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# Athletic Fields Needs Analysis

Town of Wellesley, MA

Findings of the Playing Fields Task Force  
Final Report Submitted  
October 2014



Section 1.	Introduction
Section 2.	Background
Section 3.	Field Usage Analysis
Section 4.	Recommendation

## Section 1. Introduction

The North 40 Steering Committee requested that the Playing Fields Task Force (PFTF) provide its perspective on the current status and availability of athletic fields in Wellesley and to make recommendations on current and future needs.

The PFTF surveyed the Wellesley youth sports groups that utilize playing fields (soccer, lacrosse, football, baseball, softball) to develop data on the changes in the number of teams using recreational fields from 2008 to 2014. In addition, we received input from the Wellesley Athletic Director on the number of high school and middle school teams using recreational fields from 2008 to 2014.

Section 2 includes some background on demographic trends, field inventory, scheduling and maintenance. Section 3 provides a high level analysis of field usage trends and our recommendations for future needs are presented in Section 4.

## Section 2. Background

### Demographic Trends

The population of Wellesley since 1960 has ranged from a low of 26,071 in 1960 to a high of 28,051 in 1970. While there have been fluctuations in the distribution of the age groups over the years the total population has not fluctuated by more than 7.6% over the last 50 years (see table below). However, the number of children participating in certain youth sports that utilize rectangular fields has grown significantly in the last 10 years. For example the youth lacrosse program had 10 teams in 2000, 24 teams in 2008 and 34 teams in 2014, a 240% increase in the number of teams since 2000. In addition, many more children are participating in athletic activities at early ages and several sports have become multi-seasonal in the last decade or so.

Wellesley	1990	2000	% chg	2010	% chg
All Persons	26,615	26,642	0.10%	27,982	5.03%
Under 5 yrs	1,570	1,957	24.65%	1,570	-19.78%
5 - 17 yrs	3,833	4,727	23.32%	5,962	26.13%
18-64 yrs	17,486	16,247	-7.09%	16,585	2.08%
65 yrs and over	3,726	3,711	-0.40%	3,865	4.15%
Source: Bureau of the Census					

### Field Development History and Use Characteristics

The last new field to be developed in Wellesley was Tom Lee field in the mid 1990's. While the population has remained relatively stable since that time the number of children in town has grown dramatically (see table above). In addition to, or perhaps as a result of that growth there has been a increase in the number of youth sports teams since then.

Field use is governed chiefly by the type and size of field required for a particular sport and the amount of use that the field can support. For those fields without lights field use is also governed by the amount of daylight and for those with artificial lights, by town imposed limitations on the hours the lights can be operated. Field availability is also governed by the condition of the fields. Periodically weather related issues or intensity of use issues (soil compaction that results in the thinning of the grass) limits the availability of grass fields.



## Current Inventory of Athletic Fields and Primary Users

Currently all sports teams (adult, youth and school based) requiring a playing field have access to the following fields in town:

Wellesley Playing Field Inventory				
Name	Owner	Surface	Lights (Y/N)	Primary Users
Fiske School Field	School	Grass	N	Youth Baseball
Hardy Field 1	School	Grass	N	Youth Baseball
Hardy Field 2	School	Grass	N	Youth Baseball, Youth Soccer
Schofield School Fields	NRC/School	Grass	N	Youth Soccer, Youth Baseball
Sprague School Field 1	School	Grass	N	MS Football, MS Soccer, HS Lacrosse, HS Softball, Youth Soccer, Youth Lacrosse, MS Softball, Youth Softball
Sprague School Field 2	School	Turf	N	HS Lacrosse, HS Soccer, Youth Lacrosse, Youth Soccer, HS Football, MS Football
Sprague School Field 3	School	Turf	N	Youth Soccer, HS Lacrosse, HS Soccer, HS Field Hockey, Youth Lacrosse
Sprague School Field 4	School	Grass	N	Youth Soccer, HS Soccer, HS Lacrosse, Youth Lacrosse, MS Baseball, HS Baseball
Sprague School Field 5	School	Grass	N	HS Baseball, MS Field Hockey, MS Soccer, Freshmen Soccer, MS Baseball, MS Cross Country
Upham School Lower Field	School	Grass	N	Youth Soccer
Upham School Upper Field	School	Grass	N	Youth Baseball
Brown Field	NRC	Grass	N	Youth Baseball
High School Stadium Track and Field	NRC	Grass	N	HS Football, HS Lacrosse, MS Football, Youth Football, Youth Lacrosse, HS Track, MS Track, Youth Track
Hunnewell Multipurpose Field	NRC	Grass	Y	HS Softball, HS Soccer, MS Soccer, Youth Football, Youth Softball, Adult Softball
Hunnewell Park Fields	NRC	Grass	N	HS Field Hockey, HS Soccer, HS Football, HS Baseball, HS Softball, HS Lacrosse, HS Track & Field, HS Cross Country, MS Field Hockey, MS Soccer, MS Track & Field, MS Cross Country, Youth Lacrosse, Youth Soccer, Youth Baseball, HS Field Hockey, MS Field Hockey
Kelly Field 1 (Bates School)	NRC	Grass	N	Youth Soccer, Youth Baseball
Kelly Field 2 (Bates School)	NRC	Grass	N	Youth Soccer, Youth Baseball
Kelly Field 3 (Bates School)	NRC	Grass	N	Youth Soccer, Youth Baseball
Kelly Field 4 (Bates School)	NRC	Grass	N	Youth Soccer, Youth Baseball
Lee Field	NRC	Grass	N	Youth Softball
Ouellet Field	NRC	Grass	N	Youth Baseball
Perrin Park	NRC	Grass	N	Youth Soccer
Reidy Field	NRC	Grass	Y	Youth Baseball

These properties have one or more playing fields of varying types including soccer, lacrosse, football, baseball, softball, field hockey, track & field and/or practice fields (not regulation size fields for competition). Many of the fields, while not necessarily designed to be so, are multi-purpose fields that are used to accommodate multiple sports at different times (or sometimes shared at the same time during peak demand) of the day and year. It should also be noted that several of the fields (Schofield, some of the Hunnewell Park fields and the High School Stadium field) are not ADA compliant.

In addition, due to the existing shortage of adequate rectangular athletic field space in town, Wellesley United Soccer Club (WUSC – youth soccer) leases two fields at Elm Bank Reservation in order to accommodate all of their teams. It should be noted that while WUSC has been able to lease the land at Elm Bank for a number of years, the land is owned by the state and there is no long term guarantee that Elm Bank will continue to be available for use in the future.

#### Regulation Rectangular Field Size Requirements

High School Soccer Field – 60-80 yds wide by 110-120 yds long

High School Lacrosse Field – 60 yds wide by 110 yds long

High School Field Hockey Field – 60 yds wide by 100 yds long

High School Football Field – 53½ yds wide by 120 yds long

#### Scheduling

Scheduling and permitting for the fields is handled by the Recreation Department or the School Athletic Department, depending on the field.

In the spring and fall, the largest field users (the Athletic Department, Youth Soccer, Youth Lacrosse, Youth Football and Youth Baseball/Softball) meet to develop a master use schedule for the needs of their respective programs. These schedules are revised as necessary to accommodate unforeseen changes in needs as the season progresses. The school teams always have priority for the playing fields. The high school and middle school sports programs have exclusive use of the High School, Hunnewell and Sprague Fields prior to 5:45 pm weekdays, during the school year. These complexes have the only large rectangular fields in town. This makes it difficult for all the youth sports to get their practices in during the spring and fall due to shorter daylight hours in those seasons. The limited daylight hours and lack of lighted fields means that practices must finish by dusk, thereby necessitating that more fields be available for practices during the relatively short window of daylight after 5:45 pm.

Opportunities to share fields with other sports are consistently evaluated as scheduling takes place. However, such opportunities are limited. For example, it is difficult for youth sports such as soccer and lacrosse to share fields with baseball or softball as the potential for injury due to stray hardballs flying through the fields is too great.

## Maintenance

Maintenance of the grass and turf fields is performed by the Department of Public Works Park and Tree Division. Grass field maintenance typically includes include mowing, fertilization, irrigation, cultivation, weed control, over seeding, controlling field use, and controlling pests like insects or diseases when necessary. Turf field maintenance primarily involves infill maintenance.

Due to the current level of sports participation and the shortage of available fields, particularly for the youth soccer program, tremendous stress has been put on many of the existing fields from overuse (e.g. high school stadium field, Hunnewell multipurpose field, Sprague Field 1, Sprague Field 4). The high demand for use of these fields makes it difficult to “rest” the fields during ideal growing seasons (fall and spring). This can result in degradation of the surface quality with the development of unstable, loose or uneven areas leading to divots and pot-holes resulting in twisting or trip hazards that could cause injury to the participants.



### Section 3. Field Usage Analysis

Over the years the number of sports activities and participants has grown in Wellesley while the number of athletic fields available to support activities has not. In particular, participation in two of the four major sports that require rectangular fields has grown meaningfully over the past six years.

<b>Wellesley Playing Field Usage</b>					
<b>Rectangular Fields</b>					
		#	#		
		Teams	Teams		
	Season	2008	2014	Variance	
Youth Lacrosse	Spring	24	34	10	
Youth Soccer	Spring	160	160	0	
	Fall	130	160	30	
Youth Football	Fall	2	5	3	
School Lacrosse	Spring	6	6	0	
School Field Hockey	Fall	5	5	0	
School Football	Fall	4	4	0	
School Soccer	Fall	9	9	0	
<b>Total</b>		<b>340</b>	<b>383</b>	<b>43</b>	
<b>Diamond Fields</b>					
Youth Baseball	Summer	22	21	(1)	
Youth Baseball/Softball	Spring	133	98	(35)	
Youth Baseball	Fall	35	27	(8)	
School Baseball	Spring	4	4	0	
School Softball	Spring	4	4	0	
Adult Coed Softball	Spring/Summer	4	0	(4)	
Mens Slo Pitch Softball	Spring/Summer	8	7	(1)	
<b>Total</b>		<b>210</b>	<b>161</b>	<b>(49)</b>	
<b>Other Fields</b>					
Youth Track and Field	Summer	0	1	1	
School Track and Field	Spring	4	4	0	
School Cross Country	Fall	4	4	0	
<b>Total</b>		<b>8</b>	<b>9</b>	<b>1</b>	

What is not captured by the number of teams is the frequency of practices and games. Youth sports (except for football which has 3 practices, 1 scrimmage if possible and 1 game per week) tend to have a 2 or 3 day per week event schedule on average (1 or 2 practices and 1 game). The school sports have a 5 day per week schedule. As a result the number of teams does not correlate equally with the amount of field time needed by the respective school and youth sports.

In addition to the regularly scheduled practices and games of youth and school sports there are a number of groups who pay user fees, including recreation, youth sports and other third parties that host a variety of camps, clinics and games on the playing fields throughout the year on a space available basis. The lack of available field time does have a dampening effect on adding additional programs that require rectangular fields. As an example, recreation would like to create after school programs (e.g. flag football) that are in proximity to the middle school. They require the use of rectangular fields but are unable to create a program due to the lack of field availability. Additionally, youth field hockey has established a program in town but was forced to use space at Wellesley College due to the lack of available town field space.

The field shortage issue is particularly acute in spring when the largest amounts of teams are vying for the same field space. In the spring there are 200 teams that require rectangular fields and in the fall there are 183 teams that require rectangular fields.

#### Section 4. Recommendation

In 2007, the town completed a two year project to develop a Town of Wellesley Ten Year Comprehensive Plan. As described in the Open Space and Recreation section of the plan:

“Open space used for active recreational programs totals approximately 225 acres of Town-owned land. Some of this land is attached to schools and includes school playgrounds and playing fields. As is the case in many communities, demand for athletic fields is growing as sports programs increase resulting in the need for expanded fields year-round. The Town has a limited number of fields and good turf management requires that they be “rested” to keep them from being overused.”

The shortage of playing fields and overuse of fields is not new to Wellesley and continues to be an issue today. With the possible purchase of the North 40 the town has an opportunity to address some of the playing field needs.

Based on the number of current sports, leagues, participants and playing seasons for field based sports in Wellesley, the existing shortage of rectangular fields, the limited ability to fully utilize the High School Stadium field due to its condition and the inability to properly “rest” a number of fields which could lead to future harm to those fields, the PFTF has estimated that three additional full size rectangular multipurpose, synthetic turf fields are needed to alleviate the existing shortage. We estimate that lighting the fields would reduce the need from three to two fields. The additional fields would meet the immediate demand, reduce scheduling conflicts, reduce grass field overuse and eliminate the dependency on the Elm Bank Reservation fields. Adding a “bubble” to one or more of the fields would create additional capacity to utilize the fields for indoor sports during the winter.

It should also be noted that the high school track is near the end of its useful life and will need to be replaced within the next few years.

There are several additional considerations that could modify the need for the number of new additional fields:

1. High School Stadium Field – This field is underutilized due to the chronically poor condition of the field. Converting this field to a synthetic turf field would increase the opportunity to optimize the utilization of this field. The addition of lights to this field would increase the number of available field hours, thus reducing the number of new fields needed.
2. Hunnewell Multipurpose Field – This is the only rectangular field with lights in Wellesley. However use of this field is not maximized due to soil compaction issues associated with current levels of use. Converting this field to a synthetic turf field would increase the number of available field hours for this field, thus reducing the number of new fields needed.
3. Sprague Fields Usage – Increasing the number of available field hours for the two synthetic turf fields at Sprague could be achieved with the addition of lights, thus reducing the number of new fields needed.



## **Naming Proposal for Diane P. Warren Field at Hunnewell Field, Wellesley, MA**

On behalf of the Warren family and friends, we are hereby proposing that the soon to be renovated field currently known as “Hunnewell Field - Field #2” be renamed “Diane P. Warren Field” in memory of former Wellesley resident Diane P. Warren in accordance with town Bylaw Section 5.5 **Naming of Public Assets** section (d) ii. Outstanding individuals. We believe that her 31 years as a beloved town educator, her co-founding of the Wellesley Girls Softball program along with countless other volunteer efforts make her a fitting candidate.

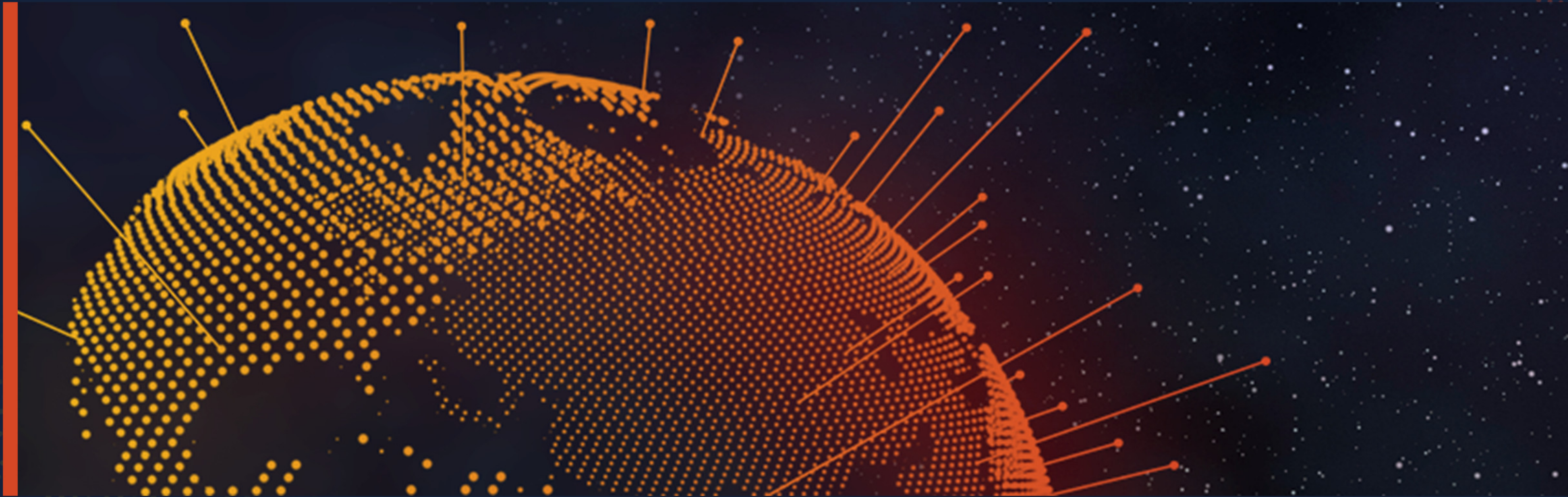
Diane & Skip Warren moved to Frammar Rd. in Wellesley in 1974 where they lived for 43 years. They raised three boys who attended Wellesley Public Schools and participated in town sports. Skip worked at FEMA and Diane took a job at Schofield School in the mid eighties where she stayed for 31 years. Skip died in 2016 and Diane in 2017 after her third battle with a rare form of breast cancer that spanned nearly 20 years.

Diane was loved and respected by the Wellesley community but no place more than Schofield School. Known lovingly as “Mom” she was Schofield’s matriarch and the person everybody went to for answers. She touched the lives countless students, parents and staff with her fierce work ethic, can do attitude and loving smile. Schofield wasn’t a job, it was her passion. In her final weeks, one of her greatest worries was what Schofield was going to do without her. She was ordering school supplies from the hospital bed. That’s how much she cared. It’s just who she was.

Diane’s involvement with the little league dates back to the early 1980’s. Skip was equipment manager and Diane was the registrar... and the equipment manager. In the late 1980’s, as a response to the fact that girls age 8 and older were playing travel soccer that conflicted with Little League tryouts and games, Diane and then WLL VP Jackie Eby decided to create Wellesley Girls Softball. They teamed up with fathers of interested girls to be coaches, created teams & schedules and designed uniforms. The league was an instant success. It took off from there and over 30 years later, Wellesley Girls Softball is alive and well and on the brink of a new era, having already impacted the lives of thousands of Wellesley girls.

We feel that, by naming the field in Diane’s honor, we will be cementing the legacy of a tireless public servant who always put others first and whose impact on Wellesley will be felt for generations to come.





# WEATHER MONITORING AND ALERTING

LIGHTNING, SEVERE WEATHER AND HEAT STRESS MANAGEMENT



# ABOUT EARTH NETWORKS

**Founded** – 1993

**Headquarters** – Germantown, Maryland, USA

**Largest Global Environmental Observation Networks** – 10,000+ global weather stations | 1,700 lightning sensors

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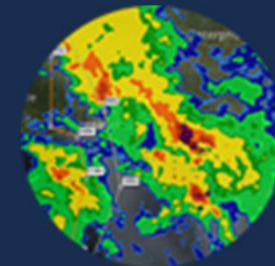
**Key Solutions** – Outdoor Alerting Systems | Weather Stations | Severe Weather Software | Custom Meteorology



OUTDOOR  
ALERTING SYSTEM



WEATHER  
STATION



SFERIC  
MAPS



HD  
CAMERA



HD  
DISPLAY



# EARTH NETWORKS MISSION STATEMENT

We automate decisions to help schools  
mitigate financial, operational, and human risk from severe weather  
threats by integrating environmental intelligence into their  
operations.

*Powered by the world's largest, most hyperlocal, proprietary data network*



# EARTH NETWORKS KEY PARTNERS







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USPS



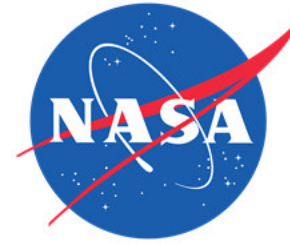
NRC



TVA



CIA



NASA



DOC



NIST



NOAA



NWS



NSSL



GMD



DOD



USAF



US NAVY



US Army



MDA



NAWC



USACOE



DOE



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Sandia



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DHHS



DOS



DHS



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Treasury



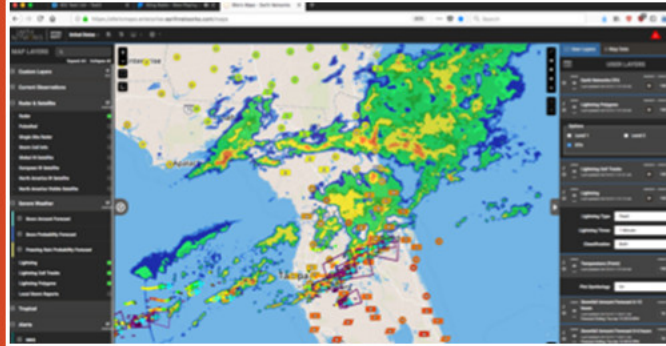
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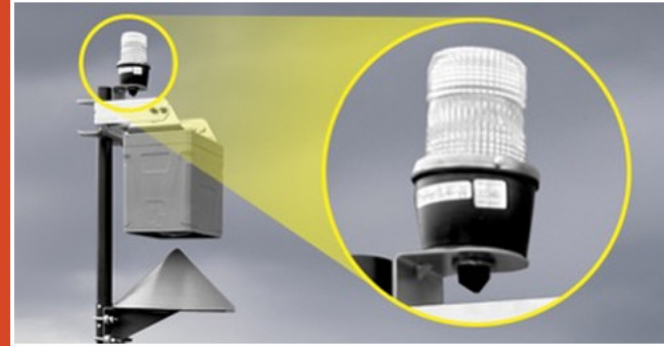


# SCOPE OF SERVICES

**Real-Time  
Storm Tracking**



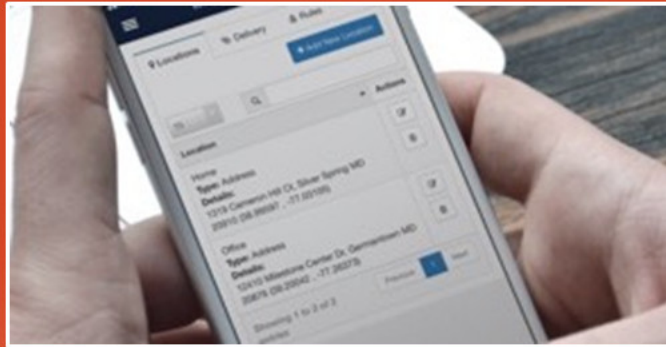
**Automated High-Decibel  
Outdoor Audible Alerts**



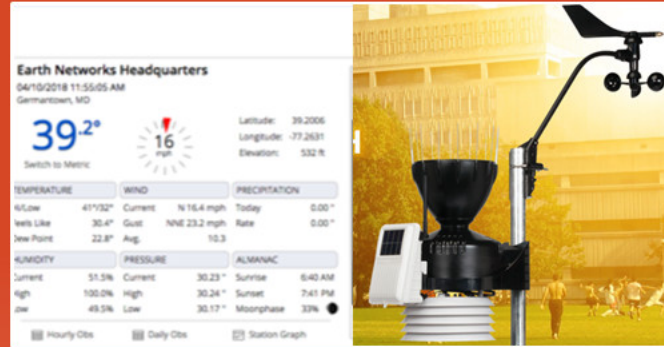
**Public Weather  
Display**



**Equipment Installation  
and Maintenance**



**Customized  
Mobile Alerts**

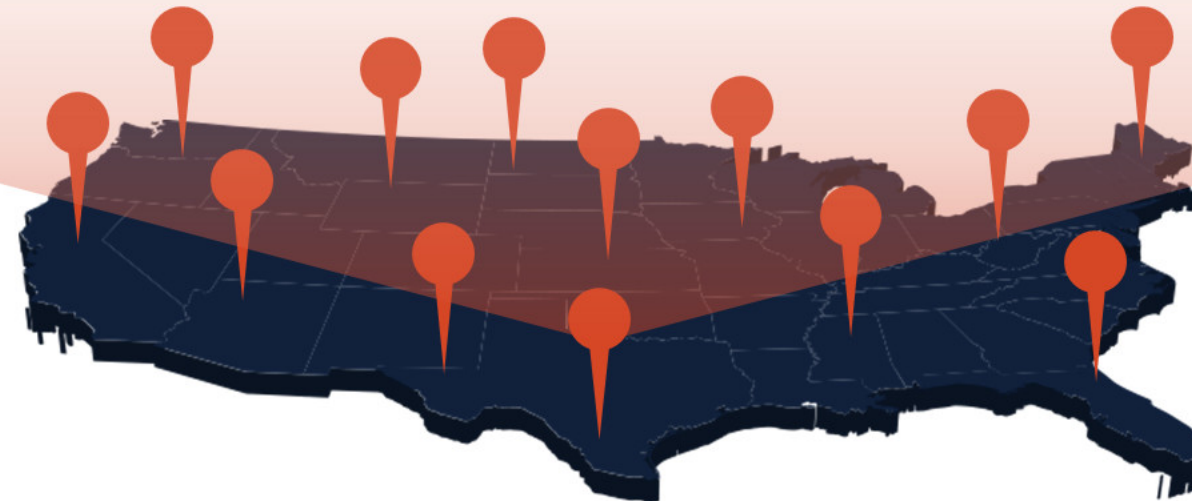


**Weather  
Stations**

**Localized Weather  
Forecasts**

10-Day Forecast		Hourly Forecast						
Time	Condition			Chance of Precip.	Feels Like	Wind	Dew	
	Weather	Temp	Sky Cover					
Friday, January 12th 2018								
3:00 PM		65°	100%	35%	65°	S 9 mph	64°	
4:00 PM		65°	100%	40%	65°	SSE 7 mph	64°	
5:00 PM		65°	100%	60%	65°	SSE 7 mph	63°	
6:00 PM		64°	100%	20%	64°	SSE 9 mph	63°	
7:00 PM		64°	100%	70%	64°	SE 9 mph	63°	
8:00 PM		64°	100%	5%	64°	SE 9 mph	63°	

**24/7 Access to  
Meteorologists for Events**





# TYPES OF LIGHTNING



## **LIGHTNING**

*An atmospheric discharge of electricity when positively-charged particles in one area meet negatively-charged particles in another area.*



## **BOLT FROM THE BLUE**

*A cloud-to-ground lightning flash which typically comes from the back or front side of the thunderstorm cloud and can travel up to 12 miles in clear air away from the storm cloud, and then angles down and strikes the ground.*



## **CLOUD-TO-GROUND (CG) LIGHTNING**

*Lightning that extends from the cloud to the ground.*



## **IN-CLOUD (IC) LIGHTNING**

*Lightning that does not make contact with ground; sometimes referred to as intra-cloud and inter-cloud lightning.*



# DANGEROUS SITUATIONS – BETTER RESPONSES



Orlando University High School football game in Orlando, Florida



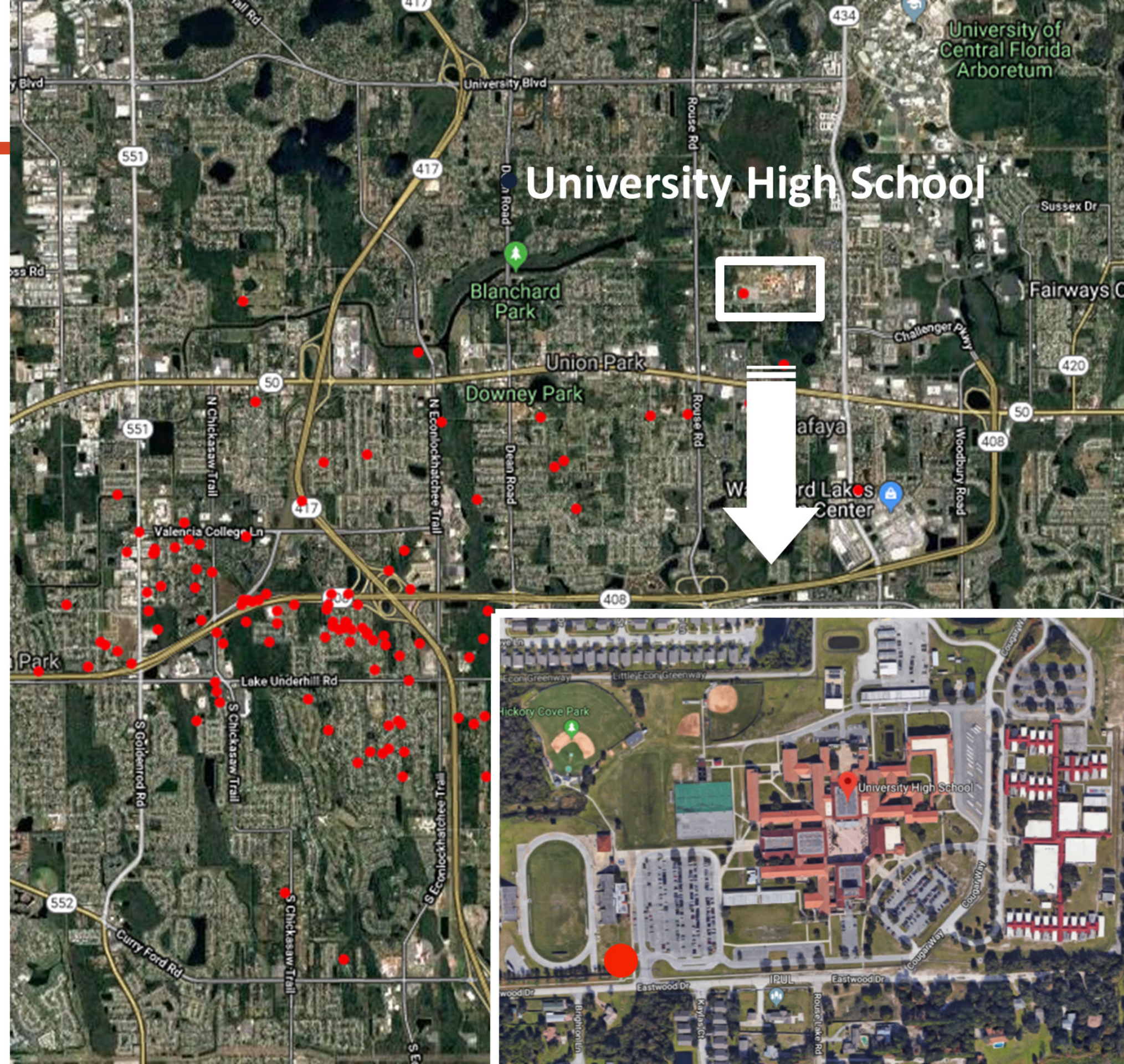
# A CLOSER LOOK

**TIME:** Between 8–9pm local time

**WHAT:** 10 mile radius search from the school with Earth Networks Total Lightning Network

## RESULTS

- 130 CG & IC pulses detected
- Large lightning activity in the area leading up to the strike
- Concentrated a couple of miles SW of the school
- The strike was detected at 8:45pm local time





# TOTAL SOLUTION COVERAGE RINGS

## OUTER RING – ADVANCE WARNING

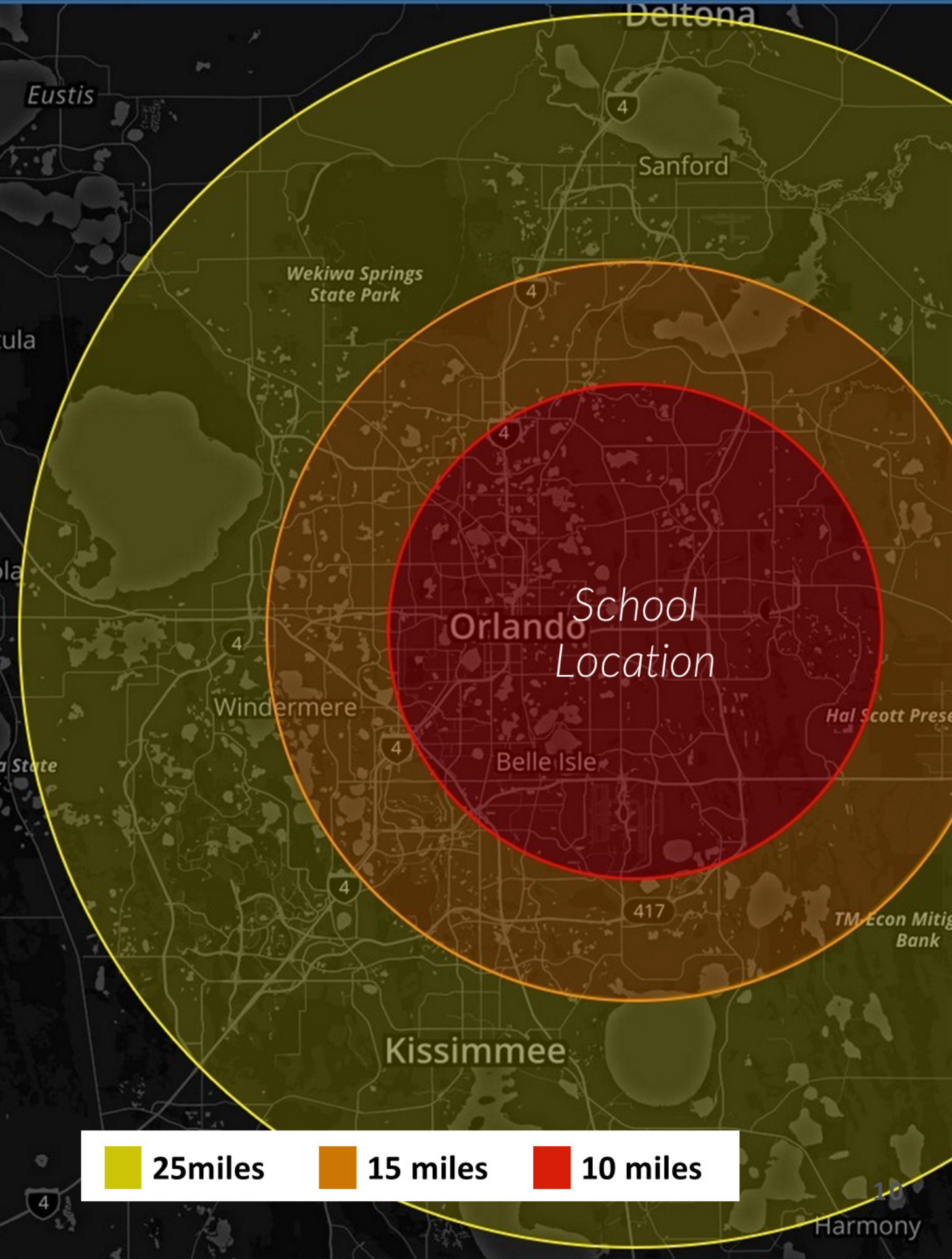
- Text, email or push alerts sent to event personnel: AD, ATs
- Visualize and analyze the situation (Take note of severe weather location and movement)

## MIDDLE RING – PREPARE FOR ACTION

- Text, email or push alerts are sent to key personnel: AD, ATs, Administration
- Prepare for evacuation and sheltering (Monitor severe weather movement on App)

## INNER CIRCLE - EVACUATION

- Horn sounds, Strobe flashes, Countdown clock begins
- Text/email alerts to coaches, AD, ATs, Administration
- All outdoor activities are halted
- Staff and students head to designated indoor area for safety until all clear is given





# OUTDOOR ALERTING SYSTEM OVERVIEW - LIGHTNING PROTECTION

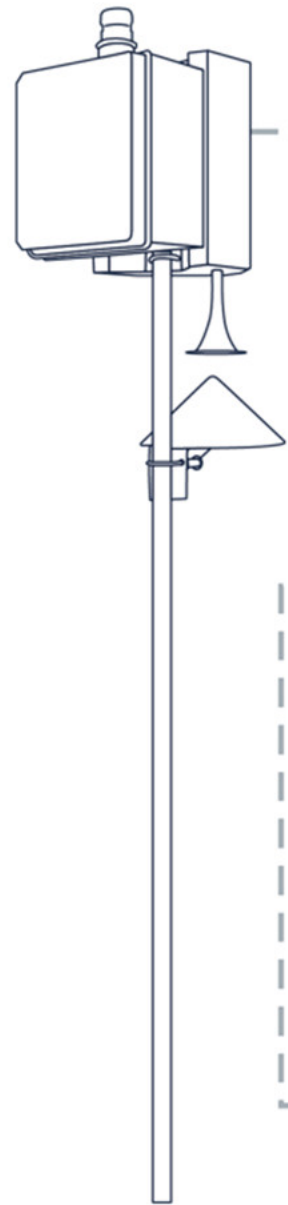
- When a alert is issued, a (1) fifteen second horn blast is activated to alert people to seek shelter. When an all clear is issued, there are (3) five second blasts, allowing people to know its safe to return to outdoor activities.
- 24/7 Coverage – You set the hours of operation.
- Customized to your protocols (distance and time).
- Reach large crowds quickly to notify them to seek shelter, even when you are not there.
- Clear your entire campus with people at multiple fields at one time.
- 110-decibel omnidirectional outdoor warning blast
- Strobe light is activated during the alerts





# AUTOMATED LIGHTNING ALERTING – NO ONE ARGUES WITH A HORN

1. System detects lightning within a pre-determined radius around the facility.



2. Horn sounds for 15 seconds and strobe light activates (strobe stays on during the entire alert period).



3. Everyone must immediately seek shelter. Activities suspended until all-clear signal is received.



4. Countdown clock keeps people informed. When system no longer detects a threat beyond the pre-configured time frame, three 5-second blasts from horn will sound and the strobe light will stop.



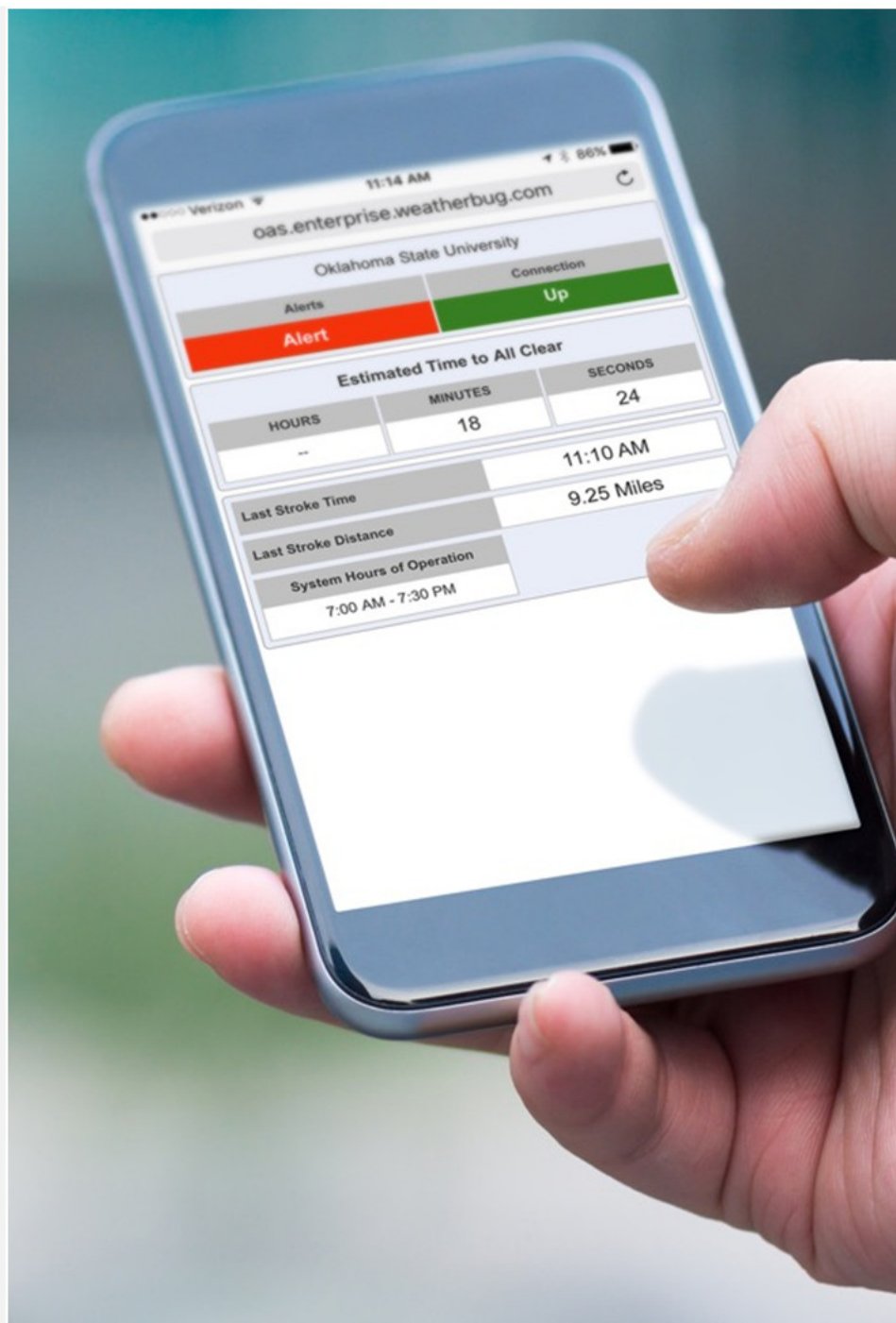
5. This is the signal that it is safe to return outdoors.





# HORN AND STROBE SET UP AND COUNTDOWN CLOCK

- While under alert, you can track how much longer until outdoor activities can resume on your desk top or mobile device
- See the time of the last lightning strike within your protection area
- See the distance of the last lightning strike from you



**Outdoor Alerting System**  
[Site Settings](#)  
[Account Information](#)

**Oklahoma State University**  
Site Status ?  

Connection:	Up	Estimated Time to All Clear HOURS MINUTES SECONDS -- : 18 : 24 Last Stroke Time:
Alerts:	Alert	
During Hours of Operation:	Yes	
Last Stroke Distance:		

Status Info  
**Under Alert**

- The system is functioning properly.

Site Details  

Site Name:	Oklahoma State University	Last Communication:	01/23/2019 01:56:49 PM
Informer MAC ID:	00:40:9D:77:44:AF	Last Manual Test:	
Firmware Version:	4.4.0.8	Last Alert Activation:	01/18/2019 08:59:49 PM

Manual Test

Hours of Operation  

Hours of Operation: The start and end time for which the Horn will sound during lightning events. Click time entry in the table to change it. Note: Changes will take effect after 10 minutes.

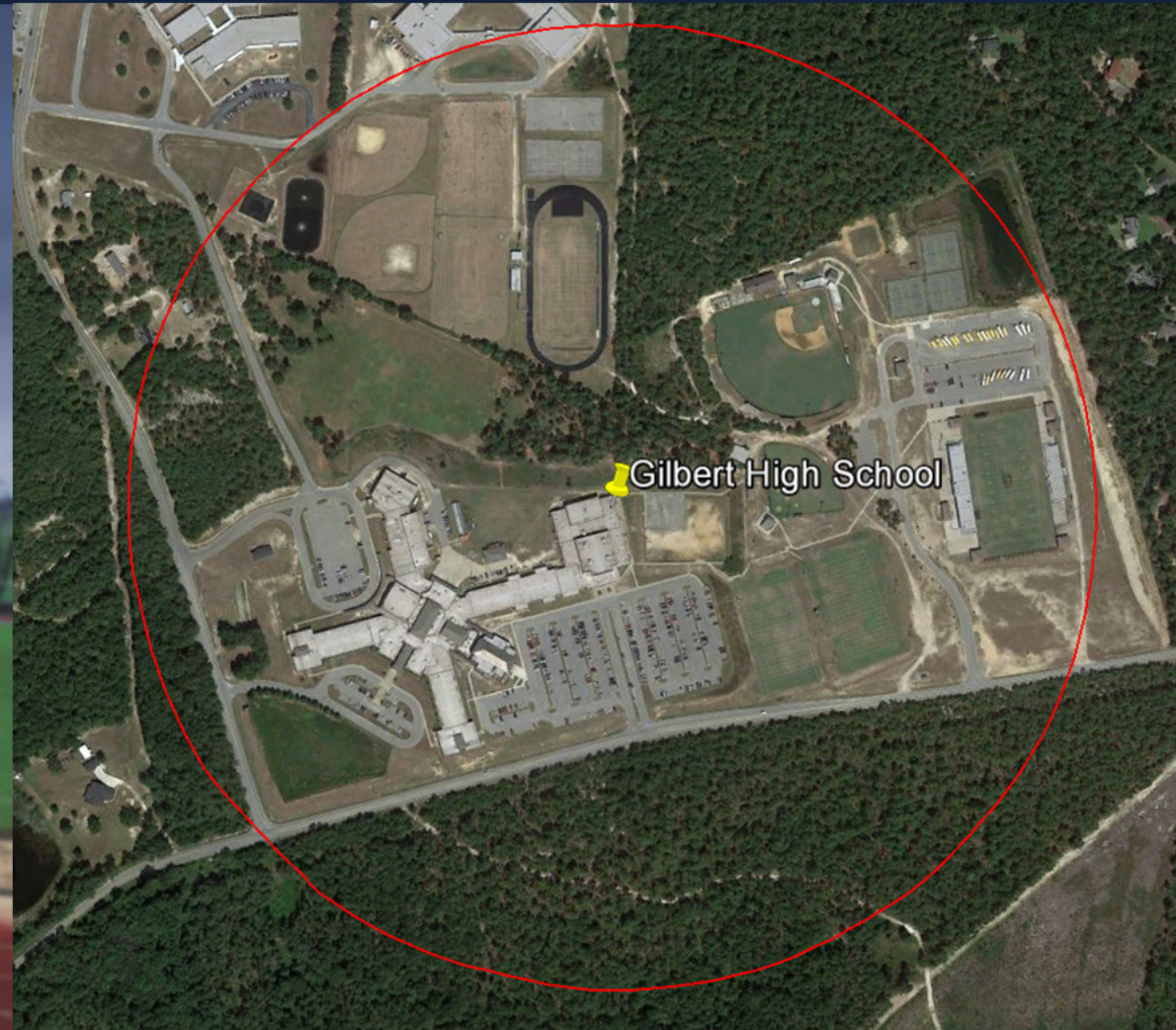
	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Start Time	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM
End Time	11:59 PM	11:59 PM	11:59 PM	11:59 PM	11:59 PM	11:59 PM	11:59 PM

Email Alerts Recipients  

Alert Emails : Emails will be sent to recipients when the parameters of your lightning alert settings are met. Please be advised that the alert emails will be sent 24/7 and will be sent outside of your Hours of Operation. You may add up to 10 email addresses. Click 'Save' after adding your recipients.



