

# CITY OF GLOUCESTER COMMUNITY PRESERVATION COMMITTEE PROJECT APPLICATION COVER SHEET

<b>I: Project Information</b>	
Project Title: Burnhams Field Community Garden Fence Replacement	
Project Summary: We have received permission to expand the garden and we would like to install a more permanent and durable fence.	
Estimated start date: <u>Spring 2015</u> Estimated completion date: <u>Spring 2015</u>	
CPA Program Area:	
<input checked="" type="checkbox"/> Open Space	<input type="checkbox"/> Historic Preservation
<input type="checkbox"/> Community Housing	<input type="checkbox"/> Recreation

<b>II: Applicant/Developer Information</b>	
Contact Person with primary responsibility for project: John McElhenny	
Organization (if applicable): Burnhams Field Community Garden	
Mailing Address:	
Daytime phone #: 617 620•9485	Fax #:
E-mail address: <a href="mailto:jmcelhenny@gmail.com">jmcelhenny@gmail.com</a>	
Federal ID#	

<b>III: Budget Summary</b>	
Total budget for project:	9050.00
CPA funding request:	5000.00
CPA request as percentage of total budget:	

Applicant's Signature: \_\_\_\_\_

Printed name and Position: \_\_\_\_\_

# CITY OF GLOUCESTER

## COMMUNITY PRESERVATION COMMITTEE

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### BUDGET FORM

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Project Name: Buenhams Field Community Garden Expansion & Renovation  
 Applicant: Melissa Cox

SOURCES OF FUNDING		
Source	Amount	
Community Preservation Act Fund	\$ 5,000	Pending
CDBG - Requested -	\$ 7,100 <sup>00</sup>	Pending application
Revenue from spots	\$ 600.00	Actual
Fund Raising	\$ 250 <sup>00</sup>	Pending
<b>Total Project Funding</b>	<b>\$12,950-</b>	
PROJECT EXPENSES		
Expense	Amount	Please indicate which expenses will be funded by CPA Funds:
Community Preservation Sign	\$150.00	CPA
Wood	1500-	
Soil	1300-	
Gravel	800-	
Fence	5,000-	CPA
Geothermal Fabric	250-	
Misc Supplies	200-	
<b>Total Project Expenses</b>	<b>\$9200-</b>	

Please feel free to photocopy or re-create this form if more room is needed.

## Burnhams Field Community Garden 2014

### Expansion Costs

Vendor	Material	Dimensions	Cost	
Wolf Hill	Soil	2000 SF	\$ 1,300.00	
Wolf Hill	Gravel	2001 SF	\$ 800.00	
Wolf Hill	Fabric	2002 SF	\$ 250.00	
Building Center	Misc		\$ 200.00	
Building Center	Wood	84 8ft 2x12's	\$ 1,500.00	
			\$ 4,050.00	Total

Fencing		220 Liner Foot	\$ 5,000.00	
			\$ 5,000.00	Total

### Expected Income

Revenue CY 2014	Income	
20 plots x \$30	\$ 600.00	
Pending Classes	\$ 100.00	
Pending Fundraising	\$ 250.00	
		\$ 950.00 Total

Grants Applied For:	Award Dates
Community Block Grant	Apr-14
Community Preservation Act	Oct-14

\$ 9,050.00 Grand Total

- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.
- Preserve and enhance the natural wildlife habitat functions and values of open space for wildlife.

## CITY OF GLOUCESTER COMMUNITY PRESERVATION COMMITTEE

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### PROJECT SCHEDULE

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Please provide a project timeline below, noting all project milestones. Please note that because the City Council must approve all appropriations, CPA funds may not be available until up to two months following Committee approval.

	Activity	Estimated Date
Project Start Date:	Break down current site - <sup>Clear brush</sup> Remove plots	March 2015
Project Milestone:	Install Fence	Ground Hrow March 2015
50% Completion Stage:	Build Boxes - lay geothermal fabric	April 2015
Project Milestone:	Spread gravel - Fill plots with soil	April 2015
Project Completion Date:		April 2015

Please note: If the project is approved, the recipient must provide progress reports to the Committee on a quarterly basis (by the 15<sup>th</sup> of January, April, July and October) depending on the length of the project. The recipient shall also provide an interim report at the 50% Completion Stage, along with budget documentation.

Please feel free to photocopy or re-create this form if more room is needed.

