



Roberts Field Advisory Committee
May 27th, 2020 Meeting

Meeting Agenda

- Call To Order – Notification Of Live Broadcast/Recording
- Public Input
- RFAC member recognition
- Updates from DPW
- Projects Review and Next Steps
 - Prioritize projects
 - Identify project leaders
 - Develop a funding plan
 - Outline a schedule
 - Identify volunteer opportunities
 - Obtain public input and Town approvals
- Vote on any necessary topics
- Next Meeting Dates/Agenda
- Adjourn



Public Input

- Send email to:

questions@robertsfield.org



RFAC Board Members



Co-Chair: Marcus Bush

Co-Chair: Elisabeth Bobrow

Secretary: Justin Whitehouse

Member: Bill Askenburg

Member: Adelle Stavis

Member: Tameka Grantham O'Brien

Member: Barry Jefferson – Tentative appointment

To apply to join the committee, contact:

Town Manager Paul Cohen

pcohen@townofchelmsford.us

(978) 250-5202

DPW Updates

- Restripe parking lot, install HP signs (next few weeks)
- Field Survey (completed)
- Permitting with Chelmsford Conservation Commission (early March)
- Irrigation well by garage dug (April/May)
- Field fill and grading (mid July)
- Irrigation lines installed, including playground and raised garden lines (August)
- Seeding Infield clay, backstops, walking track and exercise equipment (September after Labor Day)
- Athletic fields fenced off over winter, with walking track accessibility
- Security Cameras (TBD)
- Pond Dredging (TBD)
- Invasive Plants removal (TBD)
- Portable Bathroom Structure (TBD)

• Questions?

- What are the expectations from the DPW for coordination and oversight from the RFAC?
- Understanding there is not much that can be done at the moment to expand the parking lot what would the plan/process be to address overflow issues in the future?
- Can you update the phase 2 drawing to indicate where the irrigation lines will go and what the coverage areas are? What are the arrangements for watering the perennial gardens before installation? What are the plans for watering the new and existing trees?
- Can we have a list of the exercise equipment being considered and the locations? Does the vendor have a website we could look at to see what equipment is available?
- Can you share alternative ideas on how to solve for the sandbox flooding?
- With everything being delayed 2-3 months as a result of the Covid-19 shut down can we have an updated timeline on current and future projects?
- Why are we not able to mulch around the trees as advised by Jim to protect them?



Projects Review and Next Steps

- Pond side shade multi-use picnic pavilion
- Portable bathroom enclosure
- Hardscape Play Area
- Upper & Lower Parking Lots
- Park welcome area
- Natural Park area improvements
- Sandbox improvement – Barry Jefferson
- Selection of exercise equipment
- Security Cameras
- Refresh wooden picnic tables
- State Funding Advocacy
- Invasive plants removal
- Playground reopening.



Total estimated budget \$140k - \$224k

Master Plan Improvements	Master Plan Budget		Town Budget		Total Budget			Est. Annual Maintenance
	Low	High	Low	High	Low	High		
Pond Side Multi-Use Pavilion	\$ 18,900	\$ 29,610	\$ 350	\$ 350	\$ 19,250	\$ 29,960	13%	
Portable Bathroom Facility	\$ 7,500	\$ 10,000	\$ 350	\$ 350	\$ 7,850	\$ 10,350	5%	\$ 1,860
Hardscape Play Area	\$ 17,575	\$ 20,175	\$ 350	\$ 350	\$ 17,925	\$ 20,525	9%	
Upper & Lower Parking Lots	\$ 14,754	\$ 15,490	\$ 1,000	\$ 6,500	\$ 15,754	\$ 21,990	10%	
Park Welcome Area	\$ 17,625	\$ 25,125	\$ -	\$ -	\$ 17,625	\$ 25,125	11%	
Natural Areas of the Park	\$ 59,750	\$ 114,000	\$ 1,200	\$ 1,200	\$ 60,950	\$ 115,200	52%	\$ 1,200
	\$ 136,104	\$ 214,400	\$ 3,250	\$ 8,750	\$ 139,354	\$ 223,150	100%	\$ 3,060