# HORN COVERAGE: 500-700 YARD AUDIBLE RANGE



Gilbert High School

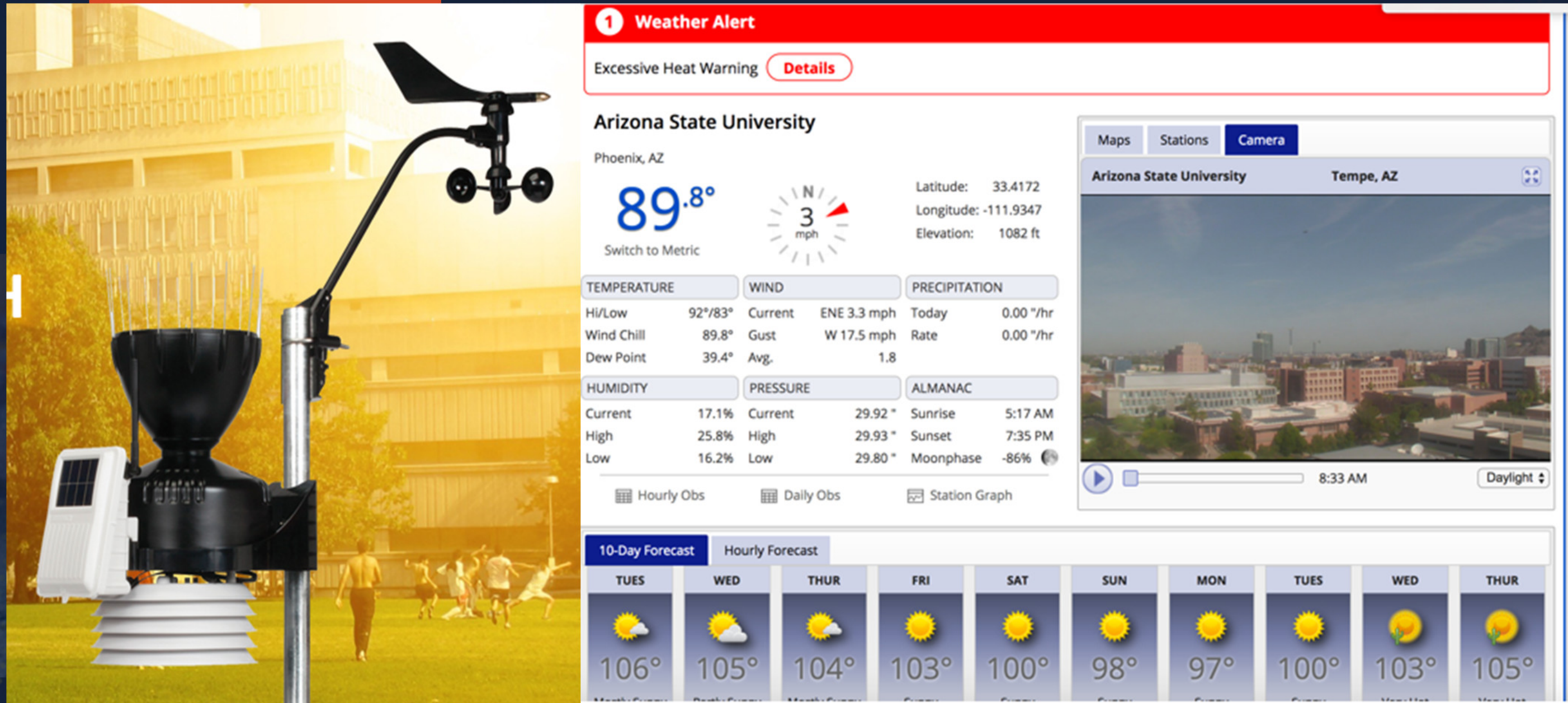


River Bluff High School



# HEAT STRESS MANAGEMENT

## WBGT AND HEAT INDEX



Real-Time Data, Hyper-Local and Hourly and 10 day forecasts



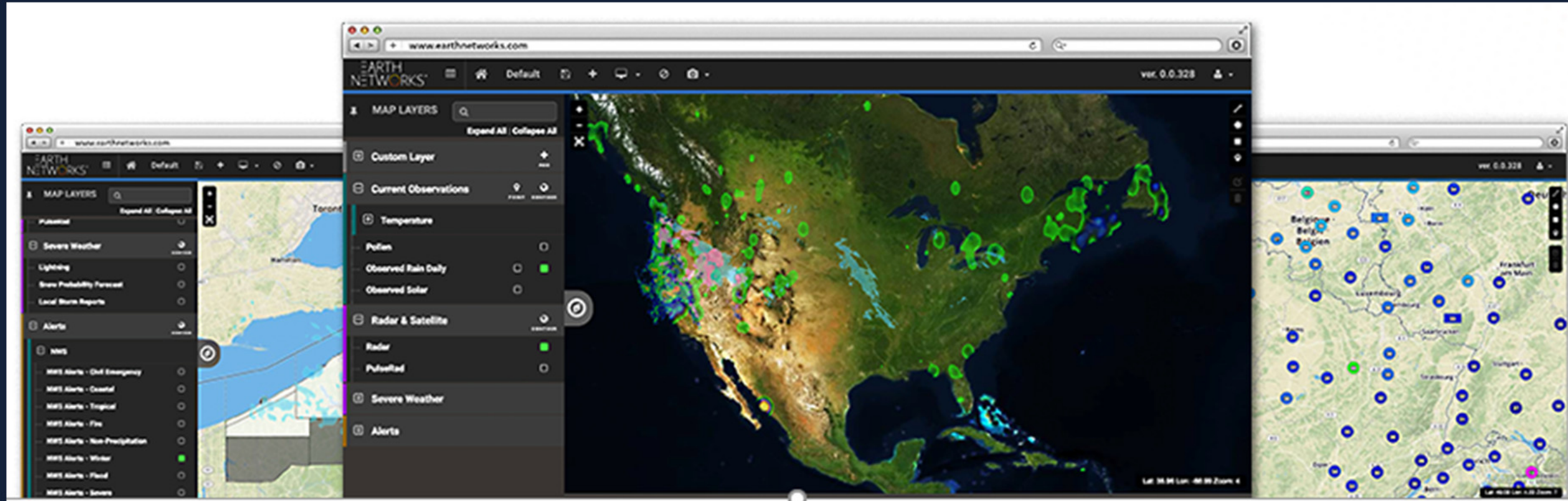
*LIGHTNING PROTECTION, MOBILE AND AUTOMATED,  
TO SUPPORT POLICIES AND PROCEDURES.*

Know when to make the right call





# SFERIC GOLD SOFTWARE VISUALIZATION AND ALERTING FUNCTION



## Visualization

- Multiple Weather Observation Layers
- Dangerous Thunderstorm Tracking
- Lightning Maps
- Radar and more

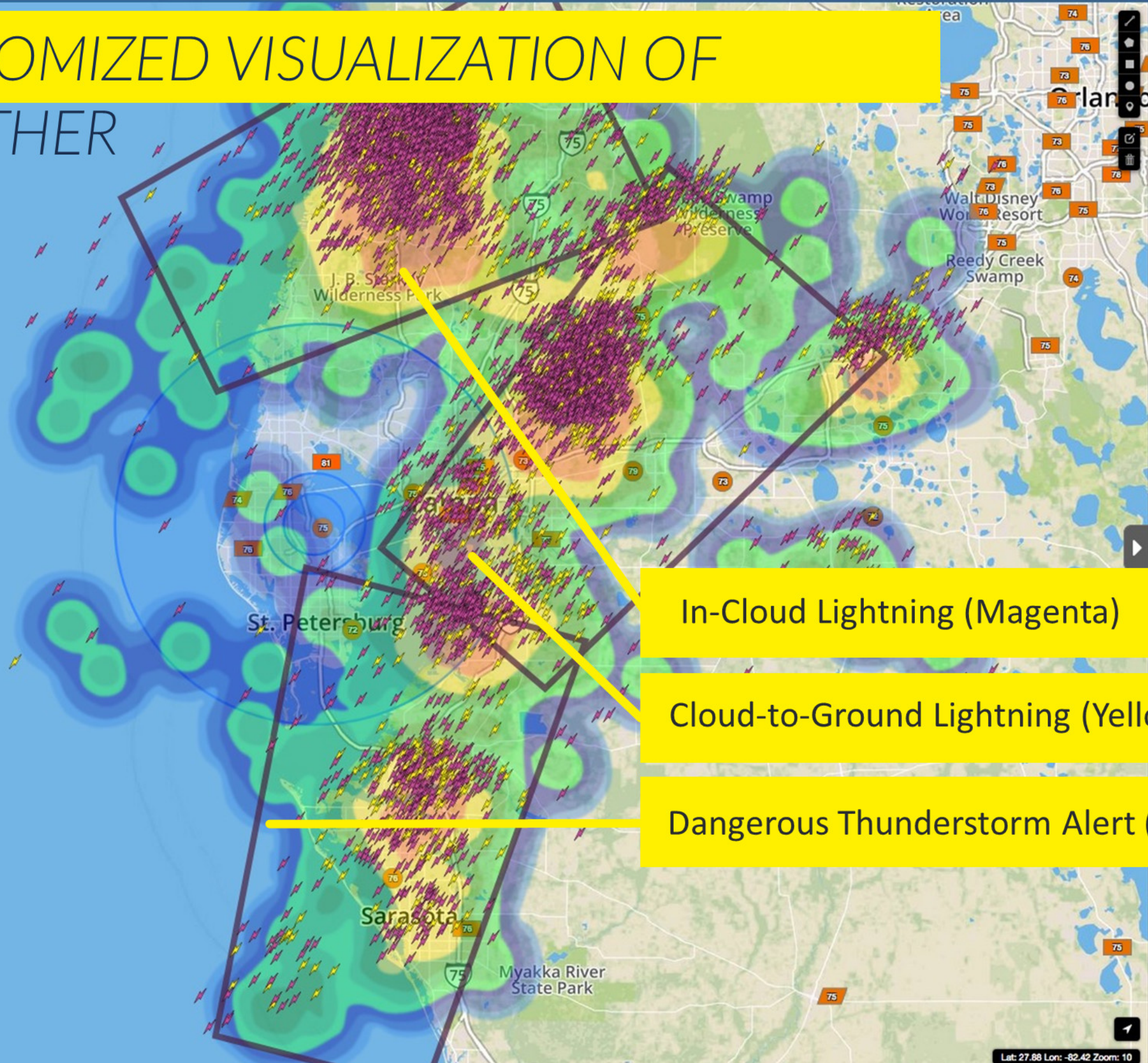
## Alerting

- Real-Time Alerting for 81 weather Conditions
- Unlimited Alerting to Recipients via Email and Text Message



- MAP LAYERS
- Expand All | Collapse All
- Custom Layers
  - Current Observations
  - Radar & Satellite
    - Radar
    - PulseRad
    - Single Site Radar
    - Storm Cell Info
    - Global IR Satellite
    - European IR Satellite
    - North America IR Satellite
    - North America Visible Satellite
  - Severe Weather
    - Snow Amount Forecast
    - Snow Probability Forecast
    - Freezing Rain Probability Forecast
  - Lightning
    - Lightning
    - Lightning Cell Tracks
    - Lightning Polygons
    - Local Storm Reports
  - Tropical
  - Alerts
    - NWS
    - Earth Networks DTA
    - Your Locations

# CUSTOMIZED VISUALIZATION OF WEATHER



User Layers

Map Data

### USER LAYERS

SHOW	ANIMATE	OPACITY	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text" value="100"/>	<b>Lightning</b> Last Updated: 02/28/18 10:50:27 AM
Lightning Type: Flash			
Lightning Times: 60 Minute			
Classification: Both			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text" value="70"/>	<b>Earth Networks DTA</b> Last Updated: 02/28/18 10:50:27 AM
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text" value="35"/>	<b>Radar</b> Last Updated: 02/28/18 10:50:27 AM
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text" value="100"/>	<b>Lightning Cell Tracks</b> Last Updated: 02/28/18 10:51:08 AM
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="text" value="100"/>	<b>Temperature (Point)</b> Last Updated: 02/28/18 10:50:28 AM
Plot Symbology: On			

In-Cloud Lightning (Magenta)

Cloud-to-Ground Lightning (Yellow)

Dangerous Thunderstorm Alert (DTA) Area



# SFERIC PROTECT PACKAGES

Sferic Protect Packages	Protect Basic	Protect Plus	Protect Pro
Sferic Maps & Mobile (3 Seats)	✓	✓	✓
Sferic Customized Alerting	✓	✓	✓
Weather Station (Davis)			✓
Lightning Alert Service	✓	✓	✓
Outdoor Alerting Solution (OAS) – 1 Horn	✓	✓	✓
Met Phone/Email Event Support (2 events up to 4 days/event)		✓	✓
Daily Weather Outlook Email	✓	✓	✓
Online Weather Center (with City Forecast)	✓	✓	✓
Display			✓
Installation & Shipping	✓	✓	✓
Maintenance (Up to 1 Horn + 1 Weather Station)	✓	✓	✓
Annual Services Package Fee	\$2,399	\$2,699	\$3,199
One-Time Setup Fee	\$499	\$999	\$999





# THANK YOU

QUESTIONS AND COMMENTS?

**Matt Spencer**  
**Senior Account Manager**  
[m Spencer@earthnetworks.com](mailto:m Spencer@earthnetworks.com)  
**(301) 250 - 4091**



SEE WHAT  
WE'RE UP TO!

## EARTH NETWORKS ORDER FORM

12410 Milestone Center Drive,  
Suite 300, Germantown, MD 20876

### Customer Contact Information

<b>Business Name:</b>	Playing Fields Task Force & Field Applications	<b>Business Address:</b>	Wellesley, MA
<b>Contact Name:</b>	Jerry Nigro		
<b>Contact Phone:</b>	(917) 407-0248	<b>Contact Fax:</b>	

### Customer Billing Information (if different from above)

<b>Business Name:</b>		<b>Business Address:</b>	
<b>Contact Name:</b>			
<b>Contact Phone:</b>		<b>Contact Fax:</b>	

### Earth Networks Contact Information

<b>POC:</b>	Matt Spencer	<b>Email Address:</b>	m Spencer@earthnetworks.com
<b>Contact Phone:</b>	301-250-4091	<b>Contact Fax:</b>	

### Schedule of Services

Product Name	Notes	Quantity	Unit Price	Total Price
<b>Earth Networks' Sferic Protect Basic Subscription</b> Sferic Maps & Mobile (20 Users) Lightning Alert Service OAS - 2 Horn/Strobes Installation, Shipping & Maintenance		1	\$3,398.00 (Annual Fee)	\$3,398.00
<b>Earth Networks' Sferic Protect Basic Setup</b>		1	\$999.00 (One-Time Fee)	\$999.00

Initial Term of Contract:  
5 Years

Quotation valid through: 07/31/2019

Date of Original Signed Terms and Conditions: \_\_\_\_\_

<b>Sub Total:</b>	\$4,397.00
<b>S &amp; H</b>	Included
<b>Sales Tax:</b>	N/A
<b>Year One Total:</b>	\$4,397.00

#### Remarks:

The customer agrees to payment terms of Net 30 unless otherwise documented. Late payment fees will be charged as one percent (1%) per month or part thereof will be charged for any payment that is more than 30 days late. **The service(s) shall be for 5 years. The annual fee for these services following year one shall be \$3,398/year.**

Installation and/or maintenance costs quoted above are valid for standard installations only. Any installation or maintenance work that requires non-standard equipment, materials, or regulatory expense may be subject to an additional charge. Furthermore, customer is responsible for providing all communication and electrical infrastructure. This quotation identifies the quantity of OAS units estimated for adequate coverage and has been agreed to by both parties.

Please allow six to eight weeks for delivery of hardware. This order is subject to sales tax at time of invoicing. This Order Form is subject to the terms and conditions attached hereto.

**CUSTOMER:**

**EARTH NETWORKS:**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_





## Customer Check List

Earth Networks thanks you in advance for your business. In order for us to expedite your order, please be sure that you have signed and returned the following information:

- ☐ Signed Earth Networks Order Form
- ☐ Sign and date the bottom right page of Standard Terms and Conditions where it asks for "Customer Signature and Date"
- ☐ Signed Purchase Order, Check or Credit Card Authorization
- ☐ Tax Exempt Certificate (if applicable)

If you should have any questions please feel free to contact your POC:

- **NOTE:** Earth Networks, Inc. has sold its interest in WeatherBug brand November, 2016. Please ensure that you have made the name change to all documents submitted to **Earth Networks** for processing.

POC: Matt Spencer

Phone: 301-250-4091

Email Address: mspencer@earthnetworks.com

Fax: \_\_\_\_\_



SEE WHAT  
WE'RE UP TO!

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### Schedule of Services

Product Name	Notes	Quantity	Unit Price	Total Price
<b>Earth Networks' Sferic Protect Basic Subscription</b> Sferic Maps & Mobile (20 Users) Lightning Alert Service OAS - 2 Horn/Strobes with Cradlepoints and Solar Kit Installation, Shipping & Maintenance		1	\$4,298.00 (Annual Fee)	\$4,298.00
<b>Earth Networks' Sferic Protect Basic Setup</b>		1	\$999.00 (One-Time Fee)	\$999.00

Initial Term of Contract:  
5 Years

Quotation valid through: 07/31/2019

Date of Original Signed Terms and Conditions: \_\_\_\_\_

<b>Sub Total:</b>	\$5,297.00
<b>S &amp; H</b>	Included
<b>Sales Tax:</b>	N/A
<b>Year One Total:</b>	\$5,297.00

#### Remarks:

The customer agrees to payment terms of Net 30 unless otherwise documented. Late payment fees will be charged as one percent (1%) per month or part thereof will be charged for any payment that is more than 30 days late. **The service(s) shall be for 5 years. The annual fee for these services following year one shall be \$4,298/year.**

Installation and/or maintenance costs quoted above are valid for standard installations only. Any installation or maintenance work that requires non-standard equipment, materials, or regulatory expense may be subject to an additional charge. Furthermore, customer is responsible for providing all communication and electrical infrastructure. This quotation identifies the quantity of OAS units estimated for adequate coverage and has been agreed to by both parties.

Please allow six to eight weeks for delivery of hardware. This order is subject to sales tax at time of invoicing. This Order Form is subject to the terms and conditions attached hereto.

**CUSTOMER:**

**EARTH NETWORKS:**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



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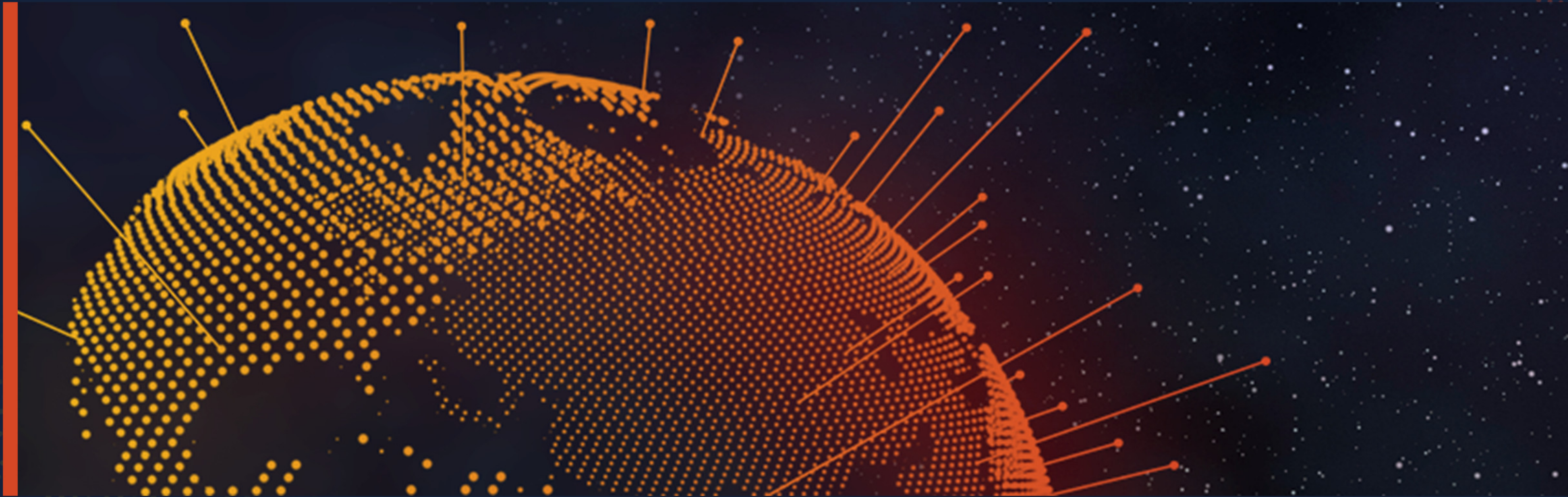
POC: Matt Spencer

Phone: 301-250-4091

Email Address: mspencer@earthnetworks.com

Fax: \_\_\_\_\_





# WEATHER MONITORING AND ALERTING

LIGHTNING, SEVERE WEATHER AND HEAT STRESS MANAGEMENT



# ABOUT EARTH NETWORKS

**Founded** – 1993

**Headquarters** – Germantown, Maryland, USA

**Largest Global Environmental Observation Networks** – 10,000+ global weather stations | 1,700 lightning sensors

**Marquee Customers** – Disney, NASA, National Weather Service/NOAA, Major League Baseball, NFL

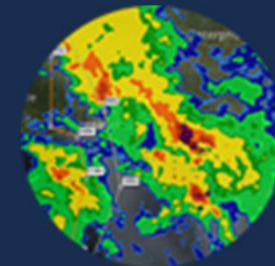
**Key Solutions** – Outdoor Alerting Systems | Weather Stations | Severe Weather Software | Custom Meteorology



OUTDOOR  
ALERTING SYSTEM



WEATHER  
STATION



SFERIC  
MAPS



HD  
CAMERA



HD  
DISPLAY

# EARTH NETWORKS MISSION STATEMENT

We automate decisions to help schools  
mitigate financial, operational, and human risk from severe weather  
threats by integrating environmental intelligence into their  
operations.

*Powered by the world's largest, most hyperlocal, proprietary data network*



# EARTH NETWORKS KEY PARTNERS







NTSB



USPS



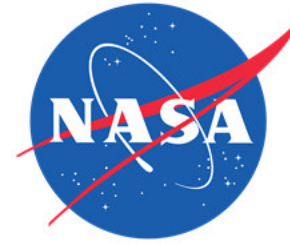
NRC



TVA



CIA



NASA



DOC



NIST



NOAA



NWS



NSSL



GMD



DOD



USAF



US NAVY



US Army



MDA



NAWC



USACOE



DOE



NNSA



Sandia



Los Alamos



MSA



DHHS



DOS



DHS



FEMA



USCG



DOI



NPS



USFW



USGS



DOT



FAA



Treasury



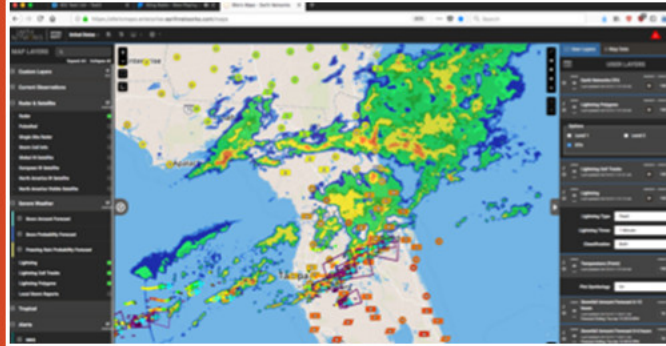
Federal Reserve

FEDERAL CLIENTS

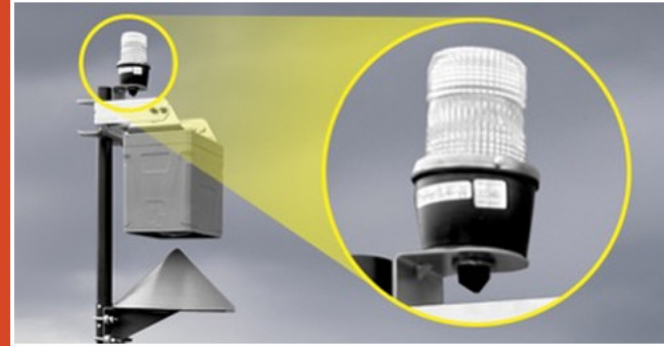


# SCOPE OF SERVICES

**Real-Time  
Storm Tracking**



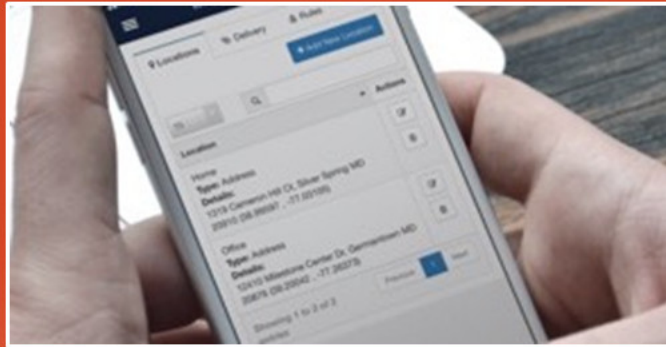
**Automated High-Decibel  
Outdoor Audible Alerts**



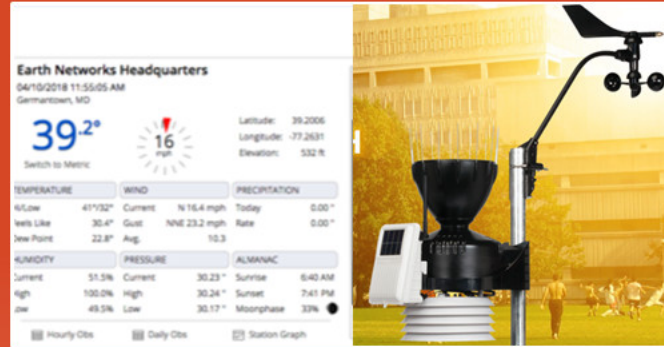
**Public Weather  
Display**



**Equipment Installation  
and Maintenance**



**Customized  
Mobile Alerts**

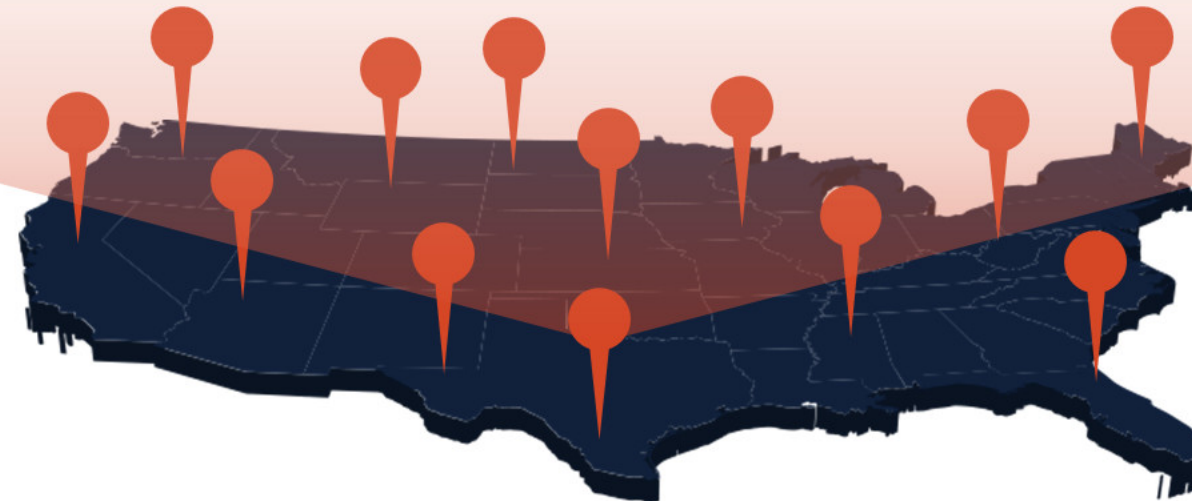


**Weather  
Stations**

10-Day Forecast		Hourly Forecast						
Time	Condition			Chance of Precip.	Feels Like	Wind	Dew	
	Weather	Temp	Sky Cover					
Friday, January 12th 2018								
3:00 PM		65°	100%	35%	65°	S 9 mph	64°	
4:00 PM		65°	100%	40%	65°	SSE 7 mph	64°	
5:00 PM		65°	100%	60%	65°	SSE 7 mph	63°	
6:00 PM		64°	100%	20%	64°	SSE 9 mph	63°	
7:00 PM		64°	100%	70%	64°	SE 9 mph	63°	
8:00 PM		64°	100%	5%	64°	SE 9 mph	63°	

**Localized Weather  
Forecasts**

**24/7 Access to  
Meteorologists for Events**





# TYPES OF LIGHTNING



## **LIGHTNING**

*An atmospheric discharge of electricity when positively-charged particles in one area meet negatively-charged particles in another area.*



## **BOLT FROM THE BLUE**

*A cloud-to-ground lightning flash which typically comes from the back or front side of the thunderstorm cloud and can travel up to 12 miles in clear air away from the storm cloud, and then angles down and strikes the ground.*



## **CLOUD-TO-GROUND (CG) LIGHTNING**

*Lightning that extends from the cloud to the ground.*



## **IN-CLOUD (IC) LIGHTNING**

*Lightning that does not make contact with ground; sometimes referred to as intra-cloud and inter-cloud lightning.*



# DANGEROUS SITUATIONS – BETTER RESPONSES



Orlando University High School football game in Orlando, Florida



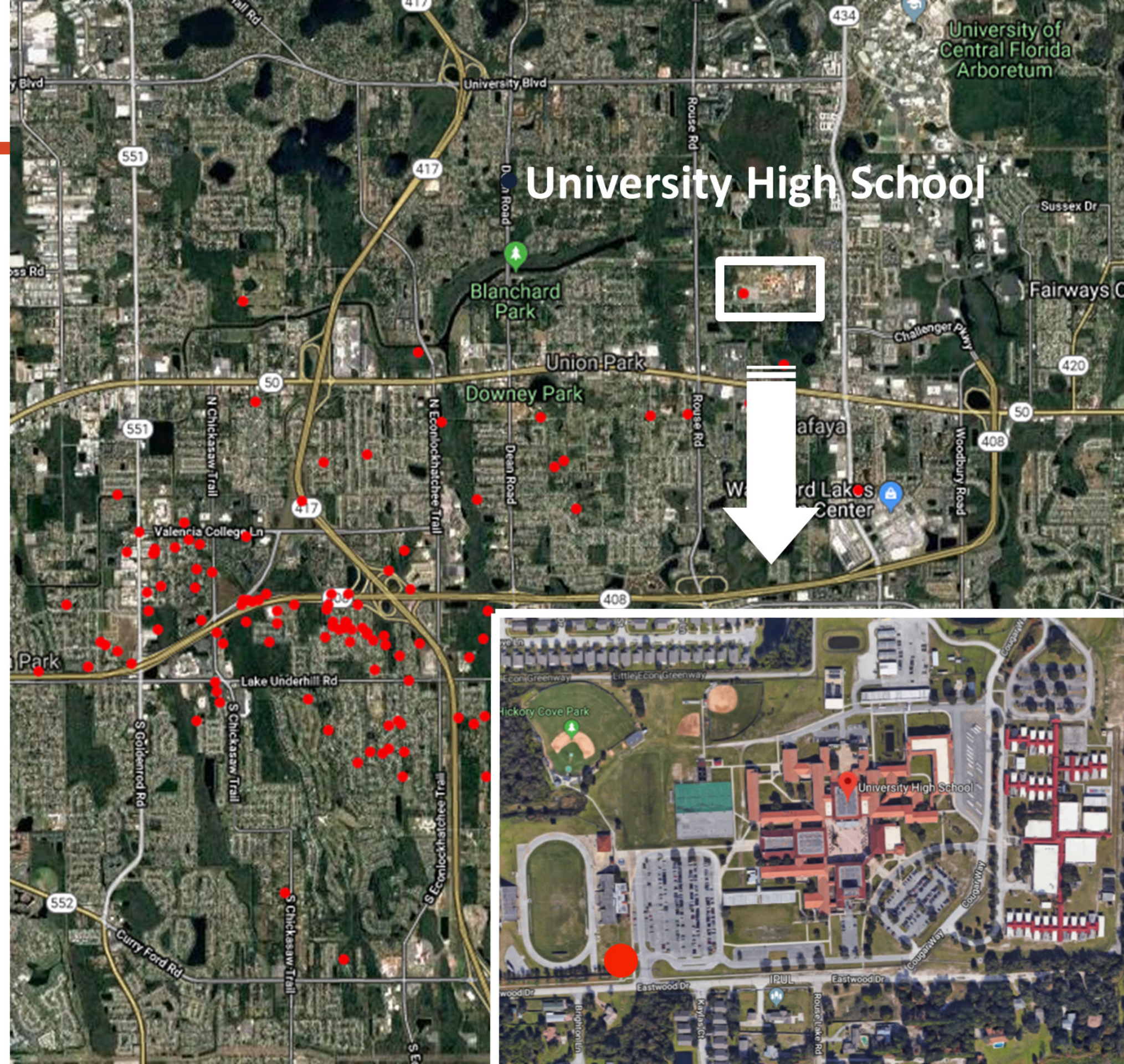
# A CLOSER LOOK

**TIME:** Between 8–9pm local time

**WHAT:** 10 mile radius search from the school with Earth Networks Total Lightning Network

## RESULTS

- 130 CG & IC pulses detected
- Large lightning activity in the area leading up to the strike
- Concentrated a couple of miles SW of the school
- The strike was detected at 8:45pm local time





# TOTAL SOLUTION COVERAGE RINGS

## OUTER RING – ADVANCE WARNING

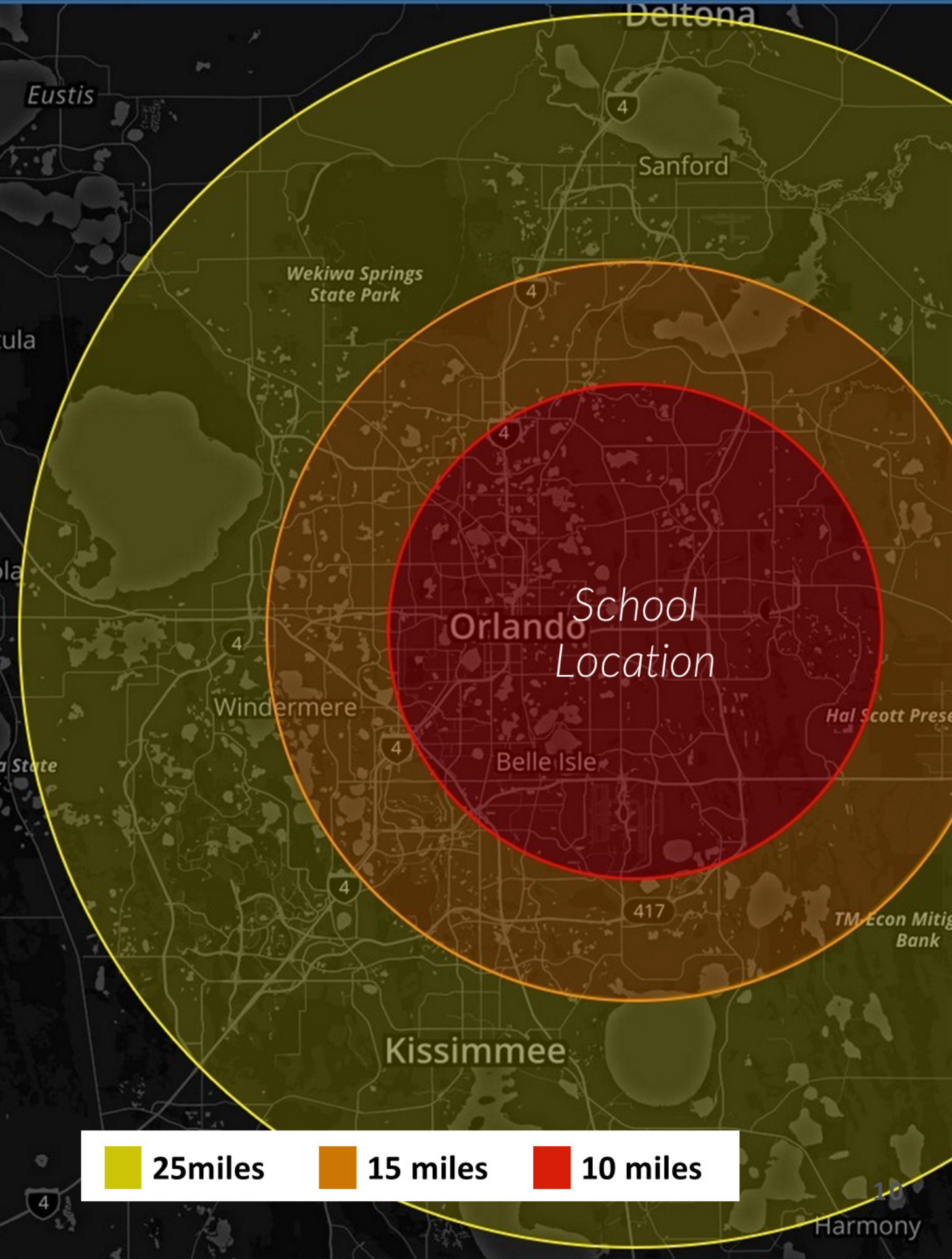
- Text, email or push alerts sent to event personnel: AD, ATs
- Visualize and analyze the situation (Take note of severe weather location and movement)

## MIDDLE RING – PREPARE FOR ACTION

- Text, email or push alerts are sent to key personnel: AD, ATs, Administration
- Prepare for evacuation and sheltering (Monitor severe weather movement on App)

## INNER CIRCLE - EVACUATION

- Horn sounds, Strobe flashes, Countdown clock begins
- Text/email alerts to coaches, AD, ATs, Administration
- All outdoor activities are halted
- Staff and students head to designated indoor area for safety until all clear is given





# OUTDOOR ALERTING SYSTEM OVERVIEW - LIGHTNING PROTECTION

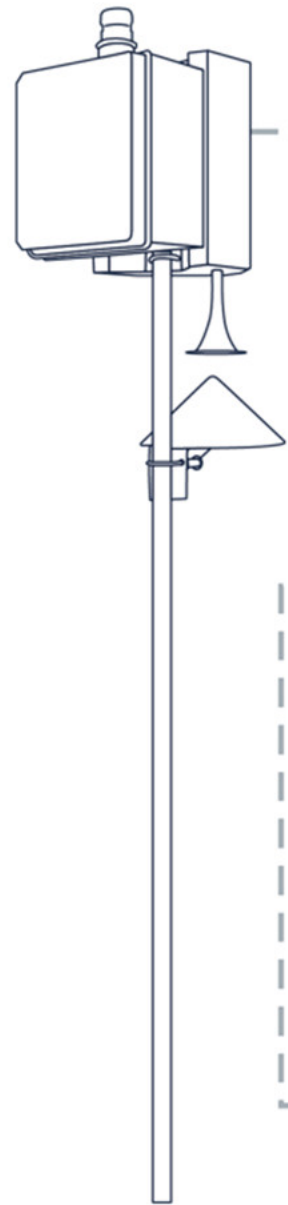
- When a alert is issued, a (1) fifteen second horn blast is activated to alert people to seek shelter. When an all clear is issued, there are (3) five second blasts, allowing people to know its safe to return to outdoor activities.
- 24/7 Coverage – You set the hours of operation.
- Customized to your protocols (distance and time).
- Reach large crowds quickly to notify them to seek shelter, even when you are not there.
- Clear your entire campus with people at multiple fields at one time.
- 110-decibel omnidirectional outdoor warning blast
- Strobe light is activated during the alerts





# AUTOMATED LIGHTNING ALERTING – NO ONE ARGUES WITH A HORN

1. System detects lightning within a pre-determined radius around the facility.



2. Horn sounds for 15 seconds and strobe light activates (strobe stays on during the entire alert period).



3. Everyone must immediately seek shelter. Activities suspended until all-clear signal is received.



4. Countdown clock keeps people informed. When system no longer detects a threat beyond the pre-configured time frame, three 5-second blasts from horn will sound and the strobe light will stop.



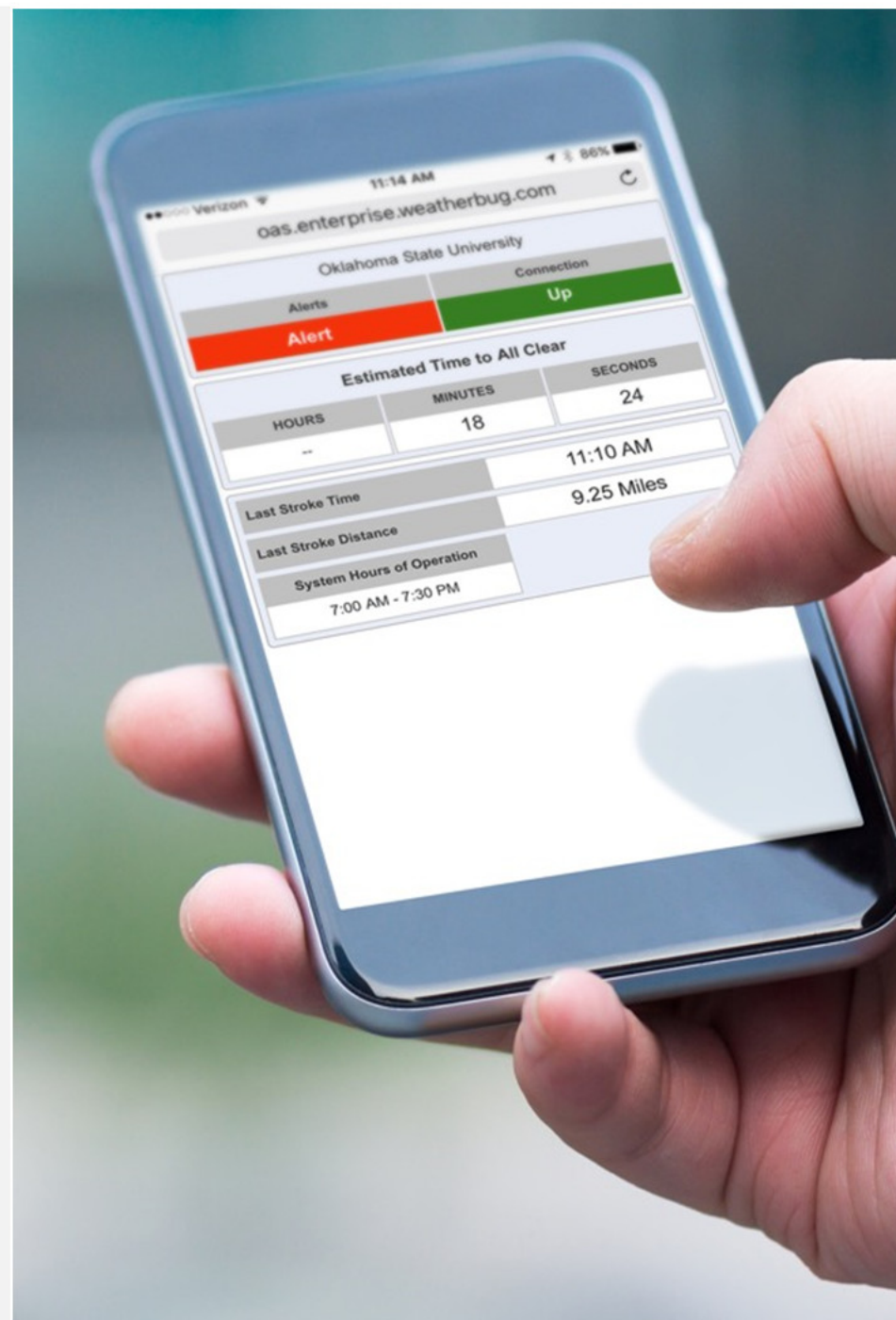
5. This is the signal that it is safe to return outdoors.





# HORN AND STROBE SET UP AND COUNTDOWN CLOCK

- While under alert, you can track how much longer until outdoor activities can resume on your desk top or mobile device
- See the time of the last lightning strike within your protection area
- See the distance of the last lightning strike from you



**Outdoor Alerting System**

Site Settings  
Account Information

---

**Oklahoma State University**

Site Status ?

Connection:	Up	<b>Estimated Time to All Clear</b> HOURS MINUTES SECONDS -- : 18 : 24 Last Stroke Time:
Alerts:	Alert	
During Hours of Operation:	Yes	
Last Stroke Distance:		

Status Info  
**Under Alert**  
• The system is functioning properly.

---

Site Details

Site Name:	Oklahoma State University	Last Communication:	01/23/2019 01:56:49 PM
Informer MAC ID:	00:40:9D:77:44:AF	Last Manual Test:	
Firmware Version:	4.4.0.8	Last Alert Activation:	01/18/2019 08:59:49 PM

Manual Test

---

Hours of Operation

Hours of Operation: The start and end time for which the Horn will sound during lightning events. Click time entry in the table to change it. Note: Changes will take effect after 10 minutes.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Start Time	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM	12:00 AM
End Time	11:59 PM	11:59 PM	11:59 PM	11:59 PM	11:59 PM	11:59 PM	11:59 PM

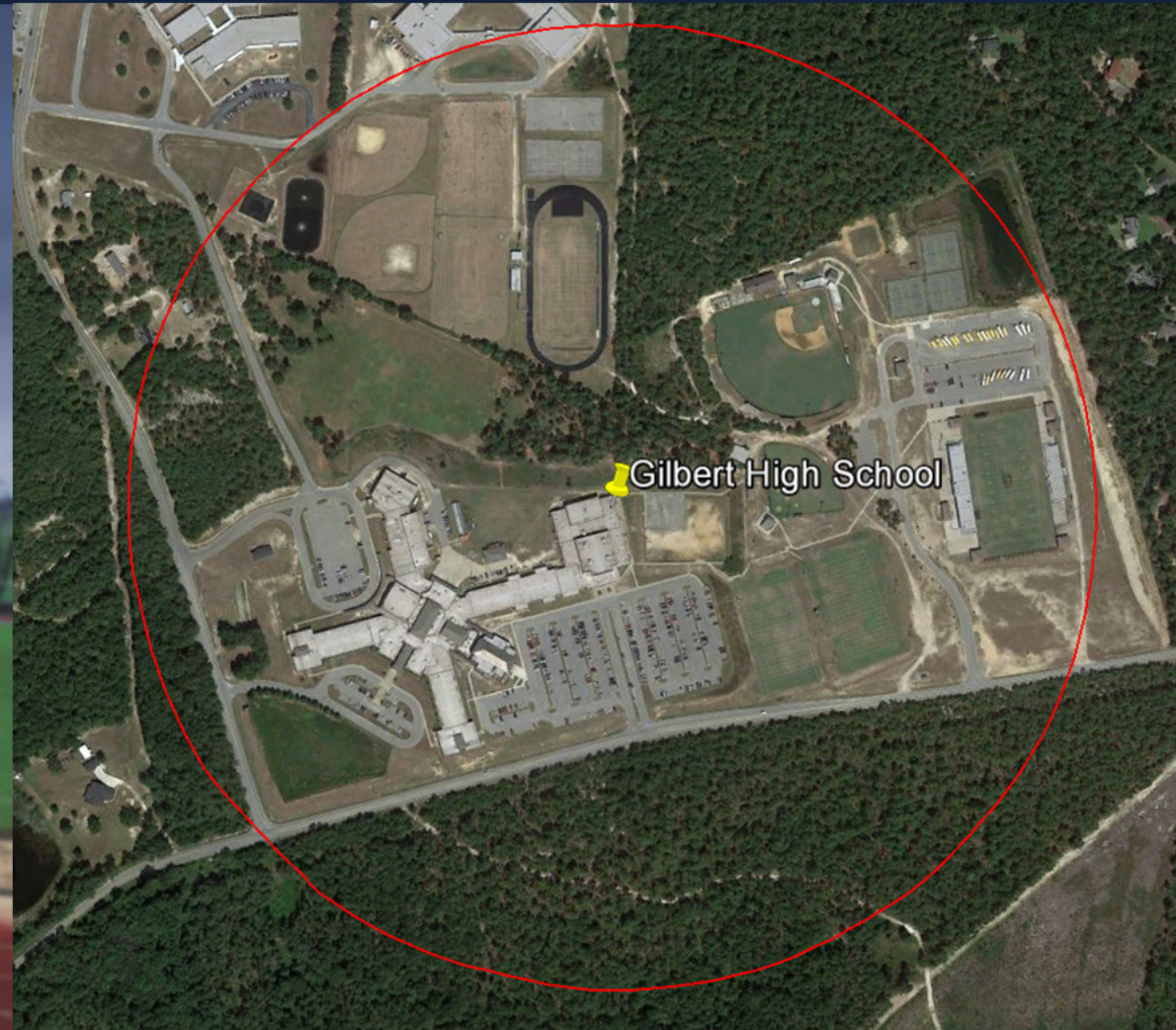
---

Email Alerts Recipients

Alert Emails : Emails will be sent to recipients when the parameters of your lightning alert settings are met. Please be advised that the alert emails will be sent 24/7 and will be sent outside of your Hours of Operation. You may add up to 10 email addresses. Click 'Save' after adding your recipients.



