

**Cumberland County Community Development Program  
2020 CDBG General Program Application  
Cover Page**

Application Type	<input checked="" type="checkbox"/> General Application		
Lead Town/City/ Agency	Town of Gray Maine Community Development Department – Project Management Community & Economic Development Committee - Collaboration		
Project Name	TBD (Greenleaf?) Park: Public input will be sought on the naming of the park.		
Mailing Address	Town of Gray Henry Pennell Municipal Complex 24 Main Street Gray, ME 04039		
Project Address	5 Yarmouth Rd, Gray Maine 04039		
Authorized Official	Deborah Cabana	Phone 207-657-3339	Email dcabana@graymaine.org
Project Director	Kathy Tombarelli	Phone 207-657-6980	Email ktombarelli@graymaine.org
Financial Contact	Katy Jewell	Phone 207-657-3339	Email kjewell@graymaine.org
Person who completed the Application	Kathy Tombarelli: Town Planner Rachel Lyn Rumson CEDC Member	Phone 207-657-3112	Email ktombarelli@graymaine.org
Amount of CDBG Funds Requested	\$ 51,284	Total Project Budget \$61,059	
DUNS Number	07-399-5391	Tax ID: 01-6000183	

Name and Signature of Authorized Official

Deborah Cabana, Town Manager

Date

## 2020 CDBG General Program Application

### General Application Questions

Respond to the narrative questions in a maximum of six pages (economic development & non-economic development project applications) or seven pages (multi-jurisdictional project applications.)

1. Provide a **brief summary** (400 words maximum) of the proposed project.     **- 10 points.**

Focus your answer on issues *such as, but not limited to*: What will be built? What will happen? Where will it happen? Who's in charge? Who will be served?

The Town of Gray proposes to build a micro-park or “parklet “on a .2-acre blighted parcel acquired by the Town in 2017. Located in Gray’s Village Center, the parcel is within a quarter mile of the Gray Public Library, the Gray Historical Society, and the Gray Municipal Complex. It is adjacent to an Aroma Joe’s and across the street from the local food pantry. There are retail shops, salons, and restaurants all within walking distance. The lot has compacted soils that have been stripped to the substrate by wind, rain, sun and vehicular traffic. Currently, drivers use it as a cut through to avoid traffic lights and as a rest stop.

The Town Planner held a posted site walk in October 2019 for the Community and Economic Development Committee (CEDC) members who had recently embarked on an effort to re-vitalize the village area, which was also attended by a representative from the Gray Historical Society and the adjacent Gray First Congregational Church.. As a result of the walk a CEDC volunteer, who is an expert in permaculture design, prepared a site analysis and conceptual plan for the micro-park that serves as a basis for this proposal.

The park design incorporates a food forest and a pollinator meadow. It will also include picnic tables, a covered pavilion, and plantings to screen the park from passing vehicles. The addition of natural and usable space in a densely developed area will offer a respite; a tree-canopied space out of the way of traffic, protected by knee walls and hedges. Berms and swales will shape the otherwise flat topography into a passive irrigation system that will flow along the contours of the landscape to support revegetation. In the spring of 2020, the Public Works Department will add a guardrail to curtail the cut-through traffic and to handle stormwater on the site.

The goal in creating this micro-park is to create a small outdoor public place designed for the enjoyment of residents, workers, and visitors. Design elements will include casual seating areas, pocket gardens and landscaping, and other engaging features. In the future we hope to incorporate interactive art installations. It will also be a stop on the Gray Historical Society’s planned Gray Historic Walk (to begin implementation in 2020). The Town Planner/Community Development Department will oversee implementation. The Town will undertake this project with the help of volunteer or paid consultant (s) as needed.

2. Provide a response to the four questions below defining and justifying the **need for the activity**. - 20 points
- a. Convey the magnitude and severity of the issue to be addressed.
  - b. Identify the total number of people affected by the issue.
    - i. Out of the total number of people affected, identify the number of people from low/moderate income households.
  - c. Describe to what extent the` project makes in the long-term measurable difference in the economic and social health of the region.
  - d. Construction related activities: Convey how the project relates to the community's long-range planning and capital improvement needs.

