

Request for Proposals

To Prepare a Master Plan for the East Hopkinton Study Area

Hopkinton, Massachusetts



Thursday, March 30, 2006

Planning Board
18 Main Street
Hopkinton, MA 01748

NOTICE OF REQUEST FOR PROPOSALS

Issuance of Request: Thursday, March 30, 2006

Response Required: Wednesday, April 26, 2006, 1:00 PM EDT, to be received at the Town of Hopkinton Planning Department.

Elaine Lazarus, Planning Director
Town of Hopkinton
18 Main Street
Hopkinton, MA 01748

Response Format: Sealed responses, containing all information requested in the section entitled “Proposal Submittal Requirements” as noted in this document, will be accepted. Response shall include both paper and digital files as also noted in the Submittal Requirements section.

Additional copies of this RFP document: Additional copies of this document are available from the Town of Hopkinton through a link at www.hopkinton.org or by calling the Hopkinton Planning Department at (508) 497-9755.

The Town of Hopkinton reserves the right to reject any or all responses to the RFP, to advertise for new responses, or to accept any RFP response deemed to be in the best interests of the Town of Hopkinton.

Acceptance of any RFP should not be construed as a contract, nor shall it indicate any commitment on the part of the Town of Hopkinton for any future action. The RFP does not commit the Town of Hopkinton to pay for any costs incurred in the submission of a response to this RFP or for any cost incurred prior to the execution of a final contract.

A. Overview

The Hopkinton Planning Board is seeking proposals from professional planning entities with experience in large-scale master planning. This opportunity involves planning the East Hopkinton Study Area, comprised of about 3,900 acres. Of central importance within the Study Area is Weston Nurseries, consisting of about 1,000 acres of undeveloped land, approximately 615 acres of which is in private ownership and for sale. The Master Plan process will help Hopkinton consider how land use change on the Weston Nurseries property relates to the physical evolution of that part of Town. This process will shape the development of an area that still has large tracts of open land in a fast-growing community located at the intersection of Routes 495 and 90.

B. RFP Contents

This RFP packet provides the following information:

- A summary of the master planning process for the East Hopkinton Study Area and a map depicting the Study Area location.
- A description of planning considerations and parameters established by the Town.
- Information about the Town and the surrounding area.
- A list of information the Town must receive from entities submitting a response to the RFP.
- A summary of the process the Town will follow to identify the most responsive response.

C. Exhibits

Exhibit A: Sources of Additional Information

Exhibit B: East Hopkinton Study Area Map

D. General Information

D.1. RFP Issuing Authority. This RFP is issued by the Planning Board for the Town of Hopkinton.

D.2. Inquiries. All inquiries about this RFP should be directed to:

Elaine Lazarus, Planning Director
Hopkinton Town Hall
18 Main Street
Hopkinton, MA 01748
(508) 497-9755

D.3. Deadline. The deadline for delivery of responses is 1:00 PM, Wednesday, April 26, 2006, at which time all responses will be opened. Responses received after the delivery deadline will be rejected and returned, unopened, to the sender. If Town Hall is closed at the time of the delivery deadline due to uncontrolled events such as fire, wind, or building evacuation, the opening of the responses will be postponed until 1:00 PM on the next normal business day, or the next normal business day that the Town hall is open. Responses will be accepted until that date and time.

D.4. Pre-Submission Informational Meeting. Interested parties are encouraged to attend a pre-submission conference at 3:00 PM on April 12, 2006 at the Town Hall.

D.5. Review and Selection Process. The Town intends to complete its review of responses within 30 days of the delivery deadline. The review process will most likely include interviews with entities submitting responses to the Town. All responses must remain valid for a minimum of 150 days.

