Appendix 1 – Millis Community Preservation Funding Request

Date: 8/15/2024

Project Title: Signage for Public Spaces

Full Name of Entity Submitting Application: Millis Conservation Commission

Contact Person: John Steadman

Address:

Telephone:

Email: johnsteadman20@gmail.com

Purpose: Please check all that apply:

_____ Open Space _____ Community Housing

_____ Historic Preservation ✓ Open Space / Recreation

Amount of CPA Funding Requested: $ 15,000.00 (Provide summary below)

Estimated Costs:

Fiscal Year*	Total Project Cost	CPA Funds requested	Other Funding Sources and Amounts
2025	$14,641.00	15,000.00	None
2026			
2027			
2028			
2029			

* Fiscal year begins on July 1 of the previous calendar year

Please provide a full description of the project on a separate sheet stapled to this application. This could include available information such as:

- Property address including assessor's map;
- Lot and block number;
- Name of current owner;
- Copy of recorded deed of current owner;
- A statement of need, to be documented with appropriate support information;
- A brief narrative indicating
  - how this proposal meets the goals of the Community Preservation Act,
  - how it benefits the Town of Millis, and
  - any other information you feel the CPC should consider when reviewing your application.
- Additional or alternative sources of funding for this project;
- Description of natural features of the property, if applicable;
- Maps, visual aids and other supplemental information;
- Surveys;
- Appraisals and agreements.

For CPC Use:

Application received on and by: CS (Name) _____ (Date)

Project presented to CPC on: 9/26/24 (Date)

Initial review by: _____

Recommendation: (please write addition comments on the back or on another sheet)

APPROVE: ☐

DISMISS: ☐

DATE: _____

Request for Funding for Seven Signs
For Public Spaces in Millis

Submitted by: The Millis Conservation Commission with the support of the Select Board

Millis is blessed with a large number of public spaces. In 2023, the Conservation Commission sponsored a study of selected open spaces in Millis by the Conway School of Landscape Design. Their report is titled "A Plan for Public Lands in Millis, Massachusettes". A copy of this plan is available at the Millis Public Library and on the Conservation Commission website. Among the recommendations in that study was additional signs to make the public more aware of these properties.

This proposal asks for funding for seven new signs similar to those on two parcels managed by the Conservation Commission: Bogastow Meadow, Pleasant Meadow and replacing the damaged sign at Village Street Walking Paths. The new signs will be at:

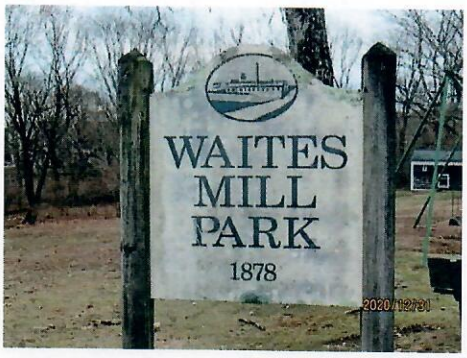
- Village Street Walking Paths
- The intersection of Acorn & Spencer Streets
- The intersection of Farm and Acorn Streets
- The Dewey Property
- Richardson's Pond
- Pleasant Street Park
- Waites Mill

The current sign at Bogastow Meadow is pictured below. The proposed new signs



will be slightly larger at 2'x3'x3/4" deep. The text is shown for each of the seven signs. All will be solid PVC signs with carved graphics and PVC posts with the exception of Richardson's Pond which will have granite posts. The reason for this is a combination of cost and the complexity of installing granite posts near busy roads.