Pond Side Multi-Use Picnic Pavilion & Benches

- 20' x 28' Multi-use Pavilion with three removable picnic table picnic/seating area, winter skate seating, and performance area for small bands or theatre performances. Replace three pond side benches. (\$19k-\$30k)
- Expectations:
 - Includes electricity and interior lighting (timer/switch in garage)
 - (4) picnic tables
 - No walls
 - Consistent Park wooden structure style
 - Minimal visual obstruction
 - 4 pond side sitting stone benches
 - Nearby garbage can
 - ADA compliant connecting path to walking path
 - To be built when funds and DPW are available



Pavilion design like playground shade structure



I: Pond Side Multi-Use Pavilion Feature Information	Master Plan Budget		Town Budget		Total Budget		Est Yearly Maint Cost
	Low	High	Low	High	Low	High	
20'x28' Pavilion (low - wood \$12.7k, high - metal \$22.6k) with power and interior lights	\$ 12,700	\$ 22,600					
(4) Picnic Tables (6' or 8' metal - \$1000-\$1040)	\$ 4,000	\$ 4,160					
(1) garbage bin and footer			\$ 350	\$ 350			
Skate Shack Garden granite edging	\$ 600	\$ 1,250					
(4) Pond side sitting stones (stone \$400 each)	\$ 1,600	\$ 1,600					
Maintenance: Garden - TBD, All Other - Town							
					\$ 19,250	\$ 29,960	14%

Hardscape Play Area

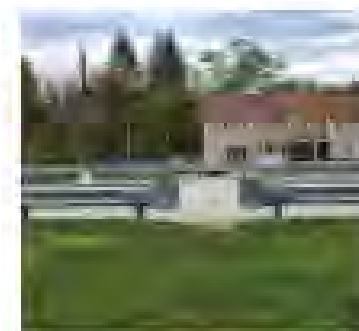
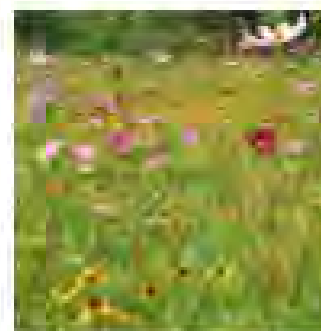
- Half court basketball court and hardscape play area adjacent to Engine #3 and the DPW garage. (\$18k - \$21k)
- Expectations
 - Painted games like four square & snakes and ladders
 - Fire Station or Nature themed CHS Art class paint project
 - Single basketball goal on gooseneck pole
 - Nearby bike racks and garbage can
 - Park Rules sign (hours, vehicle access, parking, dogs)
 - To be built when funds and DPW are available



III. Hardscape Play Area Feature Information	Master Plan Budget		Town Budget		Total Budget		Est Yearly Maint Cost
	Low	High	Low	High	Low	High	
Next to Engine #3 (grade, gravel, 3.5Inches mix, lined, hoop, half basketball court, four square)	\$ 17,575	\$ 20,175	\$ 350	\$ 350	\$ 17,925	\$ 20,525	9%
Bike rack - reuse from Town inventory	\$ 17,500	\$ 20,000					
Park Rules sign (\$75 - \$175 hours, vehicle access, parking, dogs) (1) garbage bin and footer	\$ 75	\$ 175	\$ 350	\$ 350			
<i>Maintenance: Garden - TBD, All Other - Town</i>							

Upper and Lower Parking Deck

- Add additional parking spaces, restripe upper and lower parking deck and replace upper parking lot metal guardrails with wooden guardrails. (\$15k-\$16k)
- Expectations
 - Existing parking spaces: 93
 - Proposed parking spaces: 113
 - Handicap parking spaces: 3
 - Land Bank parking spaces: 4
 - New painted lines (vertical orientation)
 - New upper parking lot wooden guardrails (stained white wood)
 - Maintain field access points from parking lot (stretcher width)
 - Hydroseeded plantings under guardrails and between upper and lower parking lot (flowering meadow roadside mix)
 - (2) property signs (certified pollinator habitat)
 - Replace existing damaged Parking Lot Sign "Roberts Field"
 - Blocked vehicle field access from new parking lot side wooden guardrails
 - To be built when funds and DPW are available



