

Appendix B – CPA Project Application Proposal

[CPC Use Only]

Date Received:

7.21.2026

Received By:

M. Memon

Assigned CPC #: 2027- 11

This form may be copied. Please type or print clearly, answer all questions, use "N/A" if not applicable. Use additional paper as needed.

1-A Applicant Information

Last Name: Haddad	First Name: Mark
Organization(s)(as appropriate) Park Commission/Town Manager's Office	

1-B Regional Project? YES ☐ NO ☒

If YES, Town/Organization:

2

Submission Date: **7-14-2026**

3 Applicant Address

Street: 173 Main Street	City: Groton	State: MA	Zip: 01450
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4

Phone: **978-448-1111**

Email: **mhaddad@grotonma.gov**

5 CPA Purpose (Check all that apply)

Affordable Housing: ☐	Community Housing: ☐	Historic Preservation: ☐
Open Space: ☒	Recreation: ☒	

As per MA General Law Chapter 44B, proposed historic projects that are not on the structures listed on the state's Registry of Historic Places require a determination by the Groton Historic Commission that the proposed project is of historic significance.

6

Town Committee or Boards Participating: **Park Commission**

7

Project Address/Property Owner's Name: **599 Cow Pond Brook Road, Groton, MA 01450**

8

Project Name: **Accessibility, Renovation and Restoration Improvements at Cow Pond Brook Fields**

9 Additional Responsible Parties (If applicable)

Role (specify)	Name	Address	Phone	Email
Property/Site Owner	Town of Groton	173 Main Street, Groton, MA 01450	978-448-1111	mhaddad@grotonma.gov
Project Manager	Mark Haddad	173 Main Street, Groton, MA 01450	978-448-1111	mhaddad@grotonma.gov
Lead Architect	Activitas - Megan Buczynski	70 Milton Street, Dedham, MA	781-375-8663	meb@activitas.com
Project Contractor	TBD			
Project Consultants	Landtech			
Other:	LEC Consultants			
Other:	NV5			

10 As appropriate, indicate if proposal requires:

P&S Agreement:	☐	Deed:	☐	Option Agreement:	☐	Memorandum of Understanding:	☐
Other:	☐	Describe:					

11-A

Assessor Info (Map/Block/Lot ID(s)): **249-40, 249-57, 249-51**

11-B

Tax Classification Type: **Municipal Open Space (Article 97 Land on 40 & 57)**

12 Permits required:

Zoning:	☐	Historic Preservation:	☐	Other:	☒ Conservation; Planning; Stormwater; and NHESP
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13

Historic Commission Approval Signoff (When Required):	Date:
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14-A

Project Cost: \$ 4.1	Estimate: ☒	Professional Quote: ☒
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14-B

Requested from CPC: \$ **4.1**

14-C

Committed from OTHER Source: \$ **\$1m**

If applicable:

Annual Anticipated Total Income: \$	n/a
Annual Anticipated Total Expense: \$	n/a
Anticipated Net Income (Loss): \$	n/a
Name of Estimator/Company:	Estimate by Activitas based on Bids received last spring

15 CCP Objectives - Use CODES from Section 5 to indicate all that apply

OSRO 1.1, 2.1, 5.3 ,5.4, 6.1

16 Project Timelines

Proposed State Date: 10/5/2026

Projected Complete Date: 12/1/2027

17

Estimated Delivery Date of Completion Report to CPC: 12/15/2027

18 Project Description and Explanation (Attach Additional Sheets as Needed)

Refer to attached Project Description and Explanation and accompanying documents.

19 Feasibility

This project is feasible and more importantly, needed. The Project has been overseen by the Park Commission and has been reviewed by the Conservation Commission for viability. The project has been permitted by the Planning Board, Earth Removal and Stormwater Commission, as well as NHESP and MEPA.

