

Town of Sudbury

Community Preservation Committee

cpc@sudbury.ma.us

Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776
978-639-3387
Fax: 978-639-3314
www.sudbury.ma.us/cpc

PROJECT SUBMISSION FORM

Applicant:

Submission Date:

Group or Committee Affiliation (if any):

Applicant Address:

Purpose (please select all that apply):

☐ Open Space & Recreation

☐ Community Housing

☐ Historic Resource

Applicant Email & Phone Number:

Project Manager Email & Phone Number:

Project Name:

Project Description:

Costs:

Fiscal Year	Total Project Cost	CPC Funds Requested	Other Funding Sources (Amount and Source)
2027			
2028			
2029			
2030			
2031			
Total			

How does this project meet the General Criteria and Category Specific Criteria for Community Preservation Committee projects (see attached)?

Does this project fall within the jurisdiction or interest of other Town Boards, Committees, Commissions, or Departments? If so, please list the boards, committees, commissions, or departments, whether applications and/or presentations have been made, and what input or recommendations have been given.

For Community Preservation Committee Use:

Form Received On: _____

Project Presented to CPC On: _____

Reviewed By: _____

Determination: _____

TOWN OF SUDBURY COMMUNITY PRESERVATION COMMITTEE

Guidelines for Project Submission

- 1) Each project request must be submitted to the Community Preservation Committee using the Project Submission Form as a cover sheet. Applications should be submitted in five (5) multiple copies and as an electronic PDF file.
- 2) Requests must include a statement of need and be documented with appropriate supporting information. The use of maps, visual aids, and other supplemental information is encouraged.
- 3) Obtain written proposals, estimates, quotes, and such other evidence to document project scope and cost.
- 4) If the request is part of a multi-year project, include the total project cost and allocations.
- 5) Describe the endorsement, support, or other recommendations, if any, by other Town Boards, Committees, Commissions, and Departments.
- 6) Provide examples of similar project proposals in other communities, if any, including examples of project scope, project cost, and status of completion.
- 7) For Applicants that have multiple project requests, please prioritize projects.
- 8) Requests must be received by **Sunday, September 21, 2025** to be considered for recommendation at the May 2026 Annual Town Meeting.
- 9) Applicants must be present at a Community Preservation Committee meeting to answer questions. The Community Preservation Committee meeting schedule has been announced and is posted on the Town's website.

Please keep in mind there are legal limitations on the use of Community Preservation Act funds. Additional information on the Community Preservation Act and the Community Preservation Committee can be found on the Town's website at www.sudbury.ma.us, under Committees. The Community Preservation Committee can be reached by email at cpc@sudbury.ma.us. If you are in doubt about your project's eligibility after consulting these resources, you are encouraged to submit an application so the Community Preservation Committee can determine eligibility.

Please submit the Project Submission Form and accompanying documentation to:

Ryan Poteat, Community Preservation Coordinator
c/o Planning and Community Development Department
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776
PoteatR@sudbury.ma.us

TOWN OF SUDBURY COMMUNITY PRESERVATION COMMITTEE

General Criteria

The Sudbury Community Preservation Committee will give preference to proposals that address as many of the following general criteria as possible:

- Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation;
- Are consistent with the Town's Master Plan, Open Space and Recreation Plan, Land Use Priorities Committee Report, Town-wide Comprehensive Facility Study, Community Housing Plan, and other planning documents that have received wide scrutiny and input and have been adopted by the Town;
- Receive endorsement by other municipal boards, committees, commissions, or departments.
- Preserve the essential character of the town as described in the Master Plan;
- Save resources that would otherwise be threatened and/or serve a currently under-served population;
- Either serve more than one CPA purpose (especially in linking open space, recreation, and community housing) or demonstrate why serving multiple needs is not feasible;
- Demonstrate practicality, feasibility, urgency;
- Demonstrate that the project can be implemented expeditiously and within budget;
- Demonstrate that project alternatives, and alternative funding mechanisms, have been fully explored;
- Produce an advantageous cost/benefit value;
- Leverage additional public and/or private funds; and
- Preserve or utilize currently owned Town assets.

