

# Appendix B – CPA Project Application Proposal

[CPC Use Only]	Date Received: 2/11/2026	Received By: Micaela Moore	Assigned CPC #: 2027-08
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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: Barry	First Name: Donald
Organization(s)(as appropriate) Groton Dunstable Youth Softball League	

1-B Regional Project? YES  NO  If YES, Town/Organization:

2 Submission Date: 02/10/2026

## 3 Applicant Address

Street: PO Box 742	City: Groton	State: MA	Zip: 01450
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4 Phone: 508-333-5914 Email: don@gdysl.com

## 5 CPA Purpose (Check all that apply)

Affordable Housing: <input type="checkbox"/>	Community Housing: <input type="checkbox"/>	Historic Preservation: <input type="checkbox"/>
Open Space: <input type="checkbox"/>	Recreation: <input checked="" type="checkbox"/>	

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: Groton Park Commission

7 Project Address/Property Owner's Name: Cutler Field, 155 Townsend Rd Groton

8 Project Name: Cutler Softball Field Establishment

## 9 Additional Responsible Parties (If applicable)

Role (specify)	Name	Address	Phone	Email
Property/Site Owner	Town of Groton (Parks)	173 Main St Groton	978-732-1893	parks@grotonma.gov
Project Manager	Don Barry/Anna Eliot	PO Box 742 Groton	508-333-5914	don@gdysl.com
Lead Architect	N/A			
Project Contractor	TBD			
Project Consultants				
Other:				
Other:				

## 10 As appropriate, indicate if proposal requires:

P&S Agreement: <input type="checkbox"/>	Deed: <input type="checkbox"/>	Option Agreement: <input type="checkbox"/>	Memorandum of Understanding: <input type="checkbox"/>
Other: <input type="checkbox"/> Describe:			

11-A	Assessor Info (Map/Block/Lot ID(s)): <b>103-1</b>
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11-B	Tax Classification Type: <b>R</b>
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## 12 Permits required:

Zoning: <input type="checkbox"/>	Historic Preservation: <input type="checkbox"/>	Other: <input type="checkbox"/>
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13	Historic Commission Approval Signoff (When Required):	Date:
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14-A	Project Cost: \$ <b>104,500</b>	Estimate: <input checked="" type="checkbox"/>	Professional Quote: <input type="checkbox"/>
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14-B	Requested from CPC: \$ <b>99,000</b>	14-C	Committed from OTHER Source: \$ <b>5,500</b>
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If applicable:	Annual Anticipated Total Income: \$
	Annual Anticipated Total Expense: \$
	Anticipated Net Income (Loss): \$
	Name of Estimator/Company:

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

Recreation

16 Project Timelines

Proposed Start Date: **5/1/26**

Projected Complete Date: **5/31/26**

17

Estimated Delivery Date of Completion Report to CPC: **7/31/26**

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

See attached Project Description

19 Feasibility

This is a continuation of a FY24 CPC project to construct two softball fields at Cutler. The infields have been installed, but the fields lack necessary protective fencing for safe use. A groomer is also needed for maintaining safe and regulation playing surfaces.

20 List of Attachments

Quotes and plan for fencing, quotes for groomer, letter of support from Groton Town Manager, Project Description

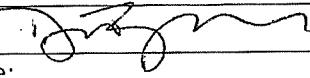
**21 Additional Information**

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**22 Management Plan**

The plan is to close the field during the installation of the dugout base and fencing, which is expected to be during the spring 2026 season. Fields will reopen upon completion of the project in summer 2026.

**23 Signature**

Applicant Signature: 	Date: 2-10-2026
Co-Applicant Signature:	Date:
Co-Applicant Signature:	Date:

## **Project Description**

### **Introduction**

Groton Dunstable Youth Softball League (GDYSL) provides an educational, developmental softball league for youths ages 4 to 16 years old. The league focuses on development of skill and character, self- confidence, sportsmanship, and teamwork, including commitment to the team and preparation for future play. League rules are designed to give as much playing time as possible to all players, and competition is varied by level.

GDYSL is 100% funded through registration fees, donations, sponsors, and limited fundraising activities. The entire organization is run by unpaid volunteers including our 7-member Board of Directors, Division Coordinators, and coaches who all work to ensure the league runs smoothly. Our volunteers include members knowledgeable and trained to perform light field maintenance such as infield grooming and lining. In 2025, our volunteers committed over 200 hours of service to maintaining our current playing fields.

The players, members, and leaders of GDYSL are serious about providing a long-term home for enjoyable, safe recreational youth softball in the Town of Groton. With your support, we look forward to welcoming with pride visiting players to the GDYSL home field at the Cutler Memorial Field complex.

In FY24, a CPC funded project was approved to complete the construction of two new softball fields at Cutler. The funding provided for the installation of the two playing surfaces and for two backstops, which was completed in May 2025. Full use of these fields by youth softball cannot be realized until some critical additions are made to the complex. These additions will ensure safety of the playing fields, ongoing maintenance of the fields by the GDYSL volunteers, and meet the standards of appropriate playing fields by our governing body, USA Softball. The following proposal has been greatly reduced in scope from our Preliminary Application, reflecting the highest needs for safety and field use.

### **Project Details and Costs**

#### **1. Outfield clearing for Field 1**

The left field side of Field #1 (closest to the parking lot) is short and does not meet the regulation size for softball fields. GDYSL would like to remove the brush and some trees to push the field to 200' from home plate. This will also require some earth removal and grading so that the outfield will be flat. We expect that this work can be done with the support of Groton DPW and work of our volunteers and does not require additional CPC funding at this time.

#### **2. Installation of bases**

The base anchors that were installed for the FY24 project were not done correctly and do not meet proper safety standards. GDYSL has purchased \$1000 for new bases and anchors and will commit \$4500 in professional labor to properly install the base anchors.

### 3. Install dugouts and protective fencing

The two fields currently lack adequate fencing for proper field of play and for player and spectator safety. The fields currently lack protective sideline fencing and dugouts for the players. Our long-term plan is to install full dugouts with fencing, cement base, roofs, and benches to be similar quality to GD baseball fields. For this year's application, we are asking for funding for the dugout cement base, protective fencing, and benches but plan to add roofs at a later date. The cost estimate for the dugout cement base is \$5,000 per dugout for a total of **\$20,000**. The dugout fencing with player protection fencing is estimated at \$22,000 per field for a total of **\$44,000**. The fencing proposal is highlighted in blue (#1) in the attached plan, which includes the backstops that have already been installed.

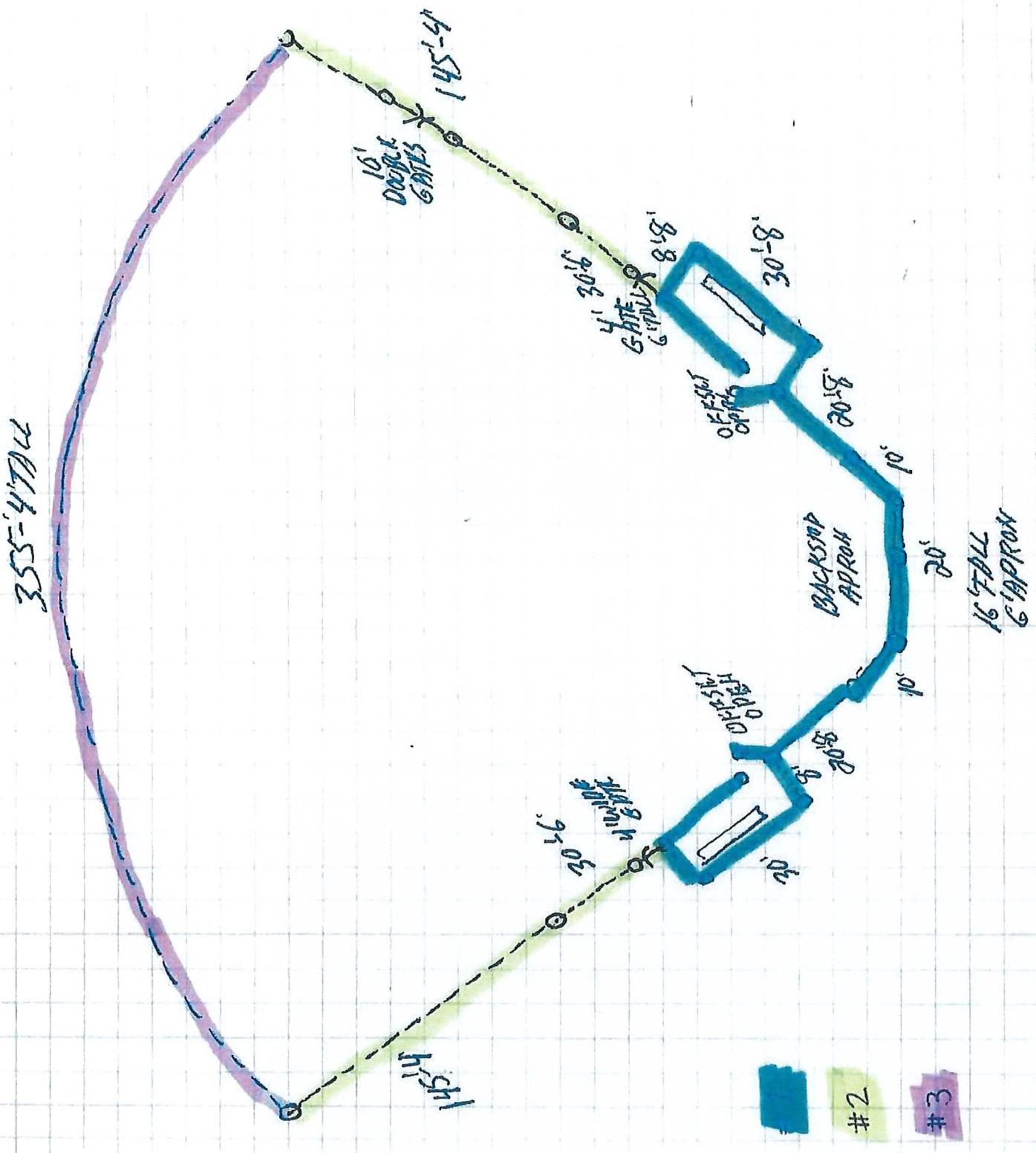
Each dugout will be fitted with a single 24' bench. The cost of the bench is \$1000 for a total of **\$4,000**.

### 4. Infield Groomer

In order to properly maintain safe playing surfaces and to protect the investment made by the Town of Groton, an infield groomer is critically needed. An infield groomer is an industrial piece of equipment that is expected to last 20-30 years. GDYSL volunteers will maintain the service of the groomer and groom the fields regularly. The cost of the groomer with required grooming attachments is **\$31,000**.

Summary:

The total amount requested from CPC for the project is **\$99,000**.



**JAN'S FENCE Inc.**

671 Great Road, Littleton MA 01460  
Tel. 617 953 9487 [jansfence@yahoo.com](mailto:jansfence@yahoo.com)  
[WWW.JANSFENCE.COM](http://WWW.JANSFENCE.COM)

Date 4-19-25

Customer's name TOWN OF GROTON Phone .....

Job address CUTLER FIELD, 155 TOWNSEND RD  
GROTON

SPECIFICATIONS: see below

Length ..... Height ..... Fabric .....

Gates : Single ..... Double .....

SPECIAL SERVICES : HIGHWAY @ GROTONMA GOV  
.....

Guarantee : all installation work is guaranteed against defects, all galvanized supplies to be hot-dipped or of aluminum alloy construction and guaranteed against faulty manufacture. The customer will be responsible for the identification of all boundaries and for all permits necessary for the completion of the above work. Until the final payment is made ,all the materials used will remain the property of the contractor and the customer will permit reasonable access to the work site by the contractor. The customer will assume the responsibility for unmanned sprinkler lines or any other unmanned buried lines or objects. The customer will assume all liability for any damage caused by directing Jan's Fence Inc to dig in the immediate vicinity of known utilities. All gate adjustments are not included in the warranty. The customer will be responsible for preparing and clearing all lines and areas prior installation by contractor.

**WORK PLAN**

1. Backstops (PLAYER PROTECTION) \$ 22000
2. Dugouts (PLAYER PROTECTION) \$ 9500
3. Sideline (PLAYER PROTECTION) \$ 12500
4. Outline (PLAYER PROTECTION) \$ 12000

This price is for ONE softball field.

Take down (2) of existing backstops and  
disposal of material \$ 2500

**PAYMENT SCHEDULE:**

Deposit 50% ..... Total costs including tax..... \$ 58500  
Customer signature Jan's fence Inc representative

Marin Kegrell



## QUOTE - DO NOT PAY

Quote: 03-77235 PO:  
Date: 10/30/2025 CustId: GROTON MA, TOWN

Cust Email: highway@grotonma.gov  
Phone: (978) 448-1162  
Salesperson: ccole  
User: ccole

**Bill To:**

Town of Groton 316900  
DPW Director Tom Delany  
173 Main Street  
Groton, MA 01450

**Ship To:**

Town of Groton  
Steve Edwards  
500 Cow Pond Brook Road  
Groton, MA 01450 US  
(978) 448-1162 x0000