The proposed park will be in census designated Gray CDP (village) where 884 of the 7,761 Town population resides (2010 census). Approximately 64.9% of the village residents are from low/mod income households; many live in the village because they do not drive or cannot afford a car.

The area proposed for improvements is walkable to various public facilities; Gray Public Library, Newbegin Gym, Pennell Park, Gray Historical Society, and Fiddlehead Center for the Arts. Nearby businesses include retail, restaurants, and various professional services. The site is connected to a paved, municipally-owned parking lot that is connected to the public sidewalk on Main Street. There are opportunities for neighboring businesses to benefit from the public seating area proposed as part of the park. We believe this park will draw more people to the village and encourage longer visits, supporting local businesses. It may also serve as a catalyst for future investment from village businesses and residents in their own properties. Finally, this project helps realize improvements envisioned by a previously funded CDBG planning grant for the Hancock Block.

Existing conditions encourage cut-through vehicle traffic which presents a public safety issue to pedestrians. In addition, the currently untreated stormwater is carried onto Yarmouth Road where it can freeze in cold weather and create driving hazards. The town will eliminate this traffic with a wooden guardrail/fence. The site has a blighting effect on nearby houses and businesses.

With this work, the park will be gem in the urban bustle. Trenches will be dug, and soil amended for three canopy trees and hedgerows to be planted. Pollinator gardens will line pathways, diverse and densely planted hedges will protect the space from the street and canopy trees will shade a grass area. A network of swales and a permeable parking area will support plants and retain rainwater. Access points and pathways will be inviting, ground-lit and handicapped-accessible.

The rehab of the site into a beautiful, floral place that can be used by the public is a high priority of the CEDC and the Town Council. The CEDC will coordinate with the town's new Gray Open Space Committee and the Comprehensive Plan Steering Committee to advocate for resources to maintain this new park going forward, and to connect it to other planned walking/biking trails in the village and throughout the town.

3. Provide a response to the three questions concerning **management of the proposed activity** – 10 points

- a. Define *who* will manage the grant funded project and *how* they will manage it.
- b. Explain the experience of the applicant in undertaking projects of similar complexity.
- c. Demonstrate that an ongoing commitment exists to continue the maintenance and operation of the activity or facility.

The Town Planner with input from Community Development Department staff members will oversee the administration of the grant and work with other Town Departments and professional consultants as needed. Construction will be a cooperative effort between the Planning staff and Public Works departments, as well as the Community Economic Development Committee (CEDC), community volunteers and contractors. The Town has successfully implemented other similar CDBG grants for planning purposes, as well as a 2015 Recreational Trails Program grant to build and upgrade other walking trails in the village center (undertaken in collaboration with the Gray Bike-Ped Committee). These grants were overseen by the Town Planner/Community Development Dept.

The Gray CEDC will not have oversight or implementation responsibilities for the project, but there will be a role for the committee members. The Gray CEDC will recruit volunteers, residents and local businesses to donate labor, benches, materials, or other elements needed to build the park. Specifically, the CEDC will organize a “Friends of Greenleaf Park” (actual name TBD) volunteer group when construction commences in 2020. The volunteers will help spread wood chips, crushed stone, plant trees during the construction process. Going forward, they will provide ongoing maintenance such as weeding, picking up branches and keeping invasive species at bay. In the fall of 2019, the Gray CEDC planted 250 daffodil bulbs to jumpstart this project.

The funds requested will pay for the final design work for the passive irrigation earthworks, the seating areas and pavilion, the permeable parking area and planting scheme. The Town Planner and consulting engineer are experienced in bidding and overseeing the successful completion of a wide range of construction projects.