Category Specific Criteria

Open Space proposals that address as many of the following specific criteria as possible will receive preference:

- Permanently protect important wildlife habitat, including areas that:
 - are of local significance for biodiversity;
 - contain a variety of habitats, with a diversity of geologic features and types of vegetation;
 - contain a habitat type that is in danger of vanishing from Sudbury; or
 - preserve habitat for threatened or endangered species of plants or animals;
- Preserve Sudbury's rural and agricultural character;
- Provide opportunities for passive recreation and environmental education;
- Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats;
- Provide connections with existing trails or potential trail linkages;
- Preserve scenic views;
- Border a scenic road;
- Protect drinking water quantity and quality;
- Provide flood control/storage;
- Preserve important surface water bodies, including wetlands, vernal pools or riparian zones; and
- Preserve a parcel identified in the Open Space and Recreation Plan.

Recreation proposals that address as many of the following criteria as possible will receive preference:

- Support multiple recreation uses;
- Serve a significant number of residents;
- Expand the range of recreational opportunities available to Sudbury residents of all ages;
- Jointly benefit Conservation Commission and Park and Recreation Commission initiatives by promoting passive recreation, such as hiking, biking, and cross-country skiing, on town owned property;
- Maximize the utility of land already owned by Sudbury (e.g. school property); and
- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

Community Housing proposals that address as many of the following criteria as possible will receive preference:

- Contribute to the goal of 10% affordability;
- Conform to the Town's Housing Production Plan;
- Promote a socioeconomic environment that encourages a diversity of income;
- Provide housing that is harmonious in design and scale with the surrounding community;
- Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units;
- Ensure long-term affordability;
- Promote use of existing buildings or construction on previously-developed or Town-owned sites;
- Convert market rate to affordable units; and
- Give priority to local residents, and Town employees.

Historic Resource proposals that address as many of the following criteria as possible will receive preference:

- Protect, preserve, enhance, restore, and/or rehabilitate historic, cultural, architectural, or archaeological resources of significance, especially those that are threatened; and in the case of proposals on private property, the proposal and/or proponent meet certain economic criteria as may be required by the Community Preservation Committee;
- Protect, preserve, enhance, restore and/or rehabilitate Town-owned properties, features or resources of historical significance;
- Protect, preserve, enhance, restore, and/or rehabilitate the historical function of a property or site;
- Project is within a Sudbury Historic District, on a State or National Historic Register, or eligible for placement on such registers, or on the Sudbury Historic Properties Survey;
- Project demonstrates a public benefit; and
- Project demonstrates the ability to provide permanent protection for maintaining the historic resource; and in the case of proposals on private property, the proposal and/or proponent have demonstrated additional protective measures and have met additional criteria, as may be imposed by the Community Preservation Committee, to ensure the continued permanent protection of the historic resource.

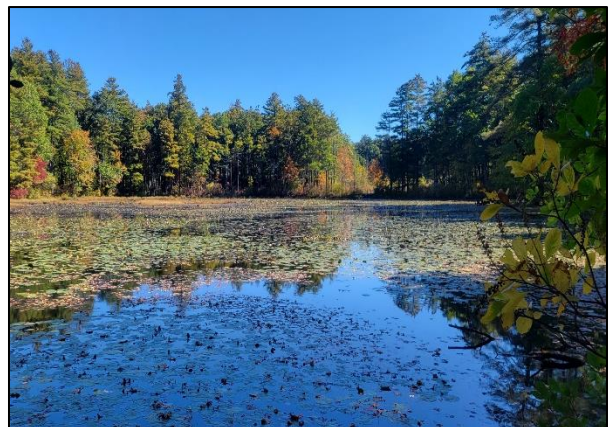
FY 2027 Community Preservation Committee Application Form
Attachment Project Description
Hop Brook Marsh and Memorial Forest accessible connections
to the Mass Central Rail Trail

Project Description

Summary: The Town of Sudbury, through the Planning & Community Development office upon recommendation of the Rail Trails Advisory Committee, seeks Community Preservation Act funds in the amount of \$270,000 to improve accessibility to the Town-owned Hop Brook Marsh Reservation and Sudbury Valley Trustee-owned (SVT) Memorial Forest, via the soon to be completed Mass Central Rail Trail (MCRT). The proposed project includes three aspects: 1) the engineering, design, and permitting for an all-persons trail through part of Memorial Forest; 2) the design, engineering, and construction of a 250-foot long accessible boardwalk from the MCRT to Duck Pond in Hop Brook Marsh, and 3) design and construction of a small, accessible parking area for 2-4 vehicles off Dutton Road adjacent to the MCRT.