D.6. Access to Public Documents, Records and Data. Interested parties seeking a copy of:

- Hopkinton Master Plan (1999),
- Hopkinton Zoning Bylaw,
- Rules and Regulations Relating to the Subdivision of Land, Hopkinton Planning Board,
- “Forecasting the Fiscal Impact of Land Use Change: Weston Nurseries Offering”, Judi Barrett, Community Opportunities Group, Inc., 12/1/05,
- “Request for Expressions of Interest: Acquisition, Disposition and Reuse of Weston Nurseries Parcels”, Land Use Study Committee, June 3, 2005,

and other development regulations or policies may obtain them on the Town’s web site, <http://www.hopkinton.org>. Requests for specific information concerning the Study Area should be directed in writing to Ms. Lazarus, not to Town departments. Responses to these written requests will be provided to all parties on the original mailing list, and made available to all interested parties at the Town Hall in accordance with public record laws. Upon request and by prior appointment with Ms. Lazarus, interested parties may inspect records and property data in the Town’s possession. The Town of Hopkinton does not attest to or certify the accuracy of available data.

D.7. Final Selection. At the conclusion of the review and interview process, the Town will select a respondent to undertake the master planning process. The Town reserves the right to select finalists, to enter into negotiations with one or more respondents, or to reject any or all proposals. The Town will begin the review and interview process which culminates in a contract only if funding for the Master Plan is voted at the Town Meeting, which begins on May 1, 2006.

D.8. General Conditions. The Town reserves the right to reject any proposal that, in its judgment, fails to address the objectives and tasks described in this RFP or which is incomplete or obscure, or which contains irregularities, or in which errors occur. The Town reserves the

right to waive minor discrepancies, to permit respondents to clarify such discrepancies, and to conduct discussions with all qualified respondents in any manner necessary to serve the best interests of the Town. Any fees or other expenses associated with the RFP process are solely the responsibility of parties submitting a response and will under no circumstances be reimbursed by the Town. Finally, while the Town has made every effort to provide accurate information in this RFP, the Town does not attest to the accuracy of the information. Interested parties are responsible for verifying all documents, data and other information used in connection with their RFP submission.

D.9. Confidentiality. The responses may not be treated confidentially and the Town anticipates making them available to the public pursuant to laws relating to public records and open meetings.

E. The Project

Consultants are invited to submit proposals for a master planning project that will help the community choose and implement compatible fiscal, land use and zoning policies. The Town seeks to steer the future land use of East Hopkinton and establish a regulatory framework that will result in the desired land use and fiscal outcome for the Town. The project will build on work that has already been completed with respect to the Weston Nurseries offering and other planning efforts, including the fiscal analysis prepared by Community Opportunities Group, Inc., the objectives established by the Land Use Study Committee, the Smart Growth Technical Assistance Grant project which will be completed by June 30, 2006, the results of a graduate planning study currently being undertaken by MIT students, and a new Town of Hopkinton Master Plan which will be completed by June 30, 2006. A description of each is included within this RFP.

The project involves the following scope of services:

1. Preparatory Work

- a. Confirm/refine the boundaries of the study area and any sub-districts within it.
- b. Confirm the elements of the plan. It is expected that at the least, it will include traffic/circulation, natural resources, land use, economic development, and housing.
- c. Review relevant background material, including the Town's Master Plan, Open Space and Recreation Plan, capital improvements and school facilities plans, existing traffic and transportation studies, the results of the Smart Growth and MIT projects.
- d. Prepare a map and detailed land use inventory, e.g., location and amount of undeveloped land, existing development (in floor area) by class of use, and an estimate of future development potential under current zoning requirements.
- e. Conduct a visual analysis of the area, considering natural and built features, and document with photography and maps.

f. Prepare and map a comprehensive inventory of resource areas, conservation interests and historic built assets, using visual analysis survey and GIS data.

g. Identify and map development opportunities and constraints.

2. Planning and Policy Work

a. Guide an extensive public consultation process to achieve the following outcomes:

i) Confirm mapped land use inventory and resource areas, opportunities and constraints;

ii) Establish a shared understanding of the development process, and the market, regulatory and financial determinants of development choices;

iii) Explore different ways of converting a target economic or financial goal into equivalent land use/development units; and

iv) Identify potential development components, preferred design principles and criteria for success.

b. Consolidate key development components into major themes.

c. Compare themes with prevailing vision(s) of Hopkinton and the study area in particular.

d. Produce and graphically illustrate alternative land use/development concepts for the study area, i.e., alternatives based on similar economic goals achieved with different levels of public and private investment.

e. Prepare a community impacts and master plan consistency analysis for each alternative.

f. Evaluate and rank the alternatives, using previously articulated criteria for success.

g. Work with the Town to refine the preferred alternative and achieve community consensus.

3. Implementation Strategies and Action Plan

Prepare written implementation strategies and an action plan to achieve the preferred alternative which addresses:

a. Local capacity

b. Open space and resource protection

- c. Land use and zoning, including any new zoning regulations and zoning map amendments required to implement the plan.
- d. Community development
- e. Transportation/circulation
- f. Financial resources

The following products are expected from the project:

- Several public meetings, including an alternative futures charette that provides structure for examining variables that affect the fiscal and environmental outcomes of land use choices, a consensus building and educational process for enhancing public knowledge about the consequences of fiscal and land use policy choices, a planning charette which is intended to identify specific areas of the study area which are desired for open space/recreation and areas desired for future development, and meetings with study area residents and businesses.
- Several GIS maps, including a detailed, mapped, comprehensive land use inventory of the study area, a map which identifies development opportunities and constraints, and maps showing alternative development and open space preservation scenarios.
- It is anticipated that as much of the information created during the master planning process as possible will be posted and available to the public on the town's web site, and that the entity will provide such information in suitable format.
- Written interim and progress reports and a Final Report
- It is estimated that the project would be completed within one year from the start, and that work could begin in June, 2006.

F. Study Area Description and Planning Concepts

The Study Area includes about 3,900 acres of land which is bound by the Ashland town line to the north and east, the Holliston town line to the south, Ash Street north to Rt. 135, west to Rt. 85, and from there, north along Rt. 85 to the Southborough town line. Included within the Study area is the 1,000± acre Weston Nurseries property and its retail center, a portion of Hopkinton State Park, a portion of downtown Hopkinton, a future potential drinking water supply for the Town of Hopkinton (town-owned), a YMCA summer camp, the New England Laborer's Training Center, and residential homes. The area is unique in that the majority of Hopkinton's undeveloped land is wooded, but the Weston Nurseries property is mostly in un-forested agricultural use. This contributes to the agricultural and open quality to the area. A more detailed description of the Weston Nurseries property is contained in the Request for Expressions of Interest, June 3, 2005.

Since a majority of Weston Nurseries consists of land under Chapter 61A agreements, the Town has a statutory right of first refusal to acquire parcels offered by the owners (M.G.L. c.61A, Section 8). Due to the size, location and landmark significance of the Weston Nurseries property, the Town wishes to plan for the future land use of the area, recognizing that its current zoning requirements would likely not result in a desired outcome, from a fiscal or land use

perspective. When Weston Nurseries first offered the land for sale in 2005, the Town formed a Land Use Study Committee to oversee and coordinate the Town's response to the offering. The Committee has considered various responses, and issued a Request for Expressions of Interest in June, 2005, to solicit entities interested in partnering with the Town in a purchase option. During the master planning process for the Study Area, work in that endeavor will be continuing. The Land Use Study Committee and the Planning Board have determined that the Town needs to study the larger eastern area of Hopkinton, Weston Nurseries included, to identify desired development, open space, and fiscal outcomes, from a land use planning perspective. The Town recognizes that the zoning currently in place does not reflect what the Town may desire in this area of Hopkinton, as its growth and development over the last decade has changed the landscape and the Town's position within a larger region.

The Land Use Study Committee determined preferred development schemes for the Weston Nurseries property, which are detailed in the Request for Expressions of Interest. Some of the development concepts are currently not permitted under the Hopkinton Zoning Bylaw, and the Town recognizes that its zoning bylaws may need to be revised to accommodate the desired outcomes, after a thoughtful, reasoned planning process.

The Smart Growth Technical Assistance Grant project is currently underway, and will be completed by June 30, 2006. The Metropolitan Area Planning Council obtained the grant on behalf of Hopkinton, Ashland and Southborough, each of which would be affected by the development of Weston Nurseries. This regional project will include information for the Towns to decide on possible zoning changes in the area, as well as specific mitigation that will be needed in relation to regional resources and impacts. The project includes a series of meetings with representatives of the three municipalities, an analysis of how development and/or preservation of all or part of the site could help to meet town and regional needs, an analysis of advantages and disadvantages of various types of potential development, likely impacts of the alternative scenarios, and potential mitigation measures necessary to address adverse impacts of the various land development options.

Graduate level students at MIT are currently using the Weston Nurseries parcels as a land use planning study exercise.

G. Hopkinton Profile

Located along I-495 at the southwestern edge of Middlesex County, Hopkinton is one of the state's most rapidly growing communities. Its Census 2000 population of 13,346 represents a 10 year increase of 45.2%, the seventh highest population growth rate of 351 cities and towns in the Commonwealth. Moreover, Hopkinton experienced the state's third highest rate of under-18 population growth: 71.2%. While the Town also absorbed significant development during the 1960's due to the completion of I-495 and post-war demand for suburban housing, it has grown in cycles since then, echoing demographic and market trends that originated far beyond its own borders. Hopkinton remained a largely rural, middle-class town in 1980, but today, it is a desirable, upper-income suburb with rural qualities that are very important to the Town. Known for its excellent public school system, Hopkinton is a special community with dedicated volunteers and staff, an interest in protecting open space and water resources, and a long-

standing commitment to building and retaining a diverse tax base. It also has international name recognition as the starting point of the Boston Marathon, a 26-mile course that takes runners eastward along Route 135 in the East Hopkinton Study Area.

Hopkinton is a mid-size community with a total area of about 28 square miles. Its propensity for growth is largely influenced by the Town's proximity to Boston and Worcester and direct access to regional highways, including a major interchange that connects I-495 and the Massachusetts Turnpike (I-90) near the Westborough-Hopkinton town line. Hopkinton is served by 119 miles of public roads, including State Routes 85 and 135, which carry traffic to and from the interstate highway system and provide access to local and regional employment centers. About 8,100 people work in Hopkinton each day, commuting from Milford, Framingham, and towns along the I-495 corridor. Although 20% of the Town's 6,600-person labor force works locally, most residents hold jobs in Boston, Cambridge, Framingham, Marlborough, and communities in high-tech employment areas along Route 128. Hopkinton significantly exceeds the state for labor force participation rate, percentage of family households and average number of children under 18 per family, and well over half of its adult population holds a bachelor's degree or higher. These conditions contribute to the Town's overall household wealth and help to explain the high value that Hopkinton residents place on the quality of their public schools.

The Town's topography is hilly and generally controlled by bedrock covered with a thin layer of glacial till. The bedrock in Hopkinton consists almost entirely of granite, and the soil depth to bedrock is shallow. In some parts of Town, e.g., along Pond St., Proctor St., and Lumber St., bedrock outcroppings exist as ledges and sheer cliffs. The elevation of the terrain rises from the northwest and the southeast, where elevations are approximately 250 to 300 feet, with hills to nearly elevation 400 feet. In the other areas of Town, the elevations are generally above 350 feet with hills to over 550 feet. Hopkinton's major open waters include Lake Whitehall, Lake Maspenock, Echo Lake and the Hopkinton Reservoir, the latter located within the Study Area and partially in Ashland. Hopkinton also has many small streams and large, flat wetland areas, notably around the center of Town, in the southwest section near Upton and the northwest near the Westborough town line, along I-495 and south of Rt. 135, and toward the east, including areas within and adjacent to the Study Area. In general, the Town's soils are sloping, thin and rocky, and drainage problems are fairly common.

