for the property that will include very comprehensive specifications for turf establishment and property maintenance. Initial maintenance efforts at the property will be incorporated into the contract bid documents and be performed by the selected Phase I general contractor. Maintenance efforts under this initial contract shall run for a period of one year. After this period, the Town will inherit a facility that is in pristine condition and available to support all intended uses.

It is the intention of the Committee to then collaborate with the Public Works Department in order to secure additional funding for the purposes of maintaining this new asset. Funding for maintenance may be available from potential field rentals and concession revenues as well as the Parks and Recreation capital budget. Assistance with maintenance will also be available from the Hanover Youth Athletic Association (HYAA).



PREFERRED MASTER PLAN - PROPOSED PHASE 1 PROGRAM

Hanover Recreation Facilities Master Plan



Wootton & Sampson

In order to assess the best use of each property it was important to consider the most pressing needs of the entire Hanover community. This Needs Assessment represents a synthesis of the information obtained during the hosting of nearly a dozen public meetings and of the data generated during the master planning process. In order to compile the array of needs, a variety of methods and tools were used including those summarized below:

- Parks and Recreation User Surveys
- Information obtained at general public forums
- Information obtained at meetings with specific user groups
- Meetings with the Hanover Youth Athletic Association (HYYA) and additional information furnished by HYA
- Information and advice from the Hanover Parks and Recreation Committee and Staff
- Data furnished by the School Department
- Other anecdotal data
- Analysis and inventory of existing facilities and conditions throughout the Hanover Parks and Recreation system
- Recognized parks and recreation related standards and requirements

In regard to the last two items, comprehensive inspections were conducted at each of the six primary park and recreation properties in order to inventory the quantity of various facilities and assess their conditions. The physical condition of a facility can often be a strong indicator of the degree of use or overuse, especially in a community like Hanover where significant efforts are expended in regard to upkeep and the maintenance of fields and other facilities. Extensive wear and tear exhibited within a field or court or related recreational amenity always identifies a need, whether it be a need for additional fields to accommodate the extent of users, or the need for fields that are properly constructed and properly maintained.



In the end, the User Survey, information compiled during the master planning meeting process, the inventory of current facilities and the analysis of existing conditions were most critical in determining the needs of the community. The resulting Needs Assessment also takes into account the availability of numerous School Department properties. However, the ability for

significant town recreation needs to be accommodated at these locations is limited due to the scheduling of school related activities.

It is also important to note that there was disparity between the information obtained in the Recreation User Survey and information gleaned through the various public meetings and meetings with key user groups. For instance, accommodations for walking, jogging and biking, improved children's playgrounds and improved restroom facilities were high on the list of many respondents to the User Survey. But at public meeting after public meeting, the need for additional fields quickly rose to the top of the list of pressing needs as expressed by attendees.

Also of note, recreation does not occur simply on tracks and fields, courts and playgrounds. Less obvious and less formal recreation pursuits might often include the reading of a book under the canopy of a shade tree, fishing in a pond or stream off the shoreline or a deck, flying a kite, tossing a Frisbee, taking a picnic lunch within a woodland or observing wildlife adjacent to a wetlands resource area.



While elaborate and costly facilities are not often required to accommodate these activities, it is important to identify the need for these pursuits within a recreation needs assessment and to make provisions for them, as capital improvements are considered for each of the properties. (Cross-reference to Open Space Committee report and recommendations here and elsewhere as appropriate...)

Other factors playing into the development of an appropriate recreation needs assessment for Hanover include the following:

Current Trends- the popularity of certain recreational activities decreases and increases over time. For instance, lacrosse is experiencing incredible growth in many New England communities, including Hanover. Soccer continues to maintain great popularity. In some communities, tennis is gaining popularity after many years of decline.

American colleges, through their admissions policies, increasingly promote the need for well-rounded students that are immersed in both academics and extra curricular activities. This, in addition to a national movement toward improving "wellness" through better diets and activity has been cited as a possible contributor to the increase in athletic participation rates in many suburban towns, including Hanover.

