



CPC USE ONLY:  
Application #: \_\_\_\_\_  
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**COMMUNITY PRESERVATION ACT  
Town of Maynard**

**FINAL APPLICATION FOR FUNDING**

Please submit ten copies to:  
**Community Preservation Committee  
Maynard Town Hall  
195 Main Street  
Maynard, MA 01754**

**Project Title** Conservation Fund Support **Date** 10/30/2020

**Applicant/Contact Person (please print)** Kaitlin Young, Cons Agent/Asst. Town Planner

**Signature** 

**Sponsoring Organization, if applicable** Conservation Commission

**Mailing Address** 195 Main Street, Maynard, MA

**Email** kyoung@townofmaynard.net **Telephone** 978-897-1306

**CPA Category (check all that apply):** **Open Space**  **Historic Resources**   
**Community Housing**  **Recreation**

**CPA Funds Requested** \$20,000 **Total Cost of Project** \$20,000

**PROJECT DESCRIPTION:** Provide answers to the questions listed below. A complete application must provide all relevant requested information. Include supporting materials and exhibits as needed.

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

**2. Community Need:** Why is this project needed? Does it address needs identified in existing Town or regional plans or non-profit organizations, or needs raised in community discussions?

**3. Community Support:** What is the nature and level of support and/or opposition for the project? In particular, with which Town Boards/Committees/Departments or community organizations have you consulted/collaborated.

**4. Budget:** What is the total budget for the project and how will CPA funds be spent? Provide written estimates to substantiate proposed costs. Include a 2- to 5-year budget, if appropriate. (NOTE: CPA funds may NOT be used for general maintenance purposes.)

**5. Funding:** What other funding sources are committed or under consideration? Include any commitment letters or describes other efforts to secure funding for this project. Is there revenue potential for this project?

**6. Timeline:** What is the schedule for project implementation? Include a timeline for critical elements, expenditures, and receipt of other funds, if any.

**7. Implementation:** Who will be responsible for implementing the project? Who will manage the project? Does the proposed project manager have relevant experience? Who else will be involved in project implementation and what arrangements have been made with them?

**8. Maintenance:** If ongoing maintenance is required, who will be responsible and how will it be funded? Please include a 5-year budget and documentation of commitment.

**ADDITIONAL INFORMATION** Provide the following additional information, if applicable:

**9. Further Documentation:** Show documentation that indicates your control over the site, such as a Purchase and Sale Agreement, option, or deed. Provide evidence of long-term deed restrictions where required for CPA funding.

**10. Feasibility Reports:** Provide feasibility reports, renderings, assessor's maps, or other relevant studies and materials. Photos, detailed design renderings, and supporting documents such as historic structural and existing conditions reports, also will be helpful in defining the parameters of your project.

**11. Zoning Compliance:** Provide evidence that the project does not violate any zoning by-laws or any other laws or regulations, including environmental concerns. Include a list of permits or approvals that may be needed.

**12. Other Information:** Include any additional information that might benefit the Community Preservation Committee in the evaluation of this project.

**13. Applicants with multiple requests:** Please prioritize your proposals.

**Conflict of Interest:** The CPC is governed by Massachusetts General Law Chapter 268A Conflict of Interest Law, which regulates the standards of conduct of all state, county and municipal employees and volunteers, whether paid or unpaid, full or part-time, intermittent or temporary.



**TOWN OF MAYNARD**  
**Office of Municipal Services**  
MUNICIPAL BUILDING  
195 Main Street  
Maynard, MA 01754  
Tel: 978-897-1302 Fax: 978-897-8489  
[www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)

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*Board of Health  
Conservation Commission*

*Building & Inspections  
Licensing*

*Board of Appeals  
Planning Board*

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## ***Community Preservation Committee Funding Proposal***

**Title: Conservation Fund Support**

**Date: October 28<sup>th</sup>, 2020**



**Contact:**

Kaitlin Young  
Conservation Agent/Assistant Planner  
Maynard Conservation Commission  
195 Main Street, Maynard, MA 01754  
978-897-1360  
[kyoung@townofmaynard.net](mailto:kyoung@townofmaynard.net)

**Submitted to:**

Community Preservation Committee  
Maynard Town Hall  
195 Main Street Maynard, MA 01754

## INTRODUCTION

The Maynard Conservation Commission (MCC) is pleased to submit this proposal for funding from the Community Preservation Committee (CPC) to support the process of acquiring open space land in the Town of Maynard. In the past, the Conservation Fund received annual funding from the Town, but budget constraints have left the Conservation Fund unsupported for years. The Maynard Conservation Commission hopes to receive funding from the CPC to aid in the purchase of important open space and conservation properties as the opportunity arises, so the Conservation Commission can act quickly.

## PROJECT DESCRIPTION

### 1. Project Category

The Maynard Conservation Fund Support proposal addresses the Open Space Category.

### 2. Funding Scope

The Maynard Conservation Commission is requesting a total of \$20,000 in funding.

### 3. Goals

The specific objectives of this funding request are to provide funding for future land acquisitions to protect and conserve open space in Maynard. The Maynard Conservation Commission has limited funding available for the acquisition of open space, and the Commission would like to increase its current fund by \$20,000 this year for the purchase of land, capital improvements to such land, and expenses directly related to such land purchases, such as surveying, title searches, legal expenses of deed preparations, and title passing. By increasing the total amount of the Conservation Fund, the Conservation Commission can quickly and efficiently act upon prime conservation and open space parcels as they go on the market.