Hopkinton owns or has otherwise protected a considerable amount of land, much of it permanently protected as open space and managed by the Conservation Commission. In addition to public land acquisitions, Hopkinton has an unusually strong track record of protecting open space through "cluster" design, known locally as Open Space and Landscape Preservation Development (OSLPD). The Town requires an application for an OSLPD special permit be applied for and denied for any residential subdivision of more than 10 acres before a definitive conventional subdivision plan may be submitted for approval. But even before OSLPD was made mandatory in 2000, Hopkinton worked with developers to save more than 500 acres of open space throughout the Town. While an interest in conservation inspired many of Hopkinton's past land purchases, the Town anticipated growth and also acquired land for municipal school facilities. Since the mid-1990's, Hopkinton has built a new elementary school and a new high school, and plans are underway for a fourth elementary school. Not including large, unforeseen developments such as the residential growth potential of the Weston Nurseries

parcels, Hopkinton expects K-12 enrollment growth of approximately 546 students over the next 10 years.

The adoption of the OSLPD bylaw in the late 1980's was the culmination of townwide planning and a realization that it was going to grow. The Town decided to direct that growth in a manner that would benefit the Town both economically and environmentally. Now, faced with similar circumstances, the Town looks forward to this planning challenge and the opportunity to chart its future course.

The Hopkinton Master Plan serves as the foundation for the Town's land use policies, capital planning priorities and open space plan. The Town has been working to update its Master Plan, and that process will be concluded by June 30, 2006.

H. Proposal Submittal Requirements

Submissions that include all of the information below will be deemed responsive to this RFP and will therefore be reviewed by the Town of Hopkinton.

Proposals must be submitted in two packages according to the instructions below.

H.1. Price Proposal. A sealed package containing the original signed price proposal must be labeled as follows:

Elaine Lazarus, Planning Director
Town of Hopkinton
18 Main Street
Hopkinton, MA 01748

East Hopkinton Master Plan – Price Proposal

H.2. Technical Proposal. A sealed package containing the required number of copies of the proposal indicated in this RFP must be labeled as follows:

Elaine Lazarus, Planning Director
Town of Hopkinton
18 Main Street
Hopkinton, MA 01748

East Hopkinton Master Plan – Technical Proposal

H.3. Technical Proposal Submittal Requirements.

1. Transmittal Letter signed by the individual with the authority to act on behalf of the entity submitting the response.
2. Entity/Firm/Team Information

- The name, mailing address, contact name, telephone, and fax numbers, and email address of the individual representing the entity and all members of the team.
 - Specific identification of the land planners or other professionals responsible for specific aspects of the project.
3. Qualifications and Comparable Experience
- Describe the entity's experience with comparable large-scale master planning projects.
 - Describe a representative sample of similar projects completed or planned since 1999, listing location, nature of involvement with the project, final product and outcome, and contact name and telephone number.
 - Describe the entity's experience with writing zoning bylaws.
 - Describe the entity's experience and capacity to prepare and provide GIS maps.
 - Describe the relevant experience of the other members of the team (e.g. architect, landscape architect, etc.) and staff assigned to the project.
4. Proposed Approach and Plan of Services
- Submit a narrative which succinctly provides a clear, detailed description of the proposed scope of services, approach, methodology and staffing for the project. Indicate the entity's understanding of what is required by this RFP and the proposed approach to the Scope of Services. Describe and quantify all deliverables.
5. Estimated Project Schedule
- Provide an estimated project schedule that clearly accounts for each major component of the scope of services.

I. Submittal Instructions

Interested parties must deliver one original and fifteen copies of the response package in 8 ½" x 11" format, plus one CD containing all digital source material (maps, concept plans, sketches, Word files, etc.) making up the submission. If large format drawings or exhibits are included in the submittal, copies of these exhibits shall be reduced to 8 ½" x 11" format (or folded 11" x 17" format) and shall be included with the original and fifteen paper copies as noted above. The RFP response document shall address each item in the Submittal Requirements section of this RFP above, and must be received prior to the deadline on April 26, 2006.

Responses to this RFP must be received by the Town no later than 1:00 pm, Wednesday, April 26, 2006, addressed to:

Elaine Lazarus, Planning Director
 Town of Hopkinton
 18 Main Street
 Hopkinton, MA 01748
 Phone: (508) 497-9755
 Fax: (508) 497-9702

J. Selection Criteria

The Town will select the entity or firm that submits the most advantageous proposal to the Town, taking into consideration all specified evaluation and selection criteria.

Proposals which include all documentation specified under submission requirements, and which meet the submission deadline, shall be deemed to have met the minimum evaluation criteria. The Town will evaluate all proposals deemed responsive to this RFP.

All technical (non-price) proposals will be further evaluated on the basis of the following selection criteria:

1. Demonstrated success, experience, and excellence in the related field.
2. Experience in completion of one or more similar-scale master planning projects.
3. Experience and demonstrated success in conducting public forums and charettes.
4. Quality and depth of the submitted proposal, demonstrated understanding and technical approach to the Scope of Services.
5. Qualifications and involvement of key personnel (including sub-consultants assigned to project), and the experience of such personnel in relation to successfully completed similar projects.
6. Availability of key personnel to attend several evening meetings with Boards or Committees, officials, and neighborhood groups and stakeholders as deemed appropriate by the Town.
7. Demonstrated ability of the entity and key personnel to provide high quality, well-written, narrative documents.
8. Demonstrated ability of the entity to provide high quality GIS maps.
9. The best offering of services in relation to the funding available and criteria listed above, and in relation to the tasks, products, and time frames required for project completion.

The submitted proposals will be evaluated by representatives of the Town of Hopkinton, on the basis of the evaluation and selection criteria specified herein. Interviews will be arranged with the consultants or firms whose proposals are deemed to meet or exceed the stated criteria.

K. General Conditions

The Town imposes the following general conditions:

1. **Audit.** The consultant shall allow the Town or its designee access to all records pertaining to this agreement and project, for audit and inspection, and monitoring all services. Such access shall be during normal business hours or by appointment.

2. **Liability.** The consultant shall agree to indemnify and hold harmless the Town from all liability connected with the project.
3. **Facilities and Support.** The consultant shall furnish all equipment, facilities, labor, supervision and any other required materials and services except as otherwise specified in its response. In responding, the consultant shall specify any equipment or facilities that the Town will be asked to provide to facilitate completion of the project. No Town resources in terms of personnel, facilities or equipment will be provided unless agreed upon in writing.
4. **Applicable Laws.** The consultant shall provide services in accordance with all applicable federal and state laws, and all regulatory agency regulations and directives in effect during the term of this project.
5. **Competent Personnel.** The consultant shall assign only competent personnel to perform services pursuant to this agreement. In the event that the Town, in its sole discretion, or any time during the term of this agreement, desires the removal of any persons from the project, it may request so in writing. The consultant shall remove any such person immediately upon receiving notice of the Town's desire to remove such persons.
6. **Standard of Performance.** All products, of whatever nature, that which the consultant delivers to the Town pursuant to this agreement shall be prepared in a professional manner and conform to the standard quality normally observed by a person practicing in the consultant's profession.
7. **Continuation of Effort.** The consultant shall pursue the execution of this agreement in accordance with the agreed upon schedule. The Town reserves the right to cancel the agreement in the event of dissatisfaction with the quality of the consultant's work or if the project is terminated or canceled due to lack of funding by the Town. In the event of cancellation, the consultant may invoice the Town and the Town will pay for work completed and accepted. All writings prepared pursuant to this agreement shall be delivered to the Town upon final payment. "Writings" shall be construed to mean and include: handwriting, typewriting, printing, Photostating, photographing, and any other means of recording upon any media including letters, picture, computer disk, drawing, tapes and combination thereof.
8. **Invoicing and Payment.** The manner of invoicing and payment shall be negotiated in the agreement with the successful firm and shall be in a manner consistent with all applicable laws and regulations of the Commonwealth of Massachusetts and the requirements of the Town.
9. **Ambiguity, Error or Omission in the RFP.** If a respondent discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, the Town shall be notified immediately of such in writing. Modifications shall be made by addenda issued pursuant to "ADDENDA TO RFP". Clarification shall be by written notice to all parties who have been furnished an RFP without divulging the source requesting the change. If a consultant fails to notify the

