

# TOWN OF YARMOUTH

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February 14, 2024

Honorable Wendi Holden, Chair  
Yarmouth Planning Board  
Town of Yarmouth  
200 Main Street  
Yarmouth, Maine 04096

Re: Major Site Plan Application for Latchstring Park: Approval Amendment

Dear Madam Chair and Board Members:

On behalf of the Town of Yarmouth I am respectfully submitting an amended site plan for the renovation of Latchstring Park located at the intersection of West Main Street and West Elm Street. The Town seeks Planning Board approval of a reduction in work scope for the renewal of this high-profile municipal park framing our Village center gateway. I have attached an updated set of drawings noting the proposed scope changes that are clouded to help the Board review this important project's changes.

Since the approval of the project last September, the Town competitively bid the project for construction services. Four (4) bids were received with the lowest responsive, responsible bidder, Labrecque Construction of Portland, submitting a bid that was substantially greater than available funding. The Town, in conjunction with members of the former Latchstring Task Force and the contractor, undertook an extensive value engineering process to pare the project work scope to fit the available funding. The goal of this work was to leave the framework of the project vision intact such that any scope removed would not be precluded from being added back in the future. After much effort, the Team developed a reduced work scope that it feels meets the vision of the park renewal, while still falling within the available funds for the project.

The Planning Board's decision dated September 13, 2023, allowed that material deviations could be approved administratively by the Director of Planning & Development. However, the work scope reduction required to meet the budget was more than strictly material changes or substitutions. As a result, the proposed scope reduction is presented to the Planning Board as an amendment to the site plan approval consistent with Condition 1 of the Planning Board's decision.

The proposed scope reduction includes the following work:

- Reduction of one (1) catch basin and instead providing a pipe inlet for drainage;
- Elimination of the proposed light pole bases, poles, and fixtures. Electrical conduit for potential future installation will be maintained;
- Exchange of the proposed granite pavers in favor of cast in place concrete;
- Elimination of the cobblestone planting border;
- Elimination of the granite block seating area as well as stones located around the site;
- Adjusting the Latchstring Monument reinstallation detail to a simpler and easier to construct detail;
- Elimination of the furniture package, including benches, rubbish barrels, and bike hitches. It is anticipated that these items will be obtained through other sources or procured through unused contingency funding near the end of the project;
- Elimination of bed planting materials and using grass as vegetative cover for the beds. Proposed trees will remain as well as proposed irrigation for the site.

As noted above, the work that remains in the project scope will allow the site to generally meet the vision of the park, and will provide for a safe, functional, and aesthetic facility for use by the public. The amenities removed can easily be restored as funding becomes available. It is important to note that the quality of the remaining infrastructure has not been degraded and will provide for long-term service per Town standards, an important goal of the value engineering and the Team.

I do want to thank the project stakeholders including the Landscape Architect, Josh Tompkins, Latchstring Task Force volunteers and Scott Labrecque of Labrecque Construction for their hard work and collaboration to make some difficult decisions that will allow the base project to move forward. I know this was not an easy task.

The Town respectfully requests your review and approval of the reduced scope of this important project. I look forward to meeting with you and the Board to review this project and to answer any questions you or the Board may have.

Sincerely,

*Steven S. Johnson*

Steven S. Johnson, P.E., Town Engineer

Encl. Revised Drawings