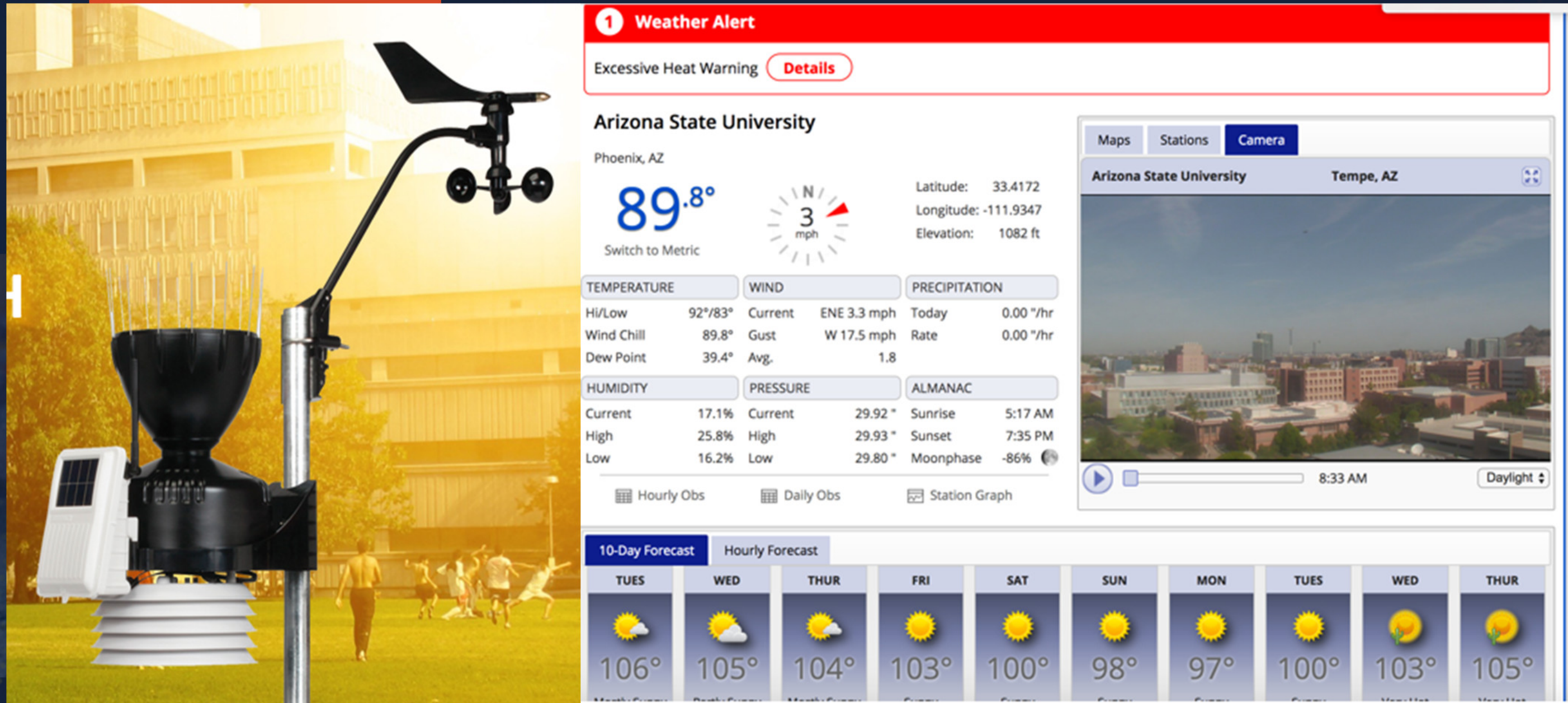
# HORN COVERAGE: 500-700 YARD AUDIBLE RANGE





# HEAT STRESS MANAGEMENT

## WBGT AND HEAT INDEX



Real-Time Data, Hyper-Local and Hourly and 10 day forecasts



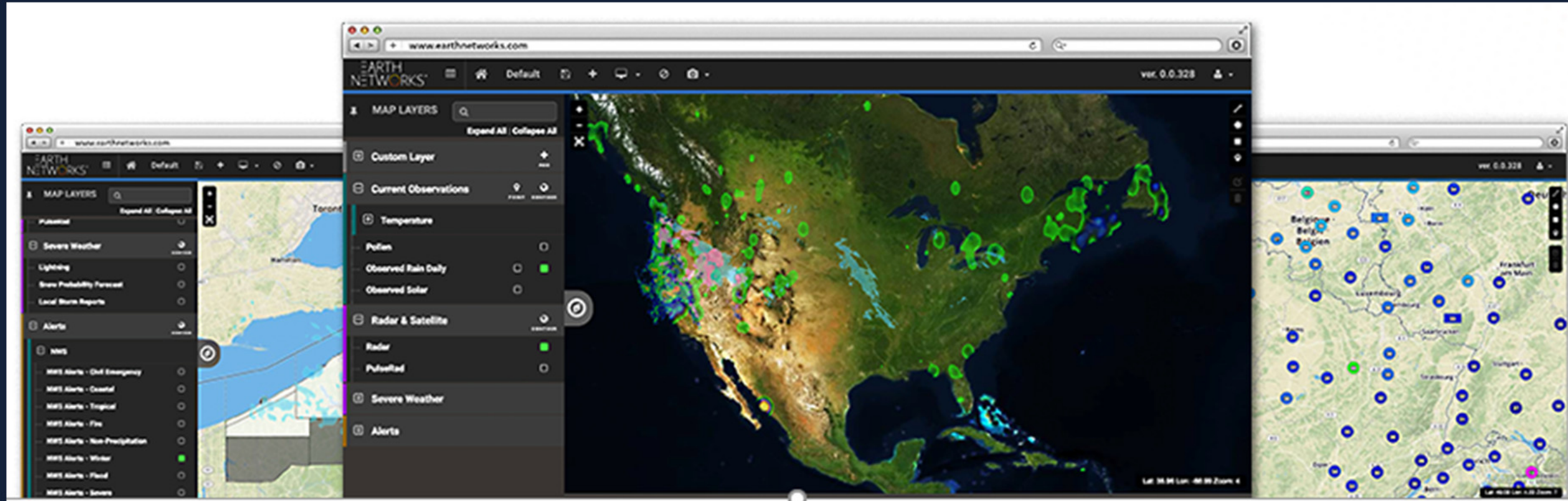
*LIGHTNING PROTECTION, MOBILE AND AUTOMATED,  
TO SUPPORT POLICIES AND PROCEDURES.*

Know when to make the right call





# SFERIC GOLD SOFTWARE VISUALIZATION AND ALERTING FUNCTION



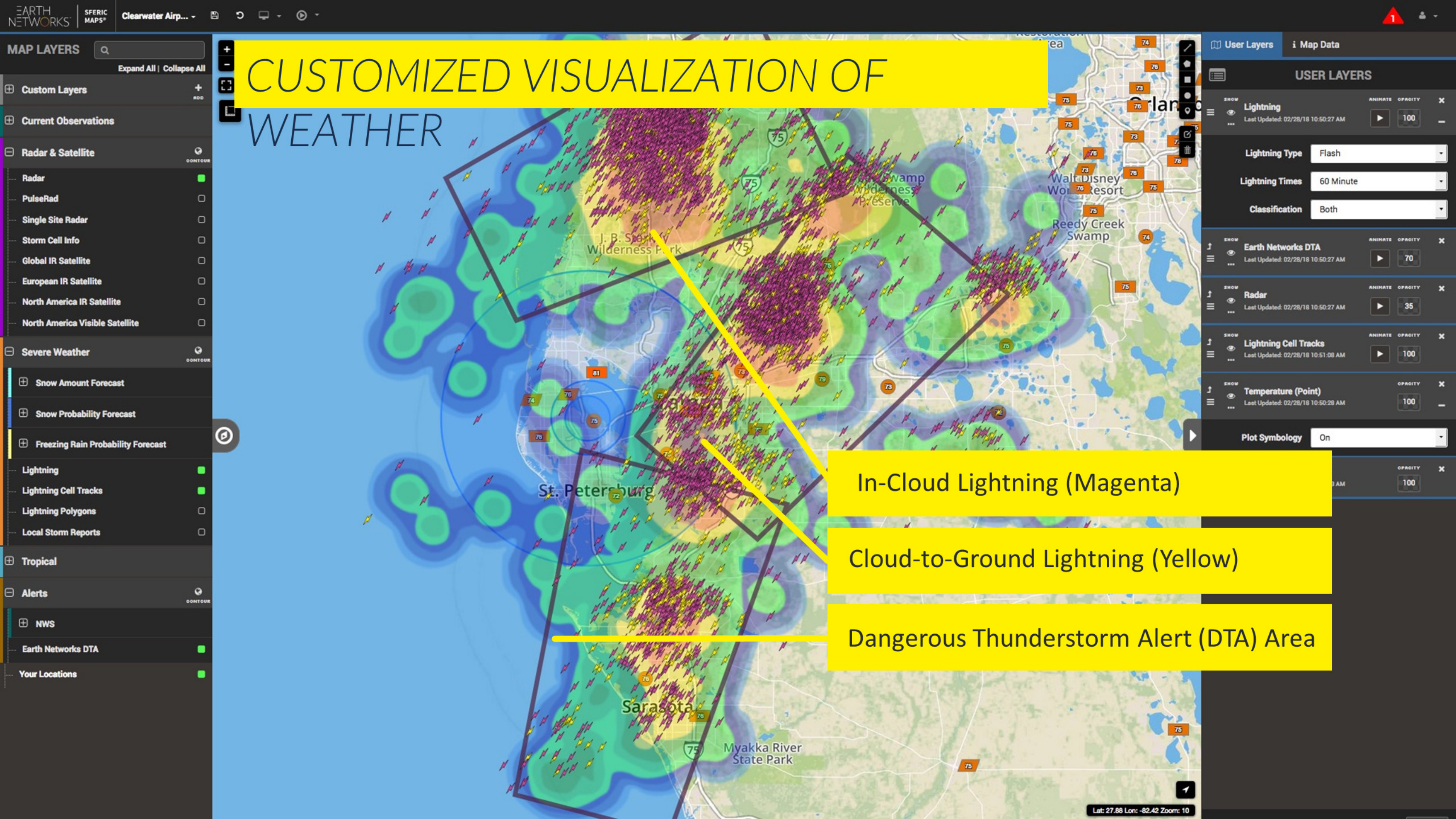
## Visualization

- Multiple Weather Observation Layers
- Dangerous Thunderstorm Tracking
- Lightning Maps
- Radar and more

## Alerting

- Real-Time Alerting for 81 weather Conditions
- Unlimited Alerting to Recipients via Email and Text Message







# SFERIC PROTECT PACKAGES

Sferic Protect Packages	Protect Basic	Protect Plus	Protect Pro
Sferic Maps & Mobile (3 Seats)	✓	✓	✓
Sferic Customized Alerting	✓	✓	✓
Weather Station (Davis)			✓
Lightning Alert Service	✓	✓	✓
Outdoor Alerting Solution (OAS) – 1 Horn	✓	✓	✓
Met Phone/Email Event Support (2 events up to 4 days/event)		✓	✓
Daily Weather Outlook Email	✓	✓	✓
Online Weather Center (with City Forecast)	✓	✓	✓
Display			✓
Installation & Shipping	✓	✓	✓
Maintenance (Up to 1 Horn + 1 Weather Station)	✓	✓	✓
Annual Services Package Fee	\$2,399	\$2,699	\$3,199
One-Time Setup Fee	\$499	\$999	\$999





# THANK YOU

QUESTIONS AND COMMENTS?

**Matt Spencer**  
**Senior Account Manager**  
[mspencer@earthnetworks.com](mailto:mspencer@earthnetworks.com)  
**(301) 250 - 4091**





WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781- 237 -3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## FIELD PERMIT APPLICATION

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

For what activity/sport: \_\_\_\_\_

DATE (S) – List all

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: \_\_\_\_\_ # of Wellesley Residents: \_\_\_\_\_

### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 7881-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE BELOW FOR FEES AND POLICIES



## WELLESLEY FIELD PERMIT REQUEST INFORMATION

**Keep this for your records.**

### General Policies:

- No alcohol, no illegal drugs, no smoking and/or vaping.
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See "Public Facility Use for Private Gain Policy" at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Government, click Recreation, click Facility & Fields, click Playing Fields Task Force & Field Applications, click Playing Fields Task Force Documents
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- **WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all Town fields.

### Priority of Use:

- 1) Town-Wide Special Events
- 2) School Use/School Coaches' Clinics
- 3) Wellesley Resident Youth Leagues
- 4) Wellesley Recreation Department Programs
- 5) Wellesley Resident Adult Groups
- 6) Wellesley Resident – One-Time Use
- 7) Charitable Groups
- 8) Non-Resident Groups / Non-Recreation Department Camps and Clinics

### Fees, as approved in the Playing Fields Policy:

- 1) Town-wide Special Events: No fee,
- 2) School Use: No fee,
- 3) School Coach(es) Clinics: \$15 per participant,
- 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
- 5) Wellesley Resident Youth League Clinics: \$15 per participant,
- 6) Wellesley Recreation Department Programs: No fee,
- 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
- 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to Recreation lighting account)
- 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to Recreation lighting account); \$75 for a turf field,
- 10) Charitable Groups: No fee,
- 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and
- 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields).
- 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours. Fees collected shall be deposited into the DPW Field Use Fund, unless otherwise noted or a rental of a turf field; revenue from turf field rentals shall be deposited into the Turf Field Fund.



## **General Field Use Rules**

### **Hours of Operation:**

Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

### **Prohibited Activities:**

Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

### **Field Closures:**

<http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call (781) 235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

### **Weather:**

Since lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

### **Maintenance of Baseball/Softball Infields:**

Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

### **Litter, Trash and Recycling:**

All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field. If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235-2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).

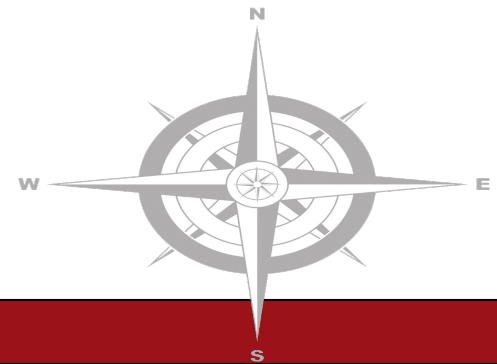


# **School Building Projects Update Hunnewell Hardy/Upham**

**September 2019**

WELLESLEY PUBLIC SCHOOLS

*Learning • Caring • Innovating*





# Key Factors of the Hunnewell Project

- A new school cannot be built while occupying the current school; off-site swing space is needed
- The District has conducted an exhaustive search, but no viable external swing space options exist
- An “Early” Hunnewell opens 4 years from now (Jan or Fall of 2023)
- A “Late” Hunnewell opens 7 years from now (Jan or Fall of 2026)





# **What is Internal Swing Space?**

**Utilize space at other WPS elementary schools to host  
Hunnewell students for 1.5-2 years while the new Hunnewell  
School is being built**





**Hunnewell Internal Swing Space  
Distribution of Students across ES Schools**

	<b>Hunnewell</b>	<b>Bates</b>	<b>Fiske</b>	<b>Hardy</b>	<b>Sprague</b>	<b>Schofield</b>	<b>Upham</b>	<b>Total</b>
<b>Year One SY 21-22</b>	245 Students	321 Students	269 Students	276 Students	317 Students	388	195	2011
<b><i>Internal Swing Space Hosting Impact</i></b>		Grade K 43  Grade 5 39	Grade 4 46	Grade 3 41	Grade 1 43  Grade 2 33			
<b><i>Total Host School Enrollment</i></b>		School Enrollment: <b>403</b>	School Enrollment: <b>315</b>	School Enrollment: <b>317</b>	School Enrollment: <b>393</b>			

	<b>Hunnewell</b>	<b>Bates</b>	<b>Fiske</b>	<b>Hardy</b>	<b>Sprague</b>	<b>Schofield</b>	<b>Upham</b>	<b>Total</b>
<b>Year Two SY 22-23</b>	244 Students	306 Students	243 Students	268 Students	288 Students	384	187	1920
<b><i>Internal Swing Space Hosting Impact</i></b>		Grade K 38  Grade 1 44	Grade 5 43	Grade 4 41	Grade 2 45  Grade 3 33			
<b><i>Total Host School Enrollment</i></b>		School Enrollment: <b>388</b>	School Enrollment: <b>286</b>	School Enrollment: <b>309</b>	School Enrollment: <b>366</b>			



## **How Will Rooms be Selected to Host Hunnewell Classes?**

**In order of priority:**

- 1. Classrooms freed up due to declining enrollment**
- 2. Leveraging other school instructional spaces**
- 3. Use of current specialized classrooms (i.e., Music, Art)**



## WELLESLEY PUBLIC SCHOOLS

Enrollment Report  
Table FDistrict Projection versus Actual Elementary Enrollment by School  
2000-2001 through Current

School Year	BATES				FISKE				HARDY				HUNNEWELL			
	Proj.	Actual	Variance		Proj.	Actual	Variance		Proj.	Actual	Variance		Proj.	Actual	Variance	
2000-2001	402	417	15	3.73%	287	290	3	1.05%	322	329	7	2.17%	351	362	11	3.13%
2001-2002	435	435	0	0.00%	297	287	(10)	-3.37%	326	335	9	2.76%	369	368	(1)	-0.27%
2002-2003	343	341	(2)	-0.58%	281	282	1	0.36%	273	254	(19)	-6.96%	301	307	6	1.99%
2003-2004	350	349	(1)	-0.29%	291	315	24	8.25%	269	281	12	4.46%	298	304	6	2.01%
2004-2005	345	343	(2)	-0.58%	327	323	(4)	-1.22%	287	272	(15)	-5.23%	316	303	(13)	-4.11%
2005-2006	351	354	3	0.85%	341	325	(16)	-4.69%	279	284	5	1.79%	310	318	8	2.58%
2006-2007	355	354	(1)	-0.28%	344	330	(14)	-4.07%	281	285	4	1.42%	316	325	9	2.85%
2007-2008	368	380	12	3.26%	339	353	14	4.13%	286	296	10	3.50%	316	328	12	3.80%
2008-2009	400	393	(7)	-1.75%	362	382	20	5.52%	302	313	11	3.64%	330	334	4	1.21%
2009-2010	396	392	(4)	-1.01%	373	375	2	0.54%	304	292	(12)	-3.95%	328	307	(21)	-6.40%
2010-2011	420	406	(14)	-3.33%	380	373	(7)	-1.84%	299	296	(3)	-1.00%	293	307	14	4.78%
2011-2012	399	396	(3)	-0.75%	359	357	(2)	-0.56%	305	311	6	1.97%	285	302	17	5.96%
2012-2013	394	387	(7)	-1.78%	362	335	(27)	-7.46%	319	328	9	2.82%	294	298	4	1.36%
2013-2014	390	395	5	1.28%	330	334	4	1.21%	313	306	(7)	-2.24%	284	299	15	5.28%
2014-2015	378	384	6	1.59%	320	345	25	7.81%	294	305	11	3.74%	294	290	(4)	-1.36%
2015-2016	372	391	19	5.11%	336	342	6	1.79%	316	309	(7)	-2.22%	283	272	(11)	-3.89%
2016-2017	383	379	(4)	-1.04%	338	335	(3)	-0.89%	295	308	13	4.41%	254	251	(3)	-1.18%
2017-2018	376	372	(4)	-1.06%	316	298	(18)	-5.70%	304	295	(9)	-2.96%	254	248	(6)	-2.36%
<b>2018-2019</b>	<b>357</b>	<b>357</b>	<b>0</b>	<b>0.00%</b>	<b>285</b>	<b>291</b>	<b>6</b>	<b>2.11%</b>	<b>275</b>	<b>287</b>	<b>12</b>	<b>4.36%</b>	<b>264</b>	<b>260</b>	<b>(4)</b>	<b>-1.52%</b>



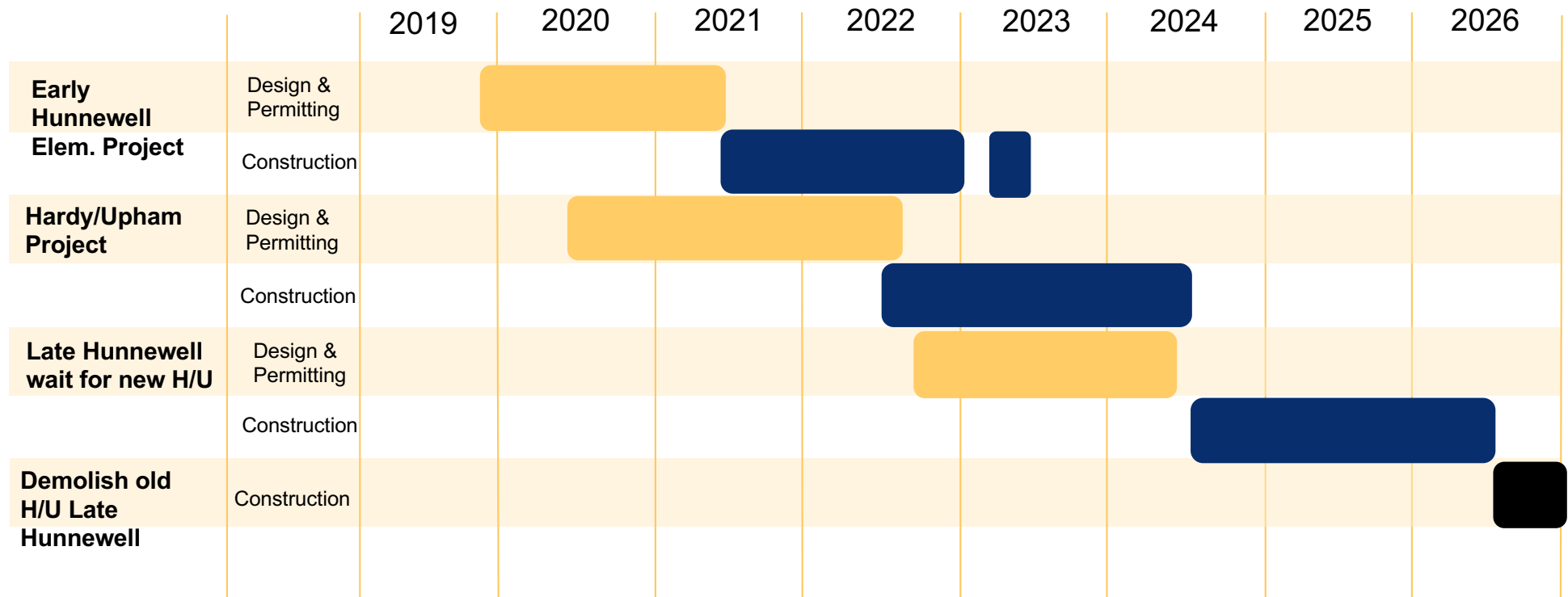
## WELLESLEY PUBLIC SCHOOLS

Enrollment Report  
Table FDistrict Projection versus Actual Elementary Enrollment by School  
2000-2001 through Current

School Year	SCHOFIELD				SPRAGUE				UPHAM				ELEMENTARY			
	Proj.	Actual	Variance		Proj.	Actual	Variance		Proj.	Actual	Variance		Proj.	Actual	Variance	
2000-2001	309	297	(12)	-3.88%			0		290	289	(1)	-0.34%	1,961	1,984	23	1.17%
2001-2002	317	331	14	4.42%			0		295	282	(13)	-4.41%	2,039	2,038	(1)	-0.05%
2002-2003	291	310	19	6.53%	310	333	23	7.42%	244	264	20	8.20%	2,043	2,091	48	2.35%
2003-2004	315	319	4	1.27%	362	333	(29)	-8.01%	262	262	0	0.00%	2,147	2,163	16	0.75%
2004-2005	342	352	10	2.92%	340	351	11	3.24%	259	255	(4)	-1.54%	2,216	2,199	(17)	-0.77%
2005-2006	368	343	(25)	-6.79%	358	374	16	4.47%	257	265	8	3.11%	2,264	2,263	(1)	-0.04%
2006-2007	362	381	19	5.25%	390	394	4	1.03%	256	251	(5)	-1.95%	2,304	2,320	16	0.69%
2007-2008	382	378	(4)	-1.05%	395	399	4	1.01%	255	272	17	6.67%	2,341	2,406	65	2.78%
2008-2009	378	379	1	0.26%	405	422	17	4.20%	252	258	6	2.38%	2,429	2,481	52	2.14%
2009-2010	390	374	(16)	-4.10%	434	428	(6)	-1.38%	256	253	(3)	-1.17%	2,481	2,421	(60)	-2.42%
2010-2011	361	359	(2)	-0.55%	416	403	(13)	-3.13%	236	232	(4)	-1.69%	2,405	2,376	(29)	-1.21%
2011-2012	342	343	1	0.29%	377	402	25	6.63%	225	244	19	8.44%	2,292	2,355	63	2.75%
2012-2013	328	341	13	3.96%	393	394	1	0.25%	240	226	(14)	-5.83%	2,330	2,309	(21)	-0.90%
2013-2014	346	365	19	5.49%	389	399	10	2.57%	229	243	14	6.11%	2,281	2,341	60	2.63%
2014-2015	357	348	(9)	-2.52%	382	398	16	4.19%	240	233	(7)	-2.92%	2,265	2,303	38	1.68%
2015-2016	362	368	6	1.66%	403	398	(5)	-1.24%	229	227	(2)	-0.87%	2,301	2,307	6	0.26%
2016-2017	372	368	(4)	-1.08%	385	393	8	2.08%	232	222	(10)	-4.31%	2,259	2,256	(3)	-0.13%
2017-2018	369	377	8	2.17%	392	383	(9)	-2.30%	225	236	11	4.89%	2,237	2,209	(28)	-1.25%
<b>2018-2019</b>	<b>369</b>	<b>382</b>	<b>13</b>	<b>3.52%</b>	<b>378</b>	<b>366</b>	<b>(12)</b>	<b>-3.17%</b>	<b>226</b>	<b>232</b>	<b>6</b>	<b>2.65%</b>	<b>2,154</b>	<b>2,175</b>	<b>21</b>	<b>0.97%</b>



## Overall HHU Project Timeline





## Elementary Redistricting

- Planning must begin now to help inform the feasibility studies for the Hardy/Upham projects
- Implementation will not likely occur until the end of the building projects
- Each elementary school will have one representative
- The District is exploring external support to guide this complex process







WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## FIELD PERMIT APPLICATION

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

For what activity/sport: \_\_\_\_\_

DATE (S) – List all

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: \_\_\_\_\_ # of Wellesley Residents: \_\_\_\_\_

### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE PAGE TWO FOR FEES AND POLICIES



## MEMORANDUM

TO: Dave Hickey

FROM: Gene Bolinger + Mike Moonan

DATE: February 6, 2019

SUBJECT: Hunnewell Field | TECHNICAL REPORT

---

### Introduction

Weston & Sampson was retained during the fall of 2018 by the Town of Wellesley to develop a strategy for upgrading two softball fields at the Hunnewell Field property. To date the following work has been completed:

- Project Kick-off Meeting
- Development of Concept Plans
- Flagging of Wetlands Resource Areas
- Topographic and Detail Survey (completed by Wellesley Engineering Staff)
- Schematic Design
- Working Committee Meetings
- Public Information Meeting (hosted by the Natural Resources Commission)

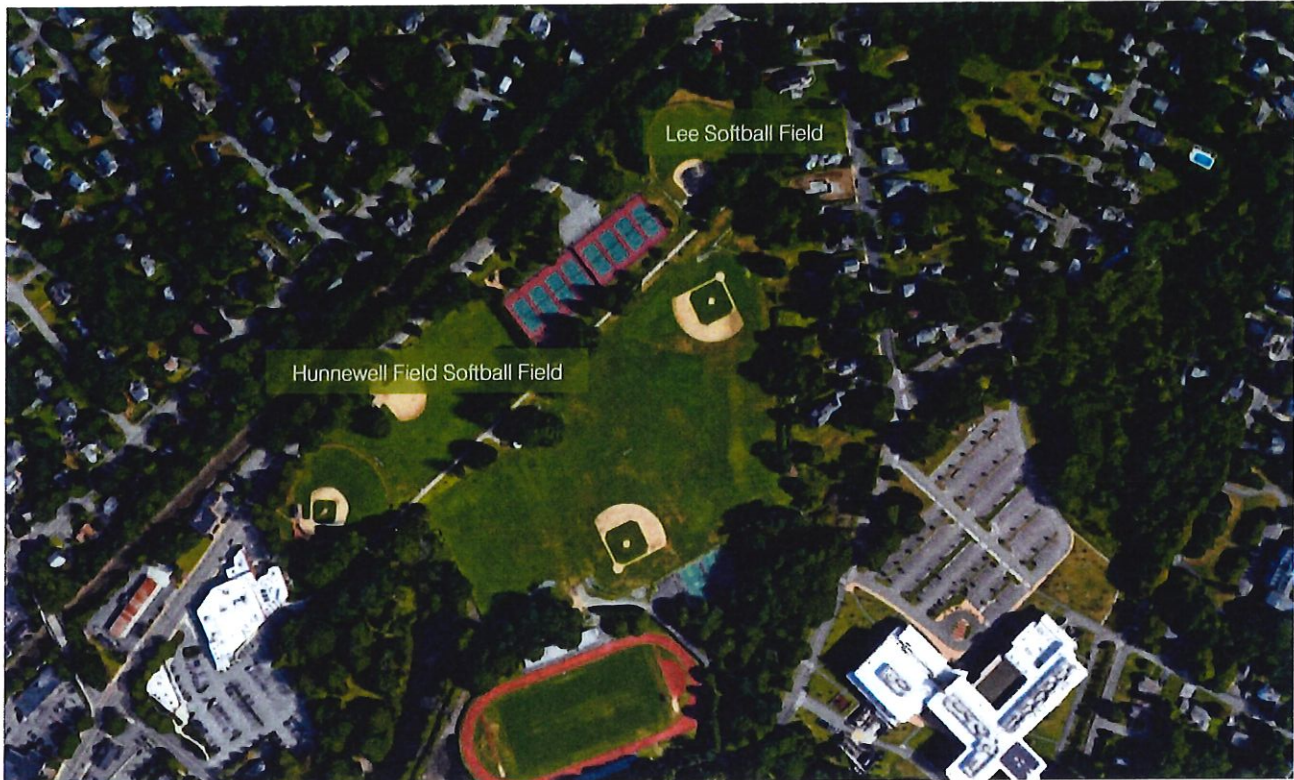
Working Group members included representatives from the DPW, High School Athletics Department, Natural Resources Commission, Recreation Department, various sports and recreation leagues, and consultant team

### Project Goals

The Town's goals for the project include renovating the fields to improve softball facilities, and an assessment of field location, use and alignment, the addition of dugouts, fencing, seating scoreboards, storage, improved accessibility, drainage and infield and turf conditions. The improvements will allow for Massachusetts Interscholastic Athletic Association sanctioned softball games to be played on premises and bring the Town into alignment with Title IX of the Education Amendments Act of 1972. In addition, renovations must be done in a fashion that preserves the essential character and quality of natural features located within the park.

The softball fields to be improved include the Lee Softball Field and the Hunnewell Softball Field (also known as Field #2). Lee Field and Hunnewell Field are located near Washington Street and in the extreme northeastern and middle western sections of the property respectively.





*Aerial image showing the locations of the Hunnewell and Lee softball diamonds.*

## Prior Studies

Numerous studies have reported on the conditions of the softball fields including:

Geller Report	2003
Gale Analysis	October 2017
PFTF Memorandum	June 2018

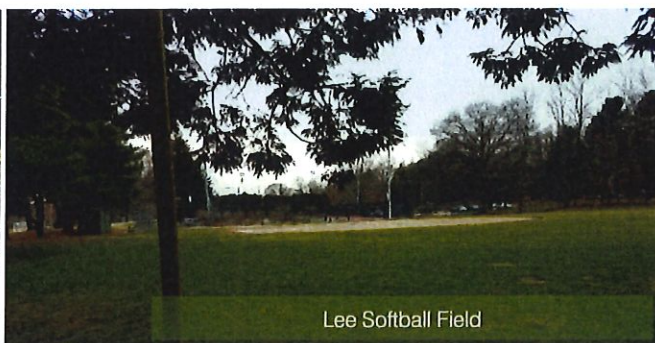
The PFTF (Playing Field Task Force) memorandum concluded that the two softball diamonds should remain in their current geographic locations and be renovated to achieve higher performance. The other studies contain substantial information about the two softball diamonds and other sports and recreation facilities located at the Hunnewell Field property and each document sets forward a series of recommendations. The Gale report also recommended that the two softball field diamonds be renovated in place. The Geller report explored the entire property and made no recommendations for the Lee Softball Field footprint and identified two synthetic turf field options for the Hunnewell Field, which of course were never acted on.

## Current Conditions

Conditions at the two softball fields can be characterized generally as poor to fair and both diamonds lack many of the typical accommodations associated with well-performing facilities of their type. Elements considered to be substandard or otherwise problematic include:



- Turf
- Field grading
- Field drainage
- Backstop
- Players' benches
- Bleachers
- ADA accommodations
- Field alignment
- Field configuration and footprint (distances)
- Lack of other support features and amenities
- Interference from adjacent vegetation



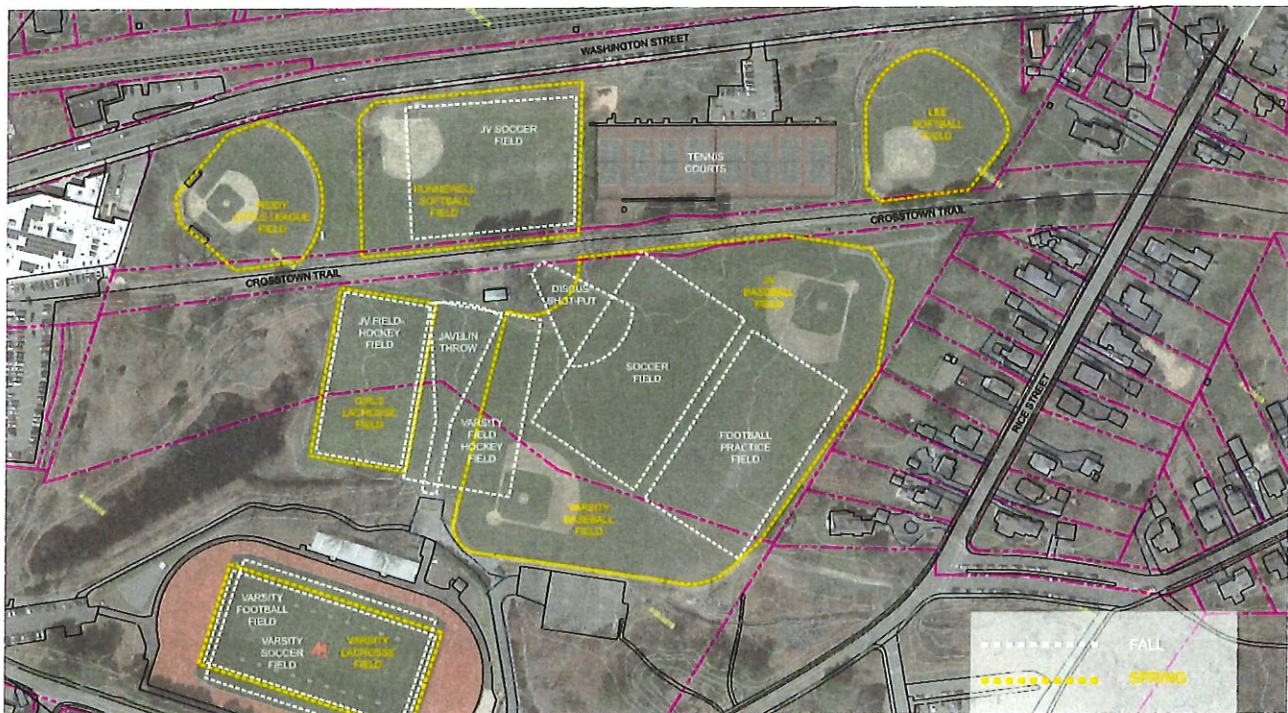
### Conceptual Design Analysis

To commence the conceptual design effort, we prepared a user matrix and a plan diagram that identifies property-wide field footprints/alignments for both the spring and fall playing seasons. We have included the diagram and a corresponding matrix below. An important conclusion was that except for Lee Field and Reidy Little League Field, all other field footprints within the larger property presently overlap each other and accommodate a wide range of school and community based sports and recreation activities during multiple seasons.

<b>SPRING</b>				
<b>FIELDS</b>	<b>SPORT</b>	<b>FIELD USE</b>	<b>TEAMS</b>	<b>CONSTRAINTS</b>
<b>Hunnewell Field (Field #2)</b>	Softball	G + P	Girls Softball, Mens League	
<b>Reidy Field</b>	Baseball	G + P	Little League	
<b>Multi- Use Fields (Field Hockey Area)</b>	Lacrosse	P	Girls LAX	
<b>Baseball Fields (Field #1 A + B)</b>	Baseball	G + P	Varsity, JV	Shared Outfield
<b>Lee- Softball</b>	Softball	G + P	Girls Softball	
<b>Stadium Field</b>	Lacrosse	G	Boys/ Girls LAX	
<b>Tennis Courts</b>	Tennis	G + P	Varsity, JV	



<b>FALL</b>				
<b>FIELD</b>	<b>SPORT</b>	<b>FIELD USE</b>	<b>TEAMS</b>	<b>CONSTRAINTS</b>
Hunnewell Field (Field #2)	Soccer	G + P	JV Soccer	Shared Out Field
Reidy Field				
Multi- Use Fields (Field Hockey Area)	Field Hockey, Javelin	G + P	JV Field Hockey, Varsity Field Hockey	Shared
Baseball Fields (Field #1 A + B)	Soccer, Football, Discus, Shot-Put	Games Soccer, Practice Football		Shared
Lee- Softball				
Stadium Field	Football, Soccer	G	Varsity Football, Varsity Soccer	
Tennis Courts				



Weston & Sampson developed five alternative sports and recreation facility alignment concepts for the Hunnewell Field property. The alternatives considered the entire property, excluding the Reidy Little League Field and recently renovated track and field complex located adjacent to Smith Street. The five alternative concepts were presented to the Working Group and after careful analysis and considerable discussion a preferred plan (Concept Plan A) was confirmed. The other four concepts were deemed less desirable and not advanced for reasons that included:



- Potential impacts to wetland resources and/or other natural areas and systems
- Potential impacts to residential abutters
- Cost implications
- Potential impacts to other sports and recreation facility footprints
- Introduction of new overlapping sports use on fields that presently have no/limited rest periods creating additional stress to turf conditions

Concept Plan D (shown below) was given some consideration but ultimately it was agreed not to pursue it for multiple reasons, including many of those listed above. Other potentially adverse implications associated with the relocation of the primary high school girls' softball field to this

Concept Plan D Location included:



- Need to construct impervious elements adjacent to the pond
- Impact to girls' junior varsity lacrosse field including displacement of many team sports during a potential 1 year construction phase
- Impact to other field footprints including freshman field hockey and girls' lacrosse
- Lack of benefit associated with a new multi-use field located at the current Lee Field
- Drainage and FEMA floodplain limitations and project permitting complications
- Construction cost

Primary benefits of this concept include achieving the desired playing field orientation, configuration and the required distances to center, left and right fields and much closer proximity to the high school. Yet the benefits do not outweigh adverse impacts and cost implications are significant, since large quantities of fill and extensive subdrainage systems would be required to correct chronic drainage problems. Concept Plan D, in its entirety is estimated to cost well in excess of \$2M.

After completing the conceptual design analysis phase, it was agreed to pursue Concept Plan A as described on the following pages.

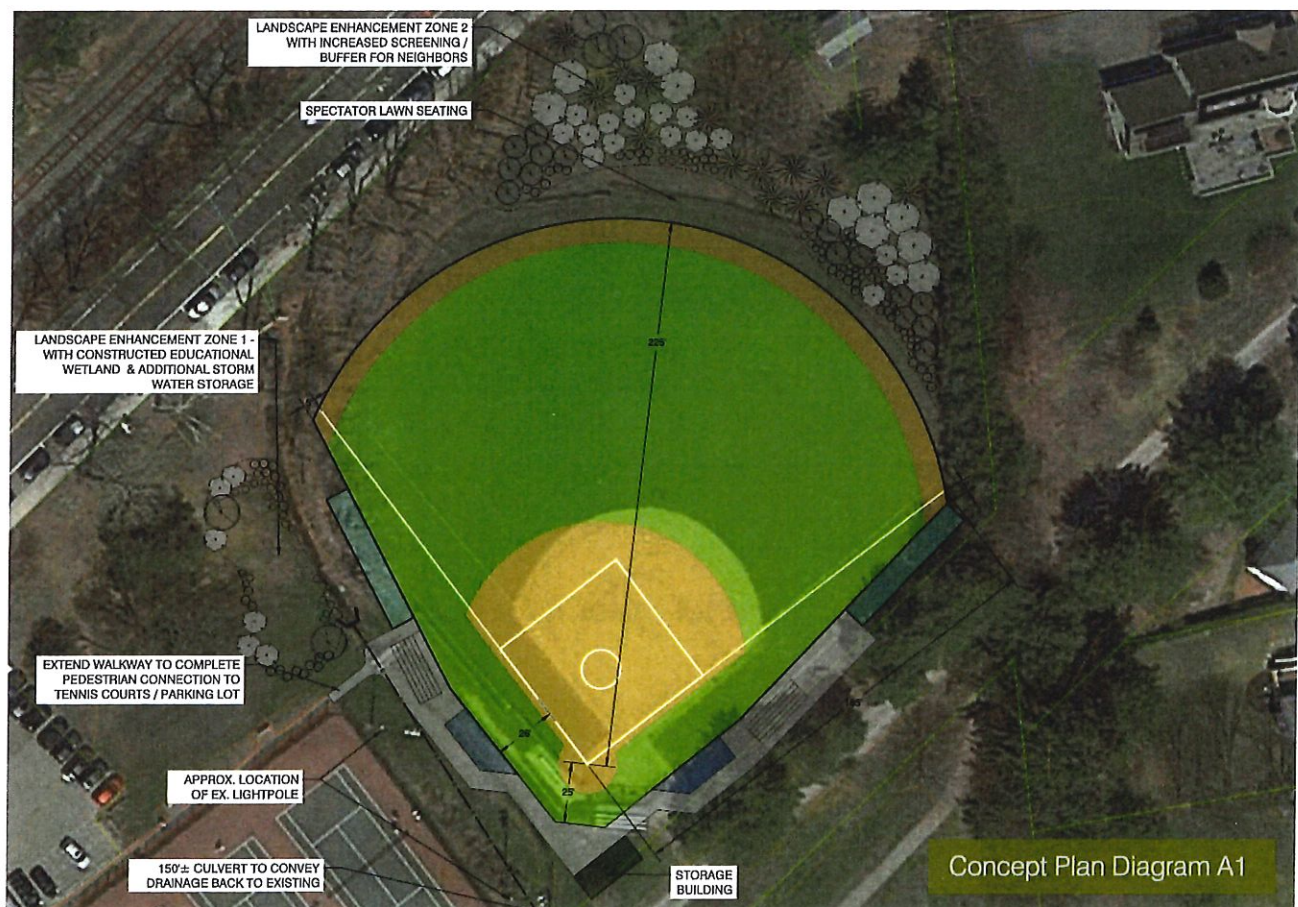
### Recommended Schematic Design

After multiple meetings and advanced discussions with the Working Committee, the completion of numerous on-site field and site inspections, review of site mapping and consideration of previous planning efforts, the Weston & Sampson sports + recreation team concluded that Concept Plan A was best aligned with town goals and objectives. This plan also best serves the various



stakeholder groups by best meeting their needs and expectations. This conclusion is also aligned with the conclusions reached last year by the Playing Field Task Force and includes confirmation of the strategy to renovate fields within their current geographic location. The reasons for this have been well documented during various meetings and can be summarized below:

- Achieves improved field alignment
- Achieves required outfield dimensions (185' to left and right fields foul poles and 225' to straight away center field)
- Less impactful to school and community sports and recreation program scheduling
- Provides opportunities to enhance wetland resource areas
- Provides opportunities to enhance the aesthetic and environmental character of the park landscape through the introduction of new, native landscape plantings
- Provides opportunities for improvements to habitat and creates opportunities for the establishment of enhanced stormwater management and environmental education
- Provides positive benefit to residential abutters by shifting the field close to the tennis complex, limiting impacts to existing vegetation and by introducing new plantings
- Best fits Town's budget expectations and is clearly lower cost (by a factor of 2x or 3x) compared to other options
- Construction impacts related to the field renovations will be less disruptive to sports and recreation program on a short-term basis





**Lee Softball Field-** this renovation strategy achieves many of the goals established by the town at the outset of the project and importantly it will allow the high school girls softball team to enjoy a new level of facility parity when compared to other sports and their respective playing venues.

Concept Diagram A shows a new field configuration superimposed upon the existing field configuration. The field shifts generally to the southwest and closer to an intermittent stream channel by approximately 12 feet. This achieves:

- Improved ancillary facilities (players' benches, spectator seating, storage and pedestrian/ADA accommodations)
- Adequate left, center and right field dimensions/distances
- Greater setback from residential abutters to the northeast
- Opportunities for new landscape enhancements

Improvements will also include upgrades to infield and outfield areas, refined grading and drainage and higher quality/performing turf throughout.

Importantly, an intermittent stream flows southerly below Washington Street (via a culvert) and between Lee Field and the tennis court complex. After a 90 degree bend the intermittent stream flows southwesterly along the aqueduct/Community Path before entering a culvert. The culvert traverses the fields located to the southeast of the aqueduct and enters Fuller Brook. About half of the softball field is located within jurisdictional intermittent stream buffer zone. The intermittent stream itself occupies a narrow channel with limited wetlands vegetation and habitat value.



*View of the intermittent stream channel that flows southerly between Lee Softball Field and the tennis court complex.*

In order to achieve the desired improvement to the Lee Softball Field footprint, it is proposed to culvert approximately 150 LF of the intermittent stream channel. This will require approval of the Wetlands Protection Committee and project proponents, as part of a Notice of Intent permitting process, and will have to provide evidence that standards established by the Wetlands Protection Act are being met. In conjunction with the culverting of this stream section it is proposed to



construct a new wetlands resource area to the north and west of the existing pedestrian bridge that links the parking lot to Lee Field (refer to Concept Diagram A1, Landscape Enhancement Area 1). The current area is low lying, maintained as lawn and it is seasonally wet but typically dry during warmer, summer months.

The potential benefit of a constructed wetland would be multiple as summarized below:

- Allow considerable upgrades to the Lee Softball Field playing venue as described above
- Create a new educational resource area
- Provide stormwater quality enhancements
- Provide improved habitat

The concept of culverting the intermittent stream was vetted at a public information meeting hosted by the Natural Resources Commission on December 6, 2018 and has also been introduced to the Wetlands Protection Committee's liaison with much more discussion and additional details required to advance this proposal. It should be noted that the intermittent stream conveys mostly roadway stormwater water from Washington Street and during certain times of year (particularly warmer, dryer periods) no water is conveyed, hence its intermittent characterization. In this way, the intermittent stream channel appears and performs much differently compared to Fuller Brook, Caroline Brook and Abbot Brook, all which flow through a portion of the larger property.

Schematic Plan A1 identifies Landscape Enhancement Zone B. Work in this area would include the installation of mixed native vegetation to expand tree canopy and eliminate areas requiring frequent mowing. Shade trees and understory plantings (evergreen and deciduous) are envisioned and this would yield enhanced habitat and visual buffering between the field and residential abutters.

**Hunnewell Softball Field (Field #2)**- like the Lee Softball Field strategy, the renovation approach at the Hunnewell Softball Field achieves many goals.

Plan Diagram A2 shows the new field configuration superimposed upon the existing field configuration. The field shifts generally to the east and closer to the aqueduct/Community Path and tennis court complex. This achieves:

- Improved ancillary facilities (player's benches, spectator seating, storage and pedestrian/ADA accommodations)
- Adequate left and center field dimensions/distances and maintaining the shorter distance to right field (typically the power alley for left-handed batters) due to the proximity of the community path/aqueduct
- Greater setback from the mature White Oak tree that defines the southwestern edge of the infield area, which means fewer impacts to play caused by interfering overhanging tree branches

Improvements will also include upgrades to infield and outfield areas, refined grading and drainage and higher quality/performing turf throughout.





## Conclusion

Based on completed analysis, we believe the recommended renovation strategies set forth herein achieve an appropriate balance by establishing higher performing playing venues consistent with other Town facilities for other sports and recreation uses while being respectful of abutters and the inherent natural features that prevail within the Hunnewell Field property.





SCALE: 1"=20'  
0' 20' 40' 60'



# HUNNEWELL SOFTBALL FIELD IMPROVEMENTS TO HUNNEWELL FIELD FEBRUARY 2019



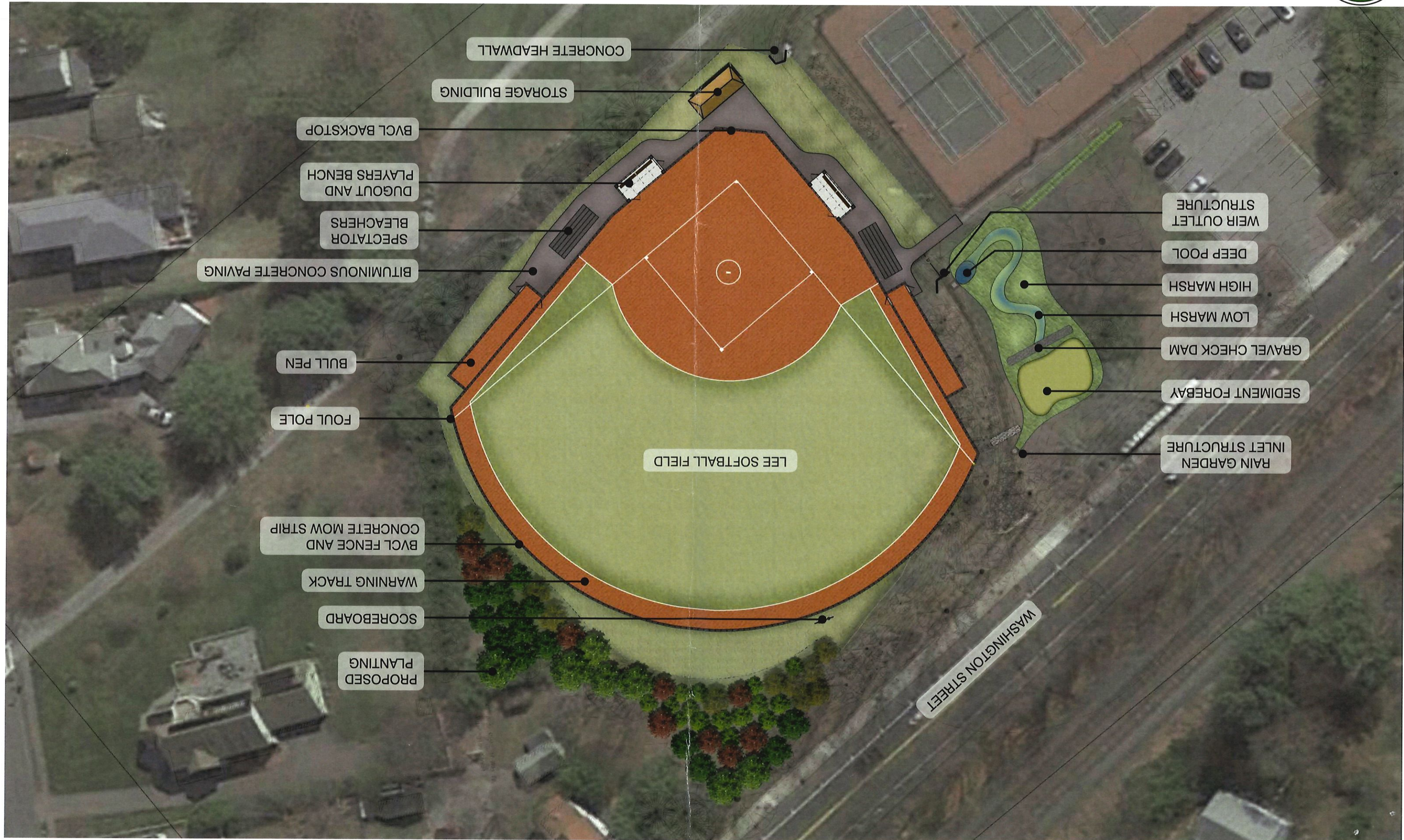




SCALE: 1"=20'  
0' 20' 40' 60'



# LEE SOFTBALL FIELD IMPROVEMENTS TO HUNNEWELL FIELD FEBRUARY 2019







WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

### FIELD PERMIT APPLICATION

Name: Leslie Frank/Carla Farkes Organization: Mass Elite Lacrosse

Mailing Address: 490 Chapman Street, Suite 102, Canton 02021

Email: carla.farkes@gmail.com Daytime Phone # 781-562-1905

Field Requested: High School Stadium

For what activity/sport: Lacrosse summer camp

DATE (S) – List all

July 15 - 18

Day (s): Mon - Th Time: Start 9 am Finish 1pm

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 100 # of Wellesley Residents: 50

#### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE PAGE TWO FOR FEES AND POLICIES



## WELLESLEY FIELD PERMIT REQUEST INFORMATION

**Keep this for your records.**

### **To Request a field permit:**

- Complete this form and submit to: Recreation Director (address above)
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources Commission (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors' operation summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.

### **General Policies:**

- No Alcohol, No illegal drugs
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See "Public Facility Use for Private Gain Policy" at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Department, click Recreation, click Recreation Commission & General Policies.
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- No play before 8 am on Sunday. Multipurpose lights may remain on until 9:30 pm.

**WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to **BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES**; 2) Please consider **eliminating the extra drinks & snacks that are often brought to practices & games** (studies show that this has a positive health benefit as well); 3) Consider **naming a team captain to oversee garbage collection & recycling** or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed **working water fountains & recycling bins at almost all town fields**.