- Village Street Walking Paths – The current sign is damaged and needs to be replaced. The Conservation Commission purchased a sign that is installed adjacent to the street to make the public more aware of this park. The existing sign with rules is at the entrance from the parking lot. The legend on this sign will have at the top *Millis Conservation Commission* and on the bottom *Village Street Walking Paths*
- The intersection of Acorn & Spencer Streets – this is a highly visible triangle at the intersection. It is wetland and a gateway to several neighborhood. This is intended to inform the public that it is conservation land and enhance the appearance. The legend on this sign will have at the top *Town of Millis* and *Conservation Land* on the bottom.
- The intersection of Farm and Acorn Streets – as above, this is a highly visible triangle at the intersection. It is wetland and a gateway to several neighborhood. This is intended to inform the public that it is conservation land and enhance the appearance. The legend on this sign will have at the top *Town of Millis* and *Conservation Land* on the bottom.
- The Dewey Property – this is a highly visible corner and the field is currently mowed for hay twice a year. The DPW has done a good job clearing brush to expose the stone wall surrounding this parcel. The legend on this sign will have at the top *Town of Millis* and *Conservation Land* on the bottom.
- Richardson's Pond – This is a very popular park that the town has owned since 1939. The Boy Scouts recently did a major clean up and installed some new plantings to which the Conservation Commission contributed some funds. There is not a sign. The legend on this sign will have at the top *Town of Millis* and *Richardson's Pond* on the bottom.
- Pleasant Street Park – This parcel was donated to the town for a park in 1923 and is wooded. Allegedly, there is a small monument to Mr. Himelfarb in the center, but it is better known for the cut out of Sasquatch off Pleasant Street. There are currently no signs. The legend on this sign will have at the top *Town of Millis* and *Pleasant Street Park* on the bottom. The sign will be placed at the corner of Village and Pleasant Streets.
- Waites Mill – This park on the southern edge of town and the site of the old Rockville fire station. There is a swing set and access to the River. The sign is old and should be replaced with a sign consistent with those in other parks.



The legend on this sign will have at the top *Town of Millis* and *Waites Mill Park.* This should be the first of a number of upgrades to this park including work on the historic fire station, improving the steps to the Charles River, and bringing the playground into compliance with current standards,

COST:

The projected costs based on an earlier quote from CAM signs in Franklin is not to exceed $15,000.

The Conservation Commission receives less than $5,000 per year for expenses. The Commission does not have funds to contribute to this project. In FY 2024, the Commission purchased 6 reflective signs, 2 for Village Street Walking Paths, 2 for Bogastow Meadow and 2 for conservation land on Grove Street.

Attached is additional data regarding the deed and plot plans.

Request for New Signs for Public Spaces in Millis

					Deed		
Name	Address	Parcel Number	Owner	Juristiction per deed	Book/Page	Date	Notes
Village Street Walking Path	391 Village Street	0041-005	Town of Millis	Conservation Commission	5183-0729	12/5/1975	Current sign is damaged.
Acorn & Spencer Streets	Triangular intersection	0031-016	Town of Millis	Conservation Commission	5394-0691	10/30/1977	4.68 acres - gateway
Dewey Property	Intersection Exchange & Orchard Streets	0011-042 & 0011-040	Town of Millis	Conservation Commission	28977-0328	7/21/2011	Currently no sign
Richardson's Pond	Curve Street	0009-018	Town of Millis	Silent	2264-052	12/21/1939	Currently no sign
Farm & Acorn	Triangular intersection	0031-006	Town of Millis	Silent	CTF 182800	8/3/2011	Currently no sign
Pleasant Street Park	Pleasant, Village & Dyer	040-019	Town of Millis	Silent	1581/0514	12/29/1923	Currently no sign
Waites Mill	63 Myrtle Street	046-004	Town of Millis	Silent	1470-0292	10/15/1920	Current sign is worn

Cost Estimate

24x36x34" signs with PVC posts	6	$ 1,480.00	$	8,880
24x36x34" signs with PVC posts	1	$ 1,480.00	$	1,480
Upgrade to Granite Posts	1	$ 750.00	$	750
Installation	7	$ 250.00	$	1,750
Subtotal			$	12,860
Adder for installation in Sring	3.50%		$	450
Contingency	10%		$	1,331
Total			$	14,641

Proposal

Signs By Cam Inc

837 Upper Union Street, Suite C-18
Franklin, MA 02038
Phone (508) 364-2905
Fax (508) 528-0766
email: cam@signsbycam.com

CUSTOMER	PHONE	DATE
Millis Conservation		4-16-24
STREET	JOB NAME	
CITY, STATE AND ZIP CODE	JOB LOCATION	
TERMS: 50/50 / PRODUCTION TIME: 10-12 Weeks	QUOTE NO.	JOB PHONE

We hereby submit specifications and estimates for:

Option (1)

(6) 24" x 36" x 3/4" Solid PVC Signs
- Flat Graphics / PVC Posts

1,200 each — 7200.-+

Option (2)

(6) 24" x 36" x 3/4" Solid PVC Signs
- Carved / PVC Posts

1,480 each — 8880.-+

Option (1) $ 8480.- Installed — SUBTOTAL

Option (2) $ 10,160.- Installed — TAX: T/E

Install — LABOR: $ 1,280.00 +

TOTAL

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: 50% Deposit - balance upon Install

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____