### 4. Community Need

The 2010 Maynard Open Space and Recreation Plan addresses Maynard's resource protection needs in Chapter 7, as well as the goals and objectives listed in Chapter 8. The analysis of community needs was determined as part of a public participation process, which included a town-wide survey and public meetings.

This funding request primarily addresses the need to protect land with important natural resources identified as a community need in the 2010 Open Space and Recreation Plan and is included as Goal 1 of the proposed five-year action plan for Maynard:

*Goal 1: To maintain, protect, and improve the quality of Maynard's natural resources for the benefit of all current and future residents.*

While not officially approved by the State, the current draft of the 2017-2024 Open Space and Recreation Plan's second goal contains the following objective:

*Objective 2A: Identify, acquire, and/or preserve parcels with important environmental, recreational, scenic, and/or historic value.*

The 2020 Master Plan also contains the following goal:

*Goal NHC1: Enhance the protection and preservation of sensitive natural resource areas that contribute to the health and well-being of the community, as well as offer critical habitat to wildlife and provide important ecological functions.*

## **5. Community Support**

During the process of preparing the 2017 update of the Open Space Plan, a survey was distributed online and in hard copy at certain locations around town. When asked whether they support the acquisition of land for open space and conservation, roughly 76% of survey takers supported the acquisition of land for open space conservation. The desire for continued acquisition of lands with important natural resource value was further supported by the open ended comments, where numerous people commented on the importance of conservation.

## **6. Budget**

The Maynard Conservation Commission is requesting \$20,000 in funding to support our efforts to acquire new open space lands within the Town. This amount is similar to the funding previously provided by the Town prior to budget constraints.

## **7. Funding**

The Maynard Conservation Commission maintains a Conservation Fund dedicated to the purchase of land, capital improvements to such land, and expenses directly related to such land purchases. This fund is adequate for small expenditures, but is not substantial enough for potential purchases that would require a down payment or earnest money.

## **8. Timeline**

The Conservation Commission does not have a specific schedule for the requested funds. Funds will be used as appropriate land parcels come up for purchase.

## **9. Implementation**

The Maynard Conservation Commission is responsible for implementing this project. Kaitlin Young, Conservation Administrator and Assistant Planner, will be the prime contact person, and the Conservation Commission will provide oversight and review.

## **10. Maintenance**

The Maynard Conservation Commission plans to request funding annually from the CPC to support its efforts to acquire additional open space land. Maintenance of municipally owned land is through the Department of Public Works, as well as the Land Stewardship Volunteer program that will be launched this winter.



Town of Maynard  
CONSERVATION COMMISSION

Town Building  
195 Main Street  
Maynard, Massachusetts 01754  
978-897-1360  
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1. What is the fund balance, including interest? Is it earning interest? Please specify what portion of the fund balance corresponds to CPC funds and what corresponds to funds from the town?

*The Conservation Commission's account is broken down to show the CPC funds vs. the non-CPC funds since previously they were lumped together and indistinguishable:*

- CPA Funds = \$183,000 (\$175,000 granted by the CPC)
- Non CPA (funds acquired prior to budget cuts) = \$91,000
- Total = \$274,000

2. Has the amount of funds requested remained static over the years? Have you factored in steadily rising housing and land prices when making your request?

*This year, the Conservation Commission decided to request \$20,000 as opposed to the normal \$10,000 due to rising cost of land. Last year, the CPC recommended that the Conservation Commission increase its requests.*

3. Does spending the money from this trust fund require a vote at town meeting or can the Conservation Trust Fund act on its own behalf?

*Under c. 40 §8C, the Conservation Commission may purchase property for Open Space with Board of Selectmen approval. Purchase does not require Town Meeting. Conservation Land Funds set up under c. 40 §8C are designed to allow a Conservation Commission to act quickly if an appropriate parcel comes on the market.*

4. Is this money only for land acquisition, or can it be used to purchase easements, etc.?

*Funds can be used to acquire property by easement, restriction, or fee.*

5. Has the Conservation Commission recently acquired any land? Is there any land that the Commission is currently in the process of acquiring?

- *Thomas Street Parcel: Acquired in 2019 through tax taking. Legal costs associated with the acquisition covered through the development agreement for 42 Summer Street.*
- *Cuttings Wetland (in process): 6 acres off Parker Street of wetland resource area to be donated to the Conservation Commission.*
- *18 Winter Street (in process): The land swap between property off Acton/Rockland Ave for the 12 acres of property known as 18 Winter Street is once again being discussed. The swap would include the transfer of a piece of Conservation land off Rockland Ave/Acton Street abutting the State Crime Lab for the 18 Winter Street property. Staff is currently working with the owners of 124 Acton Street to proceed with the process. As the property contains*

*discarded machinery and other dumped items, the swap will be made contingent upon a clean 21E environmental report, and votes from the Board of Selectmen and Conservation Commission. The Town had voted to proceed with the swap at Town Meeting in 2012, but it was put on pause due to issues with the owners of 124 Acton Street. The Conservation Commission will vote to proceed with the swap at its November 10, 2020 meeting, and the Board of Selectmen will take the same vote at its November 17<sup>th</sup> meeting.*