### **Priority of use:**

1. Park Maintenance
2. Town Wide Special Events
3. School use – Sports, Special Events, Coaches Clinics
4. Wellesley Youth Sports
5. Wellesley Recreation Department Programs
6. Wellesley Adult Organized Groups
7. Wellesley Residents: one-time use
8. Charitable Organizations
9. Non-Resident Groups/Non Recreation Department Camps & Clinics

### **Fees:**

1. Town Wide Special Events: No fee,
2. School Use: No fee,
3. School Coach(es) Clinics: \$15 per participant,
4. Wellesley Resident Youth Leagues: \$30 per member per season per sport (\$15 to general fund/\$15 to turf replacement fund),
5. Wellesley Resident Youth League Clinics: \$15 per participant
6. Wellesley Recreation Department Programs: No fee
7. Organized Use of the High School Track: \$15 per member per season
8. Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$15 to field account and \$25 to light account),
9. Wellesley Resident – One-Time Use: Grass field, including the Multi-Purpose Field (at Hunnewell): \$50, but \$75 if using lights (incremental \$25 to light account); Turf field: \$75,
10. Charitable Groups: No fee
11. Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed)
12. Non-Recreation Department Camps: Grass field: \$35 per participant; Turf fields: \$50 per participant. (Camps catering to participants over the age of 12 years will, whenever available, use the turf fields.)
13. All field rentals that are not charged per participant are figured in increments of 1.5 hours.



## General Field Use Rules

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: <http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call 781-235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

Weather: Because lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash and Recycling: All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. **Pick up trash when you leave the field, even if it is not yours.** Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that **participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.**

The last group to use a field for the day is responsible for leaving a clean, litter free field.

If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235 – 2370, who will attempt to identify the users who might be leaving the field in such condition.

**Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.**

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).





# SPRAGUE FIELD

## PROPOSED LACROSSE WALL

### Legend

#### Proposed

- Barrier Netting
- Lacrosse Practice Wall
- Lacrosse Practice Field
- Storage Bin

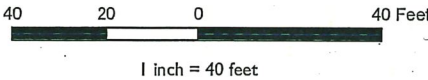
#### Existing

- Parcels
- Hydrants
- Water Main
- Sewer Manholes
- Sewer Main
- Drain Manholes
- Catch Basins
- Storm Drains

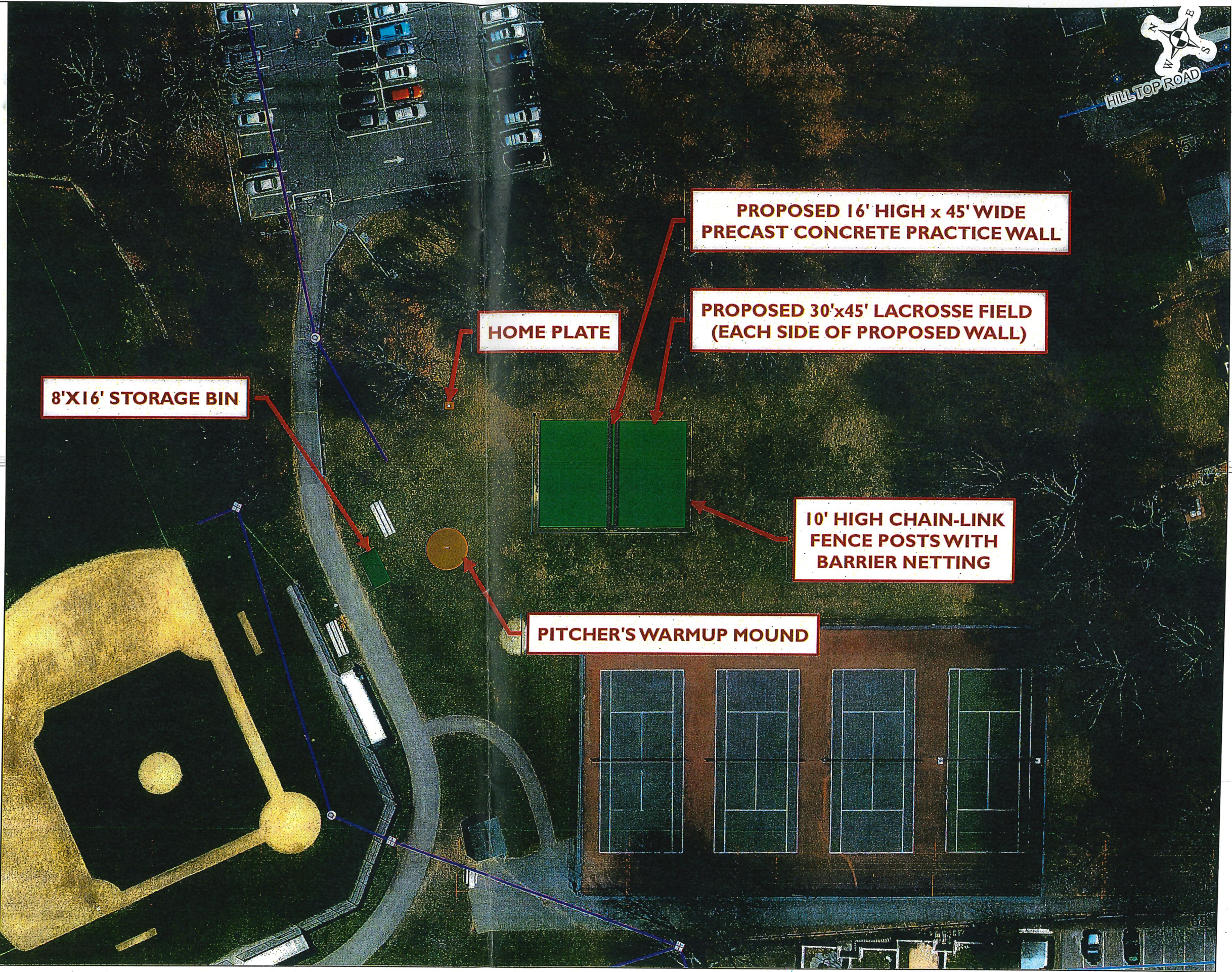
### Notes:

1. Proposed Lacrosse Field Location Laid Out with White Stakes.
2. Proposed Pitcher's Mound Location Laid Out with Pink Stakes.
3. Proposed Storage Bin Location Laid Out with Blue Stakes.

May 9th, 2019



Disclaimer:  
This map is for display purposes only — it is not intended for survey or legal purposes. Questions about specific datalayers on this map should be directed to the respective Town board, committee or department. The Town of Wellesley expressly disclaims responsibility for damages or liability that may arise from any errors, omissions, or inaccuracies in the information provided herein.





**PLAYING FIELDS TASK FORCE**  
***Charge to the Lights Subcommittee***

At its April 2, 2019 meeting, the Natural Resources Commission (NRC) asked the Playing Fields Task Force (PFTF) to investigate the possibility of adding additional and improving existing lighting equipment at playing fields in Town. The PFTF has placed a high priority on this initiative, given its ability to allow for greater active play for Town residents – especially youth – and strengthen our sense of community at evening games and events.

The PFTF will issue a report to the NRC, <sup>relevant stakeholders</sup> which will include an actionable recommendation for the Commission to consider. As such, the PFTF is appointing a Lights Subcommittee to act as fact-finders and investigators of potential paths forward. In regular consultation with the PFTF, the Subcommittee will draft a holistic report answering:

- On what playing fields do the benefits of installing new lighting or improving existing lighting outweigh the costs?
- What specific fixtures would be recommended? How many and where?
- What ground-level improvements would be necessary to accommodate them?
- What would the financial impact of such improvements be?
- How would funding be secured?
- What permits and approvals would be needed?
- What would the terms of use be? How would these terms be codified and how would they be enforced?

When investigating ~~answers to~~ these questions, the Subcommittee will:

- Consider the effects of proposed lighting on intensity of use and maintenance of fields,
- Consider secondary impacts, such as traffic, concerns for abutters and neighbors, and sound,
- ~~Consider the need for equity between boys' and girls' teams, and~~
- Consider the effect of lights on "dark sky" efforts, utilizing external expertise via consultant Bob Parks.

The PFTF will issue a report to the NRC as soon as one is complete, with a target of fall/winter 2019. In the meantime, the PFTF plans to work with the Subcommittee to publicly vet potential options at its meetings, which the public are welcomed to attend. The PFTF also plans to engage via forums at different times of the day, to ensure that all constituents have the opportunity to be heard. Information and updates will be posted to the PFTF's website: [wellesleyma.gov/356](http://wellesleyma.gov/356).

<sup>the</sup>  
consider impact of lights on creating greater capacity  
for all user groups -



TOWN OF WELLESLEY



RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

Special Event Field Permit Application

Name: Ryan Hannable Organization: PrimeTime Lacrosse

Mailing Address: 5A Michigan Dr. Natick, MA 01760

Email: ryan@primetimelacrosse.com Phone # 978-987-1134

Field Requested: High school turf and Hunnewell

Event Type (Please Specify): Lacrosse tournament

Date of Event: June 15 and 16 Event Day Contact & Cell phone# J. Wellemeyer 781-223-1077

Day (s): Saturday and Sunday Time: Start 8 am Finish 7 pm

Rain Date (if needed): None

Number of participants: About 500 Number of spectators: About 250  
Number of cars/buses: About 200 % of Wellesley Residents: 10-25 percent  
Parking/Traffic Control Plan (attached) X Trash removal Plan (attached) X  
Certificate of Insurance with the "Town of Wellesley" listed as additional insured (attached): X  
Restroom(s) Plan (attached) X  
Electricity requested: Y / N Notes: No  
Water requested: Y / N Notes: No  
Amplified Sound requested: Y / N Notes: No

What is a Special Event?

Special Events are gatherings/events that involve a large group of people (compared to the seasonal use of the site), and

- Are advertised to the public and do not occur regularly on the site or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way; or
- Use Town facilities or property (i.e., Town buildings, parks, and parking lots).
- If your event/activity is one of the following, it will likely require a special event permit:
  - Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events.
  - Circuses, carnivals, fairs and festivals.
  - Farmer's Markets.
  - Walks, runs, athletic, bicycle and vehicle races and rides.
  - Fireworks display
  - Street fair, craft show on a residential or commercial right-of-way which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic.
  - Car washes whereby the public is encouraged to attend.



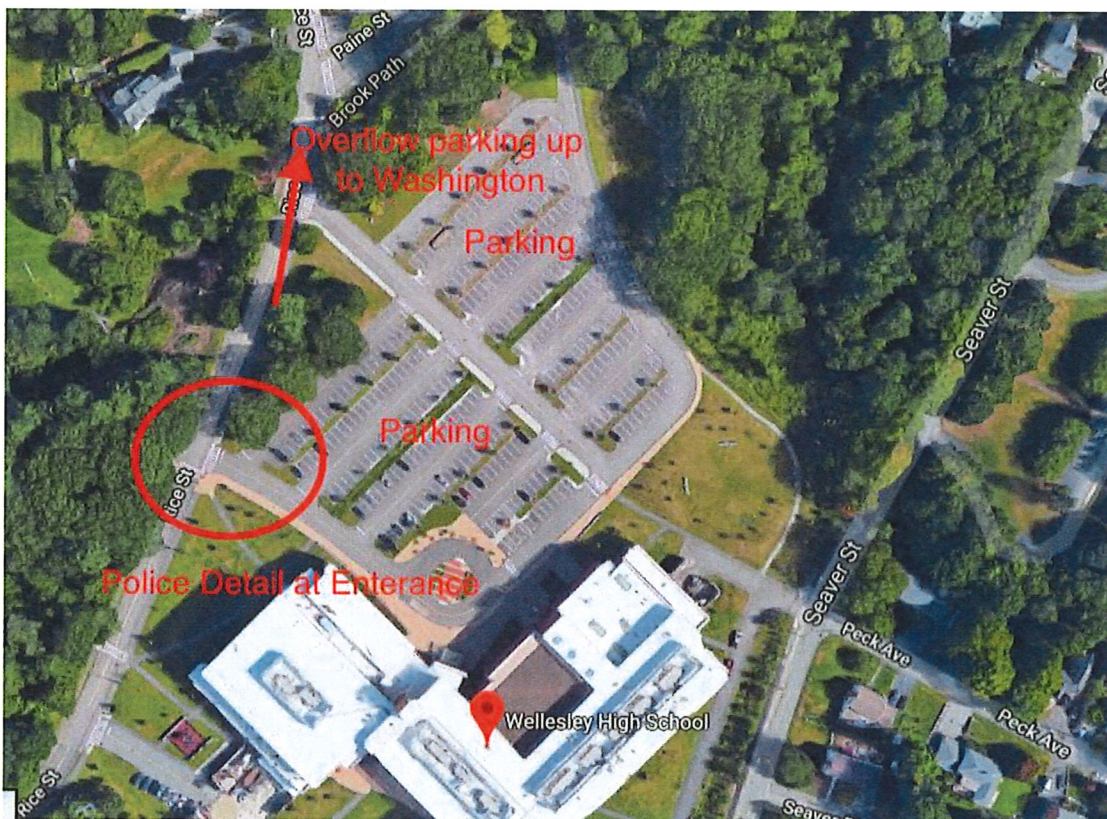
# PrimeTime Lacrosse Tournament – Wellesley, MA

## High School + Hunnewell (1 turf + 3 grass)

### Traffic Control Plan (see map as well)

Parking Area: Wellesley High School

- Police detail at entrance of school, helping to utilize all possible spots
- Consistently check to make sure no violations have occurred
- Once full, have people park on side streets, along Washington St.
- Make sure all cars are parked legally.



Note: We executed this last year without a police detail, which means things should go much smoother this time around.

We have been in contact with the Wellesley Police Department about a detail for the two days. They do not schedule them until 1-2 weeks out, but are aware of it. Multiple may be needed to help cross the street, and also to ensure cars are parked legally. Our plan is to have a staff member at the entrance to the main parking lot where once full will direct cars to overflow parking. This will also be communicated



in an email to teams when the schedule comes out. Exact location will be based on what Wellesley Police say.

\*After reaching out to the Wellesley School Department to make sure there was nothing going on at the high school these days we have learned there is a dance competition from 12-6 on both days. We are now discussing plans for a satellite lot with shuttle service. Options are Babson (where the main tournament fields are) and Wellesley Middle School. This will be an all day thing.

Note: Teams are not there all day. Typically, they play two games over a four-hour period and then are gone for the day. We have been and will stay in contact with Jerry Nigro to help decide what the best way to proceed is.

### Recycling Plan

We will have plenty of trash and recycling set up throughout the event with multiple people emptying over the course of both days. We have been in contact with Justin Monta with Parks and Rec and will be hiring a park employee for the days to help with trash.

Also, we will work with the MWRA to secure a water truck. We attempted last year, but were unsuccessful.

Trash and recycling will be placed in strategic spots near fields and tournament headquarters (see map). Also, we will include the Wellesley Green Initiative in email to all participants, noting reusable water bottles and also signage promoting this on site.





## Insurance Requirements

We already are insured through Town of Wellesley, but a more specific COI which includes \$1,000,000 occurrence and \$3,000,000 general aggregate has been submitted as well.

## Restrooms

We typically bring in a number ourselves, which can be placed next to the ones already in place near the dumpster. We won't place any other than this area unless given proper permission. To ensure proper placement, we will meet with Parks and NRC beforehand. Someone will be on site when these are delivered to ensure proper placement.



## Food

We potentially would have food truck, which would be located in tournament headquarters next to the basketball court. We would make sure to have plenty of access for emergency vehicle to enter if necessary. Vendor would be up to date on all licenses and code. We have reached out to Leonard at the Board of Health, but have not heard back.





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DIRECTOR  
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TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

### *Special Event Field Permit Application*

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

Event Type (Please Specify): \_\_\_\_\_

Date of Event: \_\_\_\_\_ Event Day Contact & Cell phone# \_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Number of participants: \_\_\_\_\_ Number of spectators: \_\_\_\_\_

Number of cars/buses: \_\_\_\_\_ % of Wellesley Residents: \_\_\_\_\_

Parking/Traffic Control Plan (attached) \_\_\_\_\_ Trash removal Plan (attached) \_\_\_\_\_

Certificate of Insurance with the "Town of Wellesley" listed as additional insured (attached): \_\_\_\_\_

Restroom(s) Plan (attached) \_\_\_\_\_

Electricity requested: Y / N Notes: \_\_\_\_\_

Water requested: Y / N Notes: \_\_\_\_\_

Amplified Sound requested: Y / N Notes: \_\_\_\_\_

#### **What is a Special Event?**

Special Events are gatherings/events that involve a large group of people (compared to the seasonal use of the site), and

- Are advertised to the public and do not occur regularly on the site or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way; or
- Use Town facilities or property (i.e., Town buildings, parks, and parking lots).
- If your event/activity is one of the following, it will likely require a special event permit:
  - Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events.
  - Circuses, carnivals, fairs and festivals.
  - Farmer's Markets.
  - Walks, runs, athletic, bicycle and vehicle races and rides.
  - Fireworks display
  - Street fair, craft show on a residential or commercial right-of-way which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic.
  - Car washes whereby the public is encouraged to attend.
  - Outdoor amplified sound.



- Other events as deemed by PFTF

Examples: road race, bike race, walk, parade, festival, market, carnival, and concert.

### **Parking & Traffic Control Plan**

**You will need to include a Parking & Traffic Control Plan.** If your Event is to affect public rights-of-way with any one of the below conditions, your plan must address the relevant conditions. (Note: Public right-of-way extends beyond the paved or travel surface of a roadway):

- Restrict or close a roadway (lanes, bike lanes, shoulders, etc.)
- Restrict or close a sidewalk/pathway
- Restrict or close a driveway
- Restrict or close parking spaces
- Restrict or close a Public Parking Lot
- Directing traffic with the use of a Certified Flagger, Police Officer or signs
- Posting of any signs in the right of way
- Police Detail required

Examples of Traffic Control Plans:

A Traffic Control Plan should site specific map of routes or locations where event will take place:

- Streets and cross streets with lane configurations
- Location and placement of all required MUTCD advance warning signs (list type of signs to be used)
- Location and placement of all certified flaggers
- Placement of cones and cone tapers
- Show traffic, pedestrian and bike detours and/or delays
- Show affected businesses

### **Trash Removal Plan:**

- All debris and trash must be removed from an event site immediately after the event. Failure to do so may require the Town of Wellesley to remove trash/debris. All expenses will be the responsibility of the event applicant. The applicant is required to provide recyclable receptacles at the event. When the applicant uses Municipal recyclable receptacles all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant.
- User group may hire a Park staff person at \$45 per hour to handle all trash removal (overtime may apply on weekends & holidays)
- User group may pay \$100 per day of event to use onsite dumpster (if available) and/or trash removal provided by Department of Public Works (specific location for pickup provided by DPW)
- Map of trash receptacle locations must be included with Trash Removal Plan

### **Deposit & Insurance requirements:**

- **Deposit: 25% of total fee and then paid towards balance unless damage and/or additional fees incurred.**
- **A certificate of insurance must be filed (10) working days before the event. The named insured must match the name of the event organization on the application and permit. Additionally, naming the Town of Wellesley as an additional insured with the following minimums:**

General Liability – Naming the Town as an Additional Insured:

\$1,000,000 Occurrence

- \$3,000,000 General Aggregate
- DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
- MEDICAL EXPENSE (Any one person) \$5,000

### **Restroom Plan:**

We estimate at least one (1) chemical toilet for every 100 people. Map of portable toilet locations must be included with Restroom plan. Delivery of portable toilets must be coordinated by the user group and Parks and/or Recreation Department when access to locked areas are needed. You may also coordinate the opening of a Town building for restroom use. School owned buildings contact School Business office (781-446-6210) and Town owned Buildings contact Recreation Department (781-235-2370)



**To Request a special event field permit:**

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
- For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette, McKinnon & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE BELOW FOR FEES AND POLICIES

**WELLESLEY FIELD APPLICATION REQUEST INFORMATION**

**Keep this for your records.**

General Policies:

- No alcohol, no illegal drugs, no smoking and/or vaping.
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See "Public Facility Use for Private Gain Policy" at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Government, click Recreation, click Facility & Fields, click Playing Fields Task Force & Field Applications, click Playing Fields Task Force Documents
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- **WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all Town fields.

Priority of Use:

- 1) Town-Wide Special Events
- 2) School Use/School Coaches' Clinics
- 3) Wellesley Resident Youth Leagues
- 4) Wellesley Recreation Department Programs
- 5) Wellesley Resident Adult Groups
- 6) Wellesley Resident – One-Time Use
- 7) Charitable Groups
- 8) Non-Resident Groups / Non-Recreation Department Camps and Clinics

Fees, as approved in the Playing Fields Policy:

- 1) Town-wide Special Events: No fee,
- 2) School Use: No fee,
- 3) School Coach(es) Clinics: \$15 per participant,
- 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
- 5) Wellesley Resident Youth League Clinics: \$15 per participant,
- 6) Wellesley Recreation Department Programs: No fee,
- 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
- 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to Recreation lighting account)
- 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to Recreation lighting account); \$75 for a turf field,
- 10) Charitable Groups: No fee,
- 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and



- 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields).
- 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours. Fees collected shall be deposited into the DPW Field Use Fund, unless otherwise noted or a rental of a turf field; revenue from turf field rentals shall be deposited into the Turf Field Fund.

## **General Field Use Rules**

### **Hours of Operation:**

Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

### **Prohibited Activities:**

Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

### **Field Closures:**

<http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call (781) 235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

### **Weather:**

Since lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

### **Maintenance of Baseball/Softball Infields:**

Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

### **Litter, Trash and Recycling:**

All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field. If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235-2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).

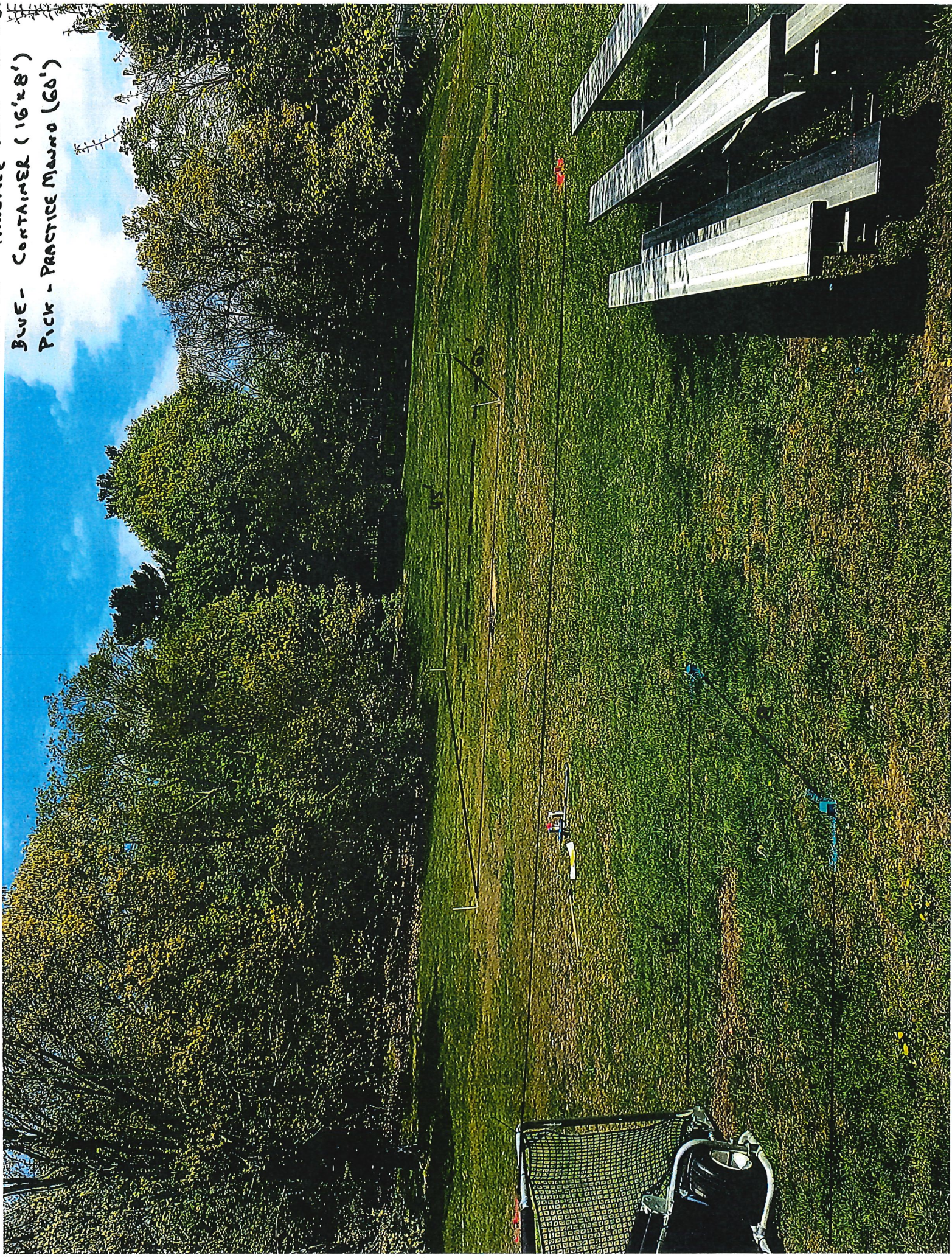


- SPRAGUE FIELD

WHITE - PRACTICE WALL (45'x50')

BLUE - CONTAINER (16'x8')

PICK - PRACTICE MOUND (60')





**TO: Board of Selectmen, Board of Public Works, Natural Resources Commission,  
Recreation Commission, School Committee**  
**FROM: Playing Fields Task Force**  
**DATE: February 8, 2019**  
**RE: Revisions to the PFTF Charter and Playing Fields Policy**

---

The Playing Fields Task Force is requesting your approval of changes to our Charter and the Playing Fields Policy. As our responsible boards, your approval is needed before these changes can take effect.

### *Background*

The goal of the PFTF is to provide a forum for the management of active athletic space in Town, consistent with the wishes of the responsible boards to whom Town Meeting has assigned the care, custody, and control of parcels of Town land.

### *Charter Changes*

Please see the attached red-lined document for the full proposal; however, there are a few changes we want to call your attention to:

- The Board of Selectmen would be added as a voting member. The BoS have been participating for some time; we believe this was an oversight that they were not included formally prior.
- Wellesley Youth Hockey would not be a member going forward, as their involvement was principally related to the planning and design of the 900 Worcester Street project, which is now under construction.
- Clarity would be added to the fee collection process, with the Charter now specifically referencing Article 55 of the Town Bylaws.
- Timing for the deadline of the PFTF's annual report would shift from December to August. Making this change will allow us to be included in the Annual Town Report.

### *Policy Changes*

Similar to the Charter, the red-lined version will contain all of the revisions. The major change to highlight is the Fee Structure section. The current Policy states that fees may be expended by the Board of Public Works after consultation with the Recreation Commission and the Natural Resources Commission. We cannot recall this actually occurring and, more importantly, the process is not in accordance Article 55. That bylaw authorizes the DPW as the sole agent able to withdraw from the fee accounts (within the annual withdrawal cap set by Town Meeting). The new language aligns to Article 55.

Additionally, the revisions clean up the wording of the fee list and clarify how dollars are segregated across the fee accounts. They also reflect the addition of the track as a rentable asset. Finally, the new version confirms that some of the fees collected can be used to offset the



PFTF's costs of collecting, processing, and depositing the fees, assuming your and Town Meeting support of an amendment to the bylaw language at the Annual Town Meeting.

Thank you for your support of the PFTF's work and your consideration of these proposed revisions to our governing documents.



## **Playing Fields Task Force**

**Warren Building, Room 008  
90 Washington Street  
Wellesley, MA 02481**

### **Agenda**

**Friday, September 13, 2019**

**7:45 AM**

---

1. Call to Order
2. Approve Minutes from June 14, 2019
3. Field Applications
4. Projects update
  - a. HHU/Update from SBC
  - b. Stadium Restrooms and Team Room Project
  - c. Practice Wall Project
  - d. Hunnewell Field Restrooms
  - e. Softball Project
5. Lights Subcommittee
6. Earth Networks: Weather Monitoring & Alerting
7. Synthetic Turf Maintenance
8. EEE
9. General Fields Discussion
10. Citizens Speak
11. Adjourn

Next Meeting: October 11, 2019



## TOWN OF WELLESLEY



## RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

**FIELD PERMIT APPLICATION**

Name: **Dave Rosenblatt**

Organization: **Beantown Bombers**

Mailing Address: **7 Foskett Court, Natick, MA 01760**

Email: **dadrosie@gmail.com**

Daytime Phone **781-400-4334**

Field Requested: **Little League Fields - Any** *Upham*

For what activity/sport: **Baseball**

DATE (S) – List all

**Sat. April 20, April 27, May 4**

Time: **9am & 11am** Finish: **1pm**

Rain Date (if needed): **N/A**

Approximate # of people: **12** # of Wellesley Residents: **12**

**To Request a field permit:**

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 7881-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE PAGE TWO FOR FEES AND POLICIES

**FOR THE WELLESLEY GREEN INITIATIVE – SEE SECOND PAGE**





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WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

### FIELD PERMIT APPLICATION

Name: Dave Rosenblatt Organization: Beantown Bombers Baseball

Mailing Address: 7 Foscett Court, #1, Natick, MA 01760

Email: beantownbombersbaseball@gmail.com Daytime Phone # 781-400-4334

Field Requested: Sprague 5 (Varsity Baseball) including outfield

For what activity/sport: Baseball

DATE (S) – List all

Sundays: April 28, May12, 19, June 6, 16, 30

Day (s): 6 Time: Start 9am Finish 1pm

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 13 # of Wellesley Residents: 13

#### To Request a field permit:

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BRANDON G. FITTS

**FIELD PERMIT APPLICATION**

Name: **Dave Rosenblatt**

Organization: **Beantown Bombers**

Mailing Address: **7 Foskett Court, Natick, MA 01760**

Email: **dadrosie@gmail.com**

Daytime Phone **781-400-4334**

Field Requested: **Fiske**

For what activity/sport: **Baseball**

DATE (S) – List all

**Sat. April 20, April 27, May 4, May 11 & Sun. April 28, May 5**

Time: **9am & 11am** Finish: **1pm**

Rain Date (if needed): **N/A**

Approximate # of people: **12** # of Wellesley Residents: **12**

**To Request a field permit:**

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BRANDON G. FITTS

### FIELD PERMIT APPLICATION

Name: Evan Zides Organization: Akadema Braves  
Mailing Address: 9 Earle Road, Wellesley  
Email: emzides@gmail.com Daytime Phone # 617 838-2172  
Field Requested: A Big Diamond Field (Hunnewell JV, Fresh or Sprague)  
For what activity/sport: Baseball Sprague #5

DATE (S) – List all

5/11, 5/18, 6/8, 6/15, 6/29, 6/30

Day (s): \_\_\_\_\_ Time: Start would like 9-1, but any 4 hr block Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 14 # of Wellesley Residents: 13

#### To Request a field permit:

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BRANDON G. FITTS

### FIELD PERMIT APPLICATION

Name: John D. Lanza Organization: Temple Beth Elohim

Mailing Address: 18 Oakland Street, Wellesley, MA 02481

Email: john.lanza@comcast.net Daytime Phone # 617-342-4084

Field Requested: Hunnewell - Girls Softball - Multipurpose

For what activity/sport: Softball

DATE (S) – List all

April 7, 14, 21, 28

May 5,

Day (s): Sunday Time: Start 10:00 Finish 12:00

Rain Date (if needed): May 26, June 30

Approximate # of people: 20 # of Wellesley Residents: <1

#### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
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### FIELD PERMIT APPLICATION

Name: GINA FRANCIS Organization: Wellesley High School Girls Varsity soccer  
Mailing Address: 5 Oakridge Rd. Wellesley, MA 02481  
Email: 50akridge@comcast.net Daytime Phone # 781.405.4157  
Field Requested: High School varsity turf field (Dorcey field)  
For what activity/sport: Girls Varsity Soccer Summer League

DATE (S) – List all

June 27<sup>th</sup> July 18<sup>th</sup>  
July 11<sup>th</sup> July 23<sup>rd</sup>  
July 16<sup>th</sup> August 6<sup>th</sup>

Day (s): (Tuesdays + Thursdays) Time: Start 5:45pm Finish 7:30pm

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 25 # of Wellesley Residents: 25

#### To Request a field permit:

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
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**FIELD PERMIT APPLICATION**

Name: Jane Bybee Organization: Boston Leadership Institute  
Mailing Address: 396 Washington St. Suite 117 Wellesley MA 02481  
Email: Khowen@bostonleadershipinstitute.com Daytime Phone #: 781-431-1083

Field Requested: Hunnewell Field

For what activity/sport: Flying Robotic Airplanes

DATE (S) – List all

July 8-12 Monday-Friday  
July 15-19 Monday-Friday

Day (s): Mon-Fri Time: Start 9:30 Finish 3:30

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 21 # of Wellesley Residents: 2

**To Request a field permit:**

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
- For Questions contact Matt Chin at 7881-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)
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## FIELD PERMIT APPLICATION

Name: Colin Hack Organization: Backyard Soccer Academy

Mailing Address: 45 Governor Winthrop Road, Somerville MA 02145

Email: colin@backyardsocceracademy.com Daytime Phone # 315-456-8720

Fields Requested: Hunnewell School, Sprague School

For what activity/sport: 1-on-1 Soccer Training

DATE (S) – List all

3/30, 4/6, 4/13, 4/20, 4/27, 5/4, 5/11, 5/18, 5/25, 6/1, 6/8, 6/15, 6/22

Day (s): Saturdays Time: Start 12PM Finish 6PM

Rain Date (if needed): N/A

Approximate # of people: 1-2 # of Wellesley Residents: 24

## To Request a field permit:

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
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**FIELD PERMIT APPLICATION**

Name: Kate Burton Organization: \_\_\_\_\_

Mailing Address: 22 Richland Road, Wellesley MA 02481

Email: aces0027@gmail.com Daytime Phone # 781-492-3453

Field Requested: Hunnewell Tennis Courts

For what activity/sport: fundraiser doubles round robin

DATE (S) – List all

Saturday May 4, 2019

Day (s): May 4, 2019 (Sat) Time: Start 2pm Finish 6pm

Rain Date (if needed): N/A

Approximate # of people: \_\_\_\_\_ # of Wellesley Residents: \_\_\_\_\_

**To Request a field permit:**

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
- For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)
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## Chin, Matthew

---

**From:** Kathryn Burton <aces0027@gmail.com>  
**Sent:** Sunday, March 24, 2019 2:05 PM  
**To:** Chin, Matthew  
**Cc:** Phil Parrish; msabin7464@aol.com  
**Subject:** Fundraiser

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hi Mr. Chin,

My name is Kate Burton. I am a junior at Wellesley High School and I'm organizing a doubles round robin doubles tournament to raise money for the non-profit organization Friends of Fumbelo. I work for the Rec Department during the year with Mike Sabin and the tennis program and he said that I should contact you about the possibility of using the Hunnewell Tennis Courts from about 2-6pm on Saturday, May 4th for this event. I'd love to the opportunity to talk to you about this. Please let me know when you might be available to talk.

Thank you,  
Kate Burton



## **Naming Proposal for Diane P. Warren Field at Hunnewell Field, Wellesley, MA**

On behalf of the Warren family and friends, we are hereby proposing that the soon to be renovated field currently known as “Hunnewell Field - Field #2” be renamed “Diane P. Warren Field” in memory of former Wellesley resident Diane P. Warren in accordance with town Bylaw Section 5.5 **Naming of Public Assets** section (d) ii. Outstanding individuals. We believe that her 31 years as a beloved town educator, her co-founding of the Wellesley Girls Softball program along with countless other volunteer efforts make her a fitting candidate.

Diane & Skip Warren moved to Frammar Rd. in Wellesley in 1974 where they lived for 43 years. They raised three boys who attended Wellesley Public Schools and participated in town sports. Skip worked at FEMA and Diane took a job at Schofield School in the mid eighties where she stayed for 31 years. Skip died in 2016 and Diane in 2017 after her third battle with a rare form of breast cancer that spanned nearly 20 years.

Diane was loved and respected by the Wellesley community but no place more than Schofield School. Known lovingly as “Mom” she was Schofield’s matriarch and the person everybody went to for answers. She touched the lives of countless students, parents and staff with her fierce work ethic, can-do attitude and loving smile. Schofield wasn’t a job, it was her passion. In her final weeks, one of her greatest worries was what Schofield was going to do without her. She was ordering school supplies from the hospital bed. That’s how much she cared. It’s just who she was.

Diane’s involvement with the little league dates back to the early 1980’s. Skip was equipment manager and Diane was the registrar... and the equipment manager. In the late 1980’s, as a response to the fact that girls age 8 and older were playing travel soccer that conflicted with Little League tryouts and games, Diane and then WLL VP Jackie Eby decided to create Wellesley Girls Softball. They teamed up with fathers of interested girls to be coaches, created teams & schedules and designed uniforms. The league was an instant success. It took off from there and over 30 years later, Wellesley Girls Softball is alive and well and on the brink of a new era, having already impacted the lives of thousands of Wellesley girls.

We feel that, by naming the field in Diane’s honor, we will be cementing the legacy of a tireless public servant who always put others first and whose impact on Wellesley will be felt for generations to come.





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90 WASHINGTON STREET  
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DEPUTY DIRECTOR  
BRANDON G. FITTS

### Special Event Field Permit Application

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

Event Type (Please Specify): \_\_\_\_\_

Date of Event: \_\_\_\_\_ Event Day Contact #: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Day(s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Number of participants: \_\_\_\_\_ Number of spectators: \_\_\_\_\_

Number of cars/buses: \_\_\_\_\_ % of Wellesley Residents: \_\_\_\_\_

Parking/Traffic Control Plan (attached) \_\_\_\_\_ Trash removal Plan (attached) \_\_\_\_\_

Certificate of Insurance with the "Town of Wellesley" listed as additional insured (attached): \_\_\_\_\_

Restroom(s) Plan (attached) \_\_\_\_\_

Electricity Needed: Y / N \_\_\_\_\_ Detail: \_\_\_\_\_

Water Needed: Y / N \_\_\_\_\_ Detail: \_\_\_\_\_

Amplified Sound Needed: Y / N \_\_\_\_\_ Detail: \_\_\_\_\_

#### What is a Special Event?

Special events are gatherings/events that involve a large group of people (compared to the seasonal use of the site), are advertised to the public, do not occur regularly on the site, and satisfy one or both of the following:

- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way.
- Use Town facilities or property (i.e. Town buildings, parks, and parking lots).

If your event/activity is one of the following, it will likely require a special event permit:

- Outdoor concerts/entertainment, dances, and recreation/sporting events.
- Circuses, carnivals, fairs, parades, and festivals.
- Farmer's markets.
- Walks, runs, athletic, bicycle, and vehicle races and rides.
- Fireworks displays.



- Street fairs, craft shows on a right-of-way which is likely to obstruct, delay, or interfere with the normal flow of pedestrian or vehicular traffic.
- Car washes, whereby the public is encouraged to attend.
- Outdoor amplified sound.
- Other events, as deemed by the PFTF.

### **Parking & Traffic Control Plan:**

You will need to include a Parking & Traffic Control Plan. If your event is to affect public rights-of-way with any one of the below conditions, your plan must address the relevant conditions. (Note: The public right-of-way extends beyond the paved or travel surface of a roadway). The conditions are:

- Restrict or close a roadway (lanes, bike lanes, shoulders, etc.)
- Restrict or close a sidewalk/pathway.
- Restrict or close a driveway.
- Restrict or close parking spaces.
- Restrict or close a public parking lot.
- Directing traffic with the use of a certified flagger, police officer, or signs.
- Posting of any signs in the right of way.
- Police detail required.

A Parking & Traffic Control Plan should map specific routes or locations where the event will take place:

- Streets and cross streets with lane configurations.
- Location and placement of all required MUTCD advance warning signs (list type of signs to be used).
- Location and placement of all certified flaggers.
- Placement of cones and cone tapers.
- Show traffic, pedestrian, and bike detours and/or delays.
- Show affected businesses.

### **Trash Removal Plan:**

All debris and trash must be removed from an event site immediately after the event. Failure to do so may require the Town of Wellesley to remove trash/debris. All expenses will be the responsibility of the event applicant. The applicant is required to provide recyclable receptacles at the event. When the applicant uses municipal recyclable receptacles, all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant.

The user group may hire a DPW staff person at \$45 per hour to handle all trash removal (overtime may apply) and the user group may pay \$100 per day of event to use onsite dumpster (High School complex). A map of trash receptacle locations must be included with the Trash Removal Plan.

### **Insurance Requirements:**

A certificate of insurance must be filed ten (10) working days before the event. The named insured must match the name of the event organization on the application and permit. Additionally, the certificate must name the Town of Wellesley as an additional insured with the following minimums:

General Liability: 1,000,000 occurrence; \$3,000,000 aggregate

Damage to Rented Premises: \$1,000,000 occurrence

Medical Expenses (Any One Person): \$5,000

### **Restroom Plan:**

We estimate at least one (1) chemical toilet for every 100 people. A map of portable toilet locations must be included with the Restroom Plan. Delivery of portable toilets must be coordinated by the user group and DPW or Recreation when access to locked areas are needed. You may also coordinate the opening of a Town building for restroom use;

for WPS-owned buildings contact Business Office at (781) 446-6210 and for Town-owned buildings contact Recreation at (781) 235-2370.

**To request a special event field permit:**

- Complete this form and submit to: Recreation Director Matt Chin (address above)
- For Questions contact Matt Chin at (781) 235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette, McKinnon & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval.\*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval.\*
- \*These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.

**WELLESLEY FIELD APPLICATION REQUEST INFORMATION**

**Keep this for your records.**

General Policies:

- No alcohol, no illegal drugs, no smoking and/or vaping.
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See “Public Facility Use for Private Gain Policy” at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Government, click Recreation, click Facility & Fields, click Playing Fields Task Force & Field Applications, click Playing Fields Task Force Documents
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- **WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all Town fields.

Priority of Use:

- 1) Town-Wide Special Events
- 2) School Use/School Coaches' Clinics
- 3) Wellesley Resident Youth Leagues
- 4) Wellesley Recreation Department Programs
- 5) Wellesley Resident Adult Groups
- 6) Wellesley Resident – One-Time Use
- 7) Charitable Groups
- 8) Non-Resident Groups / Non-Recreation Department Camps and Clinics



Fees, as approved in the Playing Fields Policy:

- 1) Town-wide Special Events: No fee,
  - 2) School Use: No fee,
  - 3) School Coach(es) Clinics: \$15 per participant,
  - 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
  - 5) Wellesley Resident Youth League Clinics: \$15 per participant,
  - 6) Wellesley Recreation Department Programs: No fee,
  - 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
  - 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to Recreation lighting account),
  - 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to Recreation lighting account); \$75 for a turf field,
  - 10) Charitable Groups: No fee,
  - 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and
  - 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields).
  - 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours.
- Fees collected shall be deposited into the DPW Field Use Fund, unless otherwise noted or a rental of a turf field; revenue from turf field rentals shall be deposited into the Turf Field Fund.

Hours of Operation:

Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities:

Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures:

<http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call (781) 235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree

Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

#### Weather:

Since lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

#### Maintenance of Baseball/Softball Infields:

Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

#### Litter, Trash and Recycling:

All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field. If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235-2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).



# LIFE SAVING AED



Zip Code

CALL 911 FOR ACCESS CODE TO OPEN



sales@defibstore.co.uk 01298 872 186 www.defibstore.co.uk

## Town of Wellesley

### Playing Fields Policy

**Purpose:** This policy is intended to be the framework for managing the priority and usage of active playing fields in the Town of Wellesley. Excepting the Fee Structure contained herein, which is set by the Playing Fields Task Force ("PFTF"), this policy has been approved by the Board of Selectmen, Board of Public Works, Natural Resources Commission, School Committee, and the Recreation Commission. The policy is administered by the Recreation Department under the guidance of the PFTF.

**History:** In 1997, the Natural Resources Commission established the PFTF. The PFTF consists of representatives from the major user groups (Youth Baseball/Softball, Youth Soccer, Youth Lacrosse, Youth Football, Youth Field Hockey, Youth Hockey, Adult Softball) and landowners (the Recreation Commission, the Natural Resources Commission, the Board of Selectmen, School Committee, and the Board of Public Works) as well as a citizen at-large. The purpose of this Task Force is to identify strategies for field maintenance (including methods for funding) and to work together to identify ways to meet field use demands while recognizing scarce resources. The PFTF generally meets monthly. In 2004, the Recreation Commission took over sponsorship of the PFTF. Voting privileges are limited to the elected officials from the five responsible boards and one representative each from the major user groups, as well as the citizen at-large, consistent with the PFTF Charter. Staff from the five boards may vote when acting with appropriate board member proxy power.

#### Playing Field and Track Permits:

Organized or regular use of the Town's track or playing fields by groups shall require a permit. Regular meetings of a group or individuals are considered organized use and similarly require a permit. If any such group does not have a permit and there are residents who want to use the High School track or any fields for recreational use, then the residents shall have priority to use the track or fields.

Use of the High School track or active playing fields requires a permit from the Recreation Department. Use of passive land and Town-wide special events requires a permit from the Natural Resources Commission.

Requests for permits by the Youth Leagues (Soccer, Little League/Softball, Lacrosse, Football, Field Hockey) will be done on a seasonal basis and must be made by the following dates:

April 1 – Spring  
June 1 – Summer

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August 1 – Fall

It is expected that the representatives from each league will meet with each other and coordinate with the School ~~Department~~ Athletic Director, to agree on field use availability and needs prior to submitting permit requests to the Recreation Director. The Youth Leagues will work together to submit a master schedule to the Recreation Department. In the event that disputes cannot be resolved, the Recreation Director will be responsible for making a final decision. Blanket seasonal permits are issued to the Youth Leagues for both practice times and game times. Coaches are not assigned to specific practice times. Permits are not transferable and are only valid for the permit holder. A permit may not be sub-let to a different organization ~~without the authorization of the PFTF~~.

~~PFTF members from the responsible~~ boards will be given field status updates by DPW and will be consulted in order to ensure that fields under their control are not adversely impacted by overuse. If any board determines that an overuse condition exists or any field is being used in a manner inconsistent with such board's policies, the board reserves the right to restrict or further condition issuance of permits.

#### User Groups / Priority of Use:

Permits are issued based on the following priorities:

- 1) Town-Wide Special Events: This includes events such as "town days," memorial services, and fairs. The NRC will issue permits for these events. The NRC will coordinate with the Recreation Director and the Athletic Director to determine if these events will impact previously scheduled athletic or permitted events.
- 2) School Use: The School Department has the next priority use of fields and the High School track over any other group, including the Youth Leagues. School Department use includes athletic games, practices, and other special events.

Coaches Clinics: School Department coaches who wish to run clinics must present a letter of support from the Athletic Director to the Recreation Director. Spring (April) vacation clinics must be booked by March 1. Coaches understand that spring clinics may be cancelled due to track or field conditions. Summer clinics must be booked by June 1. A fee will be charged.

- 3) Wellesley Resident Youth Leagues: Youth Leagues will be allotted hours based on season and participant numbers. It is expected that these groups will work together to ensure equitable use of all fields, coordinate with any resident youth sport group utilizing the High School track, and try to make

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accommodations for each other in the event of unforeseen scheduling changes during the season. Wellesley Youth Leagues may also run in-house clinics for their members. Clinic times are limited to the days and times listed on their permit or a new permit must be issued.

- 4) Wellesley Recreation Department Programs: Use of fields or the High School track for camps, clinics and programs, which are run by the Recreation Department, will not preempt the Youth Leagues. When these programs are run during youth sport seasons, all attempts will be made to limit them to using the field area at the Warren Recreation building. Recreation may use other fields during the summer, as long as the fields are not adversely impacted by overuse. The Recreation Department offers these programs in support of its general mission to provide affordable recreational activities.
- 5) Wellesley Resident Adult Groups: Adult leagues or clubs (e.g. soccer clubs, running clubs, etc.) must be organized with the primary intention of supporting Town residents. Leagues or clubs may compete with teams from other towns, but one Wellesley team must be involved in the match. Leagues or clubs must give priority to Town residents when filling rosters. Wellesley teams or clubs must be able to prove that 75% of the memberships are Wellesley residents or are Town of Wellesley employees. Team rosters must be turned in to the Recreation Director prior to the start of the season.
- 6) Wellesley Resident – One-Time Use: The Town recognizes that residents may want to use fields or the High School track for one time uses such as birthday parties, neighborhood activities, etc. No fee is charged for children's birthday parties. A fee is required for other events.
- 7) Charitable Groups: If field space is available, as determined by the Recreation Director, groups who are hosting an event to raise money for charity will be given a permit for a field or the High School track for no fee.
- 8) Non-Resident Groups / Non-Recreation Department Camps and Clinics: A non-resident group is defined as one whose membership is less than 75% Wellesley residents or Town of Wellesley employees. Use by non-residents will be limited to baseball, softball, soccer, field hockey, lacrosse, and track. Use of fields or the High School track by non-resident groups will be dependent on conditions and availability. The Recreation Department may arrange for field use by outside camps during the summer months.

#### Fee Structure:

Field and track use fees are collected by the Recreation Department and are then segregated into account(s) dedicated to playing fields maintenance, consistent with Article 55 of the Town Bylaws. The PFTF shall advise the DPW on the use of funds in said accounts. How fees are credited between the two funds shall be determined by the

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PFTF considering future field needs. Annual reports will be given to the PFTF and the responsible boards on the funds collected and the uses of the fees. The PFTF sets the following as the fees to be collected:

- 1) Town-wide Special Events: No fee,
- 2) School Use: No fee,
- 3) School Coach(es) Clinics: \$15 per participant,
- 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
- 5) Wellesley Resident Youth League Clinics: \$15 per participant,
- 6) Wellesley Recreation Department Programs: No fee,
- 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
- 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to light account),
- 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to light account); \$75 for a turf field,
- 10) Charitable Groups: No fee,
- 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and
- 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields),
- 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours.

