

To be presented at Committee  
meeting scheduled for 4/19/18



Roberts Field Advisory Committee  
*April 19, 2018 Meeting*

4/19/18

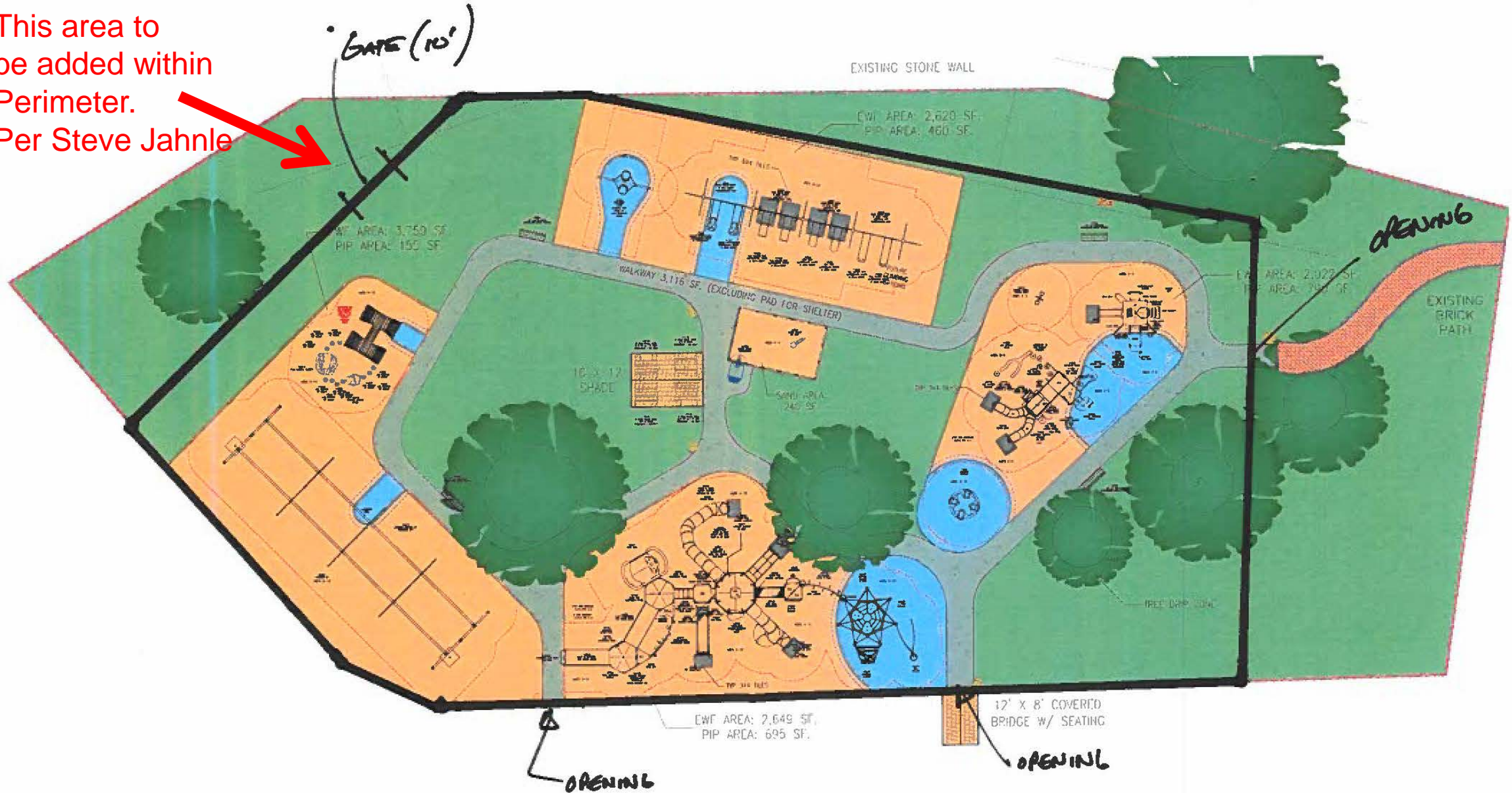
# Meeting Agenda

- Public Input
- New Playground Project Update and Discussion
  - DPW Update
  - “Natural Play Area” Design Discussion
  - Playground Signage Plan Update
  - Playground Elements
- Fundraising Update & Discussion
- Community Build Update & Discussion
- Upcoming Committee Meeting Schedule
- Meeting Minutes Approval
- Adjourn



# New Playground Project Update & Discussion

This area to be added within Perimeter. Per Steve Jahnle



# Update From Steve Jahnle, DPW

- TBD

# Natural Play Area Design Concept Discussion

- Zone Limits

- Tractor access (NSEW)
- Tree protection zone?
- Shade structure access

- Central Raised Garden

- Stone masonry garden wall
- Sensory plants
- Gazing ball?
- Kinetic sculpture?