4. Demonstrate that the project is **ready to proceed** – 20 points

For construction related projects:

- Describe the steps that have *been* completed or must *be* completed to bring the project to construction start. These may include site control, design, engineering, cost estimates, procurement of permits, testing, consultations concerning life safety, ADA, or other special requirements, traffic studies, zoning, Planning Board approval.
- Describe any existing and/or potential impediments to project initiation.

Before anything else can be accomplished, the pass-through traffic must be eliminated, and stormwater treatment implemented. Public Works will be taking care of these problems regardless of grant status because it has been identified as an issue by the Public Works Director. A typical wood guardrail has been selected and costed by Public Works for this purpose. Beginning to add soil amendments and preparing the site for plantings will be secondary to the installation of the guardrail segments and the stormwater management and conservation plan.

A preliminary process which included input from the CEDC & Gray Historical Society and other stakeholders determining what elements should be included or excluded in the park has been completed. A local permaculture designer provided a site assessment and put together a variety of ideas on how the area could become a place people would inhabit. The conceptual plans for the park are completed with some variations for specific aspects of the park that will be finalized with additional public input. Costing has been estimated based on this conceptual design.

On January 21, 2020 the Town Council endorsed submitting this application (the approved minutes of that meeting will be available on February 4<sup>th</sup>). Following grant approval, we will hold a public workshop where conceptual plans will be shared, and input will be sought for specific elements as well as ideas for the naming of the park. Additional input would be sought from abutting property owners. The final plans will be reviewed and approved by the Town of Gray Public Works Director with input from the Town's Consulting Engineering firm. Before construction, the project will be brought to the Planning Board for Site Plan Review at the earliest available date. This will be an additional opportunity for public and abutter input. This application will require Pre-Application and final Site Plan approval. Building Permits will be required for some of the design elements.

Funding is the primary impediment to initiating construction, hence this proposal.

For projects requiring a match:

County sponsored projects do not require a match. Community sponsored applicants require a threshold 20% match in cash, donated land or building materials, or contracted project development services. In-kind contributions are allowed, but need to be documented, quantifiable services for work performed.

- List sources and amounts of matching funds on match sheet provided
- Are the funds secured?
  - If yes: Provide documentation
  - If no: Describe what is pending or next steps

5. **Budget for project.** Fill in the attached budget form *and provide the basis for determination of budget amounts (Appendix IV).* - **5 points: *Please see Appendix IV***
- Describe how funds, including match when applicable, will be distributed between project elements.
  - Limit the budget and budget description to that portion of your program that is applicable to this application.
6. **Implementation schedule** for project: Fill in the attached schedule form (*Appendix III*). - **5 points: *Please see Appendix III***
7. **Need for CDBG Funds** (Answer either **7A** or **7B**)

**7A) NON-ECONOMIC DEVELOPMENT ONLY**

Provide a response to the three questions demonstrating the **need for CDBG program funds** - **15 points**

- a. Why are CDBG funds critical for the commencement and ultimate success of the project?
- b. Have you, or will you, seek funds from other sources? If so, what are those funding sources?
- c. What is the impact on the project if CDBG funds are not received or if only partial CDBG funds are received?

The CDBG funds requested by the Town of Gray for this project are needed in order to proceed with this project. The Town acquired this property in 2017 and although it undertook significant efforts to secure the site which included the removal of an old foundation and grading, nothing additional has been done to improve the site.

The Town is currently seeking additionally funding from other sources for this parcel. Due to collaboration on another project with the Cumberland County Soils and Water Conservation District (CCSWCD), we became aware of potential funds that could be utilized on the water conservation and community garden aspect of this project. In January 2020, CCSWCD applied for this grant funding on the Town's behalf.

The Gray Historical Society will be coordinating with the Town and has appeared before the Town Council for a proposed Gray Historical Walk. Stops have been identified and funding has been secured for specific locations for monumentation; one of those locations will be at the 5 Yarmouth Road Micro-Park.

The CEDC has been a primary contributor on this project to date. The CEDC will continue to partner with the Planning/Community Development Department to recruit and work with volunteers, residents, and business owners who might be interested in volunteering or donating towards various elements in the park. The CDBG funds are critical to give this project the boost that it needs to move forward. Without the funds, the only improvement for the foreseeable future will be to add a guardrail.

## 7. **Distress Score**

Each community will be *assigned* a score from **0 to 10 points** based upon two factors:

- a. Percent of low/moderate income community residents of the total community population.
- b. Percent of low/moderate income residents in the 25 communities of the Cumberland County Entitlement Jurisdiction that reside in the applicant community.

County sponsored projects serving region-wide initiatives will receive a distress score of **6 points**.

***The Town of Gray's Distress Score is 5***

## Appendix III: Project Implementation Schedule

<b><u>Activity</u></b>	<b>Q #1 J – S 2020</b>	<b>Q #2 O – D 2020</b>	<b>Q #3 J – M 2021</b>	<b>Q #4 A – J 2021</b>	<b>Q #5 J – S 2021</b>	<b>Q #6 O – D 2021</b>	<b>Q #7 J – M 2022</b>	<b>Q #8 A – J 2022</b>
<b>Engineering Review</b>	X							
<b>Reporting</b>		X		X		X		X
<b>Review by Planning Board</b>	X							
<b>Grading by Public Works</b>	X			X				
<b>Compost, Soil Amendments, Minerals, Mulches</b>	X			X				
<b>Applicable Town Building Permits</b>			X					
<b>Pavilion Final Design RFP</b>			X					
<b>Order Trees</b>			X					
<b>Plant Trees</b>				X				
<b>Excavation Swales and berms Trenches</b>	X							
<b>Soil Test</b>	X							
<b>Pantry Garden Raised beds Rain barrels</b>				X	X		X	X
<b>Historical Marker</b>				X				
<b>Pavilion</b>					X	X		
<b>Final landscaping Perennials &amp; Annuals</b>								X
<b>Project Completion</b>								X



## Appendix IV: Budget Construction Projects

Cost Category	CDBG Funds	Municipal Cash	Municipal In-Kind	Other Funds	Total
Permaculture Design Consultant	\$1,500			\$1,800 volunteer in-kind	\$3,300
Town Engineering Review		\$2,175			\$2,175
Materials/Supplies	\$36,200				\$36,200
Construction Costs	\$10,363		\$1,500 Public Works in-kind & Equipment Use		\$11,863
Project Management & Oversight	\$1,500		\$1,800 Planning Staff in-kind		\$3,300
Historic Monumentation				\$2,500 GHS	\$2,500
Land Costs					
Other					
1. Construction debris removal	\$500				\$500
2. Contingency	\$1,221				\$1,221
<b>Total Costs</b>	<b>\$51,284</b>	<b>\$2,175*</b>	<b>\$3,300**</b>	<b>\$4,300</b>	<b>61,059</b>

**Provide the basis for determination of budget amounts:**

\*2,175 is 20% of the amount initially asked for at the time of Pre-Application. In response to the 12/30/2019 email indicating the availability of more funds for general application projects, we have been able to expand the scope of our project but do not have additional cash funds allocated.

\*\*The budget for Municipal in-kind does not include the assessed value of the land listed in the previous table of \$47,400.