Fees collected shall be deposited into the DPW Field Use Fund, unless otherwise noted or a rental of a turf field; revenue from turf field rentals shall be deposited into the Turf Field Fund.

#### General Field Use Rules:

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm,

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except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or at any fields, consumption/possession of drugs or alcoholic beverages, use of fields beyond permitted dates or times, use of grass fields during wet field conditions or before they are declared available for use, and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: [Check wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status](http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status) or call (781) 235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, the DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage, or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse and/or for maintenance reasons.

Weather: Because lightning can strike up to ten miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for thirty minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash, and Recycling: All users are responsible for picking up any trash and/or litter on the field at the completion of their practice or game session, regardless of whether this trash was there when they first got on the field or not. **Pick up trash when you leave the field, even if it is not yours.** Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and

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practices that there are water fountains at the majority of the active playing fields and that **participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.**

The last group to use a field for the day is responsible for leaving a clean, litter-free field.

If you consistently find trash when you arrive at the field please notify the Recreation Department at recreation@wellesleyma.gov or (781) 235-2370, who will attempt to identify the users who might be leaving the field in such condition.

**Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees, and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.**

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at dpw@wellesleyma.gov.

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## PLAYING FIELDS TASK FORCE Charter

### Membership

The Playing Fields Task Force (“Task Force”) shall consist of:

- a representative each from the Recreation Commission and department staff,
- a representative each from the Natural Resources Commission and department staff,
- a representative each from the Board of Public Works and department staff,
- a representative each from the School Committee and department staff,
- a representative from the Board of Selectmen,
- a representative from the Wellesley United Soccer Club,
- a representative from the Wellesley Youth Baseball/Softball Association,
- a representative from the Wellesley Youth Lacrosse Club,
- a representative from Wellesley Youth Football,
- a representative from the Wellesley Youth Hockey Association (?),
- a representative from the Wellesley Scoops Field Hockey Club,
- a representative from the Wellesley Men’s Softball League; and
- a Wellesley citizen at-large to be appointed by the Playing Fields Task Force.

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Staff shall be non-voting members except when acting with appropriate board member proxy power.

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Other organizations may be invited to attend and participate in Task Force processes, but shall not have voting representation.

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### Term

The term of office for board members shall be at the discretion of their respective board or commission. The term of the citizen at large shall be three years commencing on July 1, 2017.

### Duties

The Task Force is established:

- to develop and maintain the master plan for the reconfiguration, use, maintenance, and improvement of active recreational playing fields throughout the Town of Wellesley for approval/action by the appropriate responsible boards, namely the: Recreation Commission, Natural Resources Commission, Board of Public Works, Board of Selectmen, and School Committee,
- to provide recommendations to the responsible boards for capital funding appropriations for playing field improvements, and to provide active support for those funding requests throughout the funding approval process,

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- to keep their departments and boards fully informed as to any PFTF-supported capital projects and to obtain their boards and departments timely approval for such projects,
- to recommend and implement field use policy,
- to set field user fees, those fees to be deposited in account(s) dedicated to playing fields maintenance, consistent with Article 55 of the Town Bylaws, and advise on their use,
- to monitor playing fields status including condition, frequency, and intensity of use,
- to rate field conditions and compare them to fields in other communities,
- to work with other boards to investigate the availability of privately-owned playing fields, and fields in other communities, and
- to act as a forum to resolve overlapping requirements among field users.

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#### Committee Leadership

The committee shall elect a chair and vice chair whose terms shall be one year commencing July 1 and ending June 30. The Recreation Department staff representative shall serve as secretary.

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#### Annual Report

The Task Force shall submit an annual report to the responsible boards on or before the second Friday in August, and file a copy with the Town Clerk.

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### **Playing Fields Task Force**

#### *Proposed Changes to Article 55 at ATM 2019*

2. DPW Field Use Fund.

Funds held in the DPW Field Use Fund shall be expended for ~~athletic~~ playing fields maintenance, under the direction of the Department of Public Works. Receipts credited to this fund shall include some or all of the fees charged to ~~sports team~~ field and/or track users, as determined by the Playing Fields Task Force.

3. Turf Field Fund.

Funds held in the Turf Field Fund shall be expended for repairs and replacement to the artificial turfs at Sprague Field and Hunnewell Field, under the direction of the Department of Public Works. Receipts credited to this fund shall include some or all of the fees charged to ~~sports team~~ field and/or track users, as determined by the Playing Fields Task Force.



TOWN OF WELLESLEY

RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781- 237 -3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

**Special Event Field Permit Application**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime phone #: \_\_\_\_\_

Field(s) requested: \_\_\_\_\_

Event type (please specify): \_\_\_\_\_

Date of event: \_\_\_\_\_

Day(s): \_\_\_\_\_ Time: *Start* \_\_\_\_\_ *Finish* \_\_\_\_\_

Rain date (if needed): \_\_\_\_\_

Est. # of number of participants: \_\_\_\_\_ Est. # of number of spectators: \_\_\_\_\_

Est. %age of participants who are Wellesley residents: \_\_\_\_\_ Est. # of cars/buses: \_\_\_\_\_

Is a police detail required? Circle one: Yes No

Is a parking/traffic control plan attached? \_\_\_\_\_ Is a trash removal plan attached? \_\_\_\_\_

Have you attached a certificate of insurance with the Town of Wellesley listed as insured? \_\_\_\_\_

Is a restroom plan attached? \_\_\_\_\_

Is electricity needed? Circle one: Yes No Is water needed? Circle: Yes No

*Please see next page for what constitutes a special event.*

Send completed form to Recreation Director Matt Chin (see address above). For questions, please call Matt or e-mail him at (781) 235-2370.

## SPECIAL EVENT PERMIT INFORMATION

### **What is a Special Event?**

Special events are gatherings/events that involve a large group of people (compared to the usual occupancy of the site) on a Town athletic field, and:

- Are advertised to the public and do not occur regularly on the site, or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way, or
- Use Town facilities or property (i.e. Town buildings, parks, and parking lots).

If your event/activity is one of the following, it will likely require a special event permit:

- Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events,
- Circuses, carnivals, fairs and festivals,
- Farmer's markets,
- Walks, runs, athletic, bicycle, and vehicle races and rides,
- Fireworks display,
- Street fair, craft show on a residential or commercial right-of-way, which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic,
- Car washes whereby the public is encouraged to attend,
- Outdoor amplified sound, and
- Other events as deemed by the PFTF.

### **Traffic Control Plan**

You will need to include a traffic control plan if your event is to affect public right-of-way with any one of these conditions:

- Restrict or close a roadway (lanes, bike lanes, shoulders, etc.)
- Restrict or close a sidewalk/pathway
- Restrict or close a driveway
- Restrict or close parking spaces
- Restrict or close a public parking lot
- Directing traffic with the use of a certified flagger, police officer, or signs
- Posting of any signs in the right of way
- Police detail required

Note that public rights-of-way often extend beyond the paved or travel surface of a roadway.

A traffic control plan should site a specific map of routes or locations where the event will take place:

- Streets and cross streets with lane configurations
- Location and placement of all required MUTCD advance warning signs (list type of signs to be used)
- Location and placement of all certified flaggers
- Placement of cones and cone tapers
- Show traffic, pedestrian, and bike detours and/or delays
- Show affected businesses



### **Recycling Plan**

Applicants must also submit a recycling plan, detailing how all debris will be recycled, when possible, or otherwise removed from an event site immediately after the event. Failure to do so may require the Town of Wellesley to remove recycling/trash. All expenses will be the responsibility of the event applicant. The applicant is required to provide recycling/trash receptacles at the event. When the applicant uses municipal recyclable receptacles all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant. A map of recycling and trash receptacle locations must be included with recycling plan.

### **Insurance Requirements**

A certificate of insurance must be filed ten working days before the event. The named insured must match the name of the event organization on the application and permit. Additionally, naming the Town of Wellesley as an additional insured with the following minimums: Town Counsel/MIAA

### **Restroom Plan:**

Depending on the duration of your event and the availability of public restrooms, you may need to rent portable chemical toilets to accommodate participants. We estimate at least one chemical toilet is necessary for every 100 people. A map of portable toilet locations must be included with the restroom plan. You may also coordinate the opening of a Town building for restroom use. For School Committee-owned buildings, please contact School Business office at (781) 446-6210. For other Town-owned buildings, please contact the Recreation Department at (781) 235-2370.

## **GENERAL PERMIT INFORMATION**

### **Process and Timeline**

- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \*These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.

### **General Policies**

- No alcohol and illegal drugs. No marijuana.
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See “Public Facility Use for Private Gain Policy” at [www.wellesleyma.gov/390/Recreation-Commission](http://www.wellesleyma.gov/390/Recreation-Commission).
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- No play before 8 AM on Sunday. Multipurpose lights may remain on until 9:30 PM.

***For schedule of rental fees and priority use order, please see current Playing Fields Policy at [www.wellesleyma.gov/356/Playing-Fields-Task-Force](http://www.wellesleyma.gov/356/Playing-Fields-Task-Force).***

WELLESLEY GREEN INITIATIVE: The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to **BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES**; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all town fields.

### General Field Use Rules

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: [www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status](http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status) or call 781-235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

Weather: Because lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash and Recycling: All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a



means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field.

If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235 – 2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

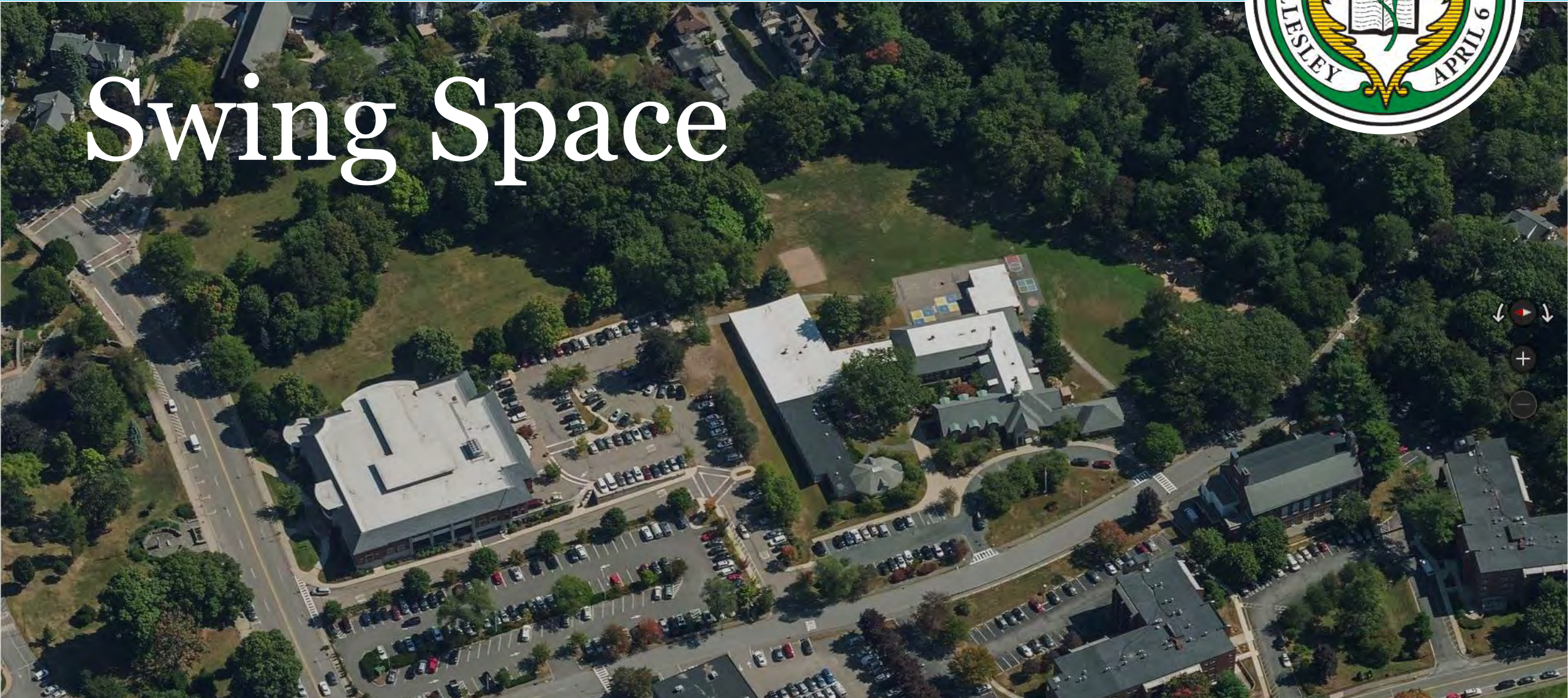
Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).



# Hunnewell Elementary School Feasibility Study



# Swing Space





# School Committee Swing Space Guidance to SBC (August 2017)

- Limit disruption to students to the extent possible
- Keep cohorts of students together. Ideally:
  - Keep entire Hunnewell population together, or
  - Break up into two groups of students, but keep grade cohorts together
- Redistricting:  
Each child should face no more than one school community transition, if at all feasible
- Elementary school classrooms are currently fully utilized
  - “Scattering” Hunnewell students across the district not supported by SC
  - TLC program requires careful consideration
- School Committee to revisit swing space guidance in early 2019

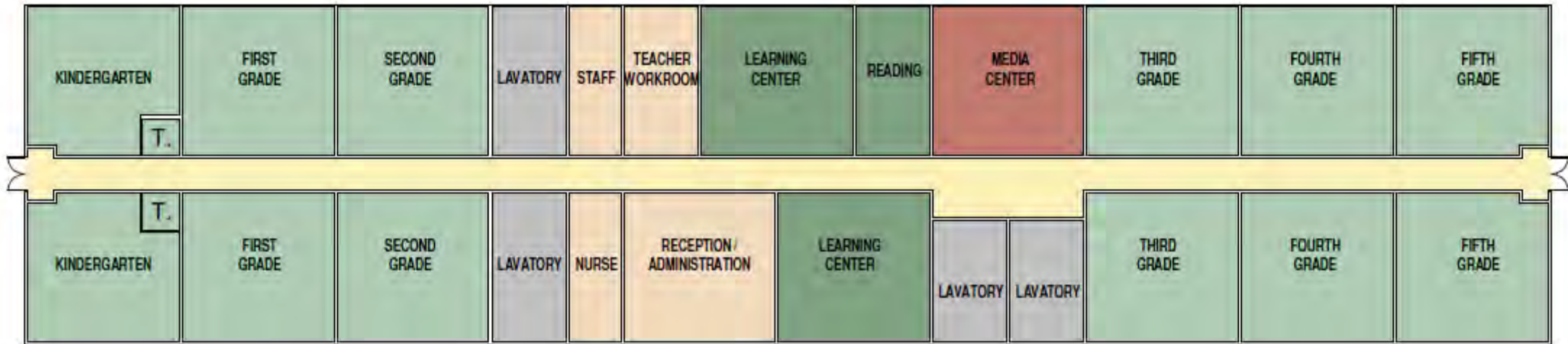
# Swing Space Study

- Four Options Identified
  - Modulares On Hunnewell Site do *not* fit
  - Modulares On Cameron Street lot *not* acceptable
  - “Space Mining” &/or Modulares at multiple Elementary School Sites Studied
    - Sprague and Scofield are preferred initial sites for full or half of school (full School preferred)
    - Bates Fields not under SC jurisdiction
    - Fiske Site is too restrictive
    - Hardy & Upham Sites will conflict with H/U Study
  - Alternative Site (Village Church – Limited use of space impacts viability (1/2019), St Paul’s – study completed in 2016 – cost prohibitive)
  - Wait until Hardy/Upham project is complete
- Goal is to create a matrix of Swing Space Options that connect to our matrix of Concept Options – but generally independent of final selected option

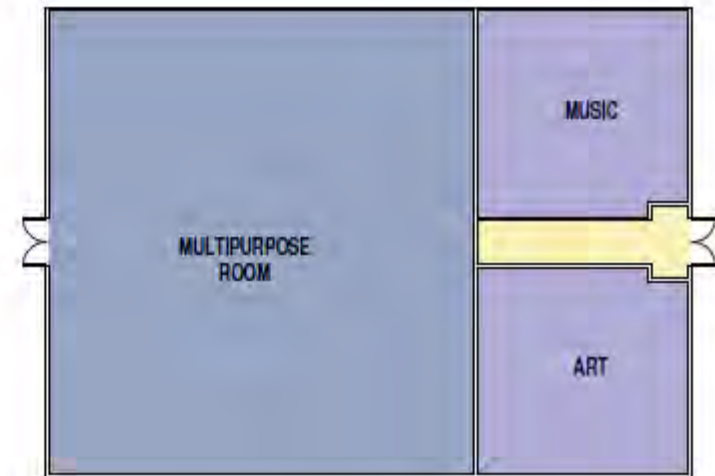


# Swing Space

## Modular School Plans: Single Site

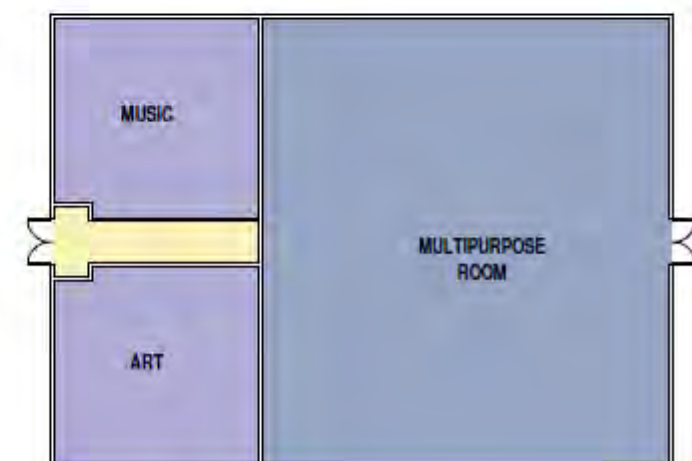
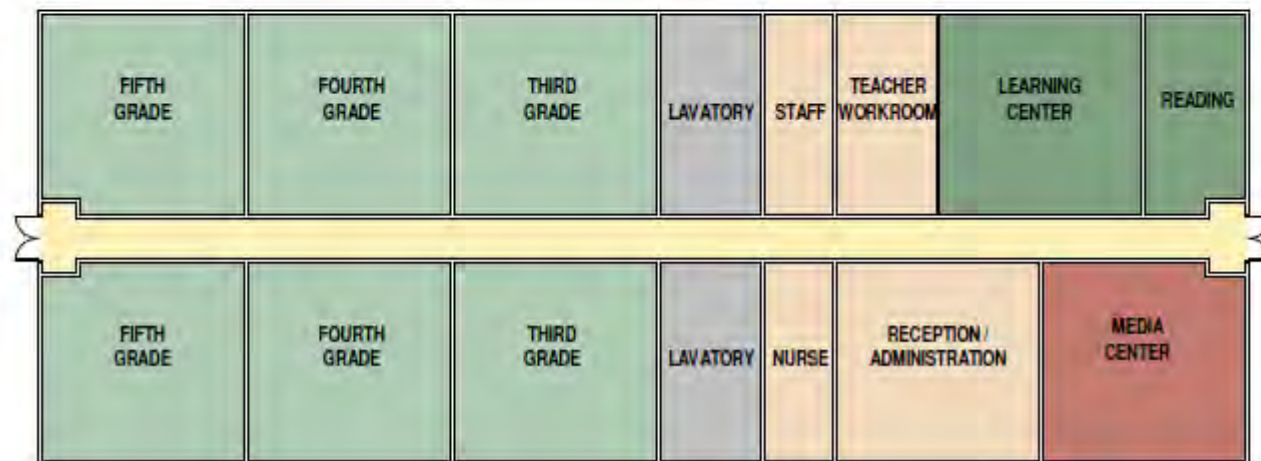
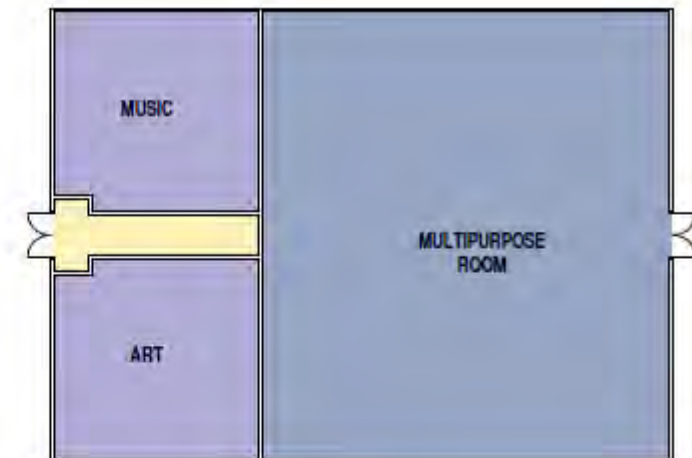
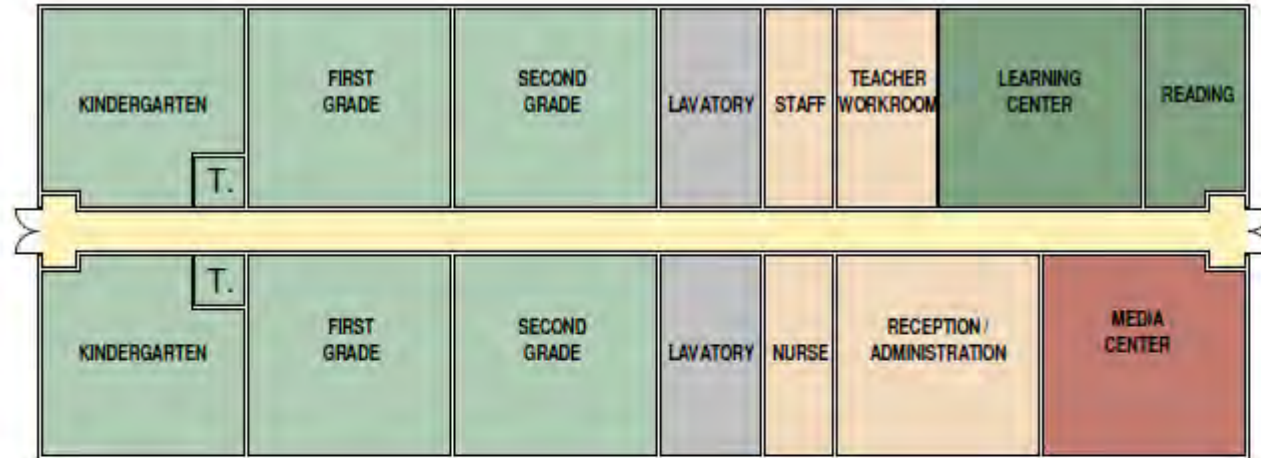


- 275' Long
- 62' Wide
- Sono Tube Foundations
- Ramps and stairs at all entrance points



# Swing Space

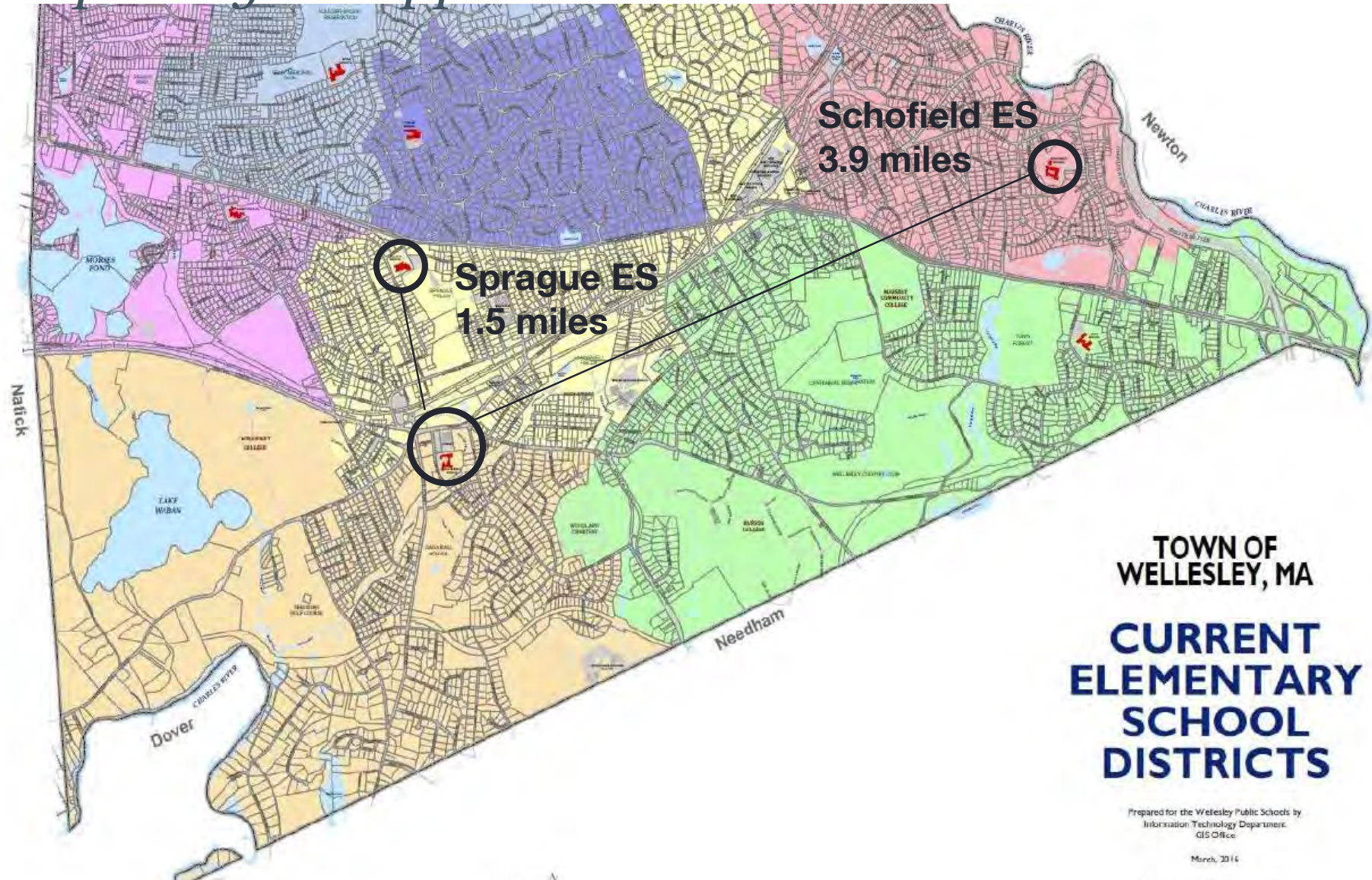
## Modular School Plans: Two Sites





# Swing Space

## *Exploring All Opportunities*

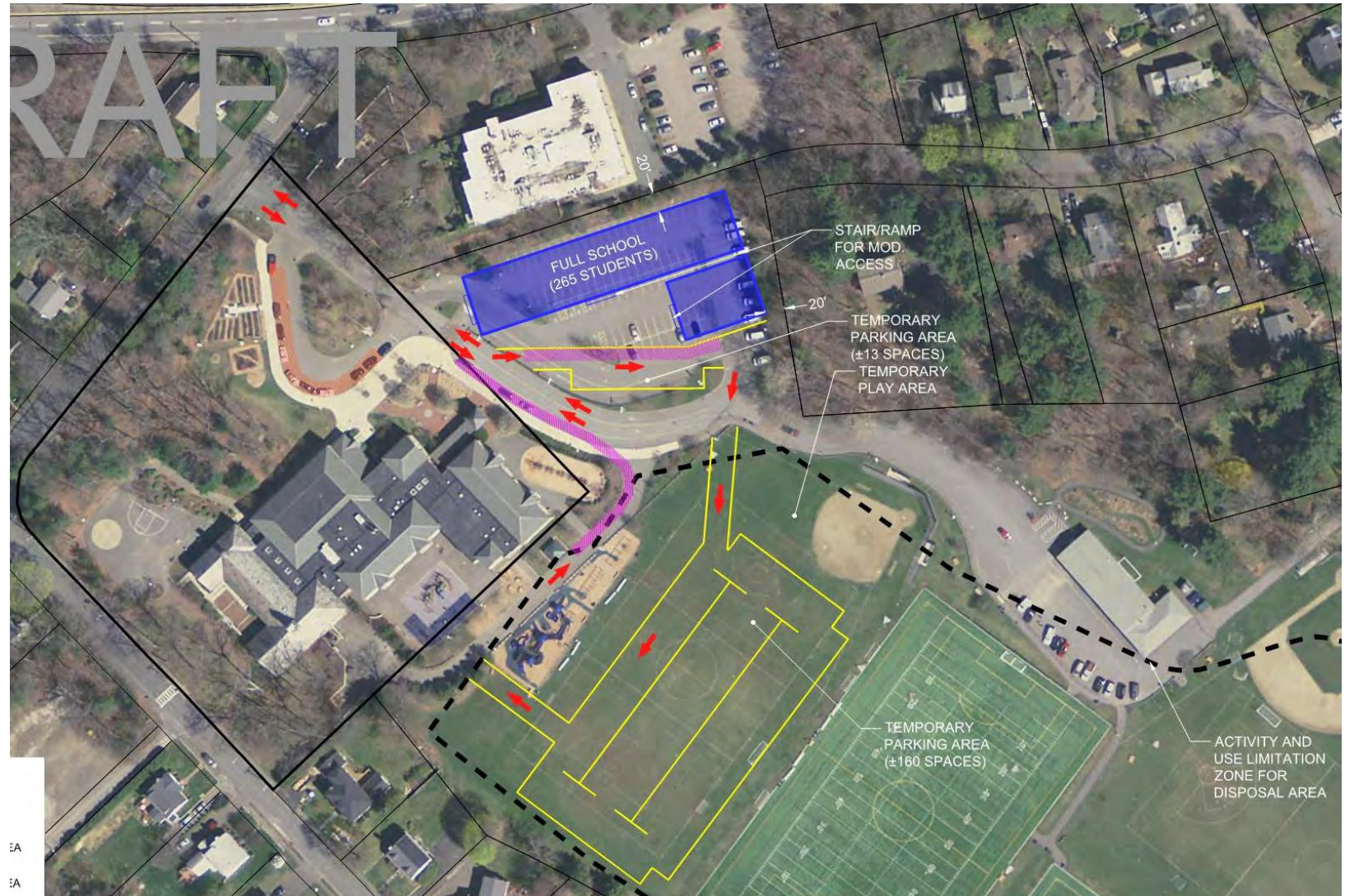




# Sprague School Site: Swing Space

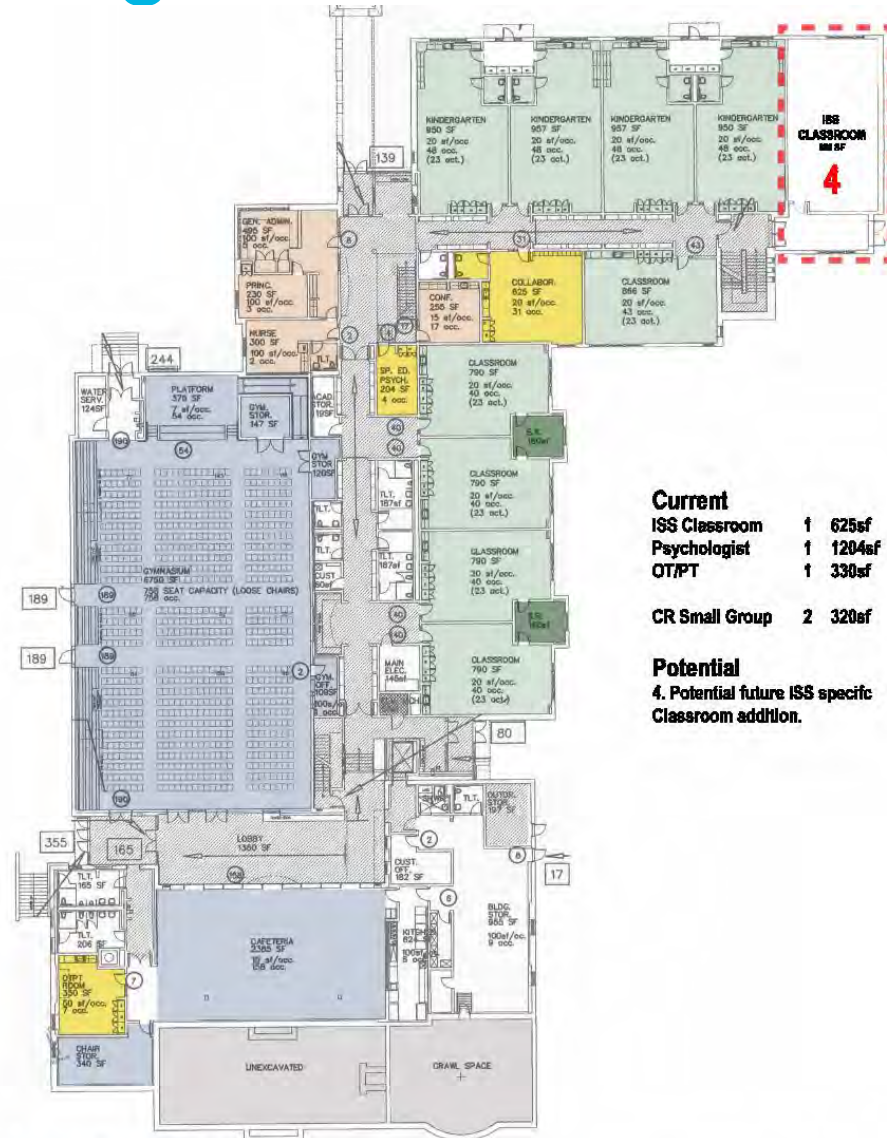
*Full School – 265 Students K-5*

- Large site – largest with parking
- Activity and Use Limitation Zone (AUL) for waste disposal area regulates development on fields
- Sprague School has largest common spaces
- Central location on “southern” side of Town better for transportation, closest to existing Hunnewell School
- Replace grass field with Turf field when complete to match adjacent site facilities





# Sprague School – Future Considerations

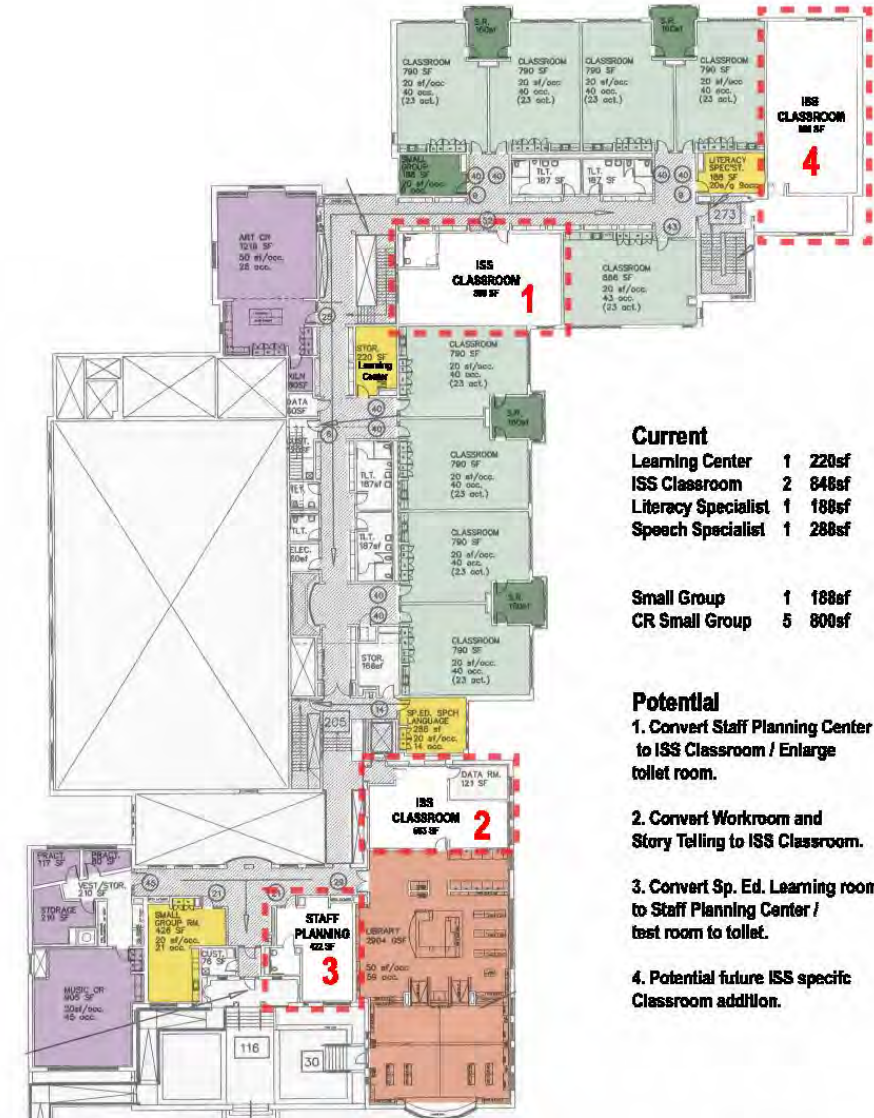


**Current**  
 ISS Classroom 1 625sf  
 Psychologist 1 1204sf  
 QTPT 1 330sf

**CR Small Group 2 320sf**

**Potential**  
 4. Potential future ISS specific Classroom addition.

Sprague Elementary School  
 First Floor Plan - Possible ISS Expansion



**Current**  
 Learning Center 1 220sf  
 ISS Classroom 2 848sf  
 Literacy Specialist 1 188sf  
 Speech Specialist 1 288sf

**Small Group 1 188sf**  
**CR Small Group 5 800sf**

**Potential**  
 1. Convert Staff Planning Center to ISS Classroom / Enlarge toilet room.  
 2. Convert Workroom and Story Telling to ISS Classroom.  
 3. Convert Sp. Ed. Learning room to Staff Planning Center / test room to toilet.  
 4. Potential future ISS specific Classroom addition.

Sprague Elementary School  
 Second Floor Plan - Possible ISS Expansion





# Schofield School Site: Swing Space

*Full School – 265 Students K-5*

- Largest site
- Field Location most likely location
- Potential to expand off current permanent modular corridor
- Tennis courts are NRC land
- Location on “southern” side of Town better for transportation (TBD)

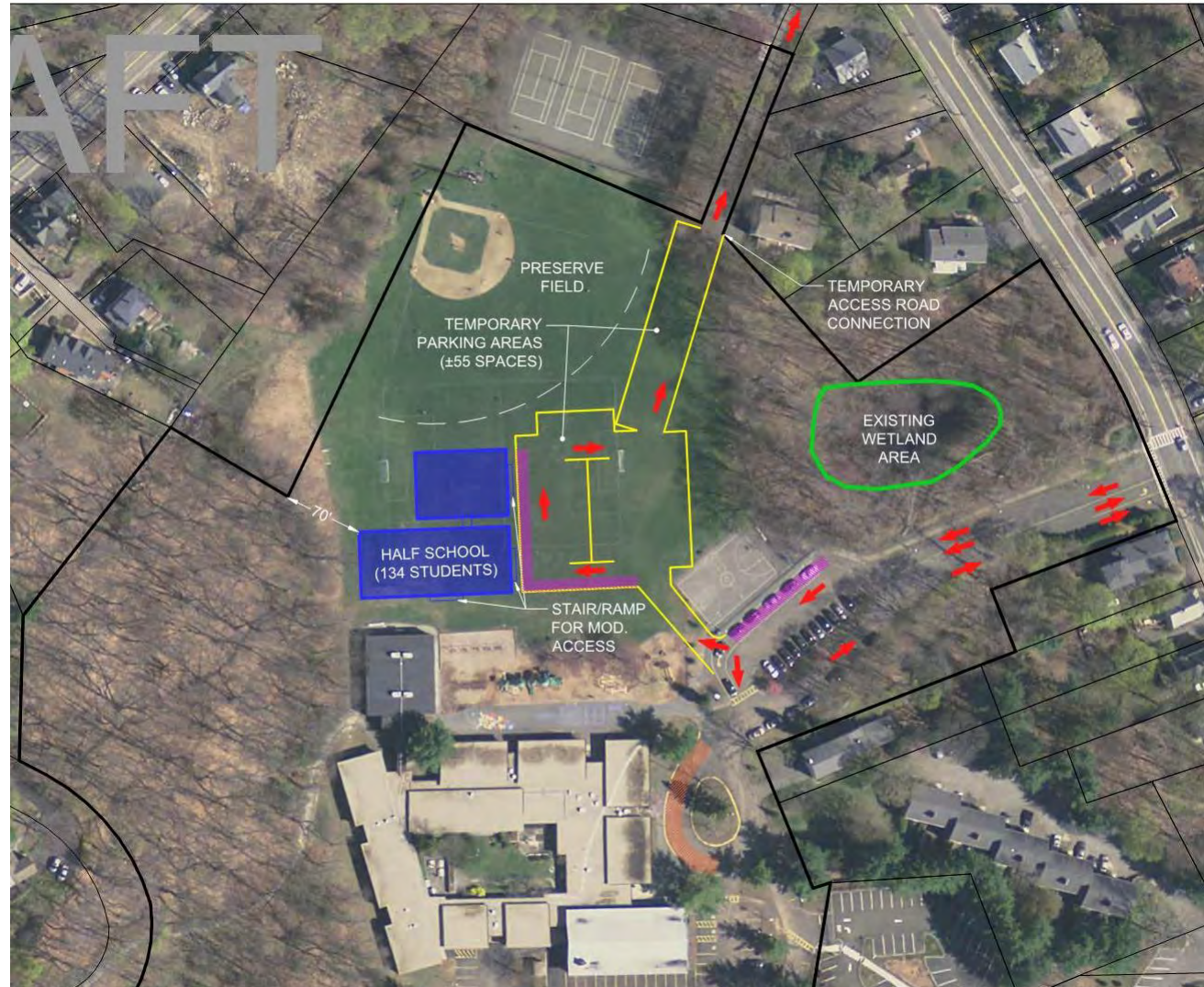




# Schofield School Site: Swing Space

*Half School – 134 Students 3-5*

- Largest site
- Field Location most likely location
- Potential to expand off current permanent modular corridor
- Tennis courts are NRC land
- Location on “southern” side of Town better for transportation (TBD)

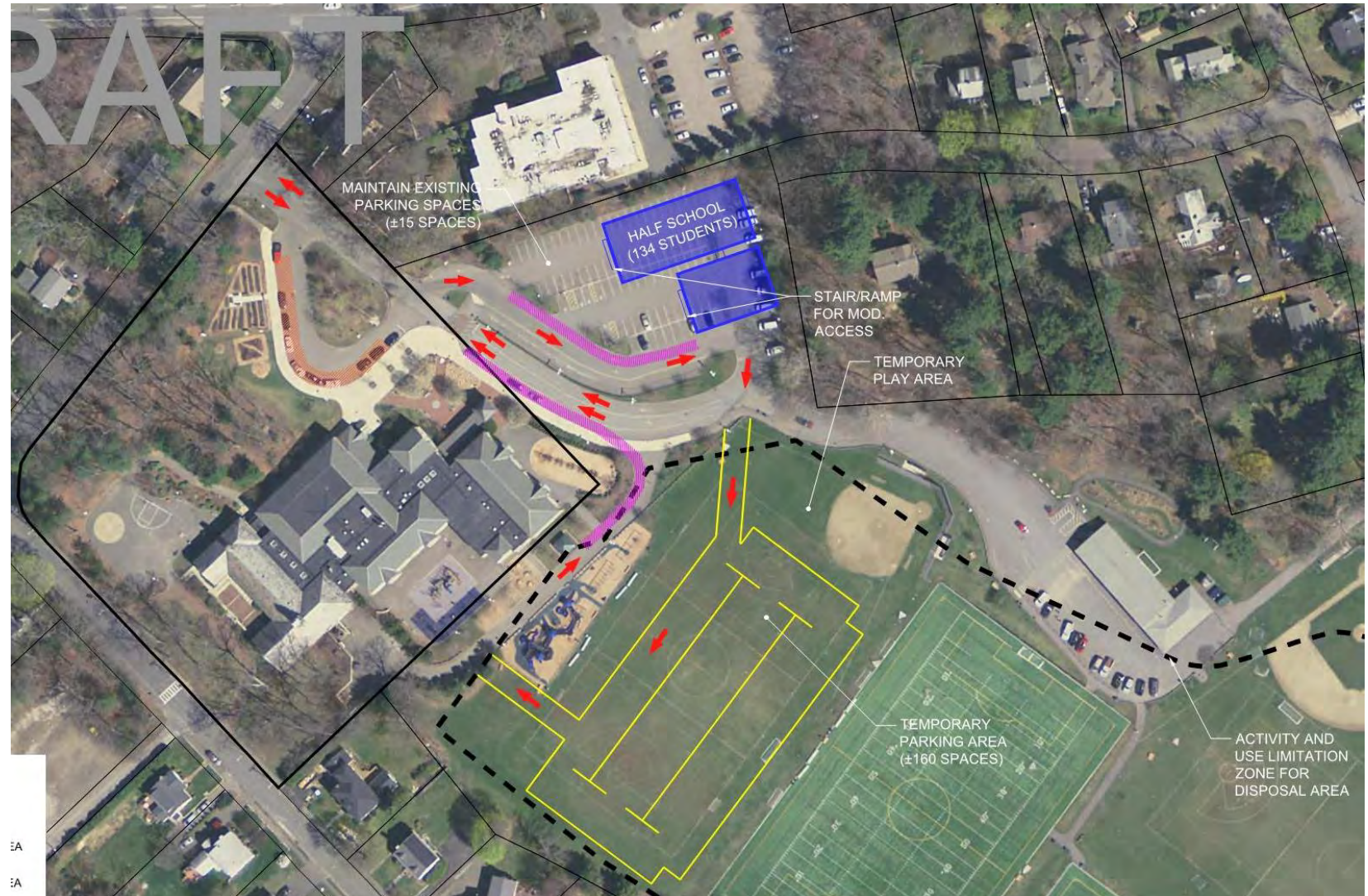




# Sprague School Site: Swing Space

*Half School – 134 Students K-2*

- Large site – largest with parking
- Activity and Use Limitation Zone (AUL) for waste disposal area regulates development on fields
- Sprague School has largest common spaces
- Central location on “southern” side of Town better for transportation, closest to existing Hunnewell School
- Replace grass field with Turf field when complete to match adjacent site facilities





March 5, 2019

Dear Mr. Chin,

Several of us as parents and Wellesley residents, would like to make a request on behalf of JBSC for field space within our town. Our children are part of the James Bede Soccer Club, and have been for several years, and we are in need of a field for our 6-9 year-old kids to have weekly practice. Currently, we are practicing in far away towns at late times--this interferes with their daily/nightly routines, and makes it difficult for them to keep up the energy they need to play.

The Club is comprised of all Wellesley kids who begin soccer as early as the age of 4 at the Warren Rec Center where James Bede coaches.

Thank you for your consideration.

Kelly Segal  
11 Sturbridge Rd  
Wellesley MA

Ellie Akhavan  
35 Burke Ln.  
Wellesley MA

Meg Donoghue  
111 Forest St  
Wellesley MA

Jennifer Cubell  
216 Windinf River Rd  
Wellesley MA

Tarek Assali  
30 Washburn Ave  
Wellesley MA

Jackie Sansone  
101 Brookside Rd  
Wellesley MA

Kerry Miles  
93 Washington St  
Wellesley MA

Carolyn Mackin  
201 Weston Rd  
Wellesley MA

Lauren Rubenstein  
8 Woodlawn Oval  
Wellesley MA



WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## FIELD PERMIT APPLICATION

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

For what activity/sport: \_\_\_\_\_

DATE (S) – List all

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: \_\_\_\_\_ # of Wellesley Residents: \_\_\_\_\_

### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE PAGE TWO FOR FEES AND POLICIES



## WELLESLEY FIELD PERMIT REQUEST INFORMATION

**Keep this for your records.**

### **To Request a field permit:**

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- Requests for fields made by vendors' operation summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.

### **General Policies:**

- No Alcohol, No illegal drugs
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See "Public Facility Use for Private Gain Policy" at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Department, click Recreation, click Recreation Commission & General Policies.
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- No play before 8 am on Sunday. Multipurpose lights may remain on until 9:30 pm.

**WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to **BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES**; 2) Please consider **eliminating the extra drinks & snacks that are often brought to practices & games** (studies show that this has a positive health benefit as well); 3) Consider **naming a team captain to oversee garbage collection & recycling** or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed **working water fountains & recycling bins at almost all town fields**.

### **Priority of use:**

1. Park Maintenance
2. Town Wide Special Events
3. School use – Sports, Special Events, Coaches Clinics
4. Wellesley Youth Sports
5. Wellesley Recreation Department Programs
6. Wellesley Adult Organized Groups
7. Wellesley Residents: one-time use
8. Charitable Organizations
9. Non-Resident Groups/Non Recreation Department Camps & Clinics

### **Fees:**

1. Town Wide Special Events: No fee,
2. School Use: No fee,
3. School Coach(es) Clinics: \$15 per participant,
4. Wellesley Resident Youth Leagues: \$30 per member per season per sport (\$15 to general fund/\$15 to turf replacement fund),
5. Wellesley Resident Youth League Clinics: \$15 per participant
6. Wellesley Recreation Department Programs: No fee
7. Organized Use of the High School Track: \$15 per member per season
8. Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$15 to field account and \$25 to light account),
9. Wellesley Resident – One-Time Use: Grass field, including the Multi-Purpose Field (at Hunnewell): \$50, but \$75 if using lights (incremental \$25 to light account); Turf field: \$75,
10. Charitable Groups: No fee
11. Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed)
12. Non-Recreation Department Camps: Grass field: \$35 per participant; Turf fields: \$50 per participant. (Camps catering to participants over the age of 12 years will, whenever available, use the turf fields.)
13. All field rentals that are not charged per participant are figured in increments of 1.5 hours.