# Reliable FENCE CO.

*The Fence People*

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To: Melissa Cox  
Town of Gloucester

November 25, 2013

From: Tim Newman

RE: Back stop replacement and Garden Fence

Thank you for your interest in Reliable Fence Boston. We appreciate the opportunity to earn your business. We wish to offer you the most experience and professionalism in the fencing industry. We are pleased to offer you a very thorough and competitive quote on your fencing needs. Based on my walk through I have worked up the following prices for your project at Burnham Park:

Furnish and Install:

12' high by 40 linear feet backstop with canopy. All 4" posts cemented with 1 5/8" rail all black fence system.

Material & Labor: \$9,400 each

Furnish and Install:

102 linear feet 8' high black chain link fence and 70 lf of 6' high black chain link fence attached to back stop forming "dugout" area. 3" terminal posts and 2 1/2" line posts cemented in ground with 1 5/8" rail.

Material and Labor: \$6,690 each

Furnish and Install:

220 linear feet 4' high black chain link, all 2 1/2" posts cemented with 1 5/8" top rail, 2 single gates.

Material and Labor: \$4,330

If disposal of existing is to be done to above jobs add \$330 for backstop and \$900 to "dugout" fence.

Thank you,

Tim Newman  
Reliable Fence Boston

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**781-933-9363    283 Salem St. Woburn, MA    Fax 781-933-9304**



Quote based on the following:

- Normal truck access to fence lines.
- Water/Power to be supplied by GC/Owner. If not present, RFC to be advised ahead of time.
- Standard payment terms are 50% deposit/C.O.D. or P.O. max NET 30 with approved credit.
- Job is limited to scope of work as outlined.
- GC/Owner responsible for establishing Fence lines.
- RFC cannot remove excess soil and rocks from property.
- Ancillary asphalt / concrete work responsibility GC/Owner.
- All underground utilities to be marked out prior G.C. Please call DIGSAFE. (1-800-DIG-SAFE)

# Fence Proposal



**Palermo Fence Co.**  
 P.O. Box 5437  
 Gloucester, MA 01930

Phone: 978-525-3337  
 Email: [Palermofence@gmail.com](mailto:Palermofence@gmail.com)

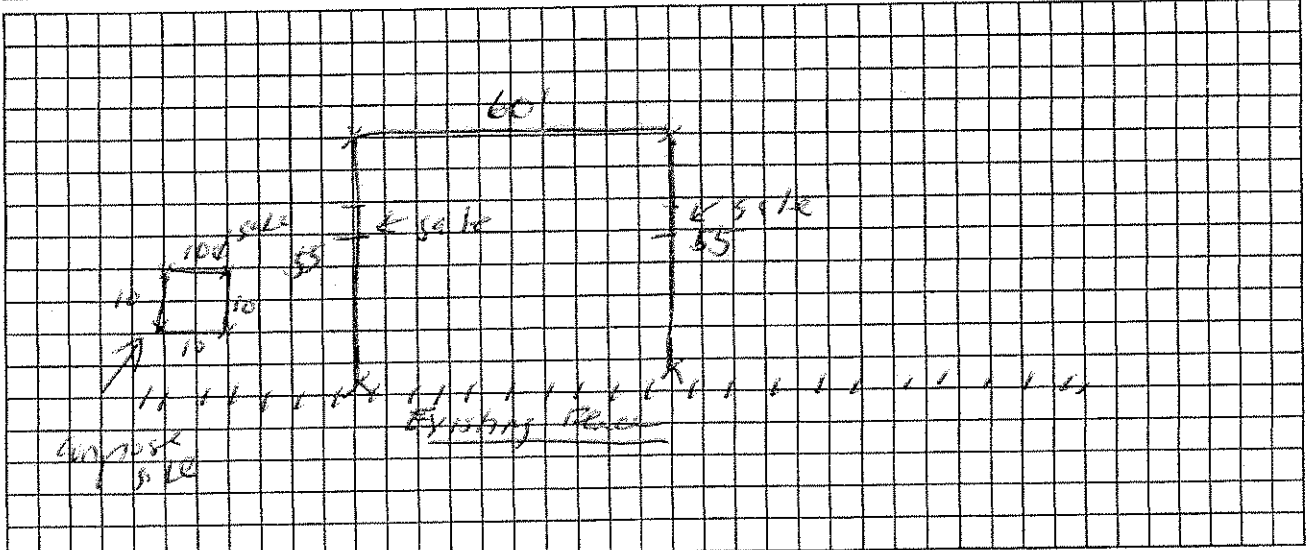
Job No. \_\_\_\_\_

DATE 3/12/2014

NAME <u>Melissa Cox</u>		JOB LOCATION _____	
STREET <u>Burham Field</u>		DIRECTIONS _____	
CITY <u>Gloucester, MA</u> STATE <u>01948</u>		DIRECTIONS _____	
CONTACT PERSON _____	HOME PHONE _____	BUSINESS PHONE _____	SITE PHONE _____

PAYMENT SCHEDULE	QUANTITY	DESCRIPTION	UNIT	TOTAL	
TERMS: (50% WITH ORDER BALANCE ON COMPLETION)  DEPOSIT \$ _____  BALANCE \$ _____  PAYABLE BY CASH, CERTIFIED CHECK OR MONEY ORDER SPECIAL TERMS:  RETAINAGE _____ %  CUSTOMER'S SIGNATURE _____  ESTIMATOR'S SIGNATURE _____  OFFICE ACCEPTANCE _____	3	walk gates			
	205	4' All black vinyl chain link			
	12	2 1/2" Terminal posts			
		# 9 gauge, 2 1/2" mesh vinyl			
		2" ss-15 line posts			
		2 1/2" Terminal posts			
		- all posts cemented in.			
	SPECIAL NOTES:			TOTAL SALE	
				TAX	4500
				TOTAL <u>Temp use</u>	<u>500</u>
			REVISED #	<u>5,000</u>	



Accepted: _____	Date: _____	Check# _____	Date _____	Amount _____
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Burnham's Field Community Garden (BFCG) aims to improve the quality of urban life and cultivate greater community interaction by providing an area for Gloucester residents to grow local, organic produce. Families are provided with a 4x8 raised bed to grow a self-selected variety of produce, herbs and flowers. This project meets the Open Space category requirement with the purpose of creating (expansion) and restoring a project.

Members of BFCG not only garden side-by-side but we also meet at least once a month for workdays and/or social potlucks. This cultivates connections and a greater sense of community within the surrounding neighborhood.

The beautification of the garden will have positive impacts that extend well beyond the gardeners. The garden has brought activity and beauty to an urban park in one of the most densely populated neighborhoods in Gloucester. Low- and moderate-income residents comprise 63.3 percent of the three Census tracts surrounding the field where the garden is located according to 2011 estimates from the Department of Housing and Urban Development. Sixteen percent of these residents speak a language other than English at home. Gloucester's highest concentrations of Hispanic or Latino residents live within these downtown Census tracts near Burnham Field and the community garden. On summer evenings, soccer players from Guatemala, Mexico and other countries that live near the Field play soccer alongside the community garden, adding to the vitality of the larger field and making it more inviting for all. The expansion and improvement of the Burnham's Field Community Garden will benefit many residents who walk through, spend time in or live near Burnham's Field.

Due to the success of the garden, we have sought permission to expand our foot print at Burnham's Field in order to increase the number of gardens available. For the last three years we have had a waitlist to join the garden! With this expansion, we would like to redesign our current layout to optimize our space and natural conditions such as sunlight. This expansion and redesign requires the construction of 28 new plot frames, 33 yards of soil to fill the plots, additional ground cover including geothermal fabric and gravel and finally a fence to enclose the garden and compost area.

The expansion will be started early spring 2015, allowing for an uninterrupted 2014 gardening season and the time necessary to chart out a thoughtful and sustainable plan alongside experts within the gardening community. The BFCG members will provide the labor for the expansion, therefore our budgetary costs are directed as low as we can secure. The work will primarily be completed on weekends by the volunteers and is expected to take two – three weeks depending on favorable weather. The only item we would not be able to do ourselves is the fence. We want to have a fence that will last for a long time so that is why we would hire a contractor to properly install the fence.

The maintenance is done by all of the members of the garden on an ongoing basis. The success of this project will be measured by having no vacant garden spots and by the amount of food that is produced. We have asked all gardeners to track their production in 2013 to compare to the production of food after the expansion.



We provide a space for residents of Gloucester who don't have the ability to grow organic vegetables due to lack of space in an urban environment. By doing this, we will enable residents of Gloucester in a low income area to grow and cook their own vegetables, to provide for themselves and their families. We have been a community garden for three years and have had a wait list since the first year. The improvement of the Burnham's Field Community Garden will also benefit those who live near and spend time in Burnham's Field by beautifying the area and providing a more welcoming space for children and families to play and exercise outside.

The garden fits in with the City's objective to improve public facilities which include improvements to neighborhood parks and recreational facilities. By improving the garden, we improve Burnham's Field with increased foot traffic and community awareness by being more active at the field.

We have a five member board that makes decisions based on the gardener's recommendations at our meetings. The bank account is under three board members names so any of them can inquire into the bank account records. The price per plot is \$30, up from the first three years which was \$25. We have an excel spreadsheet to track revenues and expenses and that is reviewed by the board and shared with all garden members. Garden season 2014 will be our first year with an experienced Garden Manager and Board members. We have become more structured with each passing year and have learned a lot in our first three years.