**COMMUNITY PRESERVATION ACT FUNDING APPLICATION FY 2024**

Project Name: Williamstown Bike/Pedestrian Trail

Sponsor Organization: Town of Williamstown

CPA Category: Open Space/Recreation

Total Project Cost: $ 6,700,000

CPA Funds Requested: $100,000

1. **PROJECT DESCRIPTION** – Describe the proposed project in as much detail as possible.

The Williamstown Bike/Pedestrian path is a multi-use partially paved path from the intersection of Syndicate Road and North Street, along the Hoosic River, to the Williamstown/North Adams line. The project also includes a new bridge over the Green River. The path greatly enhances the public's access to the Hoosic River and connects multiple neighborhoods with parks and other recreational opportunities.

*What are the goals of the proposed project?*

The goals of this project include the following:To provide recreation and economic development opportunities to the community and region.

b. Why is this project needed? To provide recreation and economic development opportunities to the community and region.

c. What population groups will this project serve? Please estimate how many residents will benefit. All community members can potentially benefit as well as any potential visitors.

d. How will this project improve the quality of life for residents?

The project will provide recreational opportunities as well as increased access to open space.

2. **PROJECT READINESS/FEASIBILITY –** Describe the project’s feasibility and readiness to proceed. Address the following questions in your response:

The project is essentially completed.

b. Is the project ready to proceed? If not, what additional steps are necessary before the project can proceed?

NA.

3. **PROJECT TASKS/IMPLEMENTATION SCHEDULE –** Provide a detailed list of required tasks, such as studies, engineering work, architectural design, permitting, financing, and construction. In addition, provide a detailed implementation schedule, including dates for project initiation, key milestones, and project completion. The project is 99% completed, formal handoff to the town is anticipated in the Spring of 2023.

4. **PROJECT TEAM** - List the proposed members of the project team and the role of each person or organization. Describe how those team members’ experiences will contribute to the success of the project. Attach resumes for key team members. MassDOT Region 1 staff are responsible for the overall execution of the project. The town manager and DPW director are the responsible parties on behalf of the town.

5. **SOURCES AND USES OF FUNDS** -- Provide a detailed list of the sources and uses of funds for the project:

a. Describe your strategy for funding your project. Describe all anticipated funding sources, including state, federal or private grants; capital campaigns; loans, CPA, or others. The Williamstown CPC strongly encourages applicants to seek and secure funding for their projects from other sources. We will prioritize projects for which the CPC would participate with other funding sources.

State and federal funding was utilized for the core project. Any cost above 110% of the bid price was the responsibility of the town. Current cost of the project breaks down as roughly 80% state/federal funding, 20% town funding.

**SOURCES USES**

| State/Federal Funds |  | $ 5.4M  | Construction Costs  |  | $ 6.7M |
| --- | --- | --- | --- | --- | --- |
| Town Funds |  | $1.2M |  |  |  |
| Williamstown CPC |  | $100K |  |  |  |
|  |  |  |  |  |  |
| Total Sources  |  | $ 6.7M  | = Total Uses  |  | $ 6.7M |

6. **ADDITIONAL INFORMATION** – Provide any additional information that you believe is relevant to this application.

7. **CONTACT INFORMATION**

Contact Person: Robert Menicocci, Town Manager

Address:Town of Williamstown, 31 North St

City: Williamstown State: MA Zip: 01267 Phone: 413-458-3500

E-mail: rmenicocci@williamstownma.gov

Please submit completed application in electronic format to:

Community Preservation Committee

c/o Town Manager's Office, Town Hall

cblanchard@williamstownma.gov

CPC Application Review Process:

1. A voluntary pre-application meeting with a sub-committee will be available to any prospective applicant. This is intended to answer questions and to assist applicants in developing effective applications. These meetings will be scheduled on December 13 from 9 to 11 am and December 15 and 16 from 1 to 3 pm. Please contact the Town Manager’s office for an appointment. These meetings will be held in person or remotely on Zoom**.**

2. The CPC members carefully review each application.

3. Applicants meet with the CPC in public session to answer any questions and provide clarification about the application they have submitted. Based on this meeting, applicants often determine that their applications would benefit from revision and/or supplementary information. In such cases, the CPC members will review revised applications. We ask that applicants highlight revisions directly in the proposal, and with a covering letter summarizing changes.

4. Applicants may meet with the CPC a second time if necessary.

5. Further questioning by CPC members will focus on:

• Qualification. All funded applications must comply with statewide CPA

regulations.

• Merit. Since the Williamstown CPC recommends funding projects with town tax dollars, it looks carefully at the merits of each proposed project, including community impact and return on investment.

• Affordability. Each fiscal year, Williamstown’s participation in the Community Preservation Act provides a limited pool of funds for historic preservation, affordable housing, and open space and recreation projects. In some cases, the CPC may determine that although a project both qualifies and has merit, it cannot be funded because of fiscal limitations.

6. Projects receiving support from a majority CPC members will be recommended for funding to the Town. The CPC’s funding recommendations are reviewed but may not be changed by the Select Board and the Finance Committee, and then presented for vote at the Annual Town Meeting in May. To receive funding, CPC-recommended projects must be supported by a majority of voters at Annual Town Meeting.

Of Note:

1. The CPC requires that all funded projects have a “sunset clause,” limiting the time period that the funds will be available for a given project, unless that sunset clause is extended for a reasonable period of time by the Town Manager due to unanticipated delays or conditions. If the project is not completed prior to the date specified in the Town Meeting Warrant Article, or as extended by the Town Manager, funds will revert back to the Town for alternative allocation as recommended by the CPC.

2. The CPC is not obligated to allocate 100% of available funds. It may decide against funding qualified, meritorious projects, reserving funds for future allocation. 3. The CPC will only recommend funding successful applications in the entirety of the request. Amendments to funding amounts may not be accepted or recommended after the submission of the application.

4. Awarded CPC funds will be disbursed by the Town Manager’s office, subject to presentation of appropriate documents (invoices, receipts, etc.).

5. Awarded CPC funds may not be available until after tax revenues are collected to support the project, as determined by the Town Manager’s office.