Background: Over the past two years, almost 10 miles of new rail trail has been completed in Sudbury. Although neither the Bruce Freeman (BFRT) or Mass Central (MCRT) are complete, both trails have hundreds of users on a typical day. Both trails have paved surfaces that enable a wide range of uses, and accommodate persons with mobility impairments. The BFRT in Sudbury has adjacent accessible parking at several locations – Parkinson Field off Hudson Road (currently stone/gravel), Broadacres Farm at Morse Road (paved), and Davis Field off North Road (currently stone-gravel). When the final paving is completed along the MCRT, an additional small parking area for ten vehicles (including 1 handicapped accessible space) will be available at the intersection of the BFRT and the MCRT off Union Ave.

The MCRT now provides a paved pathway through the unique conservation lands west of Dutton Rd. Residents who can bike or walk a few miles can easily visit Hop Brook Marsh (photo at right), Memorial Forest and the Assabet National Wildlife Refuge. However, the only accessible parking along the 4.5 miles of MCRT in Sudbury is at Union Ave., and none of the trails in Hop Brook Marsh or Memorial Forest are accessible for persons with mobility impairments. Rail Trail Advisory Committee members have been encouraged by older residents and wheelchair users to pursue this project because many have never been able to visit any of the public lands west of Dutton Rd. due to the lack of an accessible path.

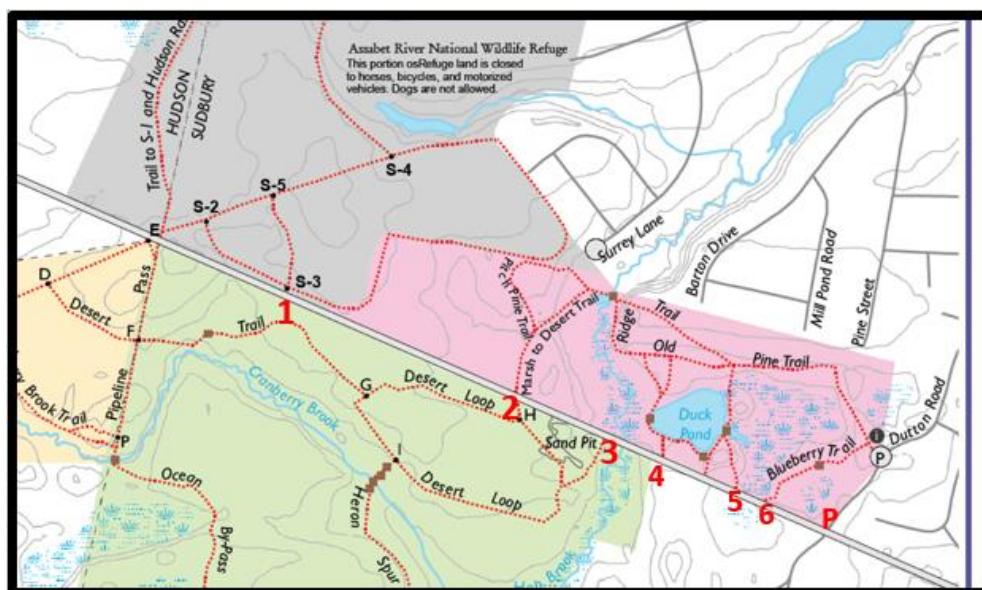


The head of land stewardship for Sudbury Valley Trustees, Dan Stimson, and the Town's Conservation Coordinator, Lori Capone, have collaborated with the Rail Trails Advisory Committee on this proposal to enable access for all to these areas. The all-persons trail at Wolbach Farm is the prototype for development of an accessible trail in Memorial Forest (see photo at right).