## General Field Use Rules

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

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The last group to use a field for the day is responsible for leaving a clean, litter free field.

If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235 – 2370, who will attempt to identify the users who might be leaving the field in such condition.

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Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).



TOWN OF WELLESLEY



RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

FIELD PERMIT APPLICATION

Name: Colin Hack Organization: Backyard Soccer Academy

Mailing Address: 45 Governor Winthrop Road, Somerville MA 02145

Email: colin@backyardsocceracademy.com Daytime Phone # 315-456-8720

Fields Requested: Hunnewell School, Sprague School

For what activity/sport: 1-on-1 Soccer Training

DATE (S) – List all

3/30, 4/6, 4/13, 4/20, 4/27, 5/4, 5/11, 5/18, 5/25, 6/1, 6/8, 6/15, 6/22

Day (s): Saturdays Time: Start 12PM Finish 6PM

Rain Date (if needed): N/A

Approximate # of people: 1-2 # of Wellesley Residents: 24

To Request a field permit:

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
- For Questions contact Matt Chin at 7881-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
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FOR THE WELLESLEY GREEN INITIATIVE – SEE SECOND PAGE



WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## FIELD PERMIT APPLICATION

Name: Arthur Priver Organization: Temple Beth Elohim

Mailing Address: 26 Linwood Road Wellesley, MA 02481

Email: arthur@priver.us Daytime Phone # 781-235-5292 617-257-5292 cell

Field Requested: Schofield softball

For what activity/sport: softball

### DATE (S) – List all

4/7/19, 4/14, 4/28, 5/5, 5/12, 5/19, 6/2 (at Kelly Field), 6/16, 6/23, 6/30

Day(s): Sunday Time: Start 10AM Finish 11:30AM

Raindate (if needed): \_\_\_\_\_

Approximate # people: 25 # of Wellesley Residents: 25

### **To Request a field permit:**

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## **WELLESLEY FIELD PERMIT REQUEST INFORMATION**

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- Users are responsible for any damage.
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- If selling food, you must receive authorization from the Board of Health.
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### **Priority of use:**

1. Park Maintenance
2. Town Wide Special Events
3. School use – Sports, Special Events, Coaches Clinics
4. Wellesley Youth Sports
5. Wellesley Recreation Department Programs
6. Wellesley Adult Organized Groups
7. Wellesley Residents: one time use
8. Charitable Organizations
9. Non-Resident Groups/Non Recreation Department Camps & Clinics

### **FEES:**

- Town Wide Special Events/School Use/Recreation Department/Charitable Groups: NO FEE
- Coaches Clinics: \$15.00 per participant
- Resident Youth Sports: \$15.00 per participant/per sport/per session
- Resident Use – Softball: Multipurpose Field - \$25.00 per person/per season – no lights
- Resident Use – Softball: Multipurpose Field - \$40.00 per person/per season – **with lights**
- Resident Use – All other grass fields or one time use of Multipurpose Field - \$50.00 per game – no lights
- Resident Use – All other grass fields or one time use of Multipurpose Field - \$75.00 per game – **with lights**
- Resident Use – Turf Field - \$75.00 per game
- Non-Resident Use – Grass Field = \$100.00 – Turf Field = \$275.00
- Non-Recreation Department Camps/Clinics: Grass Field = \$35.00 per participant
- Non-Recreation Department Camps/Clinics: Turf Field = \$50.00 per participant
- Field use fees are determined in units of 1.5 hours.

### **For questions contact:**

Wellesley Recreation Department, 90 Washington Street, Wellesley, MA 02481

Director: Matt Chin – [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)

PHONE: (781) 235-2370 FAX: (781) 237-3558

WWW.WELLESLEYMA.GOV

PFTF Meeting

Platform tennis

March 8, 2019

Platform Tennis:

For those who don't know what platform tennis is:

<https://www.youtube.com/watch?v=Lt-1F8SKVfQ>

The Platform Tennis Club:

<https://paddletennisclub.wixsite.com/website>

List of Public Access/Municipal Platform Tennis facilities in US:

<http://www.platformtennis.org/mt/Play-Platform-Tennis/Public-Access-Platform-Tennis-Courts.htm>

American Platform Tennis Association "Grow the Game" web page:

[http://www.platformtennis.org/Grow\\_the\\_Game.htm](http://www.platformtennis.org/Grow_the_Game.htm)





# TOWN OF WELLESLEY



# RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781- 237 -3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## **Special Event Field Permit Application**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

Event Type (Please Specify): \_\_\_\_\_

Date of Event: \_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Number of participants: \_\_\_\_\_ Number of spectators: \_\_\_\_\_

Number of cars/buses: \_\_\_\_\_ % of Wellesley Residents: \_\_\_\_\_

Parking/Traffic Control Plan (attached) \_\_\_\_\_ Trash removal Plan (attached) \_\_\_\_\_

Certificate of Insurance with the "Town of Wellesley" listed as additional insured (attached): \_\_\_\_\_

Restroom(s) Plan (attached) \_\_\_\_\_ Electricity Needed: Y / N Water Needed: Y / N

### **What is a Special Event?**

Special Events are gatherings/events that involve a large group of people (compared to the usual occupancy of the site), and

- Are advertised to the public and do not occur regularly on the site or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way; or
- Use Town facilities or property (i.e., Town buildings, parks, and parking lots).
- If your event/activity is one of the following, it will likely require a special event permit:
- Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events.
- Circuses, carnivals, fairs and festivals.
- Farmer's Markets.
- Walks, runs, athletic, bicycle and vehicle races and rides.
- Fireworks display
- Street fair, craft show on a residential or commercial right-of-way which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic.
- Car washes whereby the public is encouraged to attend.



- Outdoor amplified sound.
- Other events as deemed by PFTF

Examples: road race, bike race, walk, parade, festival, market, carnival, and concert.

### **Parking & Traffic Control Plan**

**You will need to include a Parking & Traffic Control Plan.** If your Event is to affect public rights-of-way with any one of the below conditions, your plan must address the relevant conditions. (Note: Public right-of-way extends beyond the paved or travel surface of a roadway):

- Restrict or close a roadway (lanes, bike lanes, shoulders, etc.)
- Restrict or close a sidewalk/pathway
- Restrict or close a driveway
- Restrict or close parking spaces
- Restrict or close a Public Parking Lot
- Directing traffic with the use of a Certified Flagger, Police Officer or signs
- Posting of any signs in the right of way
- Police Detail required

Examples of Traffic Control Plans:

A Traffic Control Plan should site specific map of routes or locations where event will take place:

- Streets and cross streets with lane configurations
- Location and placement of all required MUTCD advance warning signs (list type of signs to be used)
- Location and placement of all certified flaggers
- Placement of cones and cone tapers
- Show traffic, pedestrian and bike detours and/or delays
- Show affected businesses

### **Trash Removal Plan:**

- All debris and trash must be removed from an event site immediately after the event. Failure to do so may require the Town of Wellesley to remove trash/debris. All expenses will be the responsibility of the event applicant. The applicant is required to provide recyclable receptacles at the event. When the applicant uses Municipal recyclable receptacles all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant.
- Map of trash receptacle locations must be included with Trash Removal plan

### **Insurance requirements:**

A certificate of insurance must be filed (10) working days before the event. The named insured must match the name of the event organization on the application and permit. Additionally, naming the Town of Wellesley as an additional insured with the following minimums: \_General Liability

#### **GENERAL LIABILITY**

- Occurrence
- Participant Legal Liability
  - EACH OCCURRENCE \$1,000,000
  - DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
  - MEDICAL EXPENSE (Any one person) \$5,000
  - PERSONAL & ADV INJURY \$1,000,000
  - PRODUCTS-COMP/OP AGG \$2,000,000

**Restroom Plan:**

We estimate at least one (1) chemical toilet for every 100 people. Map of portable toilet locations must be included with Restroom plan. You may also coordinate the opening of a Town building for restroom use. School owned buildings contact School Business office (781-446-6210) and Town owned Buildings contact Recreation Department (781-235-2370)

**To Request a special event field permit:**

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- SEE PAGE TWO FOR FEES AND POLICIES

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**General Policies:**

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- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- No play before 8 am on Sunday. Multipurpose lights may remain on until 9:30 pm.

**WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to BRING REUSABLE WATER BOTTLES



TO ALL GAMES & PRACTICES; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all town fields.

Priority of use:

1. Park Maintenance
2. Town Wide Special Events
3. School use – Sports, Special Events, Coaches Clinics
4. Wellesley Youth Sports
5. Wellesley Recreation Department Programs
6. Wellesley Adult Organized Groups
7. Wellesley Residents: one-time use
8. Charitable Organizations
9. Non-Resident Groups/Non Recreation Department Camps & Clinics

Fees:

- 1) Town-wide Special Events: No fee,
- 2) School Use: No fee,
- 3) School Coach(es) Clinics: \$15 per participant,
- 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
- 5) Wellesley Resident Youth League Clinics: \$15 per participant,
- 6) Wellesley Recreation Department Programs: No fee,
- 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
- 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to light account),
- 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to light account); \$75 for a turf field,
- 10) Charitable Groups: No fee,
- 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and
- 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields).
- 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours.

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: <http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call 781-235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

Weather: Because lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash and Recycling: All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field.

If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235 – 2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).



# LIFE SAVING AED



Zip Code

Pull  
Handle down  
To Open

**CALL 911 FOR ACCESS CODE TO OPEN**



sales@defibstore.co.uk 01298 872 186 www.defibstore.co.uk

## **Naming Proposal for Diane P. Warren Field at Hunnewell Field, Wellesley, MA**

On behalf of the Warren family and friends, we are hereby proposing that the soon to be renovated field currently known as "Hunnewell Field - Field #2" be renamed "Diane P. Warren Field" in memory of former Wellesley resident Diane P. Warren in accordance with town Bylaw Section 5.5 **Naming of Public Assets** section (d) ii. Outstanding Individuals. We believe that her 31 years as a beloved town educator, her co-founding of the Wellesley Girls Softball program along with countless other volunteer efforts make her a fitting candidate.

Diane & Skip Warren moved to Framar Rd. In Wellesley in 1974 where they lived for 43 years. They raised three boys who attended Wellesley Public Schools and participated in town sports. Skip worked at FEMA and Diane took a job at Schofield School in the mid eighties where she stayed for 31 years. Skip died in 2016 and Diane in 2017 after her third battle with a rare form of breast cancer that spanned nearly 20 years.

Diane was loved and respected by the Wellesley community but no place more than Schofield School. Known lovingly as "Mom" she was Schofield's matriarch and the person everybody went to for answers. She touched the lives countless students, parents and staff with her fierce work ethic, can do attitude and loving smile. Schofield wasn't a job, it was her passion. In her final weeks, one of her greatest worries was what Schofield was going to do without her. She was ordering school supplies from the hospital bed. That's how much she cared. It's just who she was.

Diane's involvement with the little league dates back to the early 1980's. Skip was equipment manager and Diane was the registrar... and the equipment manager. In the late 1980's, as a response to the fact that girls age 8 and older were playing travel soccer that conflicted with Little League tryouts and games, Diane and then WLL VP Jackie Eby decided to create Wellesley Girls Softball. They teamed up with fathers of interested girls to be coaches, created teams & schedules and designed uniforms. The league was an instant success. It took off from there and over 30 years later, Wellesley Girls Softball is alive and well and on the brink of a new era, having already impacted the lives of thousands of Wellesley girls.

We feel that, by naming the field in Diane's honor, we will be cementing the legacy of a tireless public servant who always put others first and whose impact on Wellesley will be felt for generations to come.



**TO: School Building Committee, School Committee, and Board of Selectmen**  
**FROM: Playing Fields Task Force**  
**DATE: January 26, 2019**  
**RE: Recommendation for Hunnewell Elementary School**

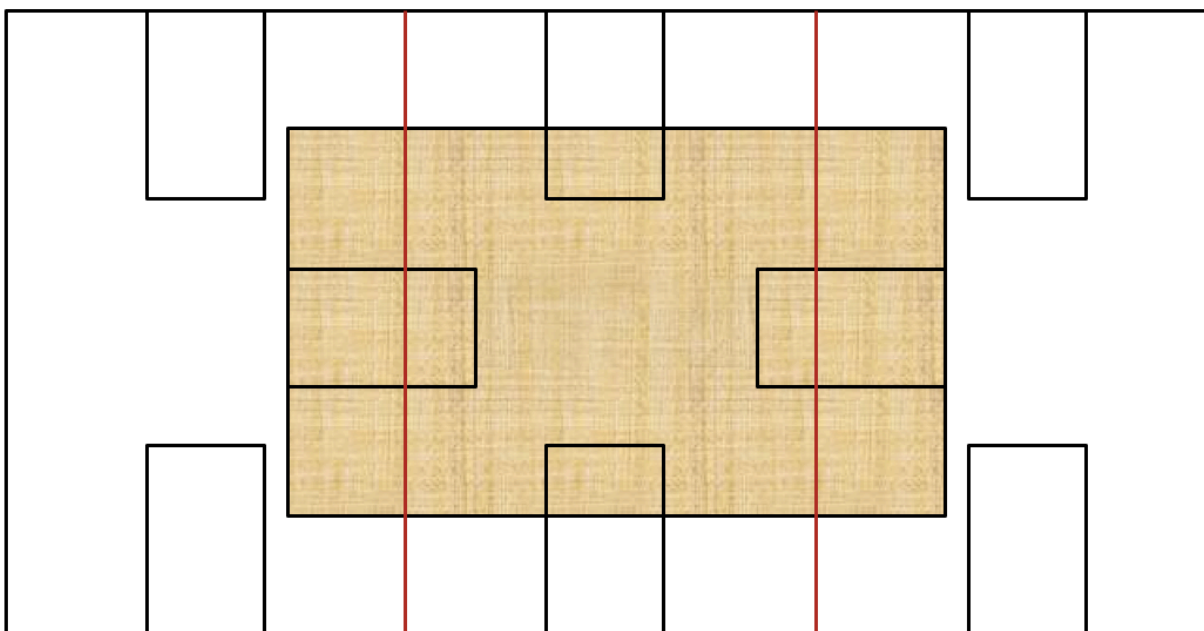
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The Playing Fields Task Force recently completed a study that identified a need for additional gymnasium space. We are requesting that you consider including a full-sized basketball court as part of the design of the new Hunnewell Elementary School.

### *Current Challenge*

The transition to the new Wellesley High School exacerbated the shortage of indoor, usable gymnasium space in Wellesley. While the old WHS had two gyms (the main one and the “upper” one), the new WHS has only one gym. The “upper” gym was used for freshman basketball, volleyball, wrestling, cheerleading, gymnastics, and indoor workouts for track and baseball. These sports now have to utilize other spaces, such as the Sprague gym, Bates gym, WHS cafeteria, or the new WHS gym, which creates scheduling challenges. While the new gym is a large facility, its layout severely diminishes its usefulness:

Layout of WHS Gymnasium



As you can see, the full court and side court cannot be used simultaneously due to the main court placement (shown in beige) as well as the curtain locations (shown in red). As a result, it is often impossible to schedule multiple activities in the space at once. In the old WHS, the existence of multiple gyms as well as a different layout allowed varied users to make use of the space simultaneously. Moreover, there are fewer specialized sports spaces

in the new building (e.g. there is no longer a wrestling room), leading to greater demand on the single gymnasium, which it cannot meet.

There is also a high demand for gym space by members of the Wellesley community that cannot be met by current Town facilities. For example, the Wellesley Youth Basketball Association currently utilizes all available school gym space and still has to rent at Meadowbrook, Dana Hall, and Rivers to meet their facility needs. Community Investors, a local non-profit organization that organizes after-school programs to keep kids active and engaged, often cannot run desired programs due to the shortage of available gym space.

### *Proposed Solution*

The PFTF is recommending a community-oriented, appropriately-sized gym be incorporated into the Hunnewell project. We are requesting a 50' x 84' basketball court with six adjustable baskets, recessed volleyball sleeves and sockets, telescopic bleacher seating for 300 spectators, an equipment storage closet and, ideally, in priority order:

1. Elevated indoor track,
2. Retractable batting cage, and
3. Wrestling mat lifter.

We estimate that 9,000 sq. ft. would be needed to accommodate this. By doing this, we would help to alleviate the shortage of indoor gym space and increase scheduling flexibility and efficiency.

### *Why Hunnewell*

We believe that a gym of this type at Hunnewell is ideal compared to the Hardy or Upham sites, as Hunnewell is in close proximity to the Middle School and High School as well as centrally located downtown. We also believe that adding a gym of this size to a non-MSBA project is likely to be the most successful option. We recognize that the Hunnewell location is a highly-constrained site and that there are a number of variables to weigh. We hope that by providing our proposal at this time, the feedback can be incorporated as the short list options are developed in greater detail.

Thank you for your consideration and we look forward to presenting further background at a future meeting.



## **PLAYING FIELDS TASK FORCE**

### **MINUTES**

**June 14, 2019**

**7:45 am at Warren Building**

#### **Attending:**

Jerry Nigro – Lacrosse, Katie Griffith – NRC, Jeff Wechsler – DPW, Dave Hickey – DPW, Dave Cohen – DPW, Ansley Martin – WUSC, Tripp Sheehan – Community Member/Resident, Martha Collins – Resident, Jay Russell – Adult Softball, Ann Williams – WLL, Michael D’Ortenzio Jr. - School Committee (Chair), Mary Scanlon – Advisory, Laurance Stuntz – Recreation, John Brown – Athletics, Matt Chin – Recreation, Linda Chow – School Committee, Jon Bonsall – resident/St John & St. Paul

#### **Approve Minutes from May 10, 2019:**

**Motion:** To accept the minutes from May 10, 2019 amended to show that John Brown was in attendance by Ainsley Martin

**Seconded:** Laurance Stuntz

**Vote:** All Task Force members in attendance in favor

#### **Field Applications:**

**Motion:** To approve James Bede soccer application as presented by Tripp Sheehan

**Seconded:** Jerry Nigro

**Vote:** All Task Force members in attendance in favor

**Motion:** To approve Gorilla Lacrosse application as presented by Laurance Stuntz

**Seconded:** Jerry Nigro

**Vote:** All Task Force members in attendance in favor

**Motion:** To approve Kim McCausland’s application as presented by Ansley Martin

**Seconded:** Ann Williams

**Vote:** All Task Force members in attendance in favor

**St. John/St. Paul Collaborative Mass:** Jon Bonsall discussed how St. John & St. Paul parishes would like to continue with having their outside mass at the HS Stadium. They have met with NRC as well. Tripp Sheehan feels that this is a great community use of the facility.

**Motion:** To approve St. John & St Paul’s application as presented by Tripp Sheehan

**Seconded:** Jerry Nigro

**Vote:** All Task Force members in attendance in favor

**Lights Subcommittee:** Laurance Stuntz informed PFTF that the Lights Sub-Committee has met and is working through assigning tasks and fact finding. Katie Griffith informed PFTF that the Bob Park (Dark Sky)

**AED Next Steps:** Matt Chin is still looking at various AED installations at other municipalities. He will be reaching out at the end of summer to create a working group. Katie Griffith suggested including Regina LaRocque as well.

**Field Funds Budgets YTD:** Dave Cohen distributed.

**HHU/Update from SBC:** Michael D’Ortenzio informed the PFTF that all user group information has been passed along to SBC and they are including a 7k sq/ft gym with seating for 100 in the new Hunnewell design.

**Project Prioritization List:** Tabled.

**Stadium Restroom and Team Room Project:** DPW is finalizing the RFP for the team rooms as previously discussed.

**Practice Wall Project:** Due to neighbor concerns at the School Committee meeting, the new proposed location east of the tennis courts is being reconsidered.

**Hunnewell Field Restrooms:** Final designs and RFP documents are being worked on.

**Softball Project:** Dave Hickey informed the group that DPW could have bid documents within a month, pending ZBA approval. Looking at a phased approach of Lee in the Fall and Multipurpose in the Summer 2020.

**Signage on Baseball/Softball Diamonds:** Discussion of looking at all fields to make sure there is consistent signage.

**Sprague/Hunnewell Fields Trainer Discussion:** Tabled.

**Earth Networks: Weather Monitoring & Alerting:** Tabled.

**Review and Approval of PFTF Annual Report:**

**Motion:** To accept the Annual Report as presented, but to allow the EOY figures to be added in at a later time by Tripp Sheehan

**Seconded:** Katie Griffith

**Vote:** All Task Force members in attendance in favor

**Election of Chair & Vice Chair:**

**Motion:** To nominate Laurance Stuntz for Chairman of PFTF by Tripp Sheehan

**Seconded:** Ansley Martin

**Vote:** All Task Force members in attendance in favor

**Motion:** To nominate Katie Griffith for Vice Chair of PFTF by Tripp Sheehan

**Seconded:** Jerry Nigro

**Vote:** All Task Force members in attendance in favor

**General Fields Discussion:** Dave Hickey informed the PFTF that Sprague complex will be fenced and closed for use on June 18.

**Citizens Speak:** None.

**Motion:** To adjourn by Michael D'Ortenzio

**Seconded:** Tripp Sheehan

**Vote:** All Task Force members in attendance in favor

Meeting adjourned at approximately 9:45 am.

**NEXT MEETING:** September 13, 2019 – 7:45 am at the Warren Building.

**Documents and Exhibits Used:** Field application, DPW Field user fees, Annual Report Draft & St. John's & St. Paul maps/pictures.





WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## FIELD PERMIT APPLICATION

Name: Erin Cornelia Organization: Wellesley High School Girls Soccer  
Mailing Address: 90 Fairbanks Ave Wellesley MA  
Email: erin.cornelia@gmail.com Daytime Phone # 617 448-5348  
Field Requested: Sprague Turf  
For what activity/sport: High School Soccer Clinic  
DATE (S) - List all Wednesday Oct 16th

Day (s): \_\_\_\_\_ Time: Start 12:30 Finish 2:30pm  
Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 50 # of Wellesley Residents: 50

## To Request a field permit:

- Complete this form and submit to: Recreation Director Matt Chin (Address above)

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- SEE PAGE TWO FOR FEES AND POLICIES

PFTF Meeting

Platform tennis

March 8, 2019

Platform Tennis:

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<https://www.youtube.com/watch?v=Lt-1F8SKVfQ>

The Platform Tennis Club:

<https://paddletennisclub.wixsite.com/website>

List of Public Access/Municipal Platform Tennis facilities in US:

<http://www.platformtennis.org/mt/Play-Platform-Tennis/Public-Access-Platform-Tennis-Courts.htm>

American Platform Tennis Association "Grow the Game" web page:

[http://www.platformtennis.org/Grow the Game.htm](http://www.platformtennis.org/Grow_the_Game.htm)







# Playing Fields Lights Subcommittee Draft Report

September 11, 2019



# Mission



- The Natural Resources Commission (NRC) asked the Playing Fields Task Force (PFTF) to investigate the possibility of adding additional and improving existing lighting equipment at playing fields in Town.
- The PFTF has placed a high priority on this initiative, given its ability to allow for greater active play for Town residents – especially youth – and strengthen our sense of community at evening games and events.
- The PFTF will issue a report to the NRC and any other relevant stakeholders, which will include an actionable recommendation for the Commission to consider.
- As such, the PFTF is appointing a Lights Subcommittee to act as fact-finders and investigators of potential paths forward. In regular consultation with the PFTF, the Subcommittee will draft a holistic report.



# Questions To Be Answered

- **Scope:** On which playing fields do the benefits of installing new lighting or improving existing lighting outweigh the costs?
- **Type of Lights:** What specific fixtures would be recommended? How many and where?
- **Improvement to the Fields:** What ground-level improvements would be necessary to accommodate the lights?
- **Environmental and Abutter Benefits:** What environmental and abutter benefits are there to replacing existing lights?
- **Financial Impacts and Fund Raising:** What are the costs? How would funding be secured?
- **Permits and Approvals:** What permits and approvals would be needed?
- **Terms of Use:** What would the terms of use be? How would these terms be codified and how would they be enforced?





# Considerations

- Intensity of use and maintenance of fields
- Secondary impacts
  - Traffic
- Concerns for abutters and neighbors
- Environmental Impacts
  - Sound
  - Carbon emissions
  - Dark Sky” Compliance, utilizing external expertise via consultant Bob Parks
- Creating capacity for all user groups



# Summary of Needs

- **3,700% Growth in Number of Sports Teams:** Since 1969, number of teams using rectangular playing fields in Wellesley has increased by 3,700%, from 14 team in 1969 to 523 team in 2019, without any increase in the total number of available playing fields.
- **26% Growth in Last Five Years:** Since 2014, the number of teams has increased by 26% and all youth programs anticipate similar future growth.
- **8-12 Fields:** According to the United States Soccer Federation, Wellesley is 8-12 fields short of what is recommended to accommodate Wellesley's 253 teams in the fall and 270 in the spring.
- **Over \$150,000 Spent Renting Fields Each Year:** Wellesley's youth sports teams spend more than \$150,000 per year to rent field space because there is not enough available space.
- **Environmental Improvements:** Environmental concerns with existing lights including carbon emissions, light spillage, glare, inability to dim, and ease of control.
- **Community Building:** Lack of lighted fields limits the ability for community building nighttime events, impacts WHS's ability to host playoff games, and causes students to miss classes.





# Recommendations

- Replace existing halogen lights at the Hunnewell Multipurpose Fields, Reidy Field, and Tennis Courts with energy efficient, environmentally friendly LED lights
- Install energy efficient, environmentally friendly LED lights at WHS Stadium



# Summary of Benefits

- **Environmental Benefits**

- Replacing existing lights with energy efficient LED would have a net carbon emissions reduction of xx%
- New LED lights can be Dark Sky Certified, dimmed, have reduced light spillage and glare, and can be controlled remotely from a smart phone, laptop or computer.

- **Increased Capacity**

- Adding lights at WHS would provide a much needed increase in field capacity
- Additional access to a turf field would reduce the need cancel practices and reschedule games due to inclement weather

- **Community and Educational Benefits**

- Ability to hold night sporting events with easier attendance for families
- Reduced impact on student athletes missing classes due to early dismissal for home playoff games
- Improved traffic flow for game usage shifted from Sprague to WHS
- Ability to accommodate later WMS and WHS start times





# Why WHS Stadium?

# WHS Stadium is the Crown Jewel of Wellesley's Play Fields



- New synthetic turf field (October 2016)
- New state of the art track (October 2016)
- WHS Stadium is the largest gather space in the entire town of Wellesley
- The only place large enough to hold the entire WHS student body
- Stadium seating capacity of 2,300 spectators
- ~300 parking spaces (Far more than any other field)
- Located across the street from Wellesley High School for easy access by students
- Part of the Hunnewell Field Complex that already has lights at Reidy Field, Hunnewell Multipurpose Field, Tennis Courts, and Basketball Courts
- Electrical capacity and conduits are already in place, making this the least expensive field for the addition of lights



# Benefits WMS, WHS and Youth Sports Teams



- **WHS & WMS Sports Teams:** Lights at WHS Stadium would create much needed field time for the 24 WHS sports teams and five WMS sports to practice and host games in the Stadium: 8 soccer, 4 football, 4 field hockey, 6 lacrosse, and 7 track and field teams.
- **Youth Sports Under the Lights:** Lights at the Stadium would enable youth sports teams to potentially play at least one game a season under the lights, similar to how Little League Baseball and Softball teams play one game under the lights at Reidy Field and Hunnewell Field.
- **Freeing Up Space at Other Fields:** Lights at the Stadium have the positive ripple effect of freeing up much need space for youth sports at Sprague Fields and the other playing fields.

# Potential Abutter Impact and Mitigation



- **Light Spillage and Glare**
  - Replacements for lights at Reidy Field, Hunnewell Multipurpose, and Tennis Courts would reduce light spillage and glare by 50% or more
  - New lights at WHS Stadium would have virtually zero spillage and glare and can be certified as Dark Sky-compliant
  - New lights can be dimmed and programmed with various lighting levels based on usage and to signal the end of use period
- **Noise**
  - All events would be subject to the existing NRC noise policy, which doesn't allow amplified sound without a permit
- **Traffic**
  - According to the Wellesley Police Department, lights at WHS Stadium would result in less traffic and parking issues around the Sprague Fields; with the exception of WHS Varsity Football games, night practices and other games would not significantly impact traffic around the Stadium; and WPD has a track record of effectively managing WHS night football games under portable lights.





# Wellesley Police Department Supports the Addition of Lights at WHS Stadium

Wellesley's Police Department (WPD) supports lights at WHS Stadium which would enable sports teams to practice and play games as late as 9:30 p.m.

Wellesley's Chief of Police cites the following reasons for his support of lights at WHS Stadium:

- Moving games and some practices from Sprague Fields to WHS Stadium would result in less traffic and parking issues around the Sprague Fields
- WHS has ample parking adjacent to WHS Stadium.
- With the exception of WHS Varsity Football games, night practices and other games would not significantly impact traffic around the stadium.
- There are only four or five WHS Varsity Football games each fall.
- WHS has had night games in the past with portable lights and WPD successfully managed the traffic by hiring extra police officers.
- If night WHS Varsity Football games became a regular event, WPD's traffic plan will be in effect and even improved given the regularity of the event.

# Letter from Wellesley Police Chief



## TOWN OF WELLESLEY POLICE DEPARTMENT

WELLESLEY, MA 02482 JACK PILECKI  
Telephone 781-235-1212 Chief of Police

July 16, 2019

Wellesley Playing Fields Lights Subcommittee  
Wellesley Recreation Department, Warren Building  
90 Washington Street  
Wellesley MA 02481

Dear Wellesley Playing Fields Lights Subcommittee,

I have been asked to assess the potential impact on traffic and parking if lights were installed at Wellesley High School Stadium ("WHS Stadium"). It is my understanding that if lights were installed at the WHS Stadium, sports teams would be able to practice and play games in the Stadium as late as 9:30 p.m.

Currently, parking around the Sprague School Fields is inadequate at best. Over the years the police department has received complaints from residents in the area about illegally parked vehicles and complaints concerning the amount of traffic. Moving games and some practices from the Sprague Fields to the Stadium would reduce these complaints and allow for ample parking in the WHS parking lot.

With the exception of WHS Varsity Football games, night practices and other games would not be expected to significantly impact traffic around the Stadium. Additionally, there is much more parking in the WHS parking lot and parking lots around WHS to accommodate vehicles.

We have had many night games in the Stadium in the past when portable lights were brought in. The police department implemented a traffic management plan for each game which proved successful. It involved hiring extra police officers at various traffic posts. If night WHS Varsity Football games become a regular event, I am confident our traffic plan will be effective and even improved given the regularity of the event.

- 2 -

In summary, I am supportive of lights being installed at the WHS Stadium. I am confident traffic and parking will be effectively managed in the area around the High School with the added benefit of less traffic and parking issues around the Sprague Fields.

Sincerely,

A handwritten signature in black ink that reads "Chief Jack Pilecki".

Jack Pilecki  
Chief of Police  
Wellesley Police Department





# Financial Impact of New Lights

- Increased revenue from ticket sales
- Reduction in the amount youth sports clubs spend on external fields
- Reduction in costs of transporting students athletes to other fields
- Smaller electrical bills and reduced carbon emissions per kilowatt hour

# Financial Analysis – Replacement Lights



## Costs:

- Estimated costs of new LED lights on existing poles at Reidy Field, Hunnewell

Multipurpose, and Tennis Courts:

- |                           |                            |
|---------------------------|----------------------------|
| • Reidy Field:            | \$80,000-\$90,000          |
| • Hunnewell Multipurpose: | \$125,000-\$135,000        |
| • Tennis Courts:          | <u>\$85,000-90,000</u>     |
| • <b>Total:</b>           | <b>\$290,000-\$320,000</b> |
- 
- |                                 |                            |
|---------------------------------|----------------------------|
| • Total costs, including labor: | <b>\$377,000-\$407,000</b> |
|---------------------------------|----------------------------|

## Funding:

- Town, CPC, private, and possibly a Green Communities Grant



# Financial Analysis – WHS Stadium Lights



## Costs:

- Estimated costs of new LED lights and poles: **\$305,000-\$315,000**
- Total costs, including labor: **~\$400,000**

## Funding:

- Private funding from the Wellesley Field Fund
- Funds already raised by the Wellesley Field Fund: **~\$221,800**
- Additional fundraising needs: **~\$180,000**



# Approvals and Permitting

- **NRC:** Land is owned by the Natural Resources Commission
- **No Change of Use:** According to the Planning Board, adding lights at WHS Stadium would not create a change of use
  - The 2007 addition of lights at Reidy Field was not considered a change of use
- **Electrical Permits:** Only permitting required would be electrical permits for the lights installation
- **Funding**
  - Replacing existing lights, we are exploring the possibility of applying for Green Communities Grant funding, plus private, town, and CPC
  - New LED lights at WHS Stadium would be funded through private donations by the Wellesley Field Fund





# Possible Timeline

- Draft Review at Playing Fields Task Force – September 13
- PFTF Member and Stakeholder Review and Comment – September
- Acceptance by Playing Fields Task Force – October
- NRC Review and Public Meeting – November



# Background Details



# Highest Participation Rate and Winningest Sports Program in MA



- Wellesley's residents believe that youth sports play an important role in the life of the town and in the growth and development of our students.
- According to MIAA, Wellesley has had the highest participation rate of any sports program in Massachusetts five of the last six years.
- Wellesley has won the Boston Globe Award for the highest winning percentage of any sports program in Massachusetts four of the last five years.



**The Boston Globe**



# Key Historical Finds (1969-2019)

## **3,700% Growth in the Number of Sports Teams**

- In 1969, Wellesley had 14 youth and high school sports teams that played on rectangular playing fields (8 in the fall, 6 in the spring).
- In 2019, Wellesley has 523 youth and high school sports teams that played on rectangular playing fields (253 in the fall, 270 in the spring).
- In the last five years, Wellesley has experienced a 26% increase in the number of teams that play on rectangular fields and the youth sports clubs anticipate similar growth for the foreseeable future.

## **No Growth in the Number of Rectangular Playing Fields**

- In the last 50 years, Wellesley has not added any rectangular playing fields to accommodate the more than 3,700% growth in the number of sports teams that play on rectangular fields. In 1969, there were 15 rectangular fields available in the fall and 12 in spring, the exact same as there are today.
- The United States Soccer Federation, recommends between 20-24 fields to accommodate Wellesley's 253 teams in the fall and 270 in the spring.
- Wellesley is 8-12 fields short of what is recommended. A combination of artificial turf and lights would reduce the number of fields Wellesley needs to add in order to support its sports teams.



# No New Rectangular Fields in Over 50 Years



- In the last 50 years, Wellesley has not added any rectangular playing fields to accommodate the more than 3,700% growth in the number of sports teams that play on rectangular fields (14 team in 1969, 523 team in 2019).
- In 1969, there were 15 rectangular fields available in the fall and 12 in spring, the exact same as there are today.
- The United States Soccer Federation, recommends between 20-24 fields to accommodate Wellesley's 253 teams in the fall and 270 in the spring.
- Wellesley is 8-12 fields short of what is recommended, not accounting for future growth.
- A combination of artificial turf and lights would reduce the number of fields Wellesley needs to add in order to support its sports teams.

Field	Owner	Field Type	Surface	Lights	Availability
WHS Stadium	NRC	Rectangular	Turf	No	Fall & Spring
Sprague Field 2	SC	Rectangular	Turf	No	Fall & Spring
Sprague Field 3	SC	Rectangular	Turf	No	Fall & Spring
Upham Lower Field	SC	Rectangular	Grass	No	Fall & Spring
Hunnewell Park Field (3)	NRC	Rectangular	Grass	No	Fall & Spring
Perrin Park	NRC	Rectangular	Grass	No	Fall & Spring
Hardy Field 2	SC	Multipurpose	Grass	No	Fall & Spring
Schofield School Field	SC	Multipurpose	Grass	No	Fall & Spring
Sprague Field 1	SC	Multipurpose	Grass	No	Fall & Spring
Sprague Field 4	SC	Multipurpose	Grass	No	Fall & Spring
Hunnewell Park Fields (1)	NRC	Multipurpose	Grass	No	Fall & Spring
Hunnewell Park Fields (2)	NRC	Multipurpose	Grass	No	Fall & Spring
Kelly Field 1 (Bates School)	NRC	Multipurpose	Grass	No	Fall Only
Kelly Field 2 (Bates School)	NRC	Multipurpose	Grass	No	Fall Only
Hunnewell Multipurpose	NRC	Multipurpose	Grass	Yes	Fall Only

# 50 Years of Growth of Youth Sports



Over the last 50 years, there have been three nationwide changes that have lead to dramatic increases in the level of participation in youth and high school sports in Wellesley and across the country:

- **Increased Participation at Younger Ages and All Skill Levels:** Starting in the late 1960s and continue to today, there has been a dramatic increase in the number of children playing youth sports, with the opportunity to participate available to all age and skill levels (K-12).
- **Title IX:** In 1972, Congress passed Title IX, a federal civil rights law that requires educational institution that receive federal funding to provide equal opportunities to participate in sports, regardless of gender. Title IX has been a public policy triumph that has lead to exponential growth in the number of girls participating in youth and high school sports.
- **Meteoric Growth of Soccer:** Soccer has lead the way in terms of the growth of youth sports. In 1967 there were only 100,000 people playing soccer in the U.S. Today over 24.4 million Americans play soccer and approximately half of them are girls and women.





# 1969: Birth of Wellesley Youth Soccer

- In the spring of 1969, Boston Area Youth Soccer (BAYS) was created for boys.
- That same year, Wellesley United Soccer Club (WUSC) was created and a single team of 9<sup>th</sup> grade boys joined the newly former BAYS league.
- The Wellesley boys faced Framingham in the BAYS Championships on a hot June day at Sprague Fields. The game was tied 0-0 at the end of regulation and went into quadruple overtime until Rick Copland scored the winning goal for Wellesley on a cross from David Himmelberger.
- Wellesley being crowned BAYS champions in the leagues inaugural season was an auspicious start for a soccer program that has grown to be the largest and winningest program in Massachusetts.

**Wellesley United Soccer Club  
BAYS Champions, Spring 1969**





# Title IX and the Growth of Soccer

- In 1972, Congress passed Title IX, and girls were finally given an equal opportunity to participate in sports. The year Title IX became law, there were only 400 girls playing high school soccer in the entire country and no girls in Wellesley played soccer.
- In 1974, BAYS and Wellesley began offering soccer to girls and over 230 Wellesley girls signed up to play in that first season.
- Two years later, WHS began offering girls soccer.
- In 2019, over 24.4 million Americans play soccer and approximately half of them are girls and women.
- In Wellesley, thousands of kids of all ages play soccer and over half of them are girls (52% girls, 48% boys).
- Title IX worked brilliantly and resulted in increased participation in youth sports by BOTH girls and boys.

**Wellesley High School  
Girls Soccer Team 1976**







# 50 Years of Growth of Soccer

- In 1969, Wellesley had a total of four soccer team and soccer for boys only:
  - A youth soccer team of 9<sup>th</sup> graders,
  - A Wellesley Junior High School Soccer Team (Middle School); and
  - WHS JV and Varsity Soccer Teams.
- During the 2018-2019 school year, Wellesley had:
  - 2,060 girls and boys playing on 221 teams in the fall, and
  - 1,829 girls and boys playing on 204 teams in the spring.
- The incredible growth of youth soccer is projected to continue for the fall and spring season with additional demand during the winter months.
- In order to meet the demand for playing fields, Wellesley United Soccer Club pays \$100,000-\$140,000 each year to rent field time and is still not able to satisfy its needs.



# Growth of Field Hockey

- Field Hockey has been offered as a fall sport to Wellesley High School girls for generations as a fall sport. In the fall of 2018, 84 girls played on four WMS and WHS field hockey teams.
- Prior to 2014, the only fall sports available to in grades 1-4 girls was soccer. In contrast, Wellesley boys had the option to play soccer, flag football, football, and baseball.
- In the fall 2014, Wellesley Scoops Field Hockey Club (“Wellesley Scoops”) was started to provide another team sport option to younger girls.
- Wellesley Scoops has quick grown to 200 girls playing on 15 teams in the fall, and 100 girls playing on 9 teams in the spring and has the potential for future growth.
- Unfortunately, because of the shortage of playing fields, Wellesley Scoops has no field time in Wellesley and is required to rent fields from Wellesley College and Dana Hall for \$300 an hour to meet its needs.
- The growth of the Wellesley Scoops field hockey program has been limited due to lack of field time.
- The sport, which is ideally played on artificial turf, would benefit greatly from the Wellesley playing fields having a combination of artificial turf and lights and the additional field time that would create.





# Football/Flag Football

- Wellesley High School Football dates back to the very founding of Wellesley in 1881. The Annual Thanksgiving Day football game between Wellesley and Needham began on 1882 and is the oldest public high school rivalry in the country.
- Although Wellesley Football is steeped in history, it is the smallest of the Wellesley sports program.
- In the fall of 2018, 108 boys played on four WMS/WHHS football teams.
- In 2008, Wellesley Youth Football was founded.
- In the fall of 2018, 100 boys in 2<sup>nd</sup>-7<sup>th</sup> grade played on 5 Wellesley Youth Football teams.
- In addition to traditional football, over 200 boys in grade K-3 play flag football.
- Flag football does not practice or play any of its games in Wellesley because of the lack of playing fields.



# Growth of Lacrosse

- The Wellesley Youth Lacrosse Club was created in 1993.
- Lacrosse is the fastest growing sport in the United States and Wellesley. Wellesley Youth Lacrosse has grown 370% in the last 20 years from 10 teams in 2000 to 47 teams in 2019. Lacrosse is projected to continue to experience rapid growth in Wellesley and across the U.S.
- During the 2018-2019 school year, Wellesley Youth Lacrosse had:
  - 100 girls and boys playing on 4 teams in the fall, and
  - 935 girls and boys playing on 47 teams in the spring.
- In spring 2019, Wellesley High School Lacrosse had 55 girls and 80 boys playing on six teams.
- In order to meet the demand for playing fields, Wellesley Youth Lacrosse pays approximately \$20,000 each year to rent fields at Wellesley College and Babson College and is still not able to satisfy its needs.





# Playing Field Survey Results

A survey of WMS, WHS, and all the youth sports clubs that play on rectangular fields (soccer, football, field hockey, and lacrosse) yielded the following results:

- Field time is an issue for **100%** of teams
- **99%** of teams report a shortage of field time for practices and games
- **100%** of teams are interested in practicing and playing games on fields with lights
- **94%** of teams rent fields
- If there was more field time, **94%** of the sports would offer additional programs

# 96% of teams rent fields, Annual costs of more than \$150,000



**Question:** Do you rent fields?

- **WMS & WHS Sports:** No
- **Wellesley United Soccer Club:** Yes, WUSC leases two fields at Elm Bank in the fall and spring for \$40,000-\$80,000 depending on field conditions. WUSC rents space at Boston Sports Club and Longwood for \$60,000 and has a contract with Edge Sports Complex (900 Worcester St.) for \$350 an hour.
- **Wellesley Youth Football:** No
- **Wellesley Scoops Field Hockey Club:** Yes, field hockey does not get any field time in Wellesley and is required to rent fields from Wellesley College and Dana Hall for \$300 an hour to meet its needs.
- **Wellesley Youth Lacrosse:** Lacrosse spends approximately \$20,000 renting fields at Wellesley College and Babson College. Lacrosse also rent indoor space for winter training and early spring.



# Over 96% of the Towns Wellesley Competes Against in Sports Have Stadium Lights



• Arlington High School	YES	• Milton High School	YES
• Ashland High School	YES	• Medfield High School	YES
• Belmont High School	YES	• Natick High School	YES
• Braintree High School	YES	• Needham High School	YES
• Brookline High School	YES	• <b>Newton North High School</b>	<b>NO</b>
• Canton High School	YES	• Newton South High School (Approved 2019)	YES
• Cohasset High School	YES	• Pembroke High School	YES
• Concord-Carlisle High School	YES	• Walpole High School	YES
• Dover-Sherborn High School	YES	• Wayland High School	YES
• Framingham High School	YES	• <b>Wellesley High School</b>	<b>NO</b>
• Foxborough High School	YES	• Westwood High School	YES
• Lexington High School	YES	• Weston High School	YES
• Hingham High School	YES	• Weymouth High School	YES
• Lincoln-Sudbury High School	YES	• Winchester High School	YES



Which fields might benefit  
from the addition of lights?





# Key data considered

- Availability of artificial turf
  - Given existing usage, most rectangular grass fields in town cannot take additional hours of use
  - Given the prevalence of New England weather, grass fields are often out of service due to rain and snow
- Proximity to neighbors
- Available infrastructure
  - Parking
  - Existing electrical service
  - Traffic Flow



# Sprague Synthetic Turf Fields

- Adding lights at the two synthetic turf fields at Sprague would increase the number of field hours available for use
- However, there are significant infrastructure issues with the site:
  - Fields are very close to neighborhood residences
  - Chronic traffic flow issues
  - Limited parking
  - Electrical capacity and conduit are not in place
- **Conclusion:** Lights at Sprague Field would add capacity, but given the site's other issues, the Subcommittee didn't recommend pursuing lights at the site





# North 40

- The PFTF's 2014 Report recommended the creation of three new synthetic turf field with lights.
- The purchase of the North 40 offers Wellesley a unique opportunity to create significant additional field and other recreation capacity with ample infrastructure and limited potential impact on neighbors.
- **Conclusion:** When the North 40 development planning is conducted, lights at any fields should be a part of the overall plan in order to maximize available capacity. However, for the purposes of this report, the North 40 is out of scope.



# Hunnewell Multipurpose

- This is the field area between the aqueduct and the WHS stadium
- It is a grass field with significant drainage issues, therefore adding use would be detrimental to the quality of the field.
- Installing synthetic turf would require less maintenance, and increase the number of field hours available.
- **Conclusion:** Installing a synthetic turf field at the Hunnewell Multipurpose Field may help alleviate field capacity issues, but it exceeds the mandate of this Subcommittee which is focused on the merits of adding new lights and improving existing lights.





# Educational & Health Benefits



# Reduction in Missed Classes

- Adding lights at WHS Stadium will allow games to be played later and will eliminate the need for early dismissals and the lost teaching and learning associated with missing afternoon classes.
- WHS student athletes are often required to be dismissed early from school in order to play games before it gets too dark.



# Fewer Cancellations and Enhanced Safety



- **Fewer Cancellations:** WHS sports teams routinely have to cancel games because of the poor condition of the grass fields after rain or snow and the need to preserve field integrity.
- **Enhanced Safety:** Playing sports on poorly maintained fields or in poorly lighted conditions is unsafe for the players and increases the chance for injuries.
- Installing lights at WHS Stadium would mitigate both of these problems.

# Health Benefits of Later Start Times for WMS and WHS Students



- The addition of lights at WHS Stadium would allow Wellesley Public Schools to explore the merits of later start times at WMS and WHS.
- The Center for Disease Control (CDC) and the American Academy of Pediatrics (AAP) recommend delaying start times for middle school and high schools help adolescents get the sleep they need to grow and learn.
- According to the CDC and AAP, adolescents who get enough sleep:
  - have a reduced risk of being overweight or suffering depression;
  - are less likely to be involved in automobile accidents;
  - less likely to drink alcohol, smoke tobacco, or use drugs;
  - have better grades and higher standardized test scores;
  - less likely to be injured playing sports; and
  - an overall better quality of life.
- Wellesley Public Schools cannot consider later start times because WMS and WHS student athletes need to get out of school as early as possible to play sports prior to it getting too dark.



# Sporting Events at Night Help Building Community and Combat Social Isolation



- Social isolation and loneliness are serious public health risks. This is particularly true for teenagers and the elderly.
- Sporting events at night at WHS Stadium would offer Wellesley residents of all ages the opportunity to engage with a wide circle of friends and acquaintances that can provide a sense of belonging and companionship.
- Students, their family members, and the broader community would all be welcome at night sporting events at WHS Stadium.
- Wellesley residents age 60 or older have free admission to all sporting events at WHS Stadium, thereby creating an intergenerational gathering space for students, parents, and grandparents.



# Walkers & Runners

Lights at WHS Stadium would create a safe place for Wellesley residents to walk and run at night, particularly during the fall, winter, and early spring.





# Recommendations regarding the purchase and installation of Lights at WHS Stadium



# LED Lights

- What specific fixtures would be recommended?
- What ground-level improvements would be necessary to accommodate the lights?
- What cost? How would funding be secured?
- What permits and approvals would be needed?
- What would the financial impact of such improvements be?



# Ground Level Improvements & Light Fixtures



Musco Pole at Babson



Musco Lights at Babson





# Wellesley Playing Fields Lights Report

November 8<sup>th</sup>, 2019 Draft





# Subcommittee Members

- **Courtney Albin**, Wellesley Public Schools
- **Katie Griffith**, NRC-Chair, PFTF
- **Ellen Korpi**, Department of Public Works
- **Rob Lally**, Neighbors
- **Jim Miller**, Co-Chair
- **Jerry Nigro**, PFTF
- **Laurance Stuntz**, Recreation, PFTF-Chair, Co-Chair
- **Lisa Wesley**, Wellesley Field Fund



# Mission

- The Natural Resources Commission (NRC) asked the Playing Fields Task Force (PFTF) to investigate the possibility of adding additional and improving existing lighting equipment at playing fields in Town.
- The PFTF has placed a high priority on this initiative, given its ability to allow for greater active play for Town residents – especially youth – and strengthen our sense of community at evening games and events.
- The PFTF will issue a report to the NRC and any other relevant stakeholders, which will include an actionable recommendation for the Commission to consider.
- As such, the PFTF is appointing a Lights Subcommittee to act as fact-finders and investigators of potential paths forward. In regular consultation with the PFTF, the Subcommittee will draft a holistic report.





