

## Oak Grove Farm

**OAK GROVE COMMISSION 016980***Expenses*

Supplies and Expenses  
 Water/Sewer  
 Tree Care/Parking Lot/Garden  
 Athletic Field Maint, Seeding , Fertilization  
 Playground  
 Electricity  
  
 TOTAL BUDGET

FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 TM ADOPTED	FY2024 REQUESTS	FY2024 HCA Requests	FY2024 Total Requests	FY2024 PROPOSED
\$1,630	\$829	\$1,827	\$5,562	\$5,500	\$4,000		\$4,000	
				\$250	\$250		\$250	
	\$3,980	\$1,868	\$0	\$0	\$500		\$500	
		\$1,198	\$0	\$17,055	\$1,000	\$8,260	\$9,260	
		\$0	\$0	\$0	\$0		\$0	
	\$0	\$88	\$80	\$250	\$250		\$250	
\$1,630	\$4,809	\$4,981	\$5,642	\$23,055	\$6,000	\$8,260	\$14,260	\$0
-	-	-	-	-				

DEPARTMENT:

**BUDGET NARRATIVE****Description of Department Function**

Describe the overall mission or purpose of the Department.

The Oak Grove Farm Commission was created to oversee the 108 acres of Oak Grove Farm. The farm is abutted on all sides by town owned roads. The terrain is covered with open meadows, wetlands and woodlands. Currently, approximately 7 acres are dedicated to athletic fields, in addition there is a playground, a garden area and approximately two miles of recreational trails. There are two parking lots that can hold approximately 100 cars. The Commission makes improvements, both necessary and for adding further enjoyment and safety to the property.

**Programs and Sub-Programs**

Consider and list the actual Programs and Sub-Programs Executed by the Department

- Maintenance of the all fields and trail areas throughout the 108 acres. This includes the walking paths, bridges, boardwalks, trees and the growth that occurs on the edges of the fields and trails. The trails are used for Millis High school cross country meets, High School fund raisers as well as enjoyment by many residents.
- Oak Grove Farm Playground maintenance – including equipment, footing and borders.
- Athletic field maintenance - including fertilization, aeration, over seeding, general repairs to equipment and fields as well as repairing vandalism from inappropriate use on occasion. At the present time the primary organized users are the Millis Soccer Club, Millis High School and Sparhawk Academy for soccer.
- OGF also hosted a soccer camp, a Girl Scout encampment and a fundraiser for the Bryce McCarthy Memorial Foundation.
- Oak Grove Farm Children's Garden maintenance-This encompasses taking care of many perennials and wild flowers that require twice a year general cleanup as well as frequent weeding and trimming throughout the growing season. This maintenance was turned over to the Oak Grove Farm Commission by the Garden Club as they could no longer take care of it. Adjacent to the garden is a pergola and seating area.

**Accomplishments**

Describe the major describable accomplishments or measurable activities in FY23 or CY22. Use statistics whenever possible.

- The OGFC worked on a plan to improve the safety of the Children's Playground. OGFC met with a playground installer for recommendations, an engineer, Town Administrator, DPW Director, the two town CPC committees, Finance Committee and presented all planning and figures. A town article was passed in 11/21 for \$127,006.00. The bidding process was completed for the work, JAM Corporation was the lowest bidder and was approved. The playground renovation project began on June 15, 2022 and construction by JAM was completed on June 29, 2022.
- Two additional metal/recycled plastic picnic tables were purchased for the playground area and two older tables are currently under repair for the spring.
- The Garden area was completely renovated by members of OGFC; this included a full cleaning of the area, pruning of the tree and perennials, 2 truckloads of stone dust was added to the paths throughout the garden and adding 8 yds. of mulch.



- Brush cutting was completed around many areas of the fields by JB Landscaping.
- An Oak Grove Farm trail improvement plan was initiated. Plans were submitted to CPC and Marijuana funding for significant areas of improvement. These funds were granted. The Conservation Commission meetings were scheduled as the land has wetlands, during the planning process the DEP became involved. There have been multiple meetings, both off and onsite, with the Con Com. There was a need for the areas to be flagged and surveyed which required an engineer, which we have hired and that work completed. The timing of this has taken longer than anticipated but the process is proceeding with the anticipation of remediation in areas beginning soon.
- The large soccer goals were repaired again through welding. With the number of times repaired we included as part of our marijuana funding request the purchase of a new complete set of goals for \$5564. These goals were purchased and in use the fall of 2022.
- Many areas of OGF were cleared, cleaned or renovated by the OGFC members:
  - the edges of the large field on Ridge Street
  - the parking areas were cleaned: all extra old piles of debris were removed, large boulders were moved to both mark and extend the farmhouse parking lot, and gravel was spread to level off the parking area.
  - Norfolk County Sheriff's Office workers worked with a member to clear overgrown areas near the playing fields.
  - top soccer field was aerated and limed
- Six Maple trees were planted to replace those previously lost to decay.

