To be presented at Committee meeting scheduled for 2/12/18

Roberts Field Advisory Committee
February 12, 2018 Meeting
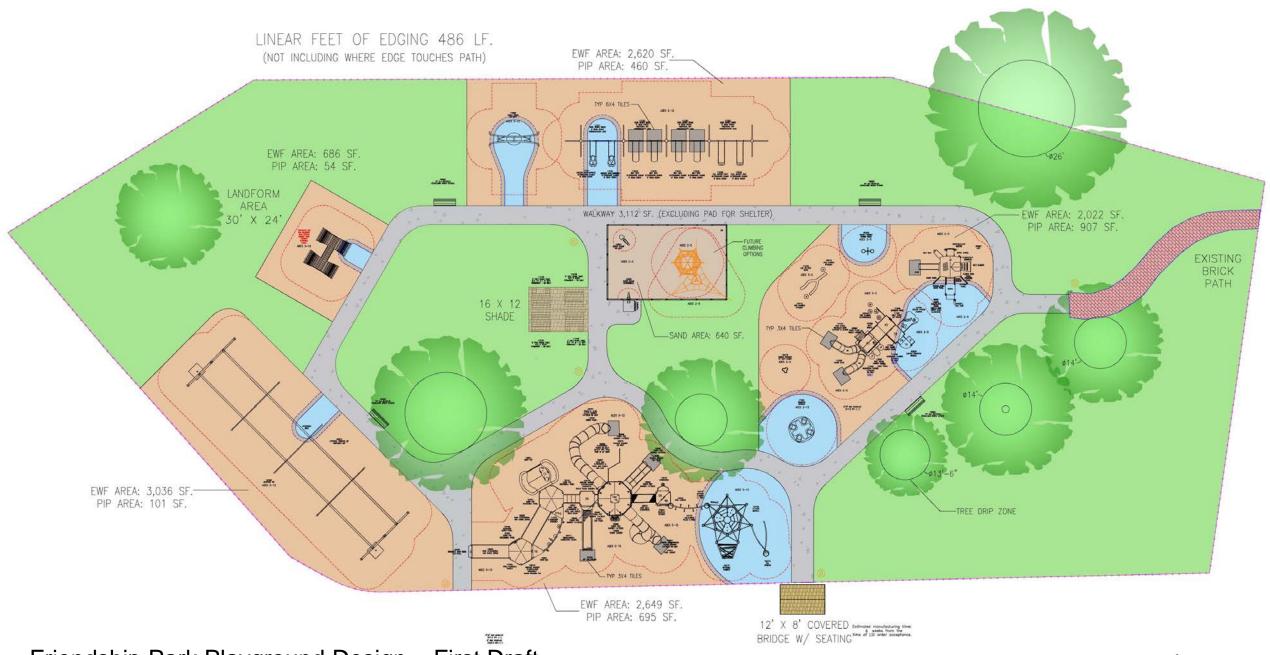
2/12/18

Meeting Agenda

- Public Input
- New Playground Project Update and Discussion
    - Current Design
    - Next Steps
    - Design and Construction Milestones
- Bradford Pear Removal Discussion
- Fundraising Update & Discussion
- Volunteer Update & Discussion
- Upcoming Committee Meeting Schedule
- Approve Minutes
- Adjourn

FRIENDSHIP PARK
AT ROBERTS FIELD

New Playground Project Update & Discussion

- Committee Updates
  - Sent Project Timeline and Design to CYL and CYB – no feedback
  - Ted Lutter, Town of Chelmsford - Video Cameras and Wifi
    - Funding for cameras is available after July 1, and public wifi not available for over a year.
- Committee Discussion
  - Public Input Review
  - Recommended design changes and updates

LINEAR FEET OF EDGING 486 LF.
(NOT INCLUDING WHERE EDGE TOUCHES PATH)

EWF AREA: 2,620 SF.
PIP AREA: 460 SF.

TYP 6X4 TILES

AGES 5-0

EWF AREA: 686 SF.
PIP AREA: 54 SF.

LANDFORM
AREA
30' X 24'

PATH

EWF AREA: 2,022 SF.
PIP AREA: 907 SF.

EXISTING
BRICK
PATH

WALKWAY 3,112 SF. (EXCLUDING PAD FOR SHELTER)

16 X 12
SHADE

FUTURE
CLIMBING
OPTIONS

SAND AREA: 640 SF.

