

October 8, 2014

TO: Town Committee on Squibnocket

FROM: Tim Carroll

CC: Board of Selectmen

SUBJECT: \$280,000 MA. Coastal Zone Management (CZM) Grant

Here is what we must do to take advantage of the \$280,000 grant.

1. Coastal Zone Management is quite excited about the project. They “love it” and want to see it executed. The key elements they like about the proposal are:
 - a. The relocation of the parking lot to a more stable location. They consider this an excellent example of managed retreat. Regarding its accessibility, they would not fund a project that is not “permissible” and does not meet all local, state and federal regulations. The specific and best location for the new lot is a local decision. The MVC will need to permit the new parking lot regardless of its final location as it will have more than five parking spaces. The MVC will most likely require compliance with American Disabilities Act (ADA) specifications. As reference, they required one of the six Middle Line Road apartments to have universal access features.
 - b. The removal of the revetment and returning the current parking lot to its prior vegetated barrier beach state—for both recreation and storm water flow benefits.
 - c. The expanded Town Beach is another example of managed retreat for continued recreation. How the Town executes this feature is a local decision.
 - d. Skiff access to Squibnocket Pond is another example of managed retreat for recreation and commercial use. The specific location for this access is a local decision.
2. The grant funds were appropriated in FY 2014 and must be spent by the end of FY 2015 (June 30, 2015). Use it or lose it. We should be able to get a one to two month extension on this deadline for submitting paid invoices for reimbursement.

Someone needs to explain the spending plan to me tomorrow morning (10/9) for the rest of FY 2015.

3. If the entire \$280,000 cannot be spent in FY 2015 we need to re-apply for the elements of the proposal that will be constructed in FY 2016. I have been asked to resubmit the entire original proposal with all the details of how the project will unfold and be constructed with a construction budget schedule for FY 2015 and FY 2016. This amended application is due this Friday, October 10. We are not guaranteed we will be approved in the FY 2016 round of applications. My impression is CZM has shown its appreciation and

endorsement of the plan and they have been very understanding of the Town's current position. This is in our favor.

4. The Town needs to sign the contract and execute the procedures to receive the reimbursements in FY 2015.
 - a. Execute the grant contract.
 - b. All grant-eligible work must take place after the "project start date".
 - c. To establish a formal project start date the state must have a "final scope of work" document and have a dated and signed contract.
 - d. The scope of work document will describe the tasks and associated deliverables that will be accomplished by June 30, 2015. Invoice due dates will also be worked into the timeline.
 - e. The contract must be signed by the Town's authorized signatory and returned to the EEA for signature.
5. The town still must fund at least 25 percent of the total project cost and this investment must be verified.
6. CZM asked for regular updates on Town Meeting decisions as soon as they are available as this will be considered in the FY 2016 new application.