



# Prentiss & Carlisle

Forest Resource Management and Timberland Services

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April 2, 2008

Susan M. Lessard  
Town Manager  
Town of Hampden  
106 Western Avenue  
Hampden, ME 04444

Re: **Planning Phase of Dorothea Dix Park Rehabilitation**

Dear Ms. Lessard:

Tom Brann asked that I prepare a proposal to assist the Town with the planning phase of the Dorothea Dix Park Rehabilitation project. Please review this proposal and let me know if you have any questions.

**Background**

During the summer of 2007, Prentiss & Carlisle completed a management plan for four Town-owned parcels, including Dorothea Dix Park. The purpose of the plan was to articulate and document the Town's broad objectives for publicly owned parcels, provide an independent assessment of important resources on each of the properties, and make recommendations for how to use each property to achieve the Town's objectives. As part of that assignment and within the context of the Town's broad land-use goals, we recommended rehabilitating Dorothea Dix Park so that it could better serve the Town's recreation objectives.

We recommended harvesting the forest to improve its overall health and create a more "park-like" condition with the goal of making it more welcoming, attractive and useable. We suggested an improvement thinning to create more growing space for the best quality trees and remove hazardous trees and trees that are in poor health. In addition, we recommended creating 2 or 3 cleared or semi-cleared areas that could serve as picnic or general recreation areas; creating a loop trail beginning at the parking area and extending to the banks of the Penobscot River; fixing drainage issues that are leading to erosion and sedimentation problems; and controlling honeysuckle (*Lonicera spp*), which is taking over much of the forest understory.

In the previous assignment, we did not include a detailed operations plan for completing the work, because it was clear that the ultimate decision for rehabilitating the park would be determined by the Town and various interest groups, and their vision may differ from ours. Tom Brann has indicated that the Town has approved the general recommendations at some level and is ready to create an operations plan.

While Prentiss & Carlisle can independently provide a detailed operations plan, the involvement of the various interest groups (the "Group") is critical to the success of this project. For this reason, we propose to assist the Group through a series of meetings with developing a vision for the park by describing its assets, issues and challenges and serving as a source of technical expertise. In addition, our role will be to translate the Group's ideas into an operations plan for completing the recommended projects.

### **Scope and Deliverables**

Tom Nelson and Dan McConville of Prentiss & Carlisle will attend meetings with the Group in an effort to guide the Group with creating a vision for the design of the park. Our role at these meetings will be to provide technical guidance to assist the Group with translating their vision into an operations plan. In addition, we will guide the group in discussing and describing four planning segments that were highlighted in the forest management plan; (1) forest harvesting, (2) trail construction, (3) drainage management, and (4) control of honeysuckle. We will facilitate the discussion of each of these areas and guide the Group into arriving at a consensus for each. We will capture the Groups recommendations and translate these into an Operations Plan consisting of four discrete project plans as described below.

1. **Harvest Plan:** The harvest plan will provide sufficient detail to describe the (a) equipment to be used, (b) timing considerations, (c) silvicultural prescriptions, (d) marking guidelines, (e) harvest block layout guidelines, (f) anticipated volume and stumpage value harvested by product, (g) provisions for monitoring and oversight of operations, (h) harvest trail and yard layout including a map, (i) description of Best Management Practices for protecting water quality, (j) description of access for hauling equipment and forest products including existing and access that needs to be constructed, (k) condition and recommendations (if necessary) for boundary line renewal, (l) identification of high value areas (recreation, aesthetic, and ecological) and prescription for protecting these values, (m) zoning considerations (particularly for shoreland protection zone), (n) considerations for dealing with contingencies, such as changing weather, (o) and a list of appropriate permits and notifications.
2. **Trail Construction Plan:** The goal for the trail construction plan is to determine trail specifications, including trail width, base material, surface material, and a general idea of the location and layout of the trail. The plan will specify the tasks and timeline for creating the trail, including the role of the Town or contractor in flagging the trail and the role of the Group in approving the location of the trail prior to its creation.
3. **Drainage Management Plan:** The drainage management plan will describe and map the major problem areas for erosion and sedimentation and recommended controls, including the installation of culverts, water bars, runoff ditches, and bridges. The plan will describe the timeline for completing this relative to the other projects, and the estimated cost for this segment.

4. **Honeysuckle Control Plan:** The first task will be to determine whether the Group would like to control honeysuckle. We will describe the problem along with recommendations for controlling honeysuckle and determine whether the Group would like to implement a strategy to control honeysuckle, and how it will be done (mechanical means, herbicides, or combination of both). Based on the Group discussion, we will develop a honeysuckle control plan that includes a description of the treatment measures, timing of treatments, and costs.

Discussions will take place at the Town office over two or more meetings. After each meeting we will provide a summary of the key points discussed. At the conclusion of the last meeting (and within six weeks) we will provide a draft operations plan as described above (i.e. four part plan). We will send the plan out to the Group for comments and meet again to present the plan. We will revise the plan as necessary and send out a final report within four weeks of the presentation. We will rely on the Town to determine the participants who will make up the "Group."

**Price and Schedule**

<b>Item</b>	<b>Hours</b>	<b>Est. Cost</b>
Meeting time (assumes 4 2-hour meetings for two people)	16	\$960
Meeting preparation and written summary reports	8	\$480
Preparation of draft and final Operations Plan	30	\$1,800
Mapping and GIS for creating harvest block map, trail map, and map showing location of drainage problems	8	\$480
<b>Total</b>	<b>62</b>	<b>\$3,720</b>

We will bill for time on a cost-plus basis at a rate of \$60/hour each for Dan McConville and Tom Nelson. Assuming the time as shown above, the estimated cost for the planning process is \$3,720. If meeting time is greater or less than estimated we will charge appropriately more or less at the rates stated above. Fees charged for meeting documentation and report writing will not exceed the estimate shown above unless additional meetings are required or there is a substantial change in scope for the final report. If additional meetings are required beyond four, we will charge an additional time for preparing meeting summaries at the above rates.

As always, it is a pleasure to assist the Town with the planning and management of your land. Please let me know if you have questions and if you would like to proceed with this project as described.

Sincerely,

Prentiss & Carlisle  
Management Company, Inc.



Daniel J. McConville  
Project Forester/Analyst