IV. Upper & Lower Parking Lots	Master Plan Budget		Town Budget		Total Budget		Est Yearly Maint Cost
	Low	High	Low	High	Low	High	
Feature Information	\$ 14,754	\$ 15,490	\$ 1,000	\$ 6,500	\$ 15,754	\$ 21,990	10%
White wooden parking lot guardrails (requires staining)	\$ 13,500	\$ 13,500					
Restripe upper and lower parking lots (low - paint, high - thermo)			\$ 500	\$ 6,000			
Replace sign (\$500 "Roberts Field") and add (2) property signs (\$75 each "Certified Pollinator Habitat")	\$ 150	\$ 150	\$ 500	\$ 500			
Landscaping (guardrails & upper/lower parking lots - Flowering roadside seed mix 9200 sqft x \$.12-\$.20)	\$ 1,104	\$ 1,840					
Maintenance: All Other - Town							7

Park Welcome/Community Area

- Create Park Welcome/Community Area (\$18k-\$25k)
- Expectations
 - Add Information Kiosk
 - Add "Roberts Field" stone marker and rock seating
 - Add driveway garden
 - Locate bathrooms
 - Add "New England Covered Bridge" to pedestrian bridge that connects to store
 - Joint project approval with "The Shack" and Town
 - Bridge and roof should be ADA compliant
 - Add spiral meditation labyrinth
 - To be built when funds and DPW are available



V. Park Community/Welcome Area Feature Information	Master Plan Budget		Town Budget		Total Budget		Est Yearly Maint Cost
	Low	High	Low	High	Low	High	
	\$ 17,625	\$ 25,125	\$ -	\$ -	\$ 17,625	\$ 25,125	11%
"New England Covered Bridge" addition for store bridge	\$ 12,500	\$ 18,000					
Drive way garden	\$ 1,500	\$ 3,000					
"Roberts Field" stone marker (Etched Stone - \$1200)	\$ 1,200	\$ 1,200					
(4) Sitting Stones (1 here and rest added around walking track)	\$ 1,600	\$ 1,600					
Meditation labrynth (stones from DPW)	\$ 500	\$ 1,000					
(1) garbage bin and footer - reuse	\$ -	\$ -					
Information Kiosk (Kiosk (\$250) Park Map, Park Events; Sign (\$75) rules)	\$ 325	\$ 325					
Maintenance: Garden - TBD, All Other - Town							

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Friendship Park Sandbox Improvement



Problem: The issue is not the water level; it is the sand level. Putting in better drainage is a complex and expensive action that will not alleviate the issue. The water actually dissipates adequately today. The proper corrective action is to elevate the sand platform so that the play area is well above the water table.

Solution Constraints:

- The modified sandbox needs to remain ADA compliant, which means that it must properly serve anyone with special needs. Specifically, the sand surface and diggers must remain as accessible as they are now.
- The modified sandbox cannot introduce any hazards such as falling, wood splinters, or exposure to hazardous substances (e.g., pressure treating chemicals).
- The modified sandbox needs to minimize sand spillage to surrounding walkways.
- The corrective steps need to be cost effective. This includes minimal changes to the surrounding areas including walkways and hardscape surfaces.

Proposed Plan:

Build an elevated structure like the one shown in the left image below. Elevate the sand level about 2 feet but place the enclosure in an artificial turf mound to minimize vertical drops. Provide one vertical area for a wheelchair bound child to access one of the diggers. Build the enclosure with rubber materials that would be softer than wood and splinter free. Place benches and other items to discourage direct traffic between the sandbox and surrounding pathways.



Next Steps:

- Get RFAC acceptance of this proposal (or a modification thereof)
- Have the DPW review this proposal and provide direction for moving forward
- Draft an engineering plan and develop cost estimates



Next Meeting Dates/Agenda

What goals do we want to have achieved by our next meeting?

What will our agenda and action items be for our next meeting?

When do we want to meet next?