Type of Funding	Match Amount		Source of Match	How is the match calculated?	Is the match secured? Please circle yes or no.	If yes, please attach relevant documentation. <sup>1</sup>	If no, please outline and attach future steps to secure match. <sup>2</sup>
Cash	Municipal Cash	\$2,175	FY 21 Town Budget	20% Original Pre-Application Request	No		Town Council endorsed at January 21 <sup>st</sup> meeting. FY 21 Budget/Town Warrant June 2020
	Other Cash	\$2,500	Gray Historical Society	Historical Monumentation & Bench	Yes		
	Other Cash	\$TBD	NACD/CCSWCD Community Agricultural Planning Program Grant	TBD	No		Support/intent NACD/CCSWCD January 2020
	Other Cash	TBD	Community & Economic Development Committee Outreach	TBD	No		CEDC outreach for community donations, volunteer labor
In-Kind/ Donation	Municipal In-Kind & Donation	\$47,400	Assessed Land Value	FY 2020 Assessed Land Value	Yes	<a href="http://grayme-assessment-data.org/property-record/account-4480">http://grayme-assessment-data.org/property-record/account-4480</a>	
	Other In-Kind & Donation	\$ 1,800	Volunteer Contribution: Conceptual Permaculture Design	60 hrs. @ \$30/hr.	Yes		
	Other In-Kind & Donation	\$ 1,500	Public Works Labor & Equipment Use	\$1,000 Averaged PW Staff & \$500 Equipment Use	No		FY 21 Budget; Town Warrant June 2020
	Other In-Kind & Donation	\$1,800	Planning Staff Project Management & Grant Reporting	60 hrs. @ \$30 Town Planner	No		FY 21 Budget; Town Warrant June 2020
<b>TOTAL MATCH</b>		<b>\$57,175</b>					

<sup>1</sup> Please see Appendix V

<sup>2</sup> Please see Appendix V

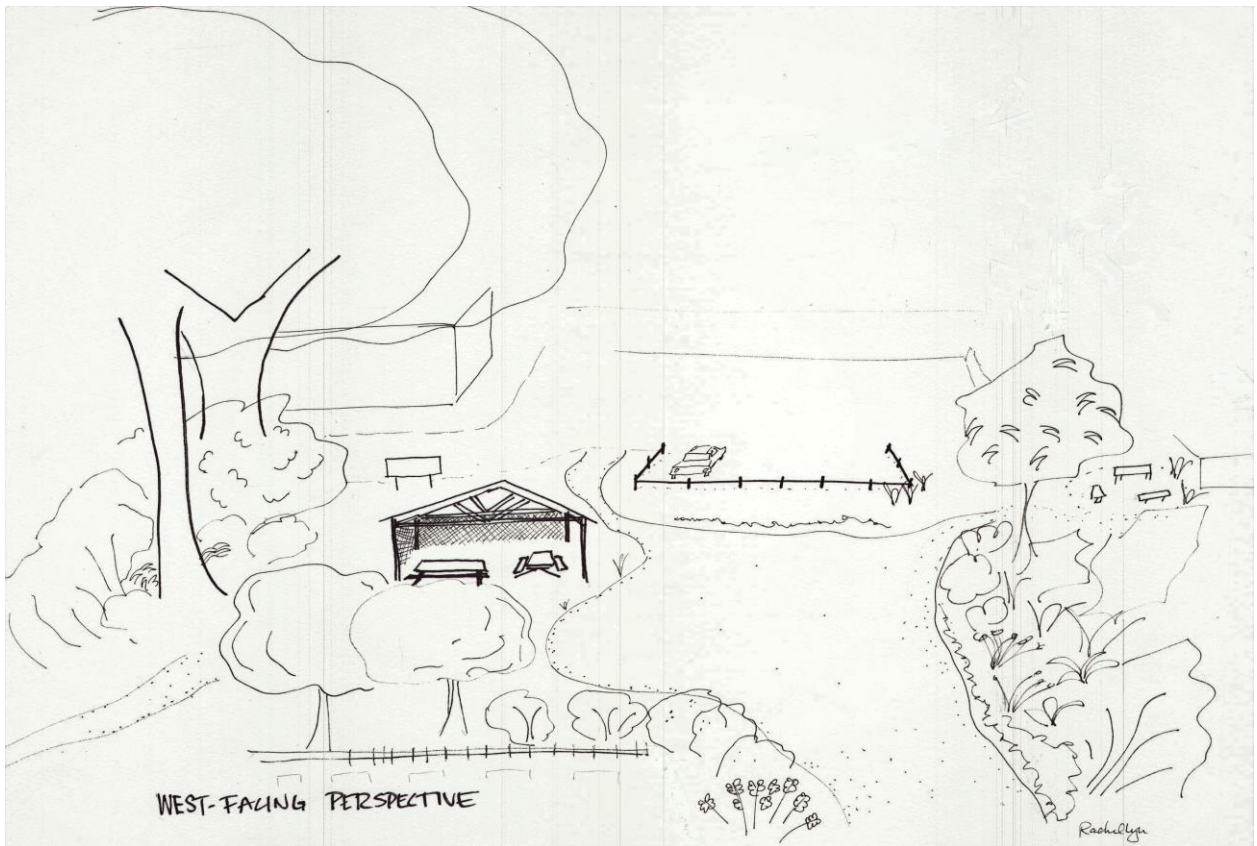
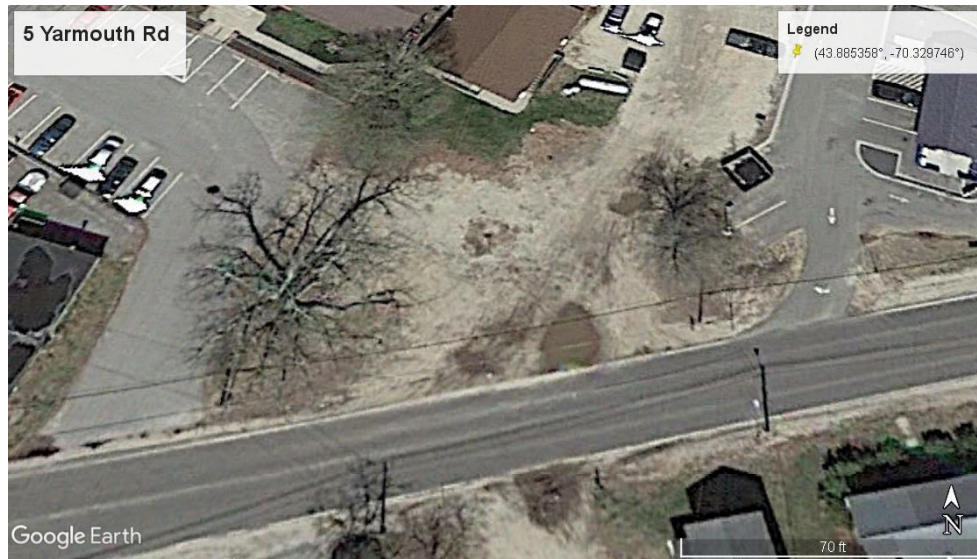
## Appendix V:

In the endorsement of this application, the Town Council agreed to use the Town-owned property, currently assessed at \$47,400 for the micro-park. The conceptual design for this project was donated in-kind at a value of \$1,800. The Town Council also endorsed Planning Dept. and Public Works staff in-kind of \$3,300 as well as \$2,175 in Municipal cash to complete this project.

Funds from the CBDG grant would be used towards final design, materials, landscaping, construction costs and project oversight. Specific schedules have been prepared for the costs associated with landscaping and materials required for the project. Other funding has been sought from Cumberland County Soil and Water Conservation District (CSWCD) to be used to offset costs associated with stormwater conservation implementation-dependent on grant funding for CSWCD.

The Gray Historical Society (GHS) is finalizing the design of the historic marker that will recognize historical structures and events that occurred in the village and has secured funding for construction and installation of a monument and bench in the pocket park (estimated at \$2,500).

## Appendix VI: Existing Conditions & Conceptual Rendering



**Route 115 / 5 Yarmouth Road / formerly Greenleaf Street  
Gray, Maine**

**Latitude: 43.885358° (43°53'7.28792"N) Longitude: -70.329746° (70°19'47.08415"W)  
Elevation: +308 ft Magnetic Declination: -15.12°**



## Appendix VII: Micro-Park Elements

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### *Canopy Trees and Pollinator Beds*

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### *Edible “Fedges” and Living Fences*

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*Seating Areas, Rain Collection &  
Pantry Garden*