20 List of Attachments

1. Project Description
2. Opinion of Probable Cost

21 Additional Information

N/A

22 Management Plan

Mark Haddad, Town Manager and Chief Procurement Officer, will oversee the implementation, along with the Park Commission and the project consultants.

23 Signature

Applicant Signature:	Date:
Co-Applicant Signature:	Date:
Co-Applicant Signature:	Date:

Project Description – Cow Pond Brook Fields Improvement Project

The Cow Pond Brook Fields Improvement Project represents a significant investment in one of Groton's most heavily used recreational facilities while leveraging an extraordinary opportunity to secure \$1 million in federal grant funding for the community.

At the 2026 Spring Town Meeting, voters did not approve the original \$4.8 million project. Following that vote, the Town faced the potential loss of a \$1 million federal grant that had been awarded specifically for improvements at Cow Pond Brook Fields. The Town remains eligible to receive this funding if the project is approved at the 2026 Fall Town Meeting, making timely action essential.

Recognizing both the concerns expressed by voters and the importance of preserving this once-in-a-generation funding opportunity, the Park Commission, working collaboratively with the Town Manager's Cow Pond Brook Fields Working Group, undertook a comprehensive review of the project. The Working Group carefully evaluated every component of the design with the primary objective of substantially reducing project costs while preserving the essential program elements necessary to retain eligibility for the federal grant.

Value engineering has been the guiding principle throughout this process. Every aspect of the project has been scrutinized to identify opportunities for cost savings through revised materials, simplified construction methods, and reductions in the scope of certain amenities. Because the federal grant is tied to specific project elements, the Town cannot simply eliminate major components of the project without jeopardizing the grant award. Instead, the redesign focuses on delivering the required improvements in a more economical and fiscally responsible manner.

The federal grant includes improvements that enhance accessibility, public safety, and recreational opportunities, including:

- Expansion and renovation of the existing parking area into a formal parking facility accommodating approximately 280–300 marked spaces;
- Sidewalks and ADA-compliant curb cuts to improve accessibility;
- Traffic-calming measures to improve pedestrian and vehicle safety;
- New entrance gates and gathering areas;
- Accessible walkways connecting key areas of the complex;
- A new playground serving children and families;

- Upgraded site amenities, including improved equipment storage sheds, benches, shade structures, and landscaping; and
- Modifications to the Little League fields to improve functionality and safety.

To substantially reduce project costs while maintaining compliance with the federal grant requirements, the revised proposal incorporates numerous value engineering measures, including:

- Retaining the expanded parking layout while utilizing gravel surfacing in appropriate areas instead of full pavement;
- Maintaining required sidewalks and accessible curb cuts while replacing concrete sidewalks with asphalt and utilizing more economical curb materials;
- Reducing the extent of accessible walkways to those necessary for accessibility and connectivity;
- Scaling back the size and amount of playground equipment while preserving an accessible and functional play area;
- Retaining existing storage sheds in place rather than relocating them, reducing the number of benches, limiting decorative landscaping and plantings, and simplifying other site amenities.

These modifications preserve the fundamental goals of the project while significantly reducing construction costs and maintaining eligibility for the \$1 million federal grant.

Approval of this project will allow Groton to capitalize on substantial outside funding, improve accessibility for residents of all ages and abilities, enhance public safety, modernize aging recreational infrastructure, and provide lasting improvements to one of the Town's premier athletic facilities. By approving this revised, value-engineered project, the Town has the opportunity to secure significant federal investment while delivering a more affordable project that reflects the concerns expressed by voters at the Spring Town Meeting.

Attached is a summary of anticipated project cost.

ITEMIZED OPINION OF PROBABLE PROJECT COSTS - VALUE ENGINEERING

Project: Town of Groton - Improvements to Cow Pond Brook Fields
Project No. 24051.00
Phase: Value Engineering
Date: 09 July 2026

NOTE:

Due to the inflationary and unpredictable construction climate, this cost opinion may not represent the actual cost of construction.

This is an Opinion of Probable Project Cost only. Activitas has no control over the cost of labor, materials, equipment or services furnished. We also have no control over project schedules, contractor's means and methods of construction or their determination of prices, the competitive bidding market or negotiating conditions. Activitas cannot guarantee that this opinion will not vary from the actual bid and project costs.

There are no costs provided for client costs, financing of funding costs, legal fees, land acquisition or temporary/permanent easements, operations or any other costs associated with this project that are not specifically part of the preliminary scope.

ASSUMPTIONS:

Sales tax exempt, prevailing wage rate construction.

No rock or ledge excavation is required unless otherwise noted.

Unsuitable, contaminated or hazardous materials are not contemplated unless otherwise noted.

CONSTRUCTION ITEM	ORIGINAL COST W/YBB LIGHTING	VALUE ENGINEERED COST W/YBB LIGHTING	VALUE ENGINEERING NOTES
General Conditions / Mobilization	\$ 148,000.00	\$ 148,000.00	
Demolition	\$ 43,000.00	\$ 43,000.00	
Site Work	\$ 35,000.00	\$ 35,000.00	
Turtle Nesting Area Construction	\$ 58,000.00	\$ -	Assumes reach a deal with NHESP to not pave BB parking
Drainage	\$ 541,000.00	\$ 440,000.00	Reduced drainage at YBB parking
Electrical	\$ 831,000.00	\$ 751,000.00	Reduction in infrastructure
Athletic Equipment	\$ 42,000.00	\$ 15,000.00	Remove Lax Throw Wall
Athletic Ball Netting System	\$ 252,000.00	\$ 140,000.00	Remove ballnetting at CP2, Shed Area and Relocated YBB / Lax Wall
Playground Equipment	\$ 112,000.00	\$ 56,000.00	Reduce equipment by half
Site Furnishings	\$ 42,000.00	\$ 30,000.00	Reduction of benches at perimeter path
Fencing & Backstop	\$ 237,000.00	\$ 200,000.00	Reduced playground fence by half; Remove F3 outfield fencing
Asphalt Paving & Curbing	\$ 970,000.00	\$ 600,000.00	Change in paving surfaces and curb types
Concrete Paving-Dugout Pads	\$ 336,000.00	\$ 336,000.00	
Concrete Curb and Mow Strip	\$ 147,000.00	\$ 16,000.00	Removal/reduction of mow strips and curb at playground
Relocate Sheds and Batting Tunnel	\$ 18,000.00	\$ 18,000.00	
Poured In Place Playground Surfacing	\$ 65,000.00	\$ 33,000.00	Reduction in size of surfacing at playground
Modular Block Retaining Wall	\$ 171,000.00	\$ 171,000.00	

Dugout Construction	\$	41,000.00	\$	41,000.00	
Field Entrance Sign	\$	14,000.00	\$	14,000.00	
Vehicular Gates	\$	29,000.00	\$	-	Go back to placing boulders at top of drives
Infield Mix	\$	20,000.00	\$	20,000.00	
Plant Material	\$	28,000.00	\$	28,000.00	
Irrigation System	\$	73,000.00	\$	73,000.00	
Loam and Seed Areas	\$	72,000.00	\$	59,000.00	Reduction in area
Meadow Seed Mix Areas	\$	72,000.00	\$	72,000.00	Reduction in area
Upland Seed Mix Areas	\$	26,000.00	\$	26,000.00	
Sod Areas	\$	125,000.00	\$	125,000.00	
YBB Lighting AT YBB 2	\$	208,000.00	\$	208,000.00	
OH&P	\$	299,000.00	\$	200,000.00	Smaller project less OH&P
SUBTOTAL	\$	5,055,000.00	\$	3,898,000.00	
Contingency	\$	100,000.00	\$	100,000.00	
Soft Costs	\$	110,000.00	\$	110,000.00	
TOTAL PROJECT COST	\$	5,265,000.00	\$	4,108,000.00	