Unique Hanover Characteristics- Hanover's population is growing, albeit at a modest rate of increase. But many towns experience transitions in their populations. In Hanover's case, the pressure on schools caused by the increased numbers of children might be an indication that long time residents may be moving on and that younger individuals with school age children may be replacing them. New, large housing developments, the increased participation in the various youth sports programs and a corresponding lack of venues to accommodate these activities seems to reinforce this phenomenon.

Aging America- we are simply living longer. Americans are living well into their retirement in unprecedented numbers. This creates increasing needs for recreational facilities that are multi-generational or that are specifically geared toward seniors. A park setting that is truly multi-generational can be the most rewarding of environments with great benefits provided through the interaction of park users ages 1 to 100.

Given all of these factors, and as a result of the survey and master planning process, many basic recreational needs have been identified, as summarized below:

HANOVER'S RECREATION NEEDS AND PREFERENCES

Walking, jogging, biking trails
Improved parking and access at all facilities
Children's playgrounds
Skateboard Park
Restrooms
Softball fields
Multi-use rectangular athletic fields – football, lacrosse, field hockey
Four basketball courts in one location
Additional Little League baseball fields
One additional or relocated full size (90 foot diamond) baseball field
Regulation street/roller hockey rink
Potential ice hockey rink
Multiple tennis courts in one location

It is anticipated that the Town will require additional facilities in the future to meet the continued town-wide increase in recreational activity and an anticipated future population increase. The “preferred” plans developed for each of the Hanover park and recreation sites attempt to address those needs that are most pressing, most widely supported and most realistic given the nature of the properties that are available and given the fiscal realities of the community and the Parks and Recreation Department.

Three of the expressed needs are worthy of separate discussion due to the potential complexity of achieving their implementation as summarized below:

Ice Hockey Rink- Ice hockey is a very popular youth sport within the Hanover community. Players must travel to rinks in surrounding towns in order to participate in the sport. Many of the hockey rinks in Massachusetts tend to be owned by either the State (DCR), colleges/private schools or other private entities. While some municipalities own and operate hockey rinks, the size of the community tends to be significantly larger than Hanover. The financial viability of a hockey rink is always in question. Can the fees generated through the sale of ice time offset the original capital cost associated with construction of such a facility and with the continued maintenance, upkeep and operation of such a facility? The goal in most situations is for the facility to be financially independent and self-sustaining. In many situations this is not the case, and the hockey facility ends up being subsidized by the owner/operator.

A hockey rink is a large facility, requiring a significant area of land. A typical DCR rink encompasses an area that is approximately the size of a football field and often contains a lobby, locker rooms, a concession, storage and equipment spaces, restrooms and other spaces or areas. Add in exterior parking, access drives, setbacks and landscaping requirements and the need for a property that encompasses at least 3 or 4 acres becomes apparent.

The recreation master plan makes no specific recommendation in regard to the development of a hockey rink in Hanover, beyond recording that the need for one has been identified within the User Survey and at public meetings. The properties that have been considered under this effort do not necessarily lend themselves to the development of a hockey venue. Most of the sites are either too small or nearly fully developed with no additional room for such a large facility. Other sites, like Myrtle and Center and the new Kings Street property possess sufficient acreage, but the nature of that land may not be suitable (wetlands, steeply sloping uplands...) or the surrounding land use context (widely dispersed residential properties) may not be completely compatible with the development of a large structure of this sort.

Proposals are also based on current property available to the Parks and Recreation Committee. It is recommended that the Town seek out additional property that can be designated for future Parks and Recreation use, particularly in the northern and southeastern portion of town.

Skateboard Parks- Skateboard park developments have been successful in some communities and unsuccessful in others. Communities that constructed facilities 8-12 years ago are considering reworking or refurbishing their facilities. Many communities have closed their facilities due to issues related to security, misuse, liability for injuries, deteriorated conditions and other unanticipated problems that have developed.