The boardwalk trail at the Trustees' Charles Ward Reservation in Andover is similar to the proposed boardwalk to Duck Pond in the Hop Brook Marsh Reservation – a low boardwalk across a relatively flat, dry area. The proposed parking area is similar to others in Sudbury and nearby communities, such as the small lot near Davis Farm Conservation Land, except that it would be ADA compliant.

Project Estimate: The Sudbury Department of Public Works estimates that the cost for design, engineering, and construction of the proposed accessible parking area on Dutton Rd (fine gravel) and a paved connecting trail to the MCRT will be \$175,000 (P on the map below). The estimate that the cost for design and construction of a 250 ft boardwalk from the MCRT to Duck Pond in Hop Brook Marsh is \$70,000 (4 on the map below). Sudbury Valley Trustees estimates that design of the proposed accessible path will cost \$10,000 (2 to 3 on the map below, about ¼ mile long). Once design for this section is complete, we will develop a subsequent CPC proposal for construction, as well as seek funding from Mass Trails and Mass Accessibility grants for this. We also request \$6,000 for new trail signage - design, fabrication, and installation of signs at locations 2,3,4,5,6 and P on the map below.



Hop Brook Marsh Reservation is Town land and thus is a priority for improving access and usability. SVT's Memorial Forest is protected open space, and the CPC has a long history of funding land acquisition and improvement by SVT to benefit the Town.

How does this project meet the General Criteria and Category Specific Criteria for Community Preservation Committee projects?

The following General Criteria are applicable to this project:

- Is eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation as serving open space and recreation purposes;
- Is consistent with the Town's Master Plan, Open Space and Recreation Plan, Land Use Priorities Committee Report, Town-wide Comprehensive Facility Study, and other planning documents that have received wide scrutiny and input and have been adopted by the Town;
- Receives the endorsement by other municipal boards and/or departments;
- Leverages additional public and/or private funds, to the extent possible.

The following Open Space criteria are applicable to this project:

- Provides connections with existing trails or potential trail linkages;
- Improves access to public land for persons with disabilities.

The following Recreation criteria are applicable to this project:

- Serves a significant number of residents;
- Expands the range of recreational opportunities available to Sudbury residents of all ages [and abilities];

The project is consistent with the priorities of enhancing open space accessibility, enhancing connection of Town resources to new rail trails, and encouraging use of these facilities. (Master Plan p85-87 priorities E1, E3 and F2; and Appendix C3, C4, D2, D4 priorities for town rail trail connections, and Appendix page 14 items A3, B2 and E1 - enhance use and accessibility of open land). The 2009-2013 Open Space and Recreation Plan includes priorities of improving access to public land for persons with disabilities (page 62) and noted that further development of trails linking open spaces and existing trails is a critical need (p63). We have unanimous support of the Rail Trail Advisory Committee and will seek other Committee endorsement, and the Massachusetts Department of Conservation & Recreation supports this proposal. The proposed project enhances both open space and recreational opportunities. We will seek alternative funding through a Mass Trails grant (Jan 2026 application), and a Mass Municipal ADA Improvement Grant (May 2026 application), but current fiscal constraints in the state budget are limiting the available funds through these programs.

Practicality and feasibility of constructing the proposed accessible path in Memorial Forest has been demonstrated locally at Wolbach Farm in Sudbury. An All-Persons Trail was recently opened and will be the prototype for the proposed trail. The boardwalk trail at the Trustees' Charles Ward Reservation in Andover is similar to the proposed boardwalk to Duck Pond in Hop Brook Marsh. The proposed parking area and trail connection to the MCRT is similar to the Davis Farm Conservation Land off North Road, adjacent to the Bruce Freeman Rail Trail.

The proposal addresses Open Space criteria of providing opportunities for passive recreation, providing connections with existing trails, and Recreation criteria of supporting multiple recreation uses, expanding the range of recreational opportunities for Sudbury residents, promoting passive recreation on Town-owned property, and increasing use of railway and other corridors.