TYP 3X4 TILES

Ø26'

Ø14'

Ø14'

Ø13'-6"

TREE DRIP ZONE

EWF AREA: 3,036 SF.
PIP AREA: 101 SF.

TYP 3X4 TILES

EWF AREA: 2,649 SF.
PIP AREA: 695 SF.

12' X 8' COVERED
BRIDGE W/ SEATING

Estimated manufacturing time:
6 weeks from the
time of LSI order acceptance.

Friendship Park Playground Design – First Draft

4

New Playground Project Next Steps

- Implement agreed upon Design changes and present updates at February 20th RFAC meeting
  - Revised files to chair by Friday, Feb 16th , including (?) playground design in Master Plan Site Plan, fences, sign locations, and new exterior pathways.
- Share Design with Weston Nurseries - volunteer landscape design services
  - Sensory Garden (touchable plants and grasses), low maintenance flowering perennial garden, Chelmsford Rocks!, animal tracks and Nature Scavenger Hunt sign
  - Playground landscaping and abutter sound mitigation landscaping plan
- Create playground signage plan (rules, donors, bulletin board, name, etc)

Roberts Field Advisory Committee
Design and Construction Milestones - draft

Timing (2018)	Project Milestones
January 29 - Monday	BOS Meeting: Award Contract – *BOS/Town Manager Approval*
Feb 6 – Tuesday 10am	Playground Design Working Session (DPW, RFAC, O'Brien and Sons)
Feb 12 6pm-7pm	Public Input Session – First Draft of the Playground Design
Feb 12 – Monday 7pm	Roberts Field Advisory Committee Meeting – Town Offices, Room 205
Feb 20 - Tuesday 7pm	Roberts Field Advisory Committee Meeting – Town Offices, Room 205
Feb 27 – Tuesday 6pm	Public Input Session
March 9 - Friday	Finalize Playground Design - *Town Manager Approval*
March 16 - Friday	Purchase New Equipment (4-6 weeks delivery)
March 2018	Begin Corporate Sponsorship and Grant Writing
April 30 - Monday	End Carved Brick Fundraising Campaign
May - Month	Site Prep
April 30 - Monday	Equipment Delivery
June 2 & 3 – Sat/Sun	Community Build
June 23, 2018 - Saturday	Playground Grand Opening

Second Arborist Report Update & Discussion

- Tree Report [Link Here](#)

- Report references soil care, fertilization, cabling and pruning for four trees (apple, maple, linden and maple – front to back)

- Recommends removing one tree:
  - Take down the storm damaged Bradford Pear located at the side of playground. Leave stump as close to grade as possible. Remove resulting debris.
    - Removal of pear tree is recommended due to the unbalanced weight distribution in the canopy, wounds and decay from previous storm damage, and knowledge of species tendency to break under loading from weight of snow and ice.

Fundraising Update & Discussion

- Friends of Roberts Field Update
  - Buy A Brick Campaign NOW OPEN (ends 4/30/18)
    - www.friendsofrobertsfield.org/buy-a-brick
  - Printed apparel and items sales plan developing
  - IRS 1023 Application being reviewed by lawyer and CPA
    - Expect filing application this week

- Grant Writing Update – Adelle Stavis

- Corporate Sponsorships – Marcus Bush

ROBERTS FIELD
CHELMSFORD MA

FRIENDSHIP PARK
AT ROBERTS FIELD

THE WILDLIFE SANCTUARY
AT ROBERTS FIELD

THE PLAYING FIELDS
AT ROBERTS FIELD

Volunteer Update & Discussion

- Roberts Field Advisory Committee Email List – 354 (331) addresses
- Friends of Roberts Field Facebook Group – 576 (551) members
- Friends of Roberts Field Membership forms – 29 completed forms

Next Meeting Date

- Next Steps: Public input sessions, finalize playground design, TM approval 3/9
- Scheduled Meetings:
  - <u>Roberts Field Advisory Committee</u>: Tuesday, February 20th, 7pm, Room 205
  - <u>Public Input Session</u>: Tuesday February 27th, 6pm, Senior Center
    - Headed by Denille Ruth
    - Needs: chairs and tables breakdown before and after event, funds for pizza, and…

- March meetings to be scheduled at Feb 20th meeting