Groton Girls Softball  
Don Barry  
debarry03@yahoo.com  
508.333.5914

MA FAC116 Pricing  
-20% off MSRP

**Setup&Delivery Included**

Item	Type	Description	Qty	Tax	Price	Discount	Net Price
SMI.45-003	PA	WG - SAND-STAR III Discount applied: 20.00%	1.0000		\$29,662.00	\$5,932.40	\$23,729.60
SMI.43-002Q	PA	WG - Flex Action Field Finisher w/ Brush Discount applied: 20.00%	1.0000		\$4,805.00	\$961.00	\$3,844.00
SMI.45-007-A	PA	WG - Infield Scarifier w/ gauge wheels, vertical Discount applied: 20.00%	1.0000		\$1,946.00	\$389.20	\$1,556.80
SMI.45-009-A	PA	WG - 40" Aluminum Manual Plow Discount applied: 20.00%	1.0000		\$1,999.00	\$399.80	\$1,599.20
							<b>Total: \$30,729.60</b>

Totals	<b>Sub Total:</b>	<b>\$30,729.60</b>
	<b>Total Tax:</b>	<b>\$0.00</b>
	<b>Invoice Total:</b>	<b>\$30,729.60</b>

PLEASE SIGN AND RETURN TO EXECUTE THIS CONTRACT. ALL PRICES QUOTED ARE REFLECTIVE OF A 3% CASH DISCOUNT. THERE WILL BE A 3% NON-CASH ADJUSTMENT ADDED FOR ANY NON-CASH PURCHASES. PAYMENT MUST BE MADE AT OR PRIOR TO DELIVERY. FOR ADDITIONAL TERMS AND CONDITIONS, PLEASE VISIT MTE.US.COM. FAX: 585-334-6332 OR EMAIL: BHOLMAN@MTE.US.COM. THIS DOCUMENT CONSTITUTES A LEGAL BINDING AGREEMENT.



## TOWN OF GROTON

173 Main Street  
Groton, Massachusetts 01450-1237  
Tel: (978) 448-1111  
Fax: (978) 448-1115

## Select Board

Matthew F. Pisani, *Chair*  
Rebecca H. Pine, *Vice Chair*  
Alison S. Manugian, *Clerk*  
John F. Reilly, *Member*  
Peter S. Cunningham, *Member*

**Town Manager**  
Mark W. Haddad

November 3, 2025

Groton Community Preservation Committee  
Town of Groton  
173 Main Street  
Groton, MA 01450

**Subject:** Support for Groton-Dunstable Youth Softball CPC Application

Dear Members of the Community Preservation Committee,

I am writing to express my full support for the Groton-Dunstable Youth Softball (GDYS) organization's application for Community Preservation Act funding to complete the fencing at Cutler Field and to purchase a field groomer to maintain the newly renovated softball fields.

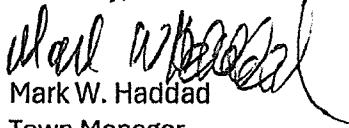
As you know, two years ago, the Community Preservation Committee and Town Meeting approved funding to reconstruct the two softball fields at Cutler Field. This work, supported by the Groton Parks Commission, has made significant progress in improving the quality and safety of the fields at Cutler. Unfortunately, there was not enough funding in the original program to fully complete the renovation. Completing the fencing and acquiring a groomer are important next steps to protect this investment, ensure player safety, and maintain the high-quality playing conditions that the fields now afford.

This project clearly aligns with the goals of the Community Preservation Act by enhancing Groton's recreational resources and supporting long-term community use of public land. It represents a collaborative effort between volunteers, families, and the Town to provide safe, accessible, and well-maintained recreational spaces for our youth.

For these reasons, I respectfully urge the Committee to give favorable consideration to GDYS's application. The Town greatly appreciates the CPC's continued support of projects that strengthen Groton's recreational infrastructure and community spirit.

Thank you for your time and consideration.

Sincerely,

  
Mark W. Haddad

Town Manager

MWH/rjb  
Park Commission

**TOWN OF GROTON**

Park Commission  
173 Main Street  
Groton, MA 01450  
Tel: 978-732-1893  
parks@grotonma.gov



**PARK COMMISSION**

Mary Jennings, Chair  
Anna Eliot, Vice-Chair  
Mark Presti, Clerk  
Rob Foley, CPC Representative  
Jeffrey Ohringer, Member

To Whom It May Concern

The Groton Parks Commission wishes to convey its support for the CPA Application 2027-08

This project is among the top priorities for improvement of our park properties as indicated in our Needs Assessment Project of 2025. We have voted to co-sponsor this CPA Application with Groton Dunstable Youth Softball League.

The Youth Softball League has partnered with Parks over the years to keep Cutler Field and its surrounding area in good use and repair. With the improvements requested in this CPA application we feel confident that together we will continue to be good stewards of the park lands while also providing outstanding facilities for our youth and our wider community.

We hope that you consider favorably this application,

Sincerely,

A handwritten signature in black ink, appearing to read "Mary Jennings".

Mary Jennings, Chair

For the Groton Parks Commission