#### **FY24 Departmental Goals**

Describe the initiatives and accomplishments planned for FY24

- Continue to address needs on the playing fields for maintenance, repair or improvements to both the fields and the equipment. We are currently planning a top field area for repair in the spring of 2023.
- Discussion and planning is underway for a bottom field renovation where the current softball field is now.
- Continue the Oak Grove Farm trail improvement plan including; post markers, trail maps, boardwalks, woodchips in areas.
- Continued maintenance of: the playground, garden and upper and lower parking lots.

#### **Spending Highlights for FY24**

Explain any significant budget changes from FY23

The OGFC is asking for a level funded budget for the FY24 budget of \$6000.00.

The budget sheet indicates an additional \$17,055 for last fiscal year, that is from the marijuana funding.

#### **Non-tax Funding**

List any expected non-tax revenues that will be used to fund department activities, including an estimate to be received.

Fees collected from organizations for use of the facilities:

FY 2022 \$5897.00

FY 2023 ½ year \$2975.00

Possible collections till June 30, 2023:

Approximately an additional \$2000.00 depending on request of usage

## Project Narrative and Rational

**Repurposing of existing softball field:** The softball field was abandoned by Millis softball in 2019. The field has been dormant since this time. Grading and planting the deteriorated infield would allow additional game and practice area for our users. Millis softball recently requested \$45,000 for an emergency reconditioning of their existing field, demonstrating how expensive field creation and maintenance can be. We are closing the current 7X7 field for the spring in order to aerate and replant. This field is rough and bare from overuse. We believe this repurposing is a prudent, low-cost alternative to massive field maintenance.



From: CJW Landscaping quickbooks@notification.intuit.com  
Subject: Estimate 1759 from CJW Landscaping  
Date: Jan 10, 2023 at 4:44:43 PM  
To: Elbery1008@yahoo.com

Dear Oak Grove Farm,

Please review the estimate below. Feel free to contact us if you have any questions.  
We look forward to working with you.

Thanks for your business!  
CJW Landscaping

Estimate Summary

Estimate #: 1759  
Estimate Date: 01/10/2023  
Total: \$8,260.00  
The complete version has been provided as an attachment to this email.

CJW Landscaping  
PO Box 101  
Millis, MA 02054



ADDRESS  
Oak Grove Farm  
141 Exchange St  
Millis, MA 02054

Estimate 1759

DATE 01/10/2023

DATE	DESCRIPTION	AMOUNT
	Softball infield removal -All existing soils excavated down 6-8" and disposed of -80 yards of loam delivered -Loam graded and raked out in preparation for seeding -All new areas seeded and starter fertilizer applied -Existing outfield aerated and overseeded with starter fertilizer added to blend the two areas together, 1 @ \$8,260.00	\$8,260.00
	TOTAL	\$8,260.00

Accepted By

Accepted Date

On balances of 30 days or over we will compute a finance charge of 3% per month.





# Town of Millis

## Host Community Agreement

### Marijuana Impact Funds Request Form

Request Date January 13, 2023  
Requestor's Name Oak Grove Farm (Dr. David Werner)  
E-mail [davewerner1@verizon.net](mailto:davewerner1@verizon.net)  
Phone 508-904-5361  
Department Oak Grove Farm (Dr. David Werner)

#### IMPORTANT NOTICE

By signing and submitting this form you agree that the requested funds will be used for the purposes stated in this form.

Category	Demographic Information	Classification
<input type="checkbox"/> Training <input checked="" type="checkbox"/> Materials <input type="checkbox"/> Staffing <input type="checkbox"/> Special Event <input type="checkbox"/> General	<input type="checkbox"/> Child <input type="checkbox"/> Middle School <input type="checkbox"/> High School <input type="checkbox"/> Adult/Parent <input type="checkbox"/> Senior <input checked="" type="checkbox"/> General	<input type="checkbox"/> Education <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Security <input type="checkbox"/> Public Infrastructure <input type="checkbox"/> Traffic <input type="checkbox"/> Inspections <input type="checkbox"/> Municipal Officials Time

#### Description of Request:

The Oak Grove Farm Commission is requesting funds to repurpose abandoned softball field to general use field.

Funding Start Date 7/1/2023  
Funding End Date 6/30/2024  
Total Funding Requested \$8,260.00

#### Detailed Cost Impact:

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Salaries			0	\$0.00
Airfare			0	\$0.00
Ground Transportation			0	\$0.00
Conference/Registration Fees			0	\$0.00
Lodging			0	\$0.00
Meals and Tips			0	\$0.00
Capital Project	Construction and materials	n/a	n/a	\$8,260.00
Miscellaneous			0	\$0.00
Grand Total				\$8,260.00

#### Justification for Request

Attach copies of reports, master plans, or supporting documentation.

Please see attached documentation.

Requestor Signature

Date Signed

Approved By

Approval Signature

Date Approved