

**From:** [Bettina Abe](#)  
**To:** [Andrea Ristine](#)  
**Subject:** bench policy info for ConsCom  
**Date:** Tuesday, November 08, 2011 7:45:34 AM  
**Attachments:** [Bench Policy - as recommended by LSCom 10-19-11.pdf](#)  
[Bench Policies - Survey1.pdf](#)  
[Bench Policies - Survey2.pdf](#)

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**From:** Joan Cirillo [mailto:[cirilloj@comcast.net](mailto:cirilloj@comcast.net)]  
**Sent:** Friday, November 04, 2011 3:49 PM  
**To:** Bettina Abe; Tom Tidman  
**Cc:** Jim Snyder-Grant; Janet Adachi  
**Subject:**

Attached please find a copy of a proposed **Town of Acton Conservation Lands Memorial Bench Policy** for consideration by the Conservation Commission at their December 7, 2011 meeting, as unanimously recommended for ConsCom's approval and adoption by Acton's Land Stewardship Committee (by vote at LSCom's October 19, 2011 meeting).

Also attached are two documents I compiled (and shared with LSCom) which, taken together, offer a survey of eight (8) other Massachusetts towns' and conservation land-owning organizations' similar policies. This information provided very helpful guidance as I was drafting a proposed policy for Acton. Also very helpful was the substantial input and feedback I received from fellow LSCom members at our meetings.

-Joan  
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## Town Of Acton Conservation Lands Memorial Bench Policy

<p><b>A. Purpose:</b></p>	<p>To provide a consistent, appropriate process that enables individuals and organizations to honor or memorialize current and former members of the Acton community who have had a special connection to Acton’s conservation lands in a manner that also supports the open space needs of the Town of Acton.</p>
<p><b>B. What may be donated:</b></p>	<p>This policy focuses on the donation of <b>new or replacement benches</b> (with or without recognition plaques or engraving) which contribute to the overall visitor experience and preserve the character of the conservation land setting.</p>
<p><b>C. Placement:</b></p>	<ul style="list-style-type: none"> <li>• Approved benches will be placed in Acton’s *conservation lands.</li> <li>• It is envisioned that a limited number of benches will be placed on each conservation land, and that they will generally be placed near, but not on, established trails.</li> <li>• A donor may request placement in a <i>specific parcel</i> of conservation land, and a <i>particular location within that parcel</i>; however, the exact placement (parcel and specific location) will be determined jointly by Acton’s Land Stewardship Committee (LSCom) and the Natural Resources Director of the Town of Acton. See “<i>Administrative Procedure</i>” below.</li> <li>• LSCom and the Natural Resources Department will jointly develop and maintain maps for each conservation land for which a prospective donor makes a bench donation proposal. These maps will show the location of existing benches and other acceptable locations for future benches, based upon the joint determinations of LSCom and the Natural Resources Director. Placements will be considered based upon such relevant factors as: <ul style="list-style-type: none"> <li>○ aesthetic attributes;</li> <li>○ avoiding disturbance to the visual plane;</li> <li>○ wildlife observation opportunities;</li> <li>○ avoiding sensitive ecology or habitat; and</li> <li>○ the number of other existing benches at the parcel.</li> </ul> </li> <li>• Final location of a particular bench may be subject to change depending upon installation conditions.</li> <li>• The Town retains the right to relocate a donated bench and/or plaque at any time.</li> <li>• *For purposes of this Policy, the term “conservation lands” includes the recreation lands associated with Great Hill Conservation Land, but does not include the Acton Arboretum. Those interested in bench donation opportunities at the Acton Arboretum will be referred to the Friends of the Acton Arboretum at <a href="mailto:info@actonarboretum.org">info@actonarboretum.org</a></li> </ul>
<p><b>D. Specifications:</b></p>	<p>Benches and materials used for specific parcels and sites will generally conform to:</p> <ul style="list-style-type: none"> <li>• the style already successfully utilized at that parcel or similar sites; or</li> <li>• the particular function for that bench (e.g., a bench for bird-watching will have a back; non-“birder” benches for extremely naturalized surroundings might be backless and made of granite slabs); or</li> <li>• other standards established by LSCom and the Natural Resources Director from time to time.</li> </ul>

<p><b>E. Recognition:</b></p>	<p>Depending upon the style of bench, a small plaque or engraving identifying the donor and/or celebrated individual will be accepted. The availability, size, number of lines, material and placement upon the bench of a particular recognition will generally depend upon the style of bench. Examples of acceptable recognitions include: “In memory of [Name] [Dates]” and “In honor of [Name(s)] by [Organization Name].”</p>
<p><b>F. Cost:</b></p>	<p>Donors should be advised to anticipate the following costs in connection with this Policy:</p> <ol style="list-style-type: none"> <li>1. To be submitted with <b>Application</b>: <ol style="list-style-type: none"> <li>a. Application fee of \$25.00</li> </ol> </li> <li>2. Upon approval of Application, to be submitted with <b>Order Form</b>: <ol style="list-style-type: none"> <li>a. Cost of the bench (incl. recognition, if applicable), as charged by the bench supplier; plus</li> <li>b. Shipping and handling, as charged by the supplier; plus</li> <li>c. Installation costs related to installation, as estimated by the Town, including any permits; plus</li> <li>d. Cost to maintain the bench over 5 years, as estimated by the Town; plus</li> <li>e. Other allocable costs (e.g., insurance) over 5 years, as estimated by the Town.</li> </ol> </li> </ol> <p>Items 2a, 2b and 2c tend to vary depending upon the style of bench.</p>
<p><b>G. Administrative procedure:</b></p>	<ul style="list-style-type: none"> <li>• Applications are reviewed year-round. However, the timing of bench installation depends upon the time of year an application is received, the number of other pending applications and installations, and the availability of Town staff or LSCom volunteers to perform such work.</li> <li>• An Applicant completes and submits a <b>Bench Donation Application</b>, together with a non-refundable \$25.00 application fee (payable to the Town of Acton) to the Natural Resources Department. The Department provides a copy of the Application to LSCom.</li> <li>• LSCom and the Natural Resources Director review the Application and the proposed recognition language (if any), and either jointly approve or deny the application. <ul style="list-style-type: none"> <li>○ If the application cannot be approved as submitted, changes (including one or more alternate bench locations) will be suggested that would result in acceptance of a bench donation, if possible.</li> <li>○ The Applicant is then contacted by the Department to discuss status.</li> </ul> </li> <li>• If the application is approved as submitted, or if modifications to a denied application that are acceptable to the prospective donor, LSCom and Natural Resources Director are made, the donor then completes an <b>Order Form</b> and submits it with full payment to the Department.</li> <li>• The Department then orders the proper bench and recognition (if applicable). At this point, the donor cannot obtain a refund unless the bench supplier otherwise agrees. An installation date is tentatively scheduled.</li> <li>• The Department notifies the donor when the bench has been installed.</li> </ul>

<p><b>H. Maintenance and replacement:</b></p>	<ul style="list-style-type: none"> <li>• The Town will undertake to provide regular maintenance for donated benches <i>for normal wear and tear only</i>.</li> <li>• The Town will not undertake responsibility for damage caused by extreme weather conditions or vandalism, nor is the Town responsible for replacing stolen benches.</li> <li>• If Town staff or LSCom determine that a donated bench has become unsafe or would require an unreasonable expenditure of time or money to repair or restore, it will be subject to removal, even if the originally anticipated economic lifetime of the bench has not yet elapsed.</li> </ul>
<p><b>I. Tax deductibility:</b></p>	<p>This policy is intended to enable donors to support the Town’s conservation lands by the making of a tax-deductible contribution. Prospective donors will be encouraged to review IRS Publication #526 and to consult their tax advisors as to tax deductibility under their own financial circumstances.</p>
<p><b>J. Reporting and Amendments:</b></p>	<ul style="list-style-type: none"> <li>• The Natural Resources Department will periodically advise the Conservation Commission of the Town of Acton regarding bench standards selected for particular Acton conservation lands or special functions (e.g., bird-watching) under this Policy.</li> <li>• The Department will periodically advise the Conservation Commission of all bench purchases and placements made under this Policy.</li> <li>• All amendments to this Policy are subject to approval by the Conservation Commission of the Town of Acton.</li> </ul>
<p><b>K. Other:</b></p>	<ul style="list-style-type: none"> <li>• Gifts of donated benches will be accepted only with the donors’ understanding that all such benches become the property of the Town of Acton and are subject to the laws, regulations, policies and procedures that govern Town of Acton property and the Town’s conservation (or, if applicable, recreation) lands.</li> <li>• Literature and forms describing Acton’s bench donation program will include the salient elements of this Policy and the following statement: “The Town of Acton does not accept responsibility for any unauthorized benches, or for the purchase, placement, maintenance, etc. of benches other than in compliance with its internal policies and procedures.”</li> </ul>

- **Recommended** for approval and adoption by Acton’s Conservation Commission by unanimous vote of Acton’s Land Stewardship Committee on October 19, 2011

### Survey of Bench Policies – Chart #1

	<b>Arlington, Town of</b>	<b>Falmouth, Town of</b>	<b>Sudbury, Town of</b>	<b>SVT</b>
Policy Name	Gifts for Parks Donation Policy	Memorial Bench Policy	Heritage Tree & Bench Program	Policy on Memorial Benches
Background & Intent of policy	“To encourage and facilitate public and private <u>gifts</u> , bequests, and such contributions <u>that</u> enhance, beautify, improve, supplement, support or otherwise <u>benefit the Town’s</u> park and recreation system.”	Not mentioned.	<ul style="list-style-type: none"> <li>• “Provides a unique way to <u>commemorate a special event or honor a loved one, friend or colleague.</u>”</li> <li>• This is one of a 13-point Memorial and Honor Gifts Program whereby donors can benefit a wide variety of programs, activities or areas within the Town of Sudbury.</li> </ul>	<ul style="list-style-type: none"> <li>• “A <u>tangible way to honor a loved one or commemorate a personal or family milestone.</u></li> <li>• “Unique opportunity to <u>memorialize a special relationship with a particular conservation property.</u></li> <li>• [These] guidelines for acceptance are <u>intended to serve the needs of the donor and the mission of SVT.</u></li> </ul>
What may be donated	<p><u>New or replacement:</u></p> <ul style="list-style-type: none"> <li>◆ <u>Park benches</u></li> <li>◆ <u>Picnic tables</u></li> <li>◆ <u>Bike racks</u></li> <li>◆ <u>Trees</u></li> <li>◆ <u>Landscape plantings</u></li> </ul> <p><u>which contribute to overall park visitor experience and preserve visual character of park setting.</u></p>	<p>Policy focuses on</p> <ul style="list-style-type: none"> <li>◆ <u>Park benches;</u></li> </ul> <p>however, it mentions other donor opportunities do exist for memorialization of</p> <ul style="list-style-type: none"> <li>◆ <u>Flagpoles</u></li> <li>◆ <u>Light posts</u></li> <li>◆ <u>Water bubblers, and</u></li> <li>◆ <u>Bleachers.</u></li> </ul>	<p>This program focuses on</p> <ul style="list-style-type: none"> <li>◆ “Heritage <u>Benches</u>” and</li> <li>◆ “Heritage <u>Trees</u>”</li> </ul>	<p><u>This policy focuses on</u> memorial benches.</p>
Specifications or other info re donated items	All furnishings ( <u>bench/picnic table/bike rack</u> ) will be <u>uniform, to conform to style installed at the site already or some other standard set by</u> the Commission.	Specs provided for a particular <u>recycled plastic</u> park bench; shall be bolted down on an installed reinforced concrete pad...	Not mentioned.	“ <u>Natural materials are preferred.</u> The bench should fit appropriately into the landscape.”
Placement - where	<u>The Town’s</u> parks and recreation properties.	Various Town-owned properties.	Town-owned land: “Parks, <u>trails, playgrounds, recreation fields or other suitable outdoor</u> municipal settings.” (Who owns <u>conservation lands</u> in Sudbury?)	<ul style="list-style-type: none"> <li>• <u>Stewardship Staff</u> have developed maps of <u>suggested bench locations</u> for each of SVT’s Top 20 Reservations.</li> <li>• <u>Other placements may be considered.</u> Factors considered: <ul style="list-style-type: none"> <li>◆ Aesthetic attributes</li> <li>◆ Wildlife observation attributes</li> <li>◆ Avoidance of sensitive ecological resources, should not negatively impact habitat</li> <li>◆ Density of benches and other memorials at a particular reservation</li> </ul> </li> </ul>

	<b>Arlington, Town of</b>	<b>Falmouth, Town of</b>	<b>Sudbury, Town of</b>	<b>SVT</b>
Placement – <i>who decides</i>	<ul style="list-style-type: none"> <li>• Donor may request a specific park/property, but Park and Recreation Commission determines the park and exact location within the park in its sole discretion.</li> <li>• Re PLANTINGS: The Commission, w/input from donor &amp; Town’s Tree Warden, determines the tree/planting species and location. Trees and plants on Mass Prohibited Plants List will not be accepted for any location (website link provided).</li> </ul>	<ul style="list-style-type: none"> <li>• The Parks Dept Superintendent must approve bench locations (except for Shining Sea Bike Path); final location may be subject to change depending on installation conditions.</li> <li>• Shining Sea Bike Path: Chair of Falmouth Bikeways Committee decides.</li> </ul>	Seems like a cast of thousands participates in decision-making: Exact placement is at discretion of the DPW Director, Parks and Recreation Director, Town Manager and Board of Selectmen.	See “Admin Procedure” below – Cumbersome!
Relocation	The Commission retains the right to relocate a donated item and/or plaque at any time. If a donated item needs to be relocated, the Commission will contact the donor to discuss alternative locations. Commission makes final determination.	Not mentioned.	Not mentioned.	Not mentioned.
Recognition Plaques	<p>Maximum 8” x 2”; shall be consistent on all furnishings. May be placed on bench, table or bike rack but not on trees or plantings.</p> <p>May include:</p> <ul style="list-style-type: none"> <li>◆ Date mm/dd/yy</li> <li>◆ Name</li> <li>◆ “Dedicated to” or “Donated By” or “Commemorating the Anniversary of” or “In Recognition of”</li> </ul>	<ul style="list-style-type: none"> <li>• Inscriptions on bench slats shall be kept to a minimum (up to two names per plaque; examples given)</li> <li>• Plaques shall be 3” x 8” brass, centered on top slat on front or back of the bench. Same wording restriction applies as above. Can be purchased from same vendor as the bench.</li> </ul>	Bench plaque may be inscribed with up to two lines of text.	Engraved metal plaques are preferred and should not exceed 2” x 4”.
Costs: formula	Actual equipment cost + installation fee + estimate of maintenance over 8 years	Doesn’t say.	Doesn’t say.	Doesn’t say.
Costs: specific	<p><b>Bench: \$3,000</b> (cost, installation &amp; 8 yrs. maintenance)</p> <p>Picnic Table: \$4,000 (cost, installation &amp; 8 yrs. maintenance)</p> <p>Bike Rack \$3,000 (cost, installation &amp; 8 yrs. maintenance)</p>	Not provided, other than \$50 application fee. (Donor procures bench)	<ul style="list-style-type: none"> <li>• <b>Heritage Bench: \$1,400</b>, covers the cost of a <u>granite bench</u> with a brass plaque or engraving, installation and perpetual care.</li> <li>• Heritage Tree: \$500, includes the tree, gift plaque &amp; continued</li> </ul>	Not provided in write-up Tom A. provided LSCOM, but <b>bench believed to be at least \$2,500.</b>

	<b>Arlington, Town of</b>	<b>Falmouth, Town of</b>	<b>Sudbury, Town of</b>	<b>SVT</b>
	Tree or Planting: Cost plus \$1,500 (installation & 8 yrs. maintenance) The above amounts are subject to change from time to time.		maintenance (fertilizer, pruning, mulching, etc.)	
Tax-deductibility	“This policy is designed to enable residents and park users to support Town of Arlington parks through a tax-deductible contribution.”	Not mentioned.	“These donations are tax deductible. For more information on charitable contributions, see IRS Publication #526.”	Not mentioned in write-up Tom A. provided.
Admin Procedure	<ul style="list-style-type: none"> <li>• Donation applications will be reviewed throughout the year; however, installation of gifts will occur only twice per year – spring and fall [if Acton includes trees, should add; or as otherwise recommended by the Town’s Tree Warden].</li> <li>• Complete funding for the donation must be processed before the commencement of any work.</li> </ul>	<ul style="list-style-type: none"> <li>• Approved Donor-Applicant orders and pays for bench him or herself using form provided and arranges for installation using an approved contractor.</li> <li>• Donor-Applicant pays \$50 application fee to Town plus any/all permitting fees.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete payment is due at the time the order is placed.</li> <li>• Installation of benches depends on the time of year received and the number of preceding orders... may take as long as 8 weeks.</li> <li>• Once installed, donor or designated contact person will receive letter notifying him or her that the bench has been placed and providing a map showing the location of the bench.</li> </ul>	<ul style="list-style-type: none"> <li>• Development staff responds to initial request from donor.</li> <li>• Stewardship staff determines appropriate location and type of bench.</li> <li>• Development staff communicates location options and type of bench to donor.</li> <li>• Stewardship Committee reviews Memorial Gift proposal, incl location &amp; type of bench.</li> <li>• Development staff reviews language for plaque together w/ Stewardship staff.</li> <li>• Stewardship Cmtee approves or denies w/suggested changes.</li> <li>• If Stewardship Cmtee approves, gives SVT Board notice; Board has 10 days to raise concerns</li> <li>• If SVT Board raises no objections, Development staff notifies donor to finalize gift.</li> </ul>
Other Disclaimers	The donation does not entitle the donor to ownership of any donated item. Gifts are accepted with the full understanding that they become the property of the Town of Arlington and are subject to the laws, policies and procedures that govern Town of Arlington parks.	Noted elsewhere.	Benches remain the property of the Town of Sudbury.	N/A
What	Not specifically addressed; but	Town not responsible for	Doesn’t say.	• Bench will be removed when it

	<b>Arlington, Town of</b>	<b>Falmouth, Town of</b>	<b>Sudbury, Town of</b>	<b>SVT</b>
happens if item is damaged or stolen	see “Maintenance” and “Preference to Original Donor at end of life cycle” below.	replacement of damaged or stolen benches. Town reserves the right to remove deteriorated benches <i>that are neglected</i> .		becomes too unsafe to sit on or if it is vandalized in a manner that makes it visually unacceptable. • SVT does not guarantee against the effects of weather, vandalism or theft.
Maintenance	Town’s responsibility, implicitly for 8 yrs.	<b>Note that Town does not undertake to maintain the benches. Though doesn’t state this outright, the italicized language in box immediately above implies that maintenance is donor’s responsibility.</b>	Town undertakes to provide “perpetual care.”	SVT will maintain bench for its natural lifetime.
Preference to Original Donor at end of life cycle?	Yes – If current info is on file, original donor will be given opportunity to take further action at expiration of original life cycle of donated item...	Doesn’t say.	Not mentioned; <u>nothing</u> , is said about what happens in the event of damage or theft either..	Doesn’t say.
Other:	This policy shall not supersede the bylaws and/or regulations of the Town of Arlington or any other regulating authority within the Town of Arlington.	Flowers, vegetation, crosses, pictures & other items strictly prohibited on/near the bench site.	N/A	No accessory items will be allowed (e.g., plastic flowers, painted rocks or other adornments).

## Survey of Bench Policies – Chart #2

	Nantucket, Town of	Rockland, Town of	Wellesley, Town of	Trustees of Reservations – Francis William Bird Park
Policy Name	Policy for Installation of Memorial Plaques/Benches/Trees	None mentioned (was briefly discussed on “News & Info” page of their website)	Parks and Conservation Lands Memorial Policy (includes <i>naming</i> opportunities)	Memorial and Honorary Gift Program (brochure available online)
Background & Intent of policy	To ensure a <u>thoughtful, consistent and appropriate process</u> of memorializing <u>members of the Nantucket community</u> through the donation of <u>memorial plaques, benches</u> and trees.	You can donate a tree or bench in memory of a loved one or in your own name to help beautify Rockland’s downtown area.	“Families and town organizations frequently wish to donate a tree, <u>bench</u> or some other form of memorial <u>commemorating a person or event</u> . Such gifts are very welcome.”	An opportunity for those wishing to <u>honor or memorialize</u> a loved one while <u>supporting the needs of The Trustees of Reservations</u> at Bird Park.
What may be donated	<ul style="list-style-type: none"> <li>◆ <u>benches</u></li> <li>◆ trees</li> <li>◆ stand-alone plaques</li> </ul>	<ul style="list-style-type: none"> <li>◆ <u>benches</u></li> <li>◆ trees</li> </ul>	<ul style="list-style-type: none"> <li>◆ <u>Benches</u></li> <li>◆ Trees</li> <li>◆ “Monuments or ornaments in honor of <u>living persons cannot be accepted</u>.”</li> <li>◆ “So that the town’s parks do not take on the appearance of cemeteries [stand-alone] memorial plaques may no longer be used except in exceptional circumstances and with the written consent of the Natural Resources Commission.”</li> <li>◆ Naming of parks, conservation lands or natural features after citizens who have contributed in an exceptional way to the town, state or country may be considered by the Commission provided there exists a strong association b/w the location and the individual.</li> </ul>	This particular brochure focuses on gifts in the form of <ul style="list-style-type: none"> <li>◆ <u>Memorial benches</u> and</li> <li>◆ Bird Park’s “Project of the Year” fund – targeted this year at restoring the Rhodendron Pathway.</li> </ul>
Specifications or other info re donated items	“Benches may be ordered from Victor Stanley, Inc., Model C-10, six feet (6’) long, w/wood slats ( <a href="http://www.victorstanley.com">http://www.victorstanley.com</a> ) or similar”	Not mentioned.	Not mentioned	Bench is 6’ long, made of thick durable hardwood slats using “Ipe, one of the densest woods available. Ipe slats require minimal maintenance and are resistant to vandalism. The sides are made of iron castings with a durable black polyester powder-coated finish.”

	Nantucket, Town of	Rockland, Town of	Wellesley, Town of	Trustees of Reservations – Francis William Bird Park
Placement - <i>where</i>	On Town-owned property	Downtown Rockland	Memorials should be distributed throughout town except where a strong association with a particular location exists.	<ul style="list-style-type: none"> <li>◆ The Trustees will work with the donor to select a suitable location for the bench, based on Bird Park’s bench replacement plan.</li> <li>◆ “A limited number of benches are needed. With your support, our goal will be reached once all identified benches have been replaced.”</li> </ul>
Placement – <i>who decides</i>	<ul style="list-style-type: none"> <li>• Approval for installation of memorial plaque, bench or tree is solely through Town Administration office w/final approval from Town Manager</li> <li>• Some properties require separate review/approval of application by Parks &amp; Rec Commission</li> </ul>	Doesn’t say.	<ul style="list-style-type: none"> <li>◆ “Town Bylaw Article 46.3 provides that the Design Review Board shall review the design, placement and artistic appropriateness of any structure, work of art, ornament or decoration to be placed on any... town lands. This requirement is binding on town departments as well as on private donors...”</li> <li>◆ “Plans and designs for structures or ornaments on town park or conservation land must be approved by vote of the Natural Resources Commission and the plans signed by a majority of the members prior to construction or installation....”</li> </ul>	Doesn’t say.
Relocation	Not mentioned.	Not mentioned.	Not mentioned	Not mentioned
Recognition Plaques	“Plaques should measure 8” long x 2” high, be made of non-tarnish brass, have square-edge corners & pre-drilled holes w/all-weather screws for installation.”	<ul style="list-style-type: none"> <li>• Each <u>bench</u> will be engraved “In Memory of” or in the name of the donor or family, as specified by the donor.</li> <li>• No picture of bench &amp; doesn’t say where plaque goes (front or back).</li> <li>• Each tree donation will be noted on a plaque in Town Hall.</li> </ul>	<ul style="list-style-type: none"> <li>◆ <u>Benches may be accepted with a small plaque identifying the donor</u></li> <li>◆ No picture of plaque &amp; doesn’t say where plaque goes (front or back).</li> <li>◆ Trees may be accepted and the donor or honoree listed in the Town of Wellesley Memorial Ledger</li> </ul>	<ul style="list-style-type: none"> <li>◆ Optional plaque for benches is 2” x 5”, made of etched zinc with a bronze tone.</li> <li>◆ Donor may select up to THREE lines of text (<i>subject to review &amp; approval</i>)</li> <li>◆ <i>Sample text:</i>  In Memory of  (Name here)  From the (Name) Family  – or –  In Honor of  (Name here)</li> </ul>

	Nantucket, Town of	Rockland, Town of	Wellesley, Town of	Trustees of Reservations – Francis William Bird Park
				From Family and Friends
Costs: formula	Doesn't say.	Doesn't say.	Doesn't say	Pays for "a bench + its installation cost + a dedication or memorial plaque, if requested + the regular maintenance and extra care necessary to extend the life of the bench"
Costs: specific	Not provided.	<b>Bench: \$600</b> Tree: \$350	Not provided.	<b>Bench: \$2,500</b>
Tax-deductibility	Not mentioned.	Not mentioned.	Not mentioned	"All donations remain at Bird Park and are tax-deductible."
Admin Procedure	<ul style="list-style-type: none"> <li>App fee: \$20</li> <li>Applicant also pays cost of purchase and installation of item plus S+H</li> <li>Applications are submitted to the Town Admin office.</li> </ul>	<ul style="list-style-type: none"> <li>No application (or app fee) mentioned</li> <li>"Make payments payable to the Town of Rockland and send to the Selectmen's Office."</li> </ul>	Not described.	Brochure includes a short Donor form saying "Contact park office if interested in a park bench." It also notes "(bench)" next to the \$2,500 donation category.
Other Disclaimers	N/A	N/A	N/A	N/A
What happens if item is damaged or stolen	Doesn't say.	Doesn't say.	Doesn't say	Doesn't say
Maintenance	Not mentioned.	Not mentioned.	Not mentioned	Alluded to vaguely in "Costs: formula" above.
Preference to Original Donor at end of life cycle?	Doesn't say.	Doesn't say.	Doesn't say	Doesn't say
Other:	If request relates to a deceased individual, applicant must establish the Nantucket connection(s) of the deceased.	N/A	N/A	Picture of bench in brochure – nice looking, upscale wooden park bench with cast iron arms and a back. Not clear where the plaque goes (front or back).