Town prior to the date of submission of the response regarding an error in the RFP, the consultant will submit his response at his own risk. If awarded the agreement, the consultant shall not be entitled to additional compensation or time for reason of the error or its later correction.

10. Addenda to the RFP. The Town may modify the RFP prior to the date established for submission of responses by issuing an addendum to all parties that have been furnished the RFP. Oral communication with any Town employee concerning this RFP shall not be binding on the Town and shall in no way excuse the consultant of obligations as set forth in this RFP.
11. Disputes. Disputes involving the RFP, performance of the selected proposer or any other issues shall be referred to the Town for resolution.
12. Insurance. If selected, the proposal shall submit evidence of insurance within ten (10) days of notification of award, with certified copies of all insurance policies showing the following insurance coverage:
 - Commercial General Liability insurance at a minimum combined single limits of \$1,000,000 per occurrence for bodily injury and property damage which coverage shall include products completed operations (\$1,000,000 products/completed operations aggregate).
 - Workers Compensation insurance at statutory limits, including employers liability coverage at minimum limits of \$500,000 per occurrence each accident.
 - Professional Errors and Omissions at minimum limits of \$1,000,000.
13. Equal Employment Opportunity. In connection with this agreement, the consultant shall not discriminate against any qualified employee or applicant for employment of or by the consultant because of race, color, national origin, ancestry, age, sex, religion or physical or mental handicap. The consultant agrees to employ with all applicable federal and state laws prohibiting discrimination in employment, including Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act of 1990 and MGL c.151B, Section 4(1).

Exhibit A: Sources of Additional Information

Hopkinton Master Plan (1999) – Hopkinton Planning Department, 18 Main St., Hopkinton, MA, and www.hopkinton.org

Hopkinton Zoning Bylaw – Hopkinton Town Clerk’s office, 18 Main St., Hopkinton, MA, and www.hopkinton.org

Rules and Regulations Relating to the Subdivision of Land, Hopkinton Planning Board, 2003 – Hopkinton Planning Department, 18 Main St., Hopkinton, MA, and www.hopkinton.org

“Forecasting the Fiscal Impact of Land Use Change: Weston Nurseries Offering”, Judi Barrett, Community Opportunities Group, Inc., 12/1/05 – Hopkinton Planning Department, 18 Main St., Hopkinton, MA, and www.hopkinton.org

“Request for Expressions of Interest: Acquisition, Disposition and Reuse of Weston Nurseries Parcels”, Land Use Study Committee, June 3, 2005 – Hopkinton Planning Department, 18 Main St., Hopkinton, MA, and www.hopkinton.org.

Hopkinton Open Space and Recreation Plan (1996) – Hopkinton Planning Department, 18 Main St., Hopkinton, MA

Hopkinton Housing Plan (2004) – Hopkinton Planning Department, 18 Main St., Hopkinton, MA, and www.hopkinton.org