# Questions To Be Answered

- **Scope:** On which playing fields do the benefits of installing new lights or improving existing lighting outweigh the costs?
- **Type of Lights:** What light fixtures would be recommended? How many and where?
- **Improvement to the Fields:** What ground-level improvements would be needed?
- **Abutter Concerns:** What are the abutters concerns? How can those concerns be mitigated?
- **Financial Impacts and Fundraising:** What are the costs? How would it be funded?
- **Permits and Approvals:** What permits and approvals would be needed?
- **Terms of Use:** What would the terms of use be? How would these terms be codified? How would they be enforced?



# Considerations

- Environmental Impacts, including
  - Carbon emissions
  - Dark Sky Compliance, utilizing external expertise via consultant Bob Parks
  - Sound
- Intensity of use and maintenance of fields
- Traffic
- Concerns of abutters





# Summary of Needs

- **Enormous Growth in Recreational Sports Teams**
  - 26% since 2014, 3,700% since 1969. In 2019 there are 253 fall teams and 270 spring teams
  - Only includes public school and no-cut recreational town teams, not for-profit club teams
- **Unmet Need**
  - Many high school students stop playing after not making the highly competitive High School teams but express a desire to continue at a recreational level
  - Based on number of teams, Wellesley is 8-12 fields short
  - Because of this shortage, there are very few recreational / no-cut programs for high school aged kids offered for rectangular field sports in town
- **Significant Cost to Wellesley residents**
  - Wellesley youth programs spend more than \$150,000 per year renting field space
  - Wellesley is one of very few towns in Massachusetts that cannot bring the community together outside on fields under lights for high school sports

# Summary of Needs - Details



- **3,700% Growth in Number of Sports Teams:** Since 1969, the number of soccer, football, field hockey, and lacrosse teams using rectangular playing fields in Wellesley has increased by 3,700%, from 14 teams in 1969 to 523 teams in 2019 (253 teams in the fall and 270 in the spring), without any increase in the total number of available playing fields.
- **26% Growth in Last Five Years:** Since 2014, the number of teams has increased by 26% and all youth programs anticipate substantial future growth.



# Summary of Needs (details continued)



## **Inclusive Wellesley Youth Sports Drive Field Demand**

- Wellesley youth sports are no-cut recreational programs that provide equal access to both boys and girls regardless of their athletic ability.
- If a boy or girl in elementary or middle school wants to play a sport they are offered a place on a team without the fear of being cut.
- This has resulted in 5,009 children playing on various recreational youth soccer, field hockey, football, and lacrosse teams.
- This demand means that youth recreational teams have a hard time finding fields to practice.
- Inclusion is a core value of the town and is the primary driver of the growth of Wellesley youth sports and increased field demand.

# Summary of Needs (details continued)



## **Need for Recreational Sports for WHS Students**

- WHS sports teams are highly competitive and it is difficult to make the teams because there are only 411 roster spots on the eighteen WHS soccer, field hockey, football, and lacrosse teams.
- Hundreds of high school students who played sports in elementary and middle school no longer play recreational sports because that option is currently not available.
- The addition of lights at WHS Stadium could give high school students the opportunity to continue playing recreational sports past middle school.





# Summary of Needs (details continued)

- **Wellesley is 8-12 fields short of need indicated by our demand:**
  - Wellesley has 15 rectangular fields and 253 teams in the fall and 12 fields and 270 teams in the spring.
  - The recommended number of fields to accommodate this many teams is 20-24.<sup>1</sup>
- **Over \$150,000 Spent Renting Fields Each Year:**
  - Wellesley's recreational, non-profit, no-cut youth sports teams spend more than \$150,000<sup>2</sup> per year to rent field space because there is not enough available space on town-owned fields.
- **Community Building:**
  - No lights at WHS Stadium limits the ability for community building nighttime events, impacts WHS's ability to host playoff games, and causes students to miss classes in certain instances.
- **Traffic:**
  - Lack of lights at WHS Stadium leads to lots of cross-town traffic from the high school to Sprague, exacerbating post-school traffic issues.

<sup>1</sup>The U.S. Soccer Federation recommends 20-24 fields to accommodate Wellesley's 253 teams in the fall and 270 teams in the spring.

<sup>2</sup>Based on a survey of Wellesley youth programs undertaken in the summer of 2019



# Review of Existing Fields

At the start of the project, the Subcommittee did a comprehensive review of all the playing fields in Wellesley and reached the following preliminary conclusions:

- **Shortage of rectangular fields:** Soccer, football, field hockey, and lacrosse play on rectangular fields. Wellesley has an acute shortage of rectangular fields with only 15 fields available in the fall for 253 team and 12 fields in the spring for 523 teams.
- **Adding lights to grass fields does not significantly increase capacity:** Grass fields are often closed due to rain and snow, particularly in the spring. Additionally, Wellesley grass fields are already stressed from overuse during daylight hours.
- **Artificial turf can be used when wet and does not have the overuse concerns associated with grass:** The Subcommittee focused its investigation on the merits of adding lights to the artificial turf fields at WHS Stadium and Sprague Field where usage can be maximized.



# Review of Existing Fields: Sprague Turf Fields



In 2008, two artificial turf fields were installed at Sprague Fields.

- **Advantages of Adding Lights to Sprague**

- Two turf fields that are highly sought after and are the backbone of youth sports
- Lighting both would add available playing time of 580 hours in the fall (123% increase) and 300 hours in the spring (40% increase).

- **Disadvantages of Adding Lights to Sprague**

- No stadium or seating for fans and no public restroom facilities
- No Track
- Limited Parking, Traffic Flow Issues
- No existing electrical capacity or conduits, making a potential lights project more expensive

# Review of Existing Fields: WHS Stadium Field



In 2016, Wellesley renovated its 1938 Stadium

- **Advantages of Adding Lights to WHS Stadium**

- New artificial turf field (2016), state of the art track, stadium seating for 2,300
- 318 parking spots available for spectators and participants at WHS
- Location across the street from WHS allows students to safely walk to practices and games, reducing traffic across town to Sprague
- Electrical capacity and conduits are already in place, making this the least expensive field to addition of lights

- **Disadvantages of Adding Lights to WHS Stadium**

- Abutters concerns about potential noise, traffic, light spillage and glare
- See the Abutter Concerns section for more detailed concerns



# Abutter Concerns

- The Subcommittee solicited the input of abutters to Hunnewell Fields and WHS Stadium, invited them to PFTF meetings, Light Subcommittee meetings, provided them working drafts of the Lights Reports, and have conducted three public meetings to hear their concerns.
- Abutters who are both for and against adding lights to WHS Stadium attended the public meetings.
- Concerns include:
  - Potential for Increased Noise
  - Potential for Increased Traffic
  - Light Spillage and Glare
  - Additional lights at Hunnewell Fields after lights are installed at WHS Stadium





# Abutter Concerns: Noise

In order to mitigate the impact of noise from the WHS Stadium, the NRC and WHS Athletic Department, with support from the Playing Fields Task Force and Stadium user groups have the following procedures in place already:

- On May 10, 2018, NRC instituted a sound policy<sup>1</sup> to govern the use of sound at WHS Stadium in response to the installation of a permanent sound system at the Stadium.
- The permanent sound system faces away from Smith Street and the speakers were designed and installed at an angulation that directs the sound to its intended audience in the Stadium and the sound is not allowed to exceed 85 decibels at the property line.
- The sound system policy has been in place since the start of the 2018-2019 school year. It is allowed to be used for games but not practices and is controlled and tightly monitored by WHS. WHS Athletics Department drives a golf cart around the property line of the Stadium during each event to measure the sound level at the property line.
- WHS Athletics ensures that the maximum volume does not exceed the agreed upon 85 decibels.
- WHS Athletics staff are on-site during Stadium events and can be appealed to in real time if the sound level is too high. Until the start of this Subcommittee's process, no complaints were lodged with staff or the NRC.
- Any sound system shall only be used from 9 am to 7 pm, unless by special permit from the NRC.

<sup>1</sup> [WHS Stadium Track and Field Sound System Policy](#)

# Abutter Concerns: Noise (continued)



To date, abutter complaints about noise have been confined to the play-by-play at WHS Varsity Football Games, which are generally held on Saturday afternoons.

- During the 2018-19 school year, there were 102 sports competitions held at the WHS Stadium including youth and high school
- During the 2018-2019 school year, there were four regular season home football games and two post-season games, average duration 2 hours, 15 minutes.
- The installation of lights at WHS Stadium would not increase the number of WHS home football games.
- However, several abutters expressed concern about the increased potential for nightly evening noise, particularly through the use of the Stadium sound system, on weeknights, and after the bedtimes of small children.

Team	Existing Use of Sound System
Boys Varsity Soccer Games	30 minute warm-up music
Girls Varsity Soccer Games	30 minute warm-up music
Varsity Football Games	Warm-up and game play-by-play
Varsity Field Hockey Games	30 minute warm-up music
Boys Varsity Lacrosse Games	30 minute warm-up music
Girls Varsity Lacrosse Games	30 minute warm-up music
Youth Football Games	Warm-up and game play-by-play
Youth Lacrosse Games	10 minute warm-up music
Track & Field	Race and Event Announcements
Practices	None
All Team Playoff Games	Announcements

# Abutter Concerns: Noise (continued)



- Additional Recommendations to Mitigate Noise
  - The NRC should establish and communicate to abutters a process for recording and submitting a complaint about possible violations of the Sound Policy.
    - **NOTE:** NRC is already in the process of updating the Sound Policy





# Abutter Concerns: Traffic

**Concern:** Some abutters are concerned about increased traffic associated with adding lights at WHS Stadium.

Wellesley's Police Department (WPD) supports lights at WHS Stadium and offers the following reasons that abutters concerns are misplaced:

- Night practices and games, other than varsity football games, should not impact traffic for most night uses around WHS and the Stadium.
- WHS has had night games in the past with portable lights and WPD successfully managed the traffic. If night varsity football games became a regular event, WPD's traffic plan will be in effect and even improved given the regularity of the event. Night games would also eliminate traffic issues associated with games on Saturday afternoons.
- WHS has 318 parking spaces adjacent to WHS Stadium.

**Recommendation to Mitigate Traffic Concerns:** Ensure that permits issued for usage of WHS Stadium be coordinated with WPD to ensure that a traffic plan is in place.

# Letter from Wellesley Police Chief



## TOWN OF WELLESLEY POLICE DEPARTMENT

WELLESLEY, MA 02482 JACK PILECKI  
Telephone 781-235-1212 Chief of Police

July 16, 2019

Wellesley Playing Fields Lights Subcommittee  
Wellesley Recreation Department, Warren Building  
90 Washington Street  
Wellesley MA 02481

Dear Wellesley Playing Fields Lights Subcommittee,

I have been asked to assess the potential impact on traffic and parking if lights were installed at Wellesley High School Stadium ("WHS Stadium"). It is my understanding that if lights were installed at the WHS Stadium, sports teams would be able to practice and play games in the Stadium as late as 9:30 p.m.

Currently, parking around the Sprague School Fields is inadequate at best. Over the years the police department has received complaints from residents in the area about illegally parked vehicles and complaints concerning the amount of traffic. Moving games and some practices from the Sprague Fields to the Stadium would reduce these complaints and allow for ample parking in the WHS parking lot.

With the exception of WHS Varsity Football games, night practices and other games would not be expected to significantly impact traffic around the Stadium. Additionally, there is much more parking in the WHS parking lot and parking lots around WHS to accommodate vehicles.

We have had many night games in the Stadium in the past when portable lights were brought in. The police department implemented a traffic management plan for each game which proved successful. It involved hiring extra police officers at various traffic posts. If night WHS Varsity Football games become a regular event, I am confident our traffic plan will be effective and even improved given the regularity of the event.

- 2 -

In summary, I am supportive of lights being installed at the WHS Stadium. I am confident traffic and parking will be effectively managed in the area around the High School with the added benefit of less traffic and parking issues around the Sprague Fields.

Sincerely,

A handwritten signature in black ink, reading "Chief Jack Pilecki".

Jack Pilecki  
Chief of Police  
Wellesley Police Department

# Abutter Concerns: Light Spillage and Glare



## Concerns:

- Abutters to the lights at Reidy, Hunnewell and the Tennis Courts have registered concern with the existing lights due to their spillage, glare, and impact on the night sky.
- Anecdotally we heard reports that the existing lights are sometimes on at times that the fields do not appear to be in use.

## Recommendations to Mitigate Light Spillage and Glare:

- Replace the existing halogen lights with energy efficient, environmentally friendly LED lights. This would reduce light spillage and glare by 50% or more.
- Install new energy efficient, environmentally friendly LED lights at WHS Stadium that have virtually zero spillage and glare and can be certified as Dark Sky-compliant.
- Continue working with lighting consultant Bob Parks on the design of replacement and new lights to minimize spillage and glare.
- Implement procedures to minimize inadvertent lighting when the fields are not in use. New lights will have remote management capabilities to make this easier.



# Abutter Concerns: Additional lights at Hunnewell Fields after lights are installed at WHS Stadium



## **Concern:**

- Some abutters are concerned that the addition of lights at WHS Stadium will eventually leads to lights being installed at Lee Field and the other Hunnewell Fields.

## **Comments relative to the Additional Lights Concern:**

- Based on the data we collected during this process, this Subcommittee believes that adding lights to other parts of the Hunnewell Fields is not warranted based on the advantages of lighting turf v. grass.
- We also believe that even after adding lights at the WHS Stadium, there is a need for additional rectangular field space in town and that any future expansion project should focus on developing lighted turf fields outside of the Hunnewell Fields complex to maximize their utility.



# Lights Subcommittee Recommendations and Expected Benefits



# Recommendations

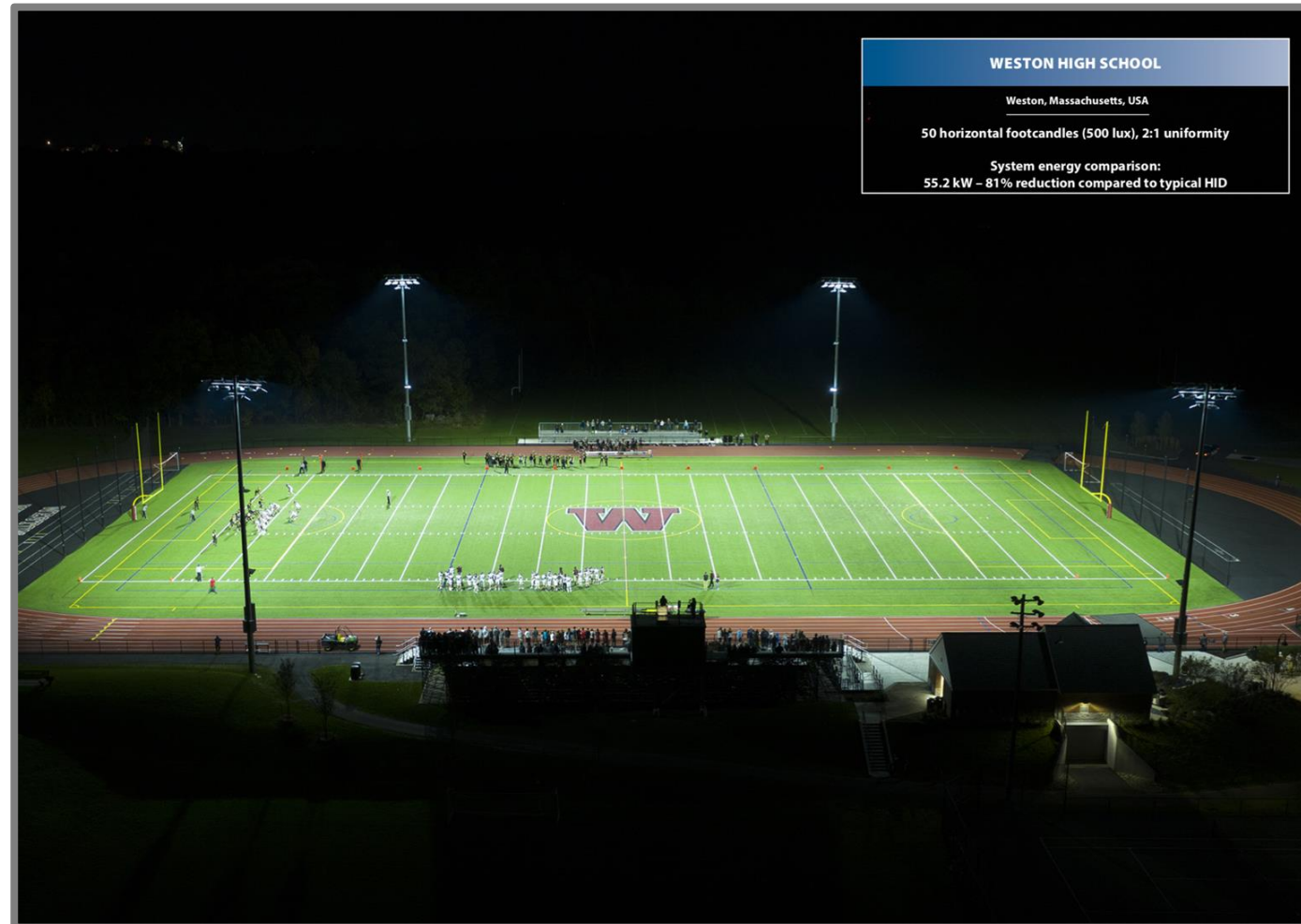
## Lights

- Replace existing halogen lights at Reidy Field, Hunnewell Multipurpose Field, and Tennis Courts with energy efficient, environmentally friendly LED lights.
- Install energy efficient, environmentally friendly LED lights at WHS Stadium.
- The groups using Reidy Field, Hunnewell Multipurpose Field, and WHS Stadium should pay the electrical costs of lighting the fields based on the time the fields are used by them.
- All playing fields lights should be placed on Wellesley Municipal Light Plant's 100% Renewable Energy Program, thereby eliminating the carbon emissions associated with lighting the playing fields.





# Sample Installation – Weston HS





# Recommendations (continued)

## Usage

- Reserve lighted field capacity at WHS Stadium for use by WHS, WMS, Wellesley youth sports programs, and other Wellesley-based groups.
- The lights should only be used with permit from the PFTF, and should follow the pattern in the Hunnewell Complex with normal play ending by 9:30 pm.
- The NRC, working with PFTF, should develop procedures to minimize the time the lights are on without being used.
- The NRC should hold a hearing a year after the lights are installed to review usage and stakeholder (user groups and abutters) experience



# Prospective Lights Usage

## **Recommended parameters:**

- Generally (subject to WHS Athletic Department scheduling constraints), two night games per high school varsity team, with the exception of football
- No more than 25 total WHS night games per year
- When the fields are used for practice or youth games, light level should be dimmed to a safe level for youth sports (generally to 30 ft candles) and the sound system should not be used



# Sample WHS Stadium Use with Lights<sup>1</sup>



Team	Regular Season	Playoffs	Total Nights	Use of Sound System	%
Girls Varsity Field Hockey Games	1	1	2	30 minute warm-up music	2%
Boys Varsity Football Games	4	2	6	Warm-up and game play-by-play	6%
Boys Varsity Soccer Games	1	1	2	30 minute warm-up music	2%
Girls Varsity Soccer Games	1	1	2	30 minute warm-up music	2%
Boys Varsity Lacrosse Games	1	1	2	30 minute warm-up music	2%
Girls Varsity Lacrosse Games	1	1	2	30 minute warm-up music	2%
Practices/Youth	65	20	85	No sound system use	84%
Total	74	27	101		100%

<sup>1</sup> Based on WHS Athletic Department projections for the WHS Stadium schedule with lights. In November it is dark by 4 p.m. Soccer and field hockey games that start at 4 p.m. would be played under the lights and are being counted as night games even though they would be finished before 6 p.m.



# Expected Environmental Benefits

- **Environmentally Friendly LED Lights:** New LED lights can be Dark Sky Certified, dimmed, have reduced light spillage and glare, and can be controlled remotely from a smartphone, laptop or computer.
- **50-80% reduction in energy usage for existing lights:** Replacing existing lights with energy efficient, environmentally friendly LED lights will reduce the amount of energy used to light the fields by 50%-80%.
- **Net Zero Carbon Emissions:** WMLP has a 100% Renewable Energy Program. Choosing this option would eliminate the carbon emissions associated with lighting Wellesley's playing fields in favor of 100% renewable energy. This would help Wellesley meet its goal of reducing town-wide greenhouse gas emissions 25% below 2007 levels by the year 2020 and serve as an example to Wellesley residents and businesses to join the 100% Renewable Energy Program.



# Reduced Electrical Usage

- New LED lights are **50% to 80%** more efficient than the existing lights at Hunnewell Multipurpose, Reidy Field, and the tennis courts.
- Because of this increased efficiency and the ability to dim the new lights for practice conditions, we expect that even with the addition of lights at the Stadium, the total electricity consumed will be less than is currently used.
- In order to ensure that there are no carbon emissions associated with lights, the Subcommittee recommends putting all Hunnewell Complex lights on the WMLP's 100% Renewable Energy Program

Playing Field	Existing kW Light Load	Proposed LED kW Light Load <sup>1</sup>	Percentage of Savings
Multipurpose	64.00	12.60-31.51	51%-80%
Tennis Courts	42.80	7.49-18.72	56%-83%
Reidy	28.15	7.83-19.57	30%-72%
WHS Stadium	0	23.34-58.36	-
<b>Total</b>	<b>134.95</b>	<b>51.26-128.16</b>	<b>5%-62%</b>

<sup>1</sup> The kW light load has a range rather than a static number because the proposed LED lights have dimming capabilities that enable lower levels of illumination for practices than during games.





# Benefits of Increased Capacity in the Fall

In the Fall, lights at WHS Stadium would have the following benefits in terms of increased capacity:

- Net increase in available playing time of **290 hours**.
- Increase in Monday-Friday after school playing time of **123%**.
- In November, the increase in after school playing time jumps to **323%**.
- Lights would enable WHS to host playoff games without student athletes missing classes because they have to leave school early to play games before it gets dark.



# Benefits of Increased Capacity in the Spring

In the spring, lights at WHS Stadium would have the following benefits in terms of increased capacity:

- Net increase in playing time of **152 hours**.
- Increase in Monday-Friday after school playing time of **40%**.
- Enable WHS lacrosse, softball, and baseball to hold their tryouts in WHS Stadium rather than at night in the WHS gym.
- Additional access to a turf field would reduce the need to cancel practices and reschedule games due to inclement weather. In the spring 2019, Wellesley youth soccer had to cancel and reschedule 131 games because of poor field conditions of grass fields due to inclement weather.



# Community and Educational Benefits

- Ability to hold night sporting events with easier attendance for families.
- Reduced impact on student athletes missing classes due to early dismissal for home playoff games.
- Improved traffic flow, particularly in the heavy post-school traffic period, with some games shifted from Sprague to WHS.
- Sporting Events at night can help build a sense of community and combat social isolation.
- Lights will create a safe place for residents to walk and run in the evening.





# Benefits for WHS, WMS and Youth Sports

- **WHS & WMS Sports Teams:** Lights at WHS Stadium would create much needed field time for 24 WHS sports teams and six WMS sports to practice and host games in the Stadium: 8 soccer, 4 football, 5 field hockey, 6 lacrosse, and 7 track and field teams.
- **Youth Sports Under the Lights:** Lights at the Stadium could enable youth sports teams to potentially play under the lights, similar to how Little League Baseball and Softball teams play one game under the lights at Reidy Field and Hunnewell Multipurpose Field.



# Approvals and Permitting

- **NRC:** The land is owned by the Natural Resources Commission, which will determine the path forward.
- **Electrical Permits:** Only permitting required would be electrical permits for the lights installation.
- **Funding**
  - In terms of replacing existing lights, we are exploring the possibility of applying for Green Communities Grant funding, plus private, town, and CPC.
  - New LED lights at WHS Stadium would be funded through private donations by the Wellesley Field Fund.
  - Operating costs for the lighted fields would be funded by field users.



# Financial Analysis – Replacement Lights

## Costs:

- Estimated costs of new LED lights on existing poles at Reidy Field, Hunnewell

Multipurpose, and Tennis Courts:

- Reidy Field: \$80,000-\$90,000
- Hunnewell Multipurpose: \$125,000-\$135,000
- Tennis Courts: \$85,000-90,000
- **Total:** **\$290,000-\$320,000**
- Total costs, including labor: **\$377,000-\$407,000**

## Funding:

- Town, CPC, private, and possibly a Green Communities Grant



# Financial Analysis – WHS Stadium Lights



## Costs:

- Estimated costs of new LED lights and poles: **\$305,000-\$315,000**
- Total costs, including labor: **~\$400,000**

## Installation Funding – to be privately raised

- Funds already raised by the Wellesley Field Fund: **~\$221,800**
- Additional fundraising needs: **~\$180,000**

## Operating Costs

- Field usage fees to be designed to pay for the cost of operating lights, same model as for Reidy, Hunnewell, and the tennis courts.



# Process Timeline

- Initial Charge from PFTF – May 2019 ✓
- Initial Meeting with Stadium Abutters – July 2019 ✓
- Draft Review at Playing Fields Task Force – September 13, 2019 ✓
- Second Meeting with Stadium Abutters – October 1, 2019 ✓
- PFTF Review and Discussion of Sound Policy – October 11, 2019 ✓
- Third Meeting with Stadium Abutters – October 21, 2019 ✓
- Lights Subcommittee Report Review – October 25, 2019 ✓
- Next Steps
  - PFTF Report Review – November 8, 2019
  - NRC Report Review and Public Meeting - TBD



# Background Details and Key Historical Findings (1969-2019)



# Highest Participation and Winningest Sports Program in MA



**The Boston Globe**

- Wellesley's residents believe that youth sports play an important role in the life of the town and in the growth and development of our students.
- According to MIAA, Wellesley has had the highest participation of any sports program in Massachusetts five of the last six years.
- Wellesley has won the Boston Globe Award for the highest winning percentage of any sports program in Massachusetts four of the last six years and came in second the other two years.



# 3,700% Growth in the Number of Teams

- In 1969, Wellesley had 14 youth and high school sports teams that played on rectangular playing fields (8 in the fall, 6 in the spring). The sports that play on rectangular fields are soccer, football, field hockey, and lacrosse.
- In 2019, Wellesley has 523 youth and high school sports teams that played on rectangular playing fields (253 in the fall, 270 in the spring).
- In the last five years, Wellesley has experienced a 26% increase in the number of teams that play on rectangular fields and the youth sports clubs anticipate similar growth for the foreseeable future.



# No Growth in the Number of Rectangular Playing Fields

- In the last 50 years, Wellesley has not added any rectangular playing fields to accommodate the more than 3,700% growth in the number of sports teams that play on rectangular fields (soccer, football, field hockey, and lacrosse). In 1969, there were 15 rectangular fields available in the fall and 12 in spring, the exact same as there are today.
- The United States Soccer Federation, recommends between 20-24 fields to accommodate Wellesley's 253 teams in the fall and 270 in the spring.
- Wellesley is 8-12 fields short of what is recommended. A combination of artificial turf and lights would reduce the number of fields Wellesley needs to add in order to support its sports teams.



# No New Rectangular Fields in Over 50 Years



- In the last 50 years, Wellesley has not added any rectangular playing fields to accommodate the more than 3,700% growth in the number of sports teams that play on rectangular fields (14 team in 1969, 523 team in 2019).
- In 1969, there were 15 rectangular fields available in the fall and 12 in spring, the exact same as there are today.
- The United States Soccer Federation, recommends between 20-24 fields to accommodate Wellesley's 253 teams in the fall and 270 in the spring.
- Wellesley is 8-12 fields short of what is recommended, not accounting for future growth.
- A combination of artificial turf and lights would reduce the number of fields Wellesley needs to add in order to support its sports teams.

Field	Owner	Field Type	Surface	Lights	Availability
WHS Stadium	NRC	Rectangular	Turf	No	Fall & Spring
Sprague Field 2	SC	Rectangular	Turf	No	Fall & Spring
Sprague Field 3	SC	Rectangular	Turf	No	Fall & Spring
Upham Lower Field	SC	Rectangular	Grass	No	Fall & Spring
Hunnewell Park Field (3)	NRC	Rectangular	Grass	No	Fall & Spring
Perrin Park	NRC	Rectangular	Grass	No	Fall & Spring
Hardy Field 2	SC	Multipurpose	Grass	No	Fall & Spring
Schofield School Field	SC	Multipurpose	Grass	No	Fall & Spring
Sprague Field 1	SC	Multipurpose	Grass	No	Fall & Spring
Sprague Field 4	SC	Multipurpose	Grass	No	Fall & Spring
Hunnewell Park Fields (1)	NRC	Multipurpose	Grass	No	Fall & Spring
Hunnewell Park Fields (2)	NRC	Multipurpose	Grass	No	Fall & Spring
Kelly Field 1 (Bates School)	NRC	Multipurpose	Grass	No	Fall Only
Kelly Field 2 (Bates School)	NRC	Multipurpose	Grass	No	Fall Only
Hunnewell Multipurpose	NRC	Multipurpose	Grass	Yes	Fall Only

# 50 Years of Growth of Youth Sports



Over the last 50 years, there have been four nationwide changes that have lead to dramatic increases in the level of participation in youth and high school sports in Wellesley and across the country:

- **Increased Participation at Younger Ages and All Skill Levels:** Starting in the late 1960s and continue to today, there has been a dramatic increase in the number of children playing youth sports, with the opportunity to participate available to all age and skill levels (K-12).
- **Title IX:** In 1972, Congress passed Title IX, a federal civil rights law that requires educational institutions that receive federal funding to provide equal opportunities to participate in sports, regardless of gender. Title IX has been a public policy triumph that has led to exponential growth in the number of girls participating in youth and high school sports.
- **Meteoric Growth of Soccer:** Soccer has led the way in terms of the growth of youth sports. In 1967 there were only 100,000 people playing soccer in the U.S. Today over 24.4 million Americans play soccer and approximately half of them are girls and women.
- **Explosion in Popularity of Lacrosse:** Lacrosse is the fastest growing sport in the U.S. and since its founding in 1993, Wellesley Youth Lacrosse has grown to almost 1,000 Wellesley youth playing in 2019.



# 1969: Birth of Wellesley Youth Soccer

- In the spring of 1969, Boston Area Youth Soccer (BAYS) was created for boys.
- That same year, Wellesley United Soccer Club (WUSC) was created and a single team of 9<sup>th</sup> grade boys joined the newly former BAYS league.
- The Wellesley boys faced Framingham in the BAYS Championships on a hot June day at Sprague Fields. The game was tied 0-0 at the end of regulation and went into quadruple overtime until Rick Copland scored the winning goal for Wellesley on a cross from David Himmelberger.
- Wellesley being crowned BAYS champions in the league's inaugural season was an auspicious start for a soccer program that has grown to be the largest and winningest program in Massachusetts.

**Wellesley United Soccer Club  
BAYS Champions, Spring 1969**





# Title IX and the Growth of Soccer



- In 1972, Congress passed Title IX, and girls were finally given an equal opportunity to participate in sports. The year Title IX became law, there were only 400 girls playing high school soccer in the entire country and no girls in Wellesley played soccer.
- In 1974, BAYS and Wellesley began offering soccer to girls and over 230 Wellesley girls signed up to play in that first season.
- Two years later, WHS began offering girls soccer.
- In 2019, over 24.4 million Americans play soccer and approximately half of them are girls and women.
- In Wellesley, thousands of kids of all ages play soccer and over half of them are girls (52% girls, 48% boys).
- Title IX worked brilliantly and resulted in increased participation in youth sports by BOTH girls and boys.

**Wellesley High School  
Girls Soccer Team 1976**





# 50 Years of Growth of Soccer

- In 1969, Wellesley had a total of four soccer teams and soccer was for boys only:
  - A youth soccer team of 9<sup>th</sup> graders;
  - A Wellesley Junior High School Soccer Team (Middle School); and
  - WHS JV and Varsity Soccer Teams.
- During the 2018-2019 school year, Wellesley youth had:
  - 2,060 girls and boys playing on 221 teams in the fall, and
  - 1,829 girls and boys playing on 204 teams in the spring.
- The incredible growth of youth soccer is projected to continue for the fall and spring seasons, with additional demand during the winter months.
- In order to meet the demand for playing fields, Wellesley United Soccer Club pays \$100,000-\$140,000 each year to rent field time and is still not able to satisfy its needs.



# Growth of Field Hockey

- Field Hockey has been offered as a fall sport to WHS girls for generations. In the fall of 2019, 95 girls played on two WMS and three WHS field hockey teams.
- Prior to 2014, the only fall sports available to girls in grades 1-4 was soccer. In contrast, Wellesley boys had the option to play soccer, flag football, football, and baseball.
- In the fall 2014, Wellesley Scoops Field Hockey Club (“Wellesley Scoops”) was started to provide another team sport option to younger girls.
- Wellesley Scoops has quickly grown to 200 girls playing on 15 teams in the fall, and 100 girls playing on 9 teams in the spring and has the potential for future growth.
- Unfortunately, because of the shortage of playing fields, Wellesley Scoops has no field time in Wellesley and is required to rent fields from Wellesley College and Dana Hall for \$300 an hour to meet its needs.
- The growth of the Wellesley Scoops field hockey program has been limited due to lack of field time.
- The sport, which is ideally played on artificial turf, would benefit greatly from the Wellesley playing fields having a combination of artificial turf and lights and the additional field time that would create.



# Growth of Football/Flag Football



- Wellesley High School Football dates back to the very founding of Wellesley in 1881. The Annual Thanksgiving Day football game between Wellesley and Needham began on 1882 and is the oldest public high school rivalry in the country.
- In the fall of 2019, 102 boys played on one WMS and three WHS football teams.
- In 2008, Wellesley Youth Football was founded.
- In 2018, 100 boys in grades 2-7 played on five Wellesley Youth Football teams.
- In addition to traditional football, over 200 kids in grades K-3 play flag football.



# Growth of Lacrosse

- The Wellesley Youth Lacrosse Club was created in 1993.
- Lacrosse is the fastest growing sport in the United States and Wellesley. Wellesley Youth Lacrosse has grown 370% in the last 20 years from 10 teams in 2000 to 47 teams in 2019. Lacrosse is projected to continue to experience rapid growth in Wellesley and across the U.S.
- During the 2018-2019 school year, Wellesley Youth Lacrosse had:
  - 100 girls and boys playing on 4 teams in the fall, and
  - 935 girls and boys playing on 47 teams in the spring.
- In spring 2019, 59 girls and 53 boys played on three WHS lacrosse teams for each gender.
- In order to meet the demand for playing fields, Wellesley Youth Lacrosse pays approximately \$20,000 each year to rent fields at Wellesley College and Babson College and is still not able to satisfy its needs.

# Vast Majority of Towns Wellesley Competes Against in Sports Have Stadium Lights



• Arlington High School	YES	• Milton High School	YES
• Ashland High School	YES	• Medfield High School	YES
• Belmont High School	YES	• Natick High School	YES
• Braintree High School	YES	• Needham High School	YES
• Brookline High School	Football Only	• <b>Newton North High School</b>	<b>NO</b>
• Canton High School	YES	• Newton South High School (Approved 2019)	YES
• Cohasset High School	YES	• Pembroke High School	YES
• Concord-Carlisle High School	YES	• Walpole High School	YES
• Dover-Sherborn High School	YES	• Wayland High School	YES
• Framingham High School	YES	• <b>Wellesley High School</b>	<b>NO</b>
• Foxborough High School	YES	• Westwood High School	YES
• Lexington High School	YES	• Weston High School	YES
• Hingham High School	YES	• Weymouth High School	YES
• Lincoln-Sudbury High School	YES	• Winchester High School	YES





# Playing Field Survey Results

A survey of WMS, WHS, and all the recreational youth sports organizations in Wellesley that play on rectangular fields (soccer, football, field hockey, and lacrosse) yielded the following results:

- Field time is an issue for **100%** of teams.
- **99%** of teams report a shortage of field time for practices and games.
- **100%** of teams are interested in practicing and playing games on fields with lights.
- **94%** of teams rent fields.
- If there was more field time, **94%** of the sports would offer additional programs.



# 94% of teams rent fields

## Annual costs of more than \$150,000

### Question: Do you rent outside fields

- **WMS & WHS Sports:** No
- **Wellesley United Soccer Club:** Yes, WUSC leases two fields at Elm Bank in the fall and spring for \$40,000-\$80,000 depending on field conditions. WUSC rents space at Boston Sports Club and Longwood for \$60,000 and has a contract with Edge Sports Complex (900 Worcester Street) for \$350 an hour.
- **Wellesley Youth Football:** No
- **Wellesley Scoops Field Hockey Club:** Yes, field hockey does not get any field time in Wellesley and is required to rent fields from Wellesley College and Dana Hall for \$300 an hour to meet its needs.
- **Wellesley Youth Lacrosse:** Lacrosse spends approximately \$20,000 renting fields at Wellesley College and Babson College. Lacrosse also rents indoor space for winter training and early spring.



# Reduced Field Rental Costs

- **It will cost between \$8-\$20 an hour to light WHS Stadium vs. \$350 an hour to rent a lighted field.**
- Installing lights at WHS Stadium would result in a net increase in playing field time of 442 hours a year (290 hours in the fall, 152 hours in the Spring).
- Moving practices from rented lit fields to the Stadium would save Wellesley youth sports programs significant money





# Educational & Health Benefits



# Reduction in Missed Classes

- Late in the season, particularly during playoffs, WHS student athletes are often required to be dismissed early from school in order to play games before it gets too dark.
- Adding lights will eliminate the need for these early dismissals and the lost teaching and learning associated with missing afternoon classes.

# Fewer Cancellations / Shortened Games



- WHS sports teams routinely have to cancel games because of the poor condition of the grass fields after rain or snow and the need to preserve field integrity. Lights would expand capacity on the stadium turf field, reducing cancellations.
- In late October, JV field hockey games are only 20-35 minutes in length as it gets too dark to play. Lights would allow the games to last the full 60 minutes.



# Sporting Events at Night Help Build Community and Combat Social Isolation



- Social isolation and loneliness are serious public health risks. This is particularly true for teenagers and the elderly.
- Sporting events at night at WHS Stadium would offer Wellesley residents of all ages the opportunity to engage with a wide circle of friends and acquaintances that can provide a sense of belonging and companionship.
- Students, their family members, and the broader community would all be welcome at night sporting events at WHS Stadium.



# Why WHS Stadium?



# WHS Stadium is at the hub of town life

- WHS Stadium was built in 1938 and has played an important role in the life of the town for generations
- Centrally located and largest gathering space in Wellesley
- Located across the street from WHS for easy access by students
- The only place large enough to hold the entire WHS student body
- Hosts WHS graduation, Wellesley Wonderful Weekend, St. John-St. Paul Annual Communal Mass, charity events, etc.





# WHS Stadium is newly renovated

- New synthetic turf field and track (October 2016)
- Stadium seating capacity of 2,300 spectators
- 318 parking spaces (far more than any other field)
- Part of the Hunnewell Field Complex that already has lights at Reidy Field, Hunnewell Multipurpose Field, Tennis Courts, and Basketball Courts
- Electrical capacity and conduits are already in place, making this the least expensive field to add lights

# Proposed Ground Level Improvements & Light Fixtures



**Four poles, minimal footprint**



**LED Programmable Lights**



## Town of Wellesley

### Playing Fields Policy

**Purpose:** This policy is intended to be the framework for managing the priority and usage of active playing fields in the Town of Wellesley. Excepting the Fee Structure contained herein, which is set by the Playing Fields Task Force ("PFTF"), this policy has been approved by the Board of Selectmen, Board of Public Works, Natural Resources Commission, School Committee, and the Recreation Commission. The policy is administered by the Recreation Department under the guidance of the PFTF.

**History:** In 1997, the Natural Resources Commission established the PFTF. The PFTF consists of representatives from the major user groups (Youth Baseball/Softball, Youth Soccer, Youth Lacrosse, Youth Football, Youth Field Hockey, Adult Softball) and landowners, Recreation Commission, Natural Resources Commission, Board of Selectmen, School Committee, and Board of Public Works) as well as a citizen at-large. The purpose of this Task Force is to identify strategies for field maintenance (including methods for funding) and to work together to identify ways to meet field use demands while recognizing scarce resources. The PFTF generally meets monthly. In 2004, the Recreation Commission took over sponsorship of the PFTF. Voting privileges are limited to the elected officials from the five responsible boards and one representative each from the major user groups, as well as the citizen at-large, consistent with the PFTF Charter. Staff from the five boards may vote when acting with appropriate board member proxy power.

#### Playing Field and Track Permits:

Organized or regular use of the Town's track or playing fields by groups shall require a permit. Regular meetings of a group or individuals are considered organized use and similarly require a permit. If any such group does not have a permit and there are residents who want to use the High School track or any fields for recreational use, then the residents shall have priority to use the track or fields.

Use of the High School track or active playing fields requires a permit from the Recreation Department. Use of passive land and Town-wide special events requires a permit from the Natural Resources Commission.

Requests for permits by the Youth Leagues (Soccer, Baseball/Softball, Lacrosse, Football, Field Hockey) will be done on a seasonal basis and must be made by the following dates:

April 1 – Spring  
June 1 – Summer

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August 1 – Fall

It is expected that the representatives from each league will meet with each other and coordinate with the School Department Athletic Director, to agree on field use availability and needs prior to submitting permit requests to the Recreation Director. The Youth Leagues will work together to submit a master schedule to the Recreation Department. In the event that disputes cannot be resolved, the Recreation Director will be responsible for making a final decision. Blanket seasonal permits are issued to the Youth Leagues for both practice times and game times. Coaches are not assigned to specific practice times. Permits are not transferable and are only valid for the permit holder. A permit may not be sub-let to a different organization without the authorization of the PFTF.

PFTF members from the responsible boards will be given field status updates by DPW and will be consulted in order to ensure that fields under their control are not adversely impacted by overuse. If any board determines that an overuse condition exists or any field is being used in a manner inconsistent with such board's policies, the board reserves the right to restrict or further condition issuance of permits.

#### User Groups / Priority of Use:

Permits are issued based on the following priorities:

- 1) Town-Wide Special Events: This includes events such as "town days," memorial services, and fairs. The NRC will issue permits for these events. The NRC will coordinate with the Recreation Director and the Athletic Director to determine if these events will impact previously scheduled athletic or permitted events.
- 2) School Use: The School Department has the next priority use of fields and the High School track over any other group, including the Youth Leagues. School Department use includes athletic games, practices, and other special events.

Coaches Clinics: School Department coaches who wish to run clinics must present a letter of support from the Athletic Director to the Recreation Director. Spring (April) vacation clinics must be booked by March 1. Coaches understand that spring clinics may be cancelled due to track or field conditions. Summer clinics must be booked by June 1. A fee will be charged.

- 3) Wellesley Resident Youth Leagues: Youth Leagues will be allotted hours based on season and participant numbers. It is expected that these groups will work together to ensure equitable use of all fields, coordinate with any resident youth sport group utilizing the High School track, and try to make

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accommodations for each other in the event of unforeseen scheduling changes during the season. Wellesley Youth Leagues may also run in-house clinics for their members. Clinic times are limited to the days and times listed on their permit or a new permit must be issued.

- 4) Wellesley Recreation Department Programs: Use of fields or the High School track for camps, clinics and programs, which are run by the Recreation Department, will not preempt the Youth Leagues. When these programs are run during youth sport seasons, all attempts will be made to limit them to using the field area at the Warren Recreation building. Recreation may use other fields during the summer, as long as the fields are not adversely impacted by overuse. The Recreation Department offers these programs in support of its general mission to provide affordable recreational activities.
- 5) Wellesley Resident Adult Groups: Adult leagues or clubs (e.g. soccer clubs, running clubs, etc.) must be organized with the primary intention of supporting Town residents. Leagues or clubs may compete with teams from other towns, but one Wellesley team must be involved in the match. Leagues or clubs must give priority to Town residents when filling rosters. Wellesley teams or clubs must be able to prove that 75% of the memberships are Wellesley residents or are Town of Wellesley employees. Team rosters must be turned in to the Recreation Director prior to the start of the season.
- 6) Wellesley Resident – One-Time Use: The Town recognizes that residents may want to use fields or the High School track for one time uses such as birthday parties, neighborhood activities, etc. No fee is charged for children's birthday parties. A fee is required for other events.
- 7) Charitable Groups: If field space is available, as determined by the Recreation Director, groups who are hosting an event to raise money for charity will be given a permit for a field or the High School track for no fee.
- 8) Non-Resident Groups / Non-Recreation Department Camps and Clinics: A non-resident group is defined as one whose membership is less than 75% Wellesley residents or Town of Wellesley employees. Use by non-residents will be limited to baseball, softball, soccer, field hockey, lacrosse, and track. Use of fields or the High School track by non-resident groups will be dependent on conditions and availability. The Recreation Department may arrange for field use by outside camps during the summer months.

#### Fee Structure:

Field and track use fees are collected by the Recreation Department and are then segregated into account(s) dedicated to playing fields maintenance and PFTF administrative costs, consistent with Article 55 of the Town Bylaws. The PFTF shall advise the DPW on the use of funds in said accounts. How fees are credited between the

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two funds shall be determined by the PFTF considering future field needs. Annual reports will be given to the PFTF and the responsible boards on the funds collected and the uses of the fees. The PFTF sets the following as the fees to be collected:

- 1) Town-wide Special Events: No fee,
- 2) School Use: No fee,
- 3) School Coach(es) Clinics: \$15 per participant,
- 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
- 5) Wellesley Resident Youth League Clinics: \$15 per participant,
- 6) Wellesley Recreation Department Programs: No fee,
- 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
- 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to light account),
- 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to light account); \$75 for a turf field,
- 10) Charitable Groups: No fee,
- 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and
- 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields),
- 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours.

Fees collected shall be deposited into the DPW Field Use Fund, unless otherwise noted or a rental of a turf field; revenue from turf field rentals shall be deposited into the Turf Field Fund.

#### General Field Use Rules:

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm,

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except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or at any fields, consumption/possession of drugs or alcoholic beverages, use of fields beyond permitted dates or times, use of grass fields during wet field conditions or before they are declared available for use, and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: Check [wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status](http://wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status) or call (781) 235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, the DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage, or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse and/or for maintenance reasons.

Weather: Because lightning can strike up to ten miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for thirty minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash, and Recycling: All users are responsible for picking up any trash and/or litter on the field at the completion of their practice or game session, regardless of whether this trash was there when they first got on the field or not. **Pick up trash when you leave the field, even if it is not yours.** Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and

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practices that there are water fountains at the majority of the active playing fields and that **participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.**

The last group to use a field for the day is responsible for leaving a clean, litter-free field.

If you consistently find trash when you arrive at the field please notify the Recreation Department at recreation@wellesleyma.gov or (781) 235-2370, who will attempt to identify the users who might be leaving the field in such condition.

**Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees, and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.**

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at dpw@wellesleyma.gov.

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## PLAYING FIELDS TASK FORCE *Charter*

### Membership

The Playing Fields Task Force (“Task Force”) shall consist of:

- a representative each from the Recreation Commission and department staff,
- a representative each from the Natural Resources Commission and department staff,
- a representative each from the Board of Public Works and department staff,
- a representative each from the School Committee and department staff,
- a representative from the Board of Selectmen,
- a representative from the Wellesley United Soccer Club,
- a representative from the Wellesley Youth Baseball/Softball Association,
- a representative from the Wellesley Youth Lacrosse Club,
- a representative from Wellesley Youth Football,
- a representative from the Wellesley Scoops Field Hockey Club,
- a representative from the Wellesley Men’s Softball League; and
- a Wellesley citizen at-large to be appointed by the Playing Fields Task Force.

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Staff shall be non-voting members except when acting with appropriate board member proxy power.

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Other organizations may be invited to attend and participate in Task Force processes, but shall not have voting representation.

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### Term

The term of office for board members shall be at the discretion of their respective board or commission. The term of the citizen at-large shall be three years commencing on July 1, 2017.

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### Duties

The Task Force is established:

- to develop and maintain the master plan for the reconfiguration, use, maintenance, and improvement of active recreational playing fields throughout the Town of Wellesley for approval/action by the appropriate responsible boards, namely the: Recreation Commission, Natural Resources Commission, Board of Public Works, Board of Selectmen, and School Committee,
- to provide recommendations to the responsible boards for capital funding appropriations for playing field improvements, and to provide active support for those funding requests throughout the funding approval process,

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- to keep their departments and boards fully informed as to any PFTF-supported capital projects and to obtain their boards and departments timely approval for such projects,
- to recommend and implement field use policy,
- to set field user fees, those fees to be deposited in account(s) dedicated to playing fields maintenance and PFTF administrative costs, consistent with Article 55 of the Town Bylaws, and advise on their use,
- to monitor playing fields status including condition, frequency, and intensity of use,
- to rate field conditions and compare them to fields in other communities,
- to work with other boards to investigate the availability of privately-owned playing fields, and fields in other communities, and
- to act as a forum to resolve overlapping requirements among field users.

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#### Committee Leadership

The committee shall elect a chair and vice chair whose terms shall be one year commencing July 1 and ending June 30. The Recreation Department staff representative shall serve as secretary.

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#### Annual Report

The Task Force shall submit an annual report to the responsible boards on or before the second Friday in August, and file a copy with the Town Clerk.