- Hardscape Pathways

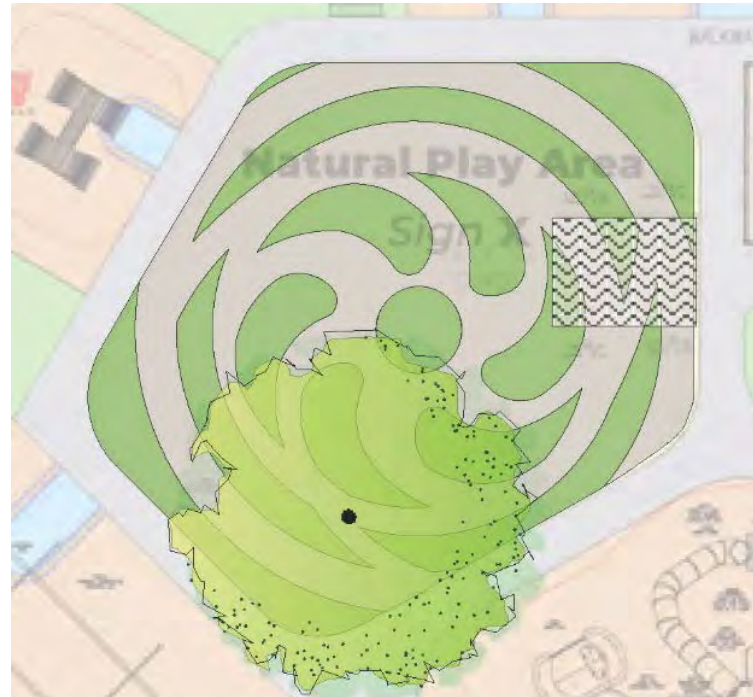
- Interesting Design
- Gravel, concrete, stone, pebbles, bricks?
- 3 access points
- Tree zones – gravel, sand, paver on top, about 4" total, or wooden boardwalk

- 5 Senses Gardens

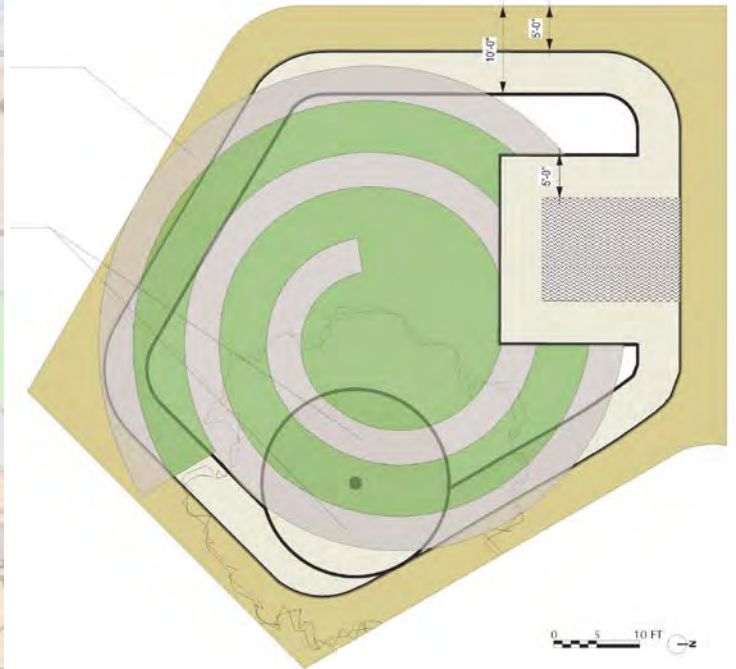
- Phase 1: Grass
- Phase 2: Sensory plants

- Satellite Butterfly Garden

- Plants donated by Weston
- Kinetic sculpture? Gazing Ball?



“Five Senses Sensory Labyrinth”



“Five Senses Sensory Spiral”



# New Playground Project Update and Discussion

- Bench and Table Designs and Cost - DPW
- Covered Bridge Entryway Builder – Heritage Construction
- “Buddy Bench” – Harrington Girl Scout Troop Led Volunteer Project
  - Previous wood and steel benches are available for repurposing



1x \$525



4x \$450



*Double Sided Overhang Style*

2x \$770

# Roberts Field Advisory Committee Design and Construction Milestones

Timing (2018)	Project Milestones
January 29 - Monday	BOS Meeting: Award Contract – <i>BOS/Town Manager Approval</i>
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 - <i>Town Manager Approval</i>
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
May 10 - 14	Equipment Delivery
June 2 & 3 – Sat/Sun	Community Build
Week of June 11	PIP in place, Pathways installed
June 23, 2018 - Saturday	Playground Grand Opening

# Playground Signage Update





# Playground Design Elements



Inspiration



Inspiration

# Fundraising Update & Discussion

- Grant Writing Update
- Corporate Sponsorships – Marcus Bush
- Buy A Brick Update

## Friends of Roberts Field

### Buy A Brick Campaign Goals

Brick	4/18/2018					Current Sold			Goal One: \$25K		Goal Two: \$18k		Goal Three: \$10k		
	Cost*	Price	Proceeds	Sold		Price	Proceeds		Proceeds	Bricks Sold	Bricks	Raised	Sold	Raised	Bricks Sold
4 x 8	\$ 20.05	\$ 50	\$ 29.95	186	64%	\$ 9,300	\$ 5,570.70	47%	\$ 11,790	394		\$ 8,488.69	283	\$ 4,715.94	157
8 x 8	\$ 39.40	\$ 100	\$ 60.60	103	36%	\$ 10,300	\$ 6,241.80	53%	\$ 13,210	218		\$ 9,511.31	157	\$ 5,284.06	87
				289		\$ 19,600	\$ 11,812.50		\$ 25,000	612		\$ 18,000	440	\$ 10,000	245
										47%			66%		118%

Campaign Launch Date: 2/20/18

Notes:


\*Cost includes Gift Brick purchase cost + paypal credit card fees

# Community Build Update & Discussion

- June 2-3, 7am-4pm
  - Two shifts (7am-noon, noon – 4pm)
  - Volunteer Needs
    - 11 equipment assembly teams
      - Preview instructions (pdf available)
    - Registration and Support Volunteers
      - Registration table – waiver, name tags
  - Equipment Needs
    - 3/8 ratchet driver, A frame ladder, level, metal wheelbarrows, round nosed shovels
  - Food and Water Needs

# RFAC Master Plan Recommended Charge

## Park Maintenance Recommendations

- 
- Create and charge Roberts Field Advisory Board to complete detailed Park Maintenance Plan including:
    - Park Maintenance Overview (*Appendix I*)
    - Planting and Maintenance Requirements (*Appendix J*)
    - Park Maintenance Standards and Guidelines
    - Tree Protection Guidelines (*Appendix E*)
    - Oriental Bittersweet Control (*Appendix F*)
    - Fertilization, Herbicide and Pesticide Guidelines
    - Park Rules and Regulations
  - Town DPW will enact Stakeholder Maintenance Memorandum of Understandings (MOU) to clearly define Park maintenance responsibilities and schedule expectations with the following Stakeholders:
    - Chelmsford Youth Baseball
    - Chelmsford Youth Lacrosse
    - Friends of Roberts Field
    - New Garden Stakeholders
  - Park Stakeholders will have some annual Park maintenance responsibilities outlined in a Memorandum of Understanding.
  - Town Facilities' maintenance responsibilities will continue to include mowing, trash removal and structure and playground maintenance and repairs.
  - Park facility usage schedule to be maintained by Town Facilities, including athletic fields and pavilion.

# Next Meeting Date

- Next Steps: Site Prep (May), Natural Play Area Design, Signage Plan, Community Build (June 2 & 3), Maintenance Plan Document
- May meeting available dates
  - Wednesday May 2
  - Tuesday May 8 – no Kurt
  - Wednesday May 16
  - Wednesday May 17
  - Monday May 21
  - Tuesday May 22
  - Thursday May 24
  - Monday May 28 – Memorial Day
  - Tuesday May 29
  - Wednesday May 30
  - Thursday May 31