



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

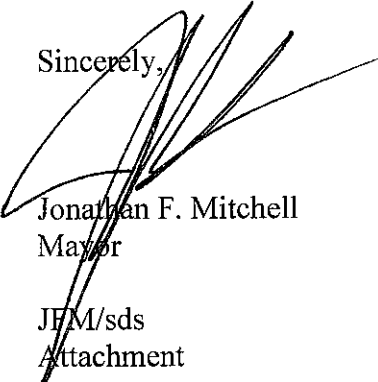
December 3, 2018

City Council President Linda M. Morad
Honorable Members of the City Council
133 William Street
New Bedford, MA 02740

Dear Council President Morad and Honorable Members of the City Council:

Attached for your consideration, please find the Memorial Park Bench and Tree Dedication Program application as prepared by the Department of Parks, Recreation & Beaches.

Sincerely,



Jonathan F. Mitchell
Mayor

JFM/sds
Attachment

cc: Parks, Recreation & Beaches



CITY OF NEW BEDFORD

PARKS, RECREATION & BEACHES

JONATHAN F. MITCHELL

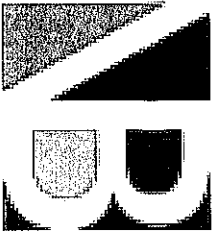


To: Mayor's Office
From: Parks Recreation & Beaches
Date: November 28, 2018
Re: Mayor's Papers, City Council Agenda for December 13, 2018

Attached please find the Memorial Park Bench and Tree Dedication Program application which was approved by the Board of Park Commissioners on November 14, 2018 for distribution to the public. The application is intended to provide the public with the policy and procedures for getting a memorial in a park as well as standardizing the memorials in our parks to ensure adherence to park Master Plans and design concepts. We are confident that this application will simplify participation and ultimately result in greater use of the opportunity to memorialize events and people in public parks.

ADMINISTRATIVE OFFICES
181 HILLMAN STREET, BLDG. #3
NEW BEDFORD, MA 02740
PHONE 508-961-3015

MAILING ADDRESS
181 HILLMAN STREET
Box #9, NEW BEDFORD, MA 02740
FAX 508-991-6175



Program Guidelines

Process

Applications for memorials and dedications will be received by our office and submitted to the Park Board on a monthly basis for final approval.



City of New Bedford

Memorial Park Bench & Tree Dedication Program

We all have moments in our lives we wish to commemorate and memories we seek to preserve. Through our City of New Bedford Department of Parks Recreation & Beaches, community members have the opportunity to designate a park bench and to dedicate a tree in honor of a special person or event in a way that enhances the beauty and experience of nature in our city.

Trees help offset impacts of pollution and climate change. They provide buffers to noise and habitable spaces for urban wildlife. Benches are welcoming spaces for rest and contemplation in our parks. Your gift will help make our city's parks more enjoyable for everyone in our community.

Our department is responsible for the purchase, siting, and installation of all trees and benches to ensure consistency with the parks current standard.

Inventory and details of such donations will become part of the permanent inventory of the City of New Bedford Department of Parks Recreation & Beaches.

Trees

Native species appropriate to the location will be planted. Other species will be considered upon written request. Planting will be done during the appropriate season.

Benches

Benches that require a concrete pad will require an additional donation amount.

Optional Bench Plaques

Plaques dedicated to the memory of a loved one will be obtained at the cost of the applicant through the authorized City vendor. Plaque text requires Park Board approval, and all plaques must meet the City standard.

Plaques will be shipped directly to Department of Parks, Recreation & Beaches.

Policy & Procedures

- Complete an application.
- Applications are reviewed by City Council.
- Favorable requests are then sent to Park Board.
- The Parks Board will refer to the Department of Parks Recreation & Beaches and Friends of the Park groups.
- The Department of Parks Recreation & Beaches will issue approved requests for Public Infrastructure review as necessary.

The Parks Recreation & Beaches

Department is dedicated to enhancing the quality of life for residents through safe, structured, and accessible programs and public spaces.

City of New Bedford

Parks Recreation & Beaches

181 Hillman St. Building 3
New Bedford, MA 02740

nbprb.com

508-961-3015

Application

Donor Name: _____

Address: : _____

City/State/Zip: _____

Phone Number: _____

Email: _____

Donated in memory of/honor of: _____

Text to display on plaque (optional): _____

Send a note of acknowledgement to: _____

Name: _____

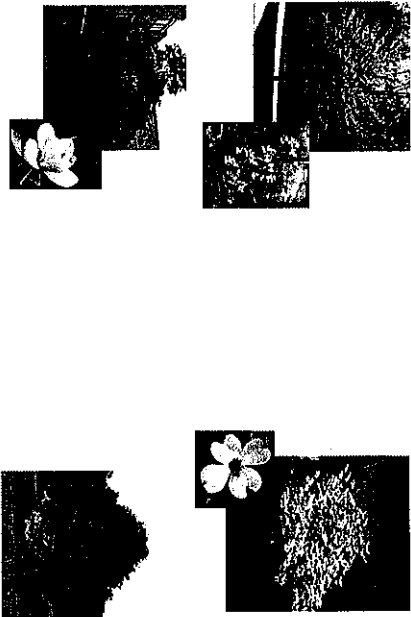
Address: _____

State: _____ Zip: _____

Please make checks payable to City of
New Bedford

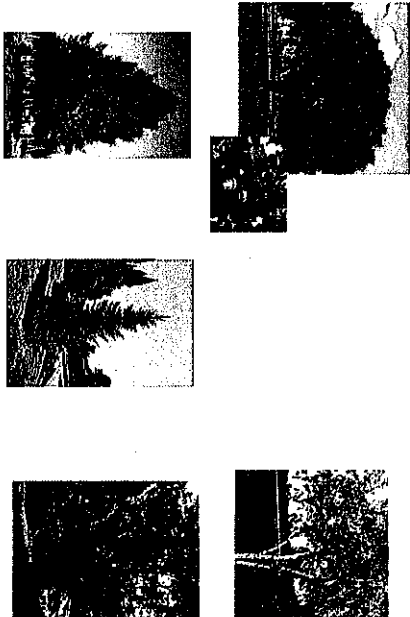
☐ Tree - \$400+

Please know that the cost of your tree depends on the variety and size. Examples:



☐ Bench - \$750+

The style of your bench will be chosen based on the park in which it is to be located, consistent with the parks current standard.



☐ Plaque – (optional)

With approval of the Park Board, applicants will purchase their bench plaque through the authorized vendor. Plaque material, font, and style will conform to the City standard.



In addition to or in lieu of a plaque, your generous donation will be celebrated on the City of New Bedford Parks Recreation & Beaches webpage.

Concerning benches, the life of your memorial is intended to correspond with the useful life of the park bench — about ten (10) years. The Department is not responsible for damaged or missing plaques. Permanency of your memorial cannot be guaranteed and memorials and plaques will not be replaced at the cost of the Department.

The Department is not responsible for the damage of benches or trees, or damaged/missing plaques. The Department reserves the right to relocate a bench if the use of the site changes or to ensure visitor safety. Trees are guaranteed for one (1) year from installation.

Application ID #: _____

Date of Submission: _____

Received By: _____