Skateboard parks are not land intensive and typically fit within an area that is roughly the size of a single tennis court. Important considerations in regard to the siting and construction of a skateboard park facility include the following:

- Available Budget
- Type of construction preferred (concrete, wood, composite materials)
- Long term maintenance and upkeep
- User Safety / Emergency Phones
- Municipal Liability
- Staffing requirements
- Security and fencing
- Noise generation
- Surrounding land use
- Trash and debris generated by users

Of particular note, 210 middle school students signed a petition urging that a skateboard park be constructed in Hanover. The location for such a facility has not been identified in this study, although a location that is highly visible, centrally located, in close proximity to emergency personnel and comfortably away from residential properties and other incompatible uses is preferred. Communities continue to pursue the development of skateboard park facilities, with a better understanding due to the lessons learned from earlier projects in other communities, some of which have failed in the end. Facilities that have been carefully planned, designed and constructed continue to provide enjoyment to the myriad of users that seek out these venues.

Park Support Buildings-

Residents responding to surveys and attending meetings expressed a desire to provide park support buildings at various locations. In general, a park support building would provide space for restrooms and storage and some might contain a concession facility to support various leagues and programs. Concession facilities can generate revenue that is important in keeping user costs affordable and in aiding in the upkeep and maintenance of park and recreation facilities. The preferred plans developed for the individual sites identify potential locations for park support buildings. Repeatedly mentioned in this regard was the lack of bathroom facilities at such venues as Ellis Field and the deteriorated and substandard conditions of the park support structure at Everett B. Hall Field. The construction of a park support building brings along unique and important considerations as follows:



Method of Construction- buildings constructed through a municipal building process can be extremely expensive (\$250/foot of area is not uncommon). Buildings constructed through alternate means by donors and volunteers can cost half as much, but this method is not achievable in all communities.

Hours of Availability- Due to issues surrounding security and vandalism, most park support structures are open only when activities are occurring at a given site. Keys are often made available to community representatives that are involved in a sports event or special event for the purposes of opening the facility at the outset of the event and closing the facility at the conclusion of the event.

Maintenance and Upkeep- Municipalities frequently do not have the staff to maintain and operate park support buildings. As a result the cleaning and upkeep responsibilities often fall to volunteers. If these efforts are not performed, unsanitary and undesirable conditions can quickly occur.

For the review of other expressed needs and preferences (which tend to be much more easily attainable), refer to the preferred master plan section of this report.

Summary of Other Potential Funding Avenues to be Pursued

In addition to CPA funding, the Parks and Recreation Committee will aggressively pursue other potential funding sources in order to support and potentially expand upon the Phase I program at the King Street Property.

Urban Self-help Grants - DCS administers several programs including the “***Self-help***” program, which generally funds acquisitions and limited enhancements to open space properties. The funds for acquisitions are designed to protect natural resources by eliminating threatened development. The “***Urban Self-help***” program typically funds the renovation of parks, playgrounds and athletic facilities in larger communities that have fewer outlets for recreation. Demographics play a role in the grant award process. Communities that are more urban in nature with high percentages of low-income residents tend to fare better in the decision-making process as compared to smaller communities with fewer low-income residents. For projects in smaller communities such as Hanover, a case must be made that the improvements for which funding are being sought are of a regional significance. The case could probably be made for improvements to a property like B. Everett Hall or King Street, while other smaller facilities would likely not be eligible.

DCS also receives Federal Land and Water Conservation Funds for distribution to communities that are considering park improvements or land acquisitions as described above. The allocation for Massachusetts for the upcoming year has not been determined, although the funds, when available, may be used to supplement both the Self-help and Urban Self-help programs.

Stormwater Management Grants - Funding is made available by the Commonwealth of Massachusetts Executive Office of Environmental Affairs for stormwater management, water quality protection and enhancement efforts. This funding could be a source for environmental improvements to the park, like the stormwater improvements that would be necessary to construct more paved and more defined parking areas.

Partnerships - Partnerships can also play an important role in the overall plan to improve, manage and maintain park properties. As an example, there are many privately managed sports leagues in Hanover including HYAA with impressive track records for supporting certain maintenance and capital improvement initiatives for numerous facilities. Towns are increasingly relying on public/private partnerships to create facilities and related playing conditions needed to support sports programming.

The Town might also consider partnerships with such entities as the Massachusetts Audubon Society, or Massachusetts Urban and Community Forestry Program in order to preserve, protect and enhance the unique environmental qualities, like existing mature woodland, to provide new passive recreational opportunities in the form of environmental education and awareness. The latter also offers matching grant opportunities to help fund urban forest management projects.