

**Exhibit B**  
**PROJECT STATUS REPORT**  
**for the Community Preservation Committee**

Project Name: Bruce Freeman Rail Trail

Project Number: 3-20 Status Report Date: August 19, 2025

Project Award Date: June 2021 Project Completion Deadline (30 months after award): December 2023

**XX Interim Status Report.** *The awardee shall submit an Interim Status Report twice per year in April and October, or on such other schedule as requested by the CPC. The CPC may request a site visit and/or copies of any completed studies or materials for its files.*

**Final Status Report.** *Once the Project is complete, the awardee must submit a Final Report to the CPC. The Final Report shall include narratives; a detailed expenditures report; before, during, and after photographs; and any other defined conditions specific to the Project established by the CPC. In the narratives, please describe the Project in its entirety, from start to finish.*

**XX Extension Request.** *If the awardee anticipates the CPA-funded portion of the Project will extend beyond the thirty (30) month grant period, then prior to the end of such period, an extension request must be submitted in writing to the CPC for consideration. If an extension request with an accompanying explanation for such request is not timely received, the CPC may decide to return any remaining unexpended funds to the General CPA fund. Please provide a detailed justified Extension Request for consideration by the CPC under item 6 below.*

**1. Brief Project Summary (one paragraph from application describing the Project goals, scope and budget):**

The Town of Concord received \$25,000 from CPC in FY22 for the Bruce Freeman Rail Trail. The Bruce Freeman Rail Trail is a non-motorized, ADA accessible, multi-use trail serving as a recreation and transportation resource for residents and visitors of all ages and abilities. The funds provided under this CPA grant were required to be used to provide additional landscaping, fencing, paving, other amenities to enrich and enhance the visitor experience, and other unforeseen expenses that arise during construction.

**2. What is the date your Project began or will begin spending the CPC funds?** June 2022

**3. What is the expected Project completion date?** August 1, 2026

**4. What percentage of the Project has been completed to date?** 90%

**5. Describe work completed to date and key Project milestones that have been reached:** Under this CPA application for the BFRT, work completed to date has been the purchase of a lease from the MBTA for the installation of two informational directional signs, purchase of two landscape planters and plants, and completion of all final construction tasks, including the development of final as-built drawings for Phase 2C by the Town's consultant. All the BFRT construction activity and landscaping have been completed, and the Trail is finally completely open in Concord.

**6. Describe the remaining work on the Project and projected timeline it will be complete:** The remaining funds (\$2,826) under CPA 3-20 will be used to partially fund the purchase and installation of wayfinding signage along the BFRT. The BFRT project, including the wayfinding signage, was being completely handled by the DPLM Director, who retired in 2023. At that time, existing Town staff was not able to take on the

wayfinding signage project. The Economic Vitality Manager is able to complete the project and an extension to use the funds is needed to allow time for coordination on the wayfinding signage, fabrication and installation.

**7. Expenditure Report:**

- a. Attach a detailed Expenditure Report to this Project Status Report**
- b. Account for the amount of CPC funds expended to date with a brief narrative**

\$3,328.50 - Landscape planters

\$250.08 - Plants

\$2,600 – MBTA License fee

\$15,155 – Final construction tasks by Town’s engineering consultant

\$645.36 – Final construction tasks by Town’s engineering consultant

\$195.06 – Bicycle rack and cork board

- c. Account for any remaining unexpended funds: \$2,826 for wayfinding signage**

**8. Describe your outreach efforts:** The Town’s Economic Vitality Manager will be managing the wayfinding signage project and will get input from Town staff, the Economic Vitality Committee and the West Concord Cultural Council on what wayfinding signs should be included and their locations. The types of signs and design specifications have already been established and agreed upon for all of the BFRT communities.

**9. Additional comments or explanation for the CPC to consider.**

Name of person who completed this Report: Elizabeth Hughes, Town Planner Date: August 18, 2025

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