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## TOWN OF WELLESLEY



## RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

### Special Event Field Permit Application

Name: Ryan Hannable Organization: PrimeTime Lacrosse

Mailing Address: 5A Michigan Dr. Natick, MA 01760

Email: ryan@primetinelacrosse.com Phone # 978-987-1134

Field Requested: High school turf and Hunnewell

Event Type (Please Specify): Lacrosse tournament

Date of Event: June 15 and 16 Event Day Contact & Cell phone# J. Wellemeyer 781-223-1077

Day (s): Saturday and Sunday Time: Start 8 am Finish 7 pm

Rain Date (if needed): None

Number of participants: About 500 Number of spectators: About 250  
Number of cars/buses: About 200 % of Wellesley Residents: 10-25 percent  
Parking/Traffic Control Plan (attached) X Trash removal Plan (attached) X  
Certificate of Insurance with the "Town of Wellesley" listed as additional insured (attached): X  
Restroom(s) Plan (attached) X  
Electricity requested: Y / N Notes: No  
Water requested: Y / N Notes: No  
Amplified Sound requested: Y / N Notes: No

### What is a Special Event?

Special Events are gatherings/events that involve a large group of people (compared to the seasonal use of the site), and

- Are advertised to the public and do not occur regularly on the site or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way; or
- Use Town facilities or property (i.e., Town buildings, parks, and parking lots).
- If your event/activity is one of the following, it will likely require a special event permit:
  - Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events.
  - Circuses, carnivals, fairs and festivals.
  - Farmer's Markets.
  - Walks, runs, athletic, bicycle and vehicle races and rides.
  - Fireworks display
- Street fair, craft show on a residential or commercial right-of-way which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic.
- Car washes whereby the public is encouraged to attend.



# PrimeTime Lacrosse Tournament – Wellesley, MA

## High School + Hunnewell (1 turf + 3 grass)

### Traffic Control Plan (see map as well)

Parking Area: Wellesley High School

- Police detail at entrance of school, helping to utilize all possible spots
- Consistently check to make sure no violations have occurred
- Once full, have people park on side streets, along Washington St.
- Make sure all cars are parked legally



Note: We executed this last year without a police detail, which means things should go much smoother this time around.

We have been in contact with the Wellesley Police Department about a detail for the two days. They do not schedule them until 1-2 weeks out, but are aware of it. Multiple may be needed to help cross the street, and also to ensure cars are parked legally. Our plan is to have a staff member at the entrance to the main parking lot where once full will direct cars to overflow parking. This will also be communicated



in an email to teams when the schedule comes out. Exact location will be based on what Wellesley Police say.

\*After reaching out to the Wellesley School Department to make sure there was nothing going on at the high school these days we have learned there is a dance competition from 12-6 on both days. We are now discussing plans for a satellite lot with shuttle service. Options are Babson (where the main tournament fields are) and Wellesley Middle School. This will be an all day thing.

Note: Teams are not there all day. Typically, they play two games over a four-hour period and then are gone for the day. We have been and will stay in contact with Jerry Nigro to help decide what the best way to proceed is.

### Recycling Plan

We will have plenty of trash and recycling set up throughout the event with multiple people emptying over the course of both days. We have been in contact with Justin Monta with Parks and Rec and will be hiring a park employee for the days to help with trash.

Also, we will work with the MWRA to secure a water truck. We attempted last year, but were unsuccessful.

Trash and recycling will be placed in strategic spots near fields and tournament headquarters (see map). Also, we will include the Wellesley Green Initiative in email to all participants, noting reusable water bottles and also signage promoting this on site.



## Insurance Requirements

We already are insured through Town of Wellesley, but a more specific COI which includes \$1,000,000 occurrence and \$3,000,000 general aggregate has been submitted as well.

## Restrooms

We typically bring in a number ourselves, which can be placed next to the ones already in place near the dumpster. We won't place any other than this area unless given proper permission. To ensure proper placement, we will meet with Parks and NRC beforehand. Someone will be on site when these are delivered to ensure proper placement.



## Food

We potentially would have food truck, which would be located in tournament headquarters next to the basketball court. We would make sure to have plenty of access for emergency vehicle to enter if necessary. Vendor would be up to date on all licenses and code. We have reached out to Leonard at the Board of Health, but have not heard back.

### **Playing Fields Task Force**

#### *Proposed Changes to Article 55 at ATM 2019*

2. DPW Field Use Fund.

Funds held in the DPW Field Use Fund shall be expended for ~~athletic~~ playing fields maintenance, under the direction of the Department of Public Works. Receipts credited to this fund shall include some or all of the fees charged to ~~sports team~~ field and/or track users, as determined by the Playing Fields Task Force.

3. Turf Field Fund.

Funds held in the Turf Field Fund shall be expended for repairs and replacement to the artificial turfs at Sprague Field and Hunnewell Field, under the direction of the Department of Public Works. Receipts credited to this fund shall include some or all of the fees charged to ~~sports team~~ field and/or track users, as determined by the Playing Fields Task Force.



Run Date: 02/07/19  
Run Time: 8:42A

# Reservation Stats Report

User: MC

Type-Loc-Facil	Rsv Cnt	Pct Tot	Head Cnt	Pct Tot	Hrs Used	Pct Tot	Event Type	Pct Tot	Print Opti	Pct Tot	Site Type	Pct Tot
FIELD-SCHOF-SCHOF	223	73.11%	0	0.00%	1,397.00	76.30%	0	0.00%	0	0.00%	0	0.00%
FIELD-SCHOF-SCINF	82	26.89%	0	0.00%	434.00	23.70%	0	0.00%	0	0.00%	0	0.00%

TOTAL FACILITIES IN SELECTED RANGE: 2  
 TOTAL RESERVATIONS IN SELECTED RANGE: 305  
 TOTAL HEADCOUNT IN SELECTED RANGE: 0  
 TOTAL HOURS USED IN SELECTED RANGE: 1,831.00  
 TOTAL RECEIPTS IN SELECTED RANGE: 7  
 AVERAGE DOLLAR AMOUNT PER RECEIPT: 0.00

## SELECTION CRITERIA:

Date Range: 01/01/2018 Thru 12/31/2018  
 Print Option Range: - ZZZZZ  
 Event Type Range: - ZZZZZ  
 Site Type Range: - ZZZZZ  
 Headcount: Actual Headcount  
 Print Option: Type Info  
 Include Activity Reservations: Yes  
 Include Facility Reservations: Yes  
 Include Activity Hold Reservations: Yes  
 Include League Scheduling Reservations: Yes  
 Include Personal Trainer Reservations: Yes  
 Include Maintenance Reservations: Yes  
 Include Internal Reservations: Yes  
 Include Not Available Reservations: Yes  
 Weekdays: Sunday,Monday,Tuesday,Wednesday,Thursday,Friday,Saturday  
 Print Option/Event Type/Site Type Totals: No  
 Print Resident/Non-Resident Totals: No  
 Individual Selections: FIELD SCHOF SCHOF,FIELD SCHOF SCINF

Run Date: 02/07/19  
Run Time: 8:40A

# Reservation Stats Report

User: MC

Type-Loc-Facil	Rsv Cnt	Pct Tot	Head Cnt	Pct Tot	Hrs Used	Pct Tot	Event Type	Pct Tot	Print Opti	Pct Tot	Site Type	Pct Tot
FIELD-SPRG-SPRG1	242	100.00%	0	0.00%	1,284.50	100.00%	0	0.00%	0	0.00%	0	0.00%

TOTAL FACILITIES IN SELECTED RANGE: 1  
 TOTAL RESERVATIONS IN SELECTED RANGE: 242  
 TOTAL HEADCOUNT IN SELECTED RANGE: 0  
 TOTAL HOURS USED IN SELECTED RANGE: 1,284.50  
 TOTAL RECEIPTS IN SELECTED RANGE: 6  
 AVERAGE DOLLAR AMOUNT PER RECEIPT: 0.00

## SELECTION CRITERIA:

Date Range: 01/01/2018 Thru 12/31/2018  
 Print Option Range: - ZZZZZ  
 Event Type Range: - ZZZZZ  
 Site Type Range: - ZZZZZ  
 Headcount: Actual Headcount  
 Print Option: Type Info  
 Include Activity Reservations: Yes  
 Include Facility Reservations: Yes  
 Include Activity Hold Reservations: Yes  
 Include League Scheduling Reservations: Yes  
 Include Personal Trainer Reservations: Yes  
 Include Maintenance Reservations: Yes  
 Include Internal Reservations: Yes  
 Include Not Available Reservations: Yes  
 Weekdays: Sunday,Monday,Tuesday,Wednesday,Thursday,Friday,Saturday  
 Print Option/Event Type/Site Type Totals: No  
 Print Resident/Non-Resident Totals: No  
 Individual Selections: FIELD SPRG SPRG1



WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781- 237 -3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

### *Special Event Field Permit Application*

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

Event Type (Please Specify): \_\_\_\_\_

Date of Event: \_\_\_\_\_ Event Day Contact & Cell phone# \_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Number of participants: \_\_\_\_\_ Number of spectators: \_\_\_\_\_

Number of cars/buses: \_\_\_\_\_ % of Wellesley Residents: \_\_\_\_\_

Parking/Traffic Control Plan (attached) \_\_\_\_\_ Trash removal Plan (attached) \_\_\_\_\_

Certificate of Insurance with the "Town of Wellesley" listed as additional insured (attached): \_\_\_\_\_

Restroom(s) Plan (attached) \_\_\_\_\_

Electricity requested: Y / N Notes: \_\_\_\_\_

Water requested: Y / N Notes: \_\_\_\_\_

Amplified Sound requested: Y / N Notes: \_\_\_\_\_

#### **What is a Special Event?**

Special Events are gatherings/events that involve a large group of people (compared to the seasonal use of the site), and

- Are advertised to the public and do not occur regularly on the site or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way; or
- Use Town facilities or property (i.e., Town buildings, parks, and parking lots).
- If your event/activity is one of the following, it will likely require a special event permit:
  - Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events.
  - Circuses, carnivals, fairs and festivals.
  - Farmer's Markets.
  - Walks, runs, athletic, bicycle and vehicle races and rides.
  - Fireworks display
  - Street fair, craft show on a residential or commercial right-of-way which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic.
  - Car washes whereby the public is encouraged to attend.
  - Outdoor amplified sound.



- Other events as deemed by PFTF

Examples: road race, bike race, walk, parade, festival, market, carnival, and concert.

### **Parking & Traffic Control Plan**

**You will need to include a Parking & Traffic Control Plan.** If your Event is to affect public rights-of-way with any one of the below conditions, your plan must address the relevant conditions. (Note: Public right-of-way extends beyond the paved or travel surface of a roadway):

- Restrict or close a roadway (lanes, bike lanes, shoulders, etc.)
- Restrict or close a sidewalk/pathway
- Restrict or close a driveway
- Restrict or close parking spaces
- Restrict or close a Public Parking Lot
- Directing traffic with the use of a Certified Flagger, Police Officer or signs
- Posting of any signs in the right of way
- Police Detail required

Examples of Traffic Control Plans:

A Traffic Control Plan should site specific map of routes or locations where event will take place:

- Streets and cross streets with lane configurations
- Location and placement of all required MUTCD advance warning signs (list type of signs to be used)
- Location and placement of all certified flaggers
- Placement of cones and cone tapers
- Show traffic, pedestrian and bike detours and/or delays
- Show affected businesses

### **Trash Removal Plan:**

- All debris and trash must be removed from an event site immediately after the event. Failure to do so may require the Town of Wellesley to remove trash/debris. All expenses will be the responsibility of the event applicant. The applicant is required to provide recyclable receptacles at the event. When the applicant uses Municipal recyclable receptacles all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant.
- User group may hire a Park staff person at \$45 per hour to handle all trash removal (overtime may apply on weekends & holidays)
- User group may pay \$100 per day of event to use onsite dumpster (if available) and/or trash removal provided by Department of Public Works (specific location for pickup provided by DPW)
- Map of trash receptacle locations must be included with Trash Removal Plan

### **Deposit & Insurance requirements:**

- **Deposit: 25% of total fee and then paid towards balance unless damage and/or additional fees incurred.**
- **A certificate of insurance must be filed (10) working days before the event. The named insured must match the name of the event organization on the application and permit. Additionally, naming the Town of Wellesley as an additional insured with the following minimums:**

General Liability – Naming the Town as an Additional Insured:

\$1,000,000 Occurrence

- \$3,000,000 General Aggregate
- DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
- MEDICAL EXPENSE (Any one person) \$5,000

### **Restroom Plan:**

We estimate at least one (1) chemical toilet for every 100 people. Map of portable toilet locations must be included with Restroom plan.

Delivery of portable toilets must be coordinated by the user group and Parks and/or Recreation Department when access to locked areas are needed. You may also coordinate the opening of a Town building for restroom use. School owned buildings contact School Business office (781-446-6210) and Town owned Buildings contact Recreation Department (781-235-2370)

**To Request a special event field permit:**

- Complete this form and submit to: Recreation Director Matt Chin (Address above)
- For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette, McKinnon & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE BELOW FOR FEES AND POLICIES

**WELLESLEY FIELD APPLICATION REQUEST INFORMATION**

**Keep this for your records.**

**General Policies:**

- No alcohol, no illegal drugs, no smoking and/or vaping.
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See "Public Facility Use for Private Gain Policy" at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Government, click Recreation, click Facility & Fields, click Playing Fields Task Force & Field Applications, click Playing Fields Task Force Documents
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- **WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all Town fields.

**Priority of Use:**

- 1) Town-Wide Special Events
- 2) School Use/School Coaches' Clinics
- 3) Wellesley Resident Youth Leagues
- 4) Wellesley Recreation Department Programs
- 5) Wellesley Resident Adult Groups
- 6) Wellesley Resident – One-Time Use
- 7) Charitable Groups
- 8) Non-Resident Groups / Non-Recreation Department Camps and Clinics

**Fees, as approved in the Playing Fields Policy:**

- 1) Town-wide Special Events: No fee,
- 2) School Use: No fee,
- 3) School Coach(es) Clinics: \$15 per participant,
- 4) Wellesley Resident Youth Leagues: \$30 per participant per season (\$15 to Turf Field Fund),
- 5) Wellesley Resident Youth League Clinics: \$15 per participant,
- 6) Wellesley Recreation Department Programs: No fee,
- 7) Organized Use of the High School Track: \$15 per participant per season; if not a seasonal rental: \$150,
- 8) Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$25 to Recreation lighting account)
- 9) Wellesley Resident – One-Time Use: \$50 for a grass field, including the Multi-Purpose Field (at Hunnewell), but \$75 if using lights (incremental \$25 to Recreation lighting account); \$75 for a turf field,
- 10) Charitable Groups: No fee,
- 11) Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed), and

- 12) Non-Recreation Department Camps: \$35 per participant on a grass field; \$50 per participant on a turf field. (Camps catering to participants over the age of twelve years shall, whenever available, be assigned to turf fields).
- 13) All track and field rentals that are not charged per participant are figured in increments of 1.5 hours. Fees collected shall be deposited into the DPW Field Use Fund, unless otherwise noted or a rental of a turf field; revenue from turf field rentals shall be deposited into the Turf Field Fund.

## **General Field Use Rules**

### **Hours of Operation:**

Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

### **Prohibited Activities:**

Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

### **Field Closures:**

<http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call (781) 235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

### **Weather:**

Since lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

### **Maintenance of Baseball/Softball Infields:**

Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

### **Litter, Trash and Recycling:**

All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field. If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235-2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).



TOWN OF WELLESLEY

RECREATION DEPARTMENT

WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781- 237 -3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

**Special Event Field Permit Application**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime phone #: \_\_\_\_\_

Field(s) requested: \_\_\_\_\_

Event type (please specify): \_\_\_\_\_

Date of event: \_\_\_\_\_

Day(s): \_\_\_\_\_ Time: *Start* \_\_\_\_\_ *Finish* \_\_\_\_\_

Rain date (if needed): \_\_\_\_\_

Est. # of number of participants: \_\_\_\_\_ Est. # of number of spectators: \_\_\_\_\_

Est. %age of participants who are Wellesley residents: \_\_\_\_\_ Est. # of cars/buses: \_\_\_\_\_

Is a police detail required? Circle one: Yes No

Is a parking/traffic control plan attached? \_\_\_\_\_ Is a trash removal plan attached? \_\_\_\_\_

Have you attached a certificate of insurance with the Town of Wellesley listed as insured? \_\_\_\_\_

Is a restroom plan attached? \_\_\_\_\_

Is electricity needed? Circle one: Yes No Is water needed? Circle: Yes No

*Please see next page for what constitutes a special event.*

Send completed form to Recreation Director Matt Chin (see address above). For questions, please call Matt or e-mail him at (781) 235-2370.

## SPECIAL EVENT PERMIT INFORMATION

### **What is a Special Event?**

Special events are gatherings/events that involve a large group of people (compared to the usual occupancy of the site) on a Town athletic field, and:

- Are advertised to the public and do not occur regularly on the site, or
- Impact or use Town of Wellesley streets (including curb or parking lane), sidewalks, and public rights-of-way, or
- Use Town facilities or property (i.e. Town buildings, parks, and parking lots).

If your event/activity is one of the following, it will likely require a special event permit:

- Outdoor concert and entertainment, public or semi-public, dance, recreation, or sporting events,
- Circuses, carnivals, fairs and festivals,
- Farmer's markets,
- Walks, runs, athletic, bicycle, and vehicle races and rides,
- Fireworks display,
- Street fair, craft show on a residential or commercial right-of-way, which is likely to obstruct, delay or interfere with normal flow of pedestrian or vehicular traffic,
- Car washes whereby the public is encouraged to attend,
- Outdoor amplified sound, and
- Other events as deemed by the PFTF.

### **Traffic Control Plan**

You will need to include a traffic control plan if your event is to affect public right-of-way with any one of these conditions:

- Restrict or close a roadway (lanes, bike lanes, shoulders, etc.)
- Restrict or close a sidewalk/pathway
- Restrict or close a driveway
- Restrict or close parking spaces
- Restrict or close a public parking lot
- Directing traffic with the use of a certified flagger, police officer, or signs
- Posting of any signs in the right of way
- Police detail required

Note that public rights-of-way often extend beyond the paved or travel surface of a roadway.

A traffic control plan should site a specific map of routes or locations where the event will take place:

- Streets and cross streets with lane configurations
- Location and placement of all required MUTCD advance warning signs (list type of signs to be used)
- Location and placement of all certified flaggers
- Placement of cones and cone tapers
- Show traffic, pedestrian, and bike detours and/or delays
- Show affected businesses

### **Recycling Plan**

Applicants must also submit a recycling plan, detailing how all debris will be recycled, when possible, or otherwise removed from an event site immediately after the event. Failure to do so may require the Town of Wellesley to remove recycling/trash. All expenses will be the responsibility of the event applicant. The applicant is required to provide recycling/trash receptacles at the event. When the applicant uses municipal recyclable receptacles all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant. A map of recycling and trash receptacle locations must be included with recycling plan.

### **Insurance Requirements**

A certificate of insurance must be filed ten working days before the event. The named insured must match the name of the event organization on the application and permit. Additionally, naming the Town of Wellesley as an additional insured with the following minimums: Town Counsel/MIAA

### **Restroom Plan:**

Depending on the duration of your event and the availability of public restrooms, you may need to rent portable chemical toilets to accommodate participants. We estimate at least one chemical toilet is necessary for every 100 people. A map of portable toilet locations must be included with the restroom plan. You may also coordinate the opening of a Town building for restroom use. For School Committee-owned buildings, please contact School Business office at (781) 446-6210. For other Town-owned buildings, please contact the Recreation Department at (781) 235-2370.

## **GENERAL PERMIT INFORMATION**

### **Process and Timeline**

- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \*These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.

### **General Policies**

- No alcohol and illegal drugs. No marijuana.
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See “Public Facility Use for Private Gain Policy” at [www.wellesleyma.gov/390/Recreation-Commission](http://www.wellesleyma.gov/390/Recreation-Commission).
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- No play before 8 AM on Sunday. Multipurpose lights may remain on until 9:30 PM.

***For schedule of rental fees and priority use order, please see current Playing Fields Policy at [www.wellesleyma.gov/356/Playing-Fields-Task-Force](http://www.wellesleyma.gov/356/Playing-Fields-Task-Force).***



WELLESLEY GREEN INITIATIVE: The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES; 2) Please consider eliminating the extra drinks & snacks that are often brought to practices & games (studies show that this has a positive health benefit as well); 3) Consider naming a team captain to oversee garbage collection & recycling or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed working water fountains & recycling bins at almost all town fields.

### General Field Use Rules

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: [www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status](http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status) or call 781-235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

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Weather: Because lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash and Recycling: All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. Pick up trash when you leave the field, even if it is not yours. Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a

means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.

The last group to use a field for the day is responsible for leaving a clean, litter free field.

If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235 – 2370, who will attempt to identify the users who might be leaving the field in such condition.

Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).



TOWN OF WELLESLEY, MA  
Department of Public Works  
Engineering Division



SPRAGUE FIELDS

PRACTICE FIELD &  
PRACTICE WALL

LOCATION OPTIONS

8/30/2019



60 30 0 60 Feet



1 inch = 60 feet

Disclaimer:  
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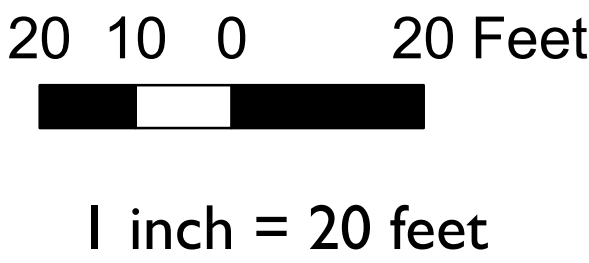


SPRAGUE FIELDS

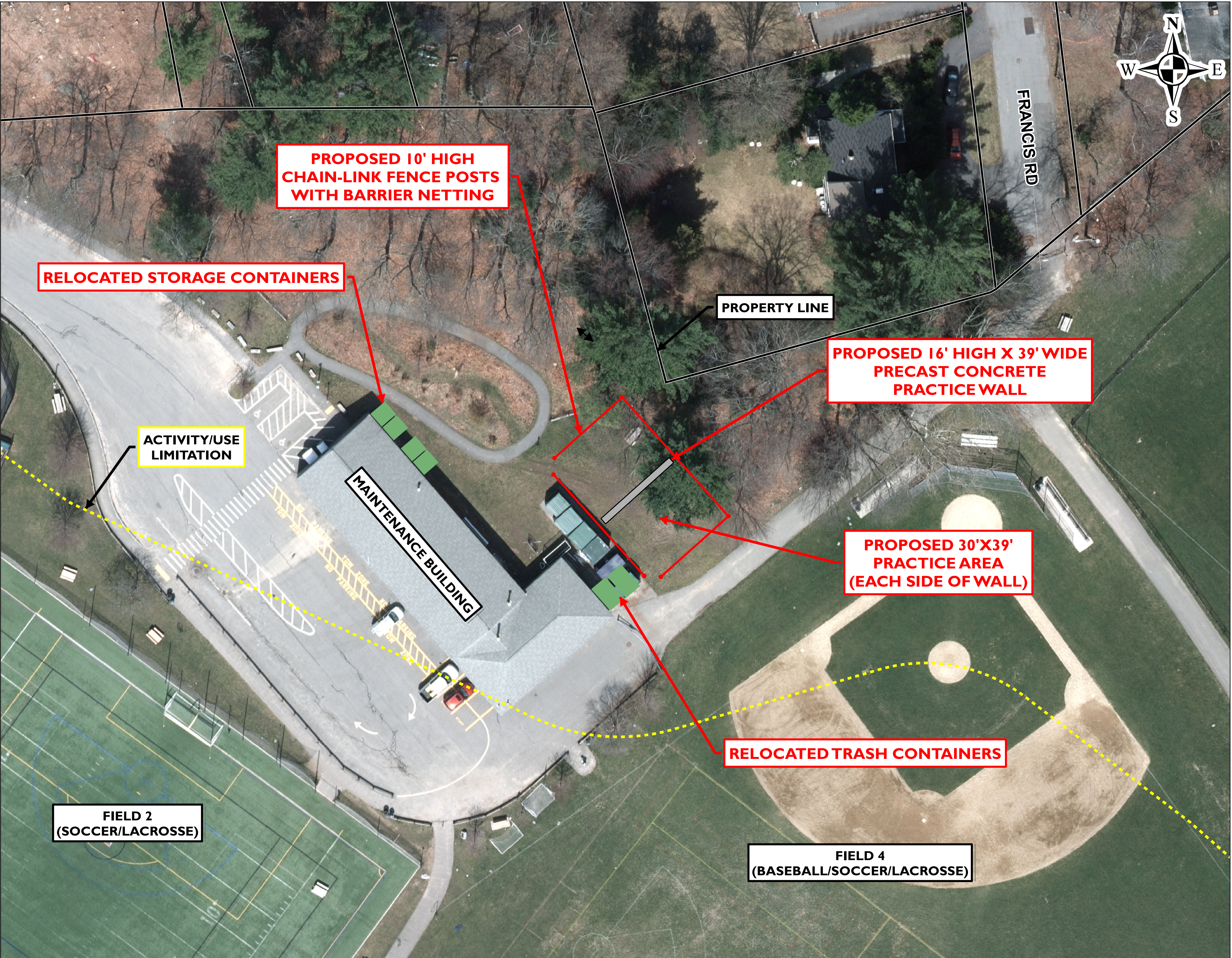
PRACTICE FIELD &  
PRACTICE WALL

OPTION I

8/30/2019



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TOWN OF WELLESLEY, MA  
Department of Public Works  
Engineering Division

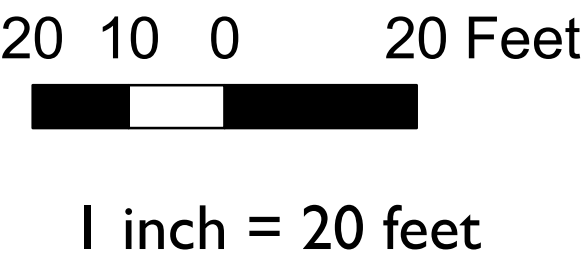


SPRAGUE FIELDS

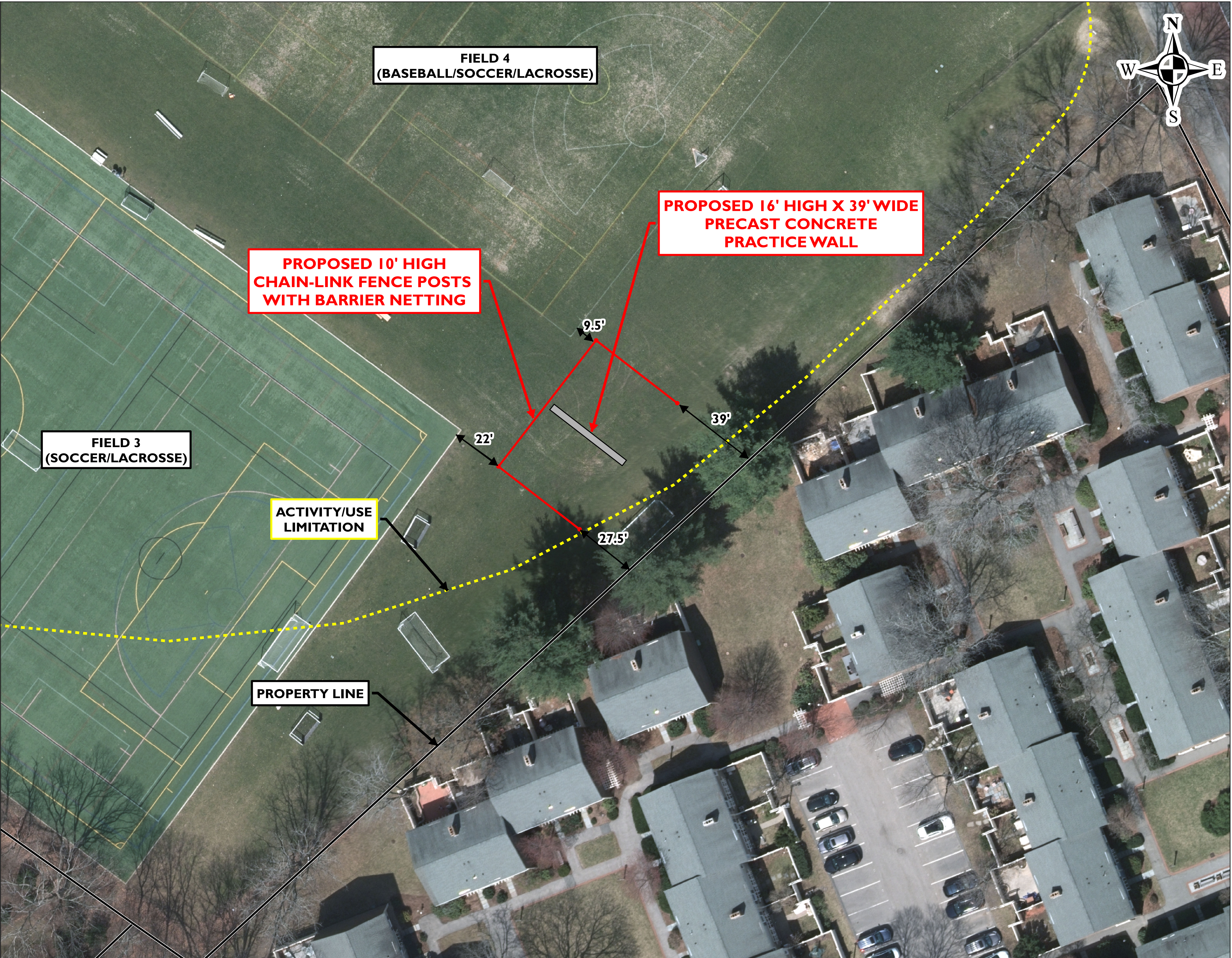
PRACTICE FIELD &  
PRACTICE WALL

OPTION 3

8/30/2019



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SPRAGUE FIELDS  
LOCUS MAP

CONSTRUCTION  
PROJECTS  
2019

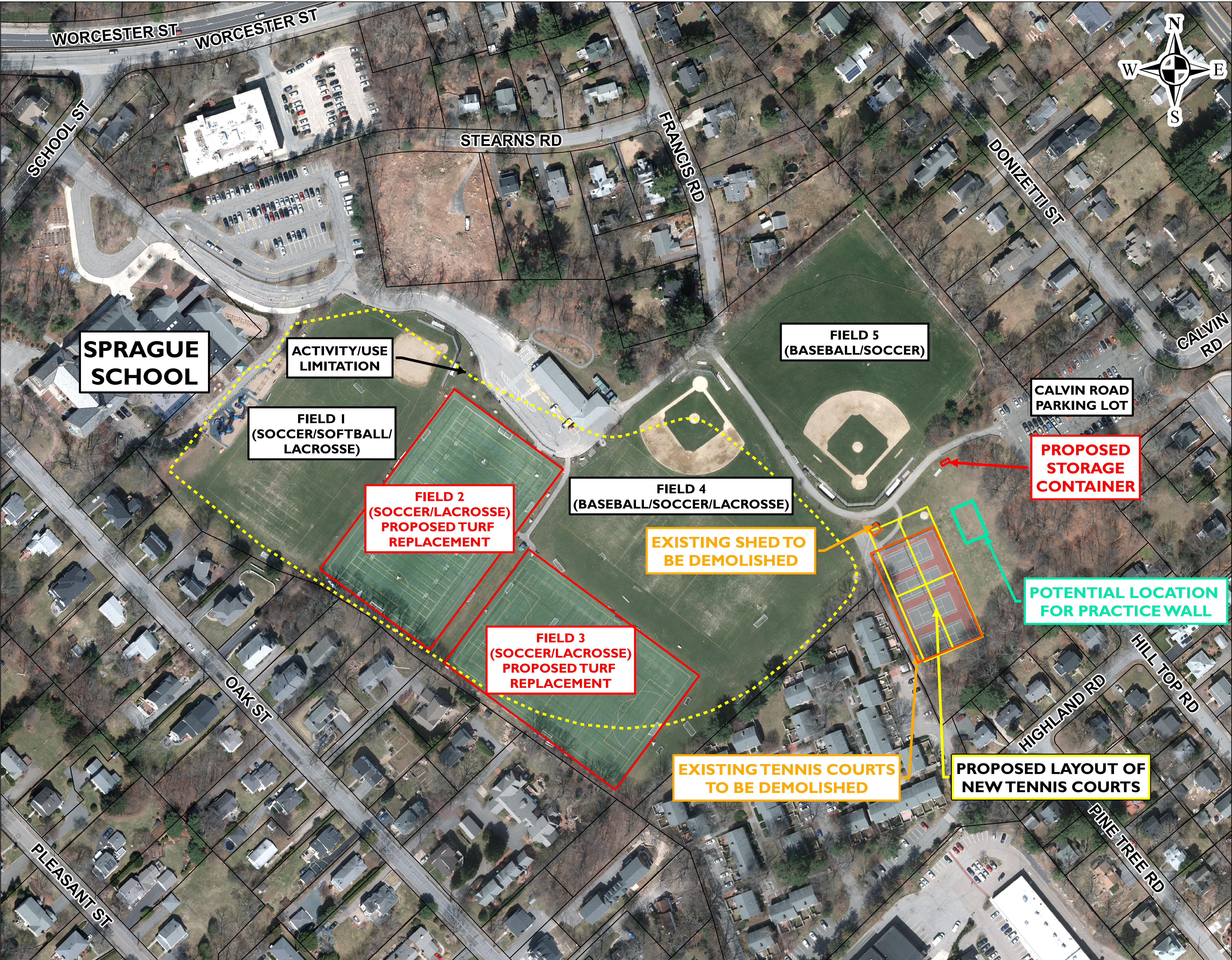
5/30/2019



80 40 0 80 Feet

1 inch = 80 feet

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## SPRAGUE FIELD

### PROPOSED PRACTICE WALL

#### Legend

##### Proposed

- Tennis Court
- Barrier Netting
- Practice Wall
- Practice Wall Field
- Storage Bin

##### Existing

- Parcels

#### Notes:

1. Proposed Lacrosse Field Location Laid Out with White Stakes.
2. Proposed Pitcher's Mound Location Laid Out with Pink Stakes.
3. Proposed Storage Bin Location Laid Out with Blue Stakes.

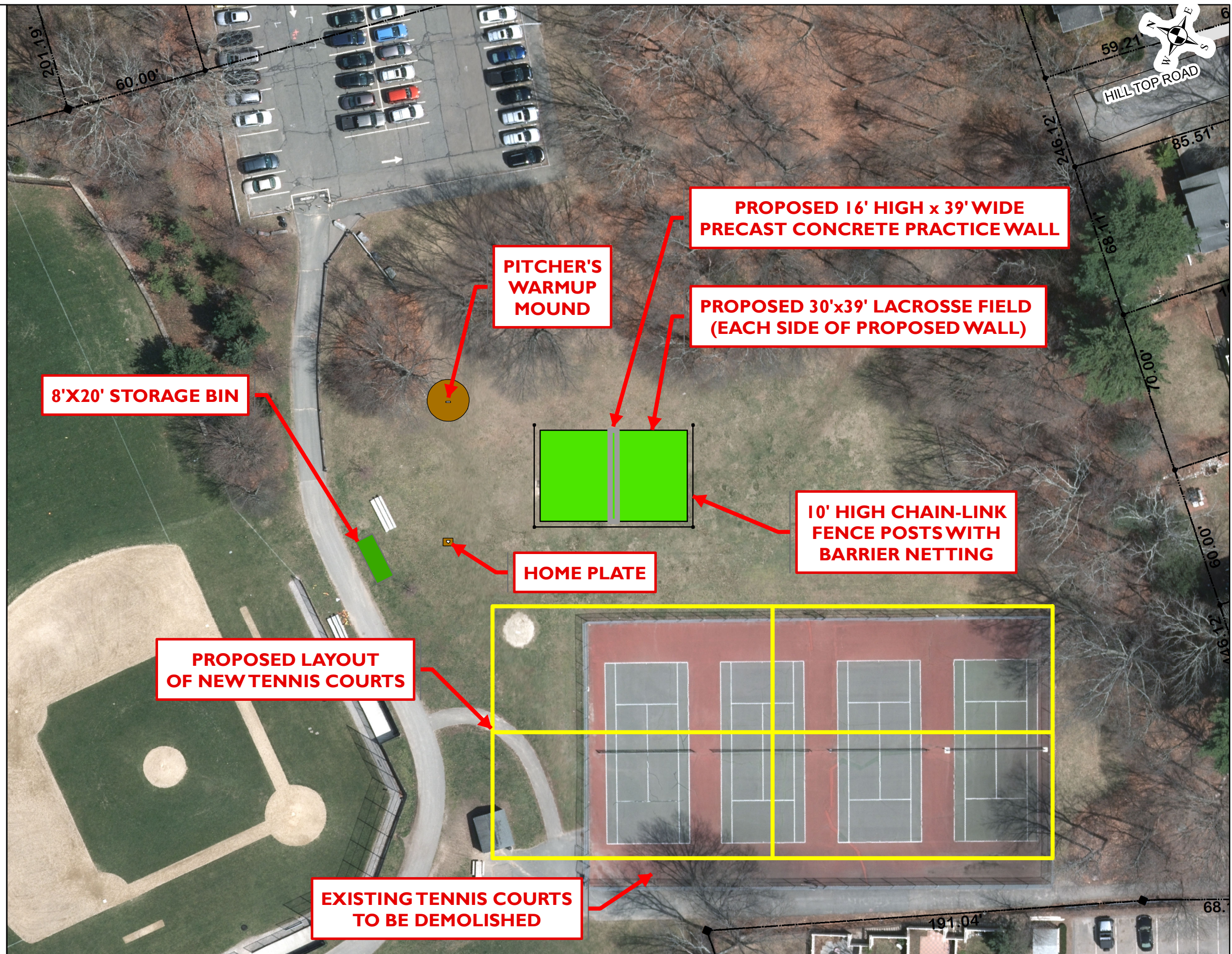
May 30th, 2019

40 20 0 40 Feet

1 inch = 40 feet



Disclaimer:  
This map is for display purposes only --- it is not intended for survey or legal purposes. Questions about specific datalayers on this map should be directed to the respective Town board, committee or department. The Town of Wellesley expressly disclaims responsibility for damages or liability that may arise from any errors, omissions, or inaccuracies in the information provided herein.





**DEPARTMENT OF PUBLIC WORKS**

20 MUNICIPAL WAY • WELLESLEY, MA 02481-4925 • DPW@WELLESLEYMA.GOV

DAVID A. COHEN  
DIRECTORTELEPHONE (781) 235-7600  
FAX (781) 237-1936

August 30, 2019

Dear Neighbor:

In follow up to the letter dated May 28, 2019, informing neighbors of the multiple construction projects taking place at Sprague Field this summer, we wanted to update you on the status of one project in particular – the *Installation of a Practice Wall*. As noted previously, this is a privately-funded project that involves the installation of a 39' long by 16' high prefabricated concrete wall and turfed area for the practice of catching, throwing, and other repetitive hand-eye coordination activities. Here is a brief summary of what has taken place since late May:

- At its meeting on June 4, the School Committee invited public comment on the proposal to install the wall east of the tennis courts at the base of the Calvin Street parking lot. While members of the Committee expressed support for the practice wall concept, in light of the concerns raised by several residents through public comment as well as email messages about the proposed location, the Committee deferred making any decisions until more information could be gathered.
- During the June 18 Committee meeting, representatives from the Playing Fields Task Force shared the diagram found on the next page which identified four potential options for where to install the practice wall. Option 2 was the location referenced in the May 28 letter and proposed on June 4, next to the tennis courts. After discussing the different options, the Committee decided to take Option 2 off the table. Additionally, Option 4 received limited support given its distance from the fields and proximity to the Sprague School. The Committee felt it needed more information before making a decision on the remaining options, so the Task Force representatives were asked to further explore Options 1 and 3 as next steps.

Please note that the Committee plans on revisiting the topic of the practice wall (specifically Options 1 and 3 as shown on the diagram) at its evening meeting on **Tuesday, September 17, at Town Hall** (the agenda and exact location for this meeting will be posted on-line at [WellesleyMa.gov/AgendaCenter](http://WellesleyMa.gov/AgendaCenter) at least 48 hours prior). The Task Force hopes to be able to provide enough information at that time so the Committee will be in a position to decide how to move forward. Plans and background information are available at [wellesleyma.gov/356](http://wellesleyma.gov/356). We appreciate your patience as we work to improve our playing fields. In the meantime, please feel free to reach out with any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "David A. Cohen".

David Cohen  
Director, Department of Public Works  
[dcohen@wellesleyma.gov](mailto:dcohen@wellesleyma.gov)

A handwritten signature in blue ink that reads "Linda Chow".

Linda Chow  
School Committee Rep., Playing Fields Task Force  
[chowl@wellesleyps.org](mailto:chowl@wellesleyps.org)





WARREN BUILDING  
90 WASHINGTON STREET  
WELLESLEY, MASSACHUSETTS 02481

DIRECTOR  
MATTHEW G. CHIN

TELEPHONE: 781-235-2370  
FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

## FIELD PERMIT APPLICATION

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Field Requested: \_\_\_\_\_

For what activity/sport: \_\_\_\_\_

DATE (S) – List all

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Day (s): \_\_\_\_\_ Time: Start \_\_\_\_\_ Finish \_\_\_\_\_

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: \_\_\_\_\_ # of Wellesley Residents: \_\_\_\_\_

### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors operating summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.
- SEE PAGE TWO FOR FEES AND POLICIES



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DIRECTOR  
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FAX: 781-237-3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

### FIELD PERMIT APPLICATION

Name: Leslie Frank/Carla Farkes Organization: Mass Elite Lacrosse

Mailing Address: 490 Chapman Street, Suite 102, Canton 02021

Email: carla.farkes@gmail.com Daytime Phone # 781-562-1905

Field Requested: High School Stadium

For what activity/sport: Lacrosse summer camp

DATE (S) – List all

July 15 - 18

Day (s): Mon - Th Time: Start 9 am Finish 1pm

Rain Date (if needed): \_\_\_\_\_

Approximate # of people: 100 # of Wellesley Residents: 50

#### To Request a field permit:

- **Complete this form and submit to: Recreation Director Matt Chin (Address above)**
- **For Questions contact Matt Chin at 781-235-2370 or [mchin@wellesleyma.gov](mailto:mchin@wellesleyma.gov)**
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
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- SEE PAGE TWO FOR FEES AND POLICIES

## WELLESLEY FIELD PERMIT REQUEST INFORMATION

**Keep this for your records.**

### **To Request a field permit:**

- Complete this form and submit to: Recreation Director (address above)
- Requests to use Warren, Brown, Perrin, Phillips, Ouellette & Hunnewell Park (Town Hall Green) will be forwarded to the Natural Resources Commission (NRC) for approval. \*
- Requests to use school fields will be presented to the Playing Fields Task Force and the School Athletic Director for approval. \*
- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
- Requests for fields made by vendors' operation summer camps will not be approved until that vendor has satisfied state and local Board of Health requirements.

### **General Policies:**

- No Alcohol, No illegal drugs
- Public property may not be used to conduct a private business, unless certain requirements are met. The Recreation Director can aid you with this process. See "Public Facility Use for Private Gain Policy" at [www.wellesleyma.gov](http://www.wellesleyma.gov) click Department, click Recreation, click Recreation Commission & General Policies.
- Users are responsible for any damage.
- Users are responsible for checking the Town website for field conditions/closures. Fields will be posted when closed during the spring, summer and fall seasons. Assume that fields are closed during the winter.
- If selling food, you must receive authorization from the Board of Health.
- In general, Wellesley fields do not have sanitary facilities.
- No play before 8 am on Sunday. Multipurpose lights may remain on until 9:30 pm.

**WELLESLEY GREEN INITIATIVE:** The Playing Fields Task Force is partnering with Wellesley Green Schools on an important initiative to reduce waste on town fields. We require you to tell coaches, teams, family & friends, to help in the following ways: 1) Please ask players & visiting teams to **BRING REUSABLE WATER BOTTLES TO ALL GAMES & PRACTICES**; 2) Please consider **eliminating the extra drinks & snacks that are often brought to practices & games** (studies show that this has a positive health benefit as well); 3) Consider **naming a team captain to oversee garbage collection & recycling** or encourage players to clean up after themselves; and 4) Please remind players and visiting teams that the Town of Wellesley is committed to sustainable principles and has installed **working water fountains & recycling bins at almost all town fields.**

### **Priority of use:**

1. Park Maintenance
2. Town Wide Special Events
3. School use – Sports, Special Events, Coaches Clinics
4. Wellesley Youth Sports
5. Wellesley Recreation Department Programs
6. Wellesley Adult Organized Groups
7. Wellesley Residents: one-time use
8. Charitable Organizations
9. Non-Resident Groups/Non Recreation Department Camps & Clinics

### **Fees:**

1. Town Wide Special Events: No fee,
2. School Use: No fee,
3. School Coach(es) Clinics: \$15 per participant,
4. Wellesley Resident Youth Leagues: \$30 per member per season per sport (\$15 to general fund/\$15 to turf replacement fund),
5. Wellesley Resident Youth League Clinics: \$15 per participant
6. Wellesley Recreation Department Programs: No fee
7. Organized Use of the High School Track: \$15 per member per season
8. Multi-Purpose Field (at Hunnewell) for Adult Softball: \$40 per participant per season (\$15 to field account and \$25 to light account),
9. Wellesley Resident – One-Time Use: Grass field, including the Multi-Purpose Field (at Hunnewell): \$50, but \$75 if using lights (incremental \$25 to light account); Turf field: \$75,
10. Charitable Groups: No fee
11. Non-Resident (Adults and Youth): Grass field and Sprague turf field: \$150; High School turf field: \$375 (fee is for field use only; utilization of scoreboard and sound system is not allowed)
12. Non-Recreation Department Camps: Grass field: \$35 per participant; Turf fields: \$50 per participant. (Camps catering to participants over the age of 12 years will, whenever available, use the turf fields.)
13. All field rentals that are not charged per participant are figured in increments of 1.5 hours.



## General Field Use Rules

Hours of Operation: Fields may be used until dusk with the exception of the lighted Multi-Purpose Field (at Hunnewell). Lights may remain on until 9:30 pm, except for Reidy Field, where lights may remain on until 9:45 pm. No play before 8:00 am on Sunday at any field that abuts homeowners.

Prohibited Activities: Any prohibited activities posted on signage at the High School track or any fields, consumption/possession of drugs or alcoholic beverages; use of fields beyond permitted dates or times; use of grass fields during wet field conditions or before they are declared available for use; and any activity that may cause field damage. Users must show good judgment when using fields and must stop play if the field shows damage during activity. Any group who causes damage to any field will be responsible for repair costs.

Field Closures: <http://www.wellesleyma.gov/1049/Playing-Fields-OpenClosed-Status> or call 781-235-2370 for the latest field closures. If a field is closed, no use is permitted at all. The field status webpage and the hotline are for informational purposes only; field signage and/or direct communication from the Wellesley DPW Park and Tree Division (DPW) take precedence. Whenever possible, DPW will email user groups and post signs when fields are closed.

Please note that grass fields can be closed even when the weather appears good at the time because of standing water, previous damage or other field condition issues. The DPW, in consultation with the PFTF, will recommend when fields should be closed in order to rest them to prevent significant damage from overuse or for maintenance reasons.

Weather: Because lightning can strike up to 10 miles from a storm, users should seek safe shelter as soon as they hear thunder or see lightning. They should wait for 30 minutes without hearing thunder or seeing lightning before returning to the field.

Maintenance of Baseball/Softball Infields: Baseball/softball players and coaches are expected to groom the infields after each game and practice. Equipment for grooming is supplied and coaches are responsible for knowing the storage box combinations.

Litter, Trash and Recycling: All users are responsible for picking up any trash or litter on the field at the completion of their practice or game session regardless of whether this trash was there when they first got on the field or not. **Pick up trash when you leave the field, even if it is not yours.** Consider naming team captains at each practice or game to oversee litter collection and recycling.

Users are expected to use trash and recycling receptacles located on or near the fields or to take their waste home for disposal. If the group expects to generate excess trash, they must provide a means for removing trash themselves. Bring a trash bag with you to games and practices. Please pick up and recycle all plastic bottles. Inform coaches, players, players' families, and attendees at games and practices that there are water fountains at the majority of the active playing fields and that **participants are strongly encouraged to utilize reusable and refillable water bottles for all practices and games.**

The last group to use a field for the day is responsible for leaving a clean, litter free field.

If you consistently find trash when you arrive at the field please contact the Recreation Director at (781) 235 – 2370, who will attempt to identify the users who might be leaving the field in such condition.

**Users are urged to support the preservation and sustainability of Wellesley's playing fields through responsible use of the fields and respect for those who neighbor the fields. It is the responsibility of all coaches, managers, referees and parents to lead by example by educating our children on the proper use of field space and emphasizing the importance of caring for our community assets and maintaining a clean environment.**

Concerns related to the maintenance/condition of the High School track or any field should be addressed to the Assistant Superintendent/Deputy Tree Warden of the Park Division at [dpw@wellesleyma.gov](mailto:dpw@wellesleyma.gov).

**Summer 2019 Camps**

Program	Day(s)	Times	Dates	Building/Field(s)	Max #	Needs
Wellesley Recreation/ CAMP Q	M- Fr	8 am - 6:15 pm	Jun 24 - Aug 9 (7 weeks)	High School	80	Cafeteria, Gym, classroom, teacher's lounge (refrigeration) and rest rooms
Wellesley Recreation/WINGS	M- Th	9 am - 3:30 pm	July 8 - Aug 1	Sprague		Cafeteria, Gym, classrooms, and restrooms
<i>Camp Invention</i>	M- Fr	8 am - 4 pm	July 15 - 19 tentative	Bates	50	5 classrooms & lunch space
<i>Terriers</i>	M - Fr	8 am - 3:45 pm	Jun 24- Aug 2 (5 weeks)	Bates	60	gym, area for lunch, restrooms
Mass Elite Lacrosse	M - Fr	9 am - 1 pm	July 15 - 18	HS & HS Stadium	75	indoor space for inclement weather
James Bede	M - Fr	8 am - 4 pm	Jun 24 - 28	HS & HS Stadium or Schofield	30	indoor space for inclement weather
James Bede	M- Fr	9 am - 4 pm	July 1 - 3	HS & HS Stadium or Schofield	30	indoor space for inclement weather
James Bede	M- Fr	8 am - 4 pm	July 8 - 12	HS & HS Stadium or Schofield	30	indoor space for inclement weather
James Bede	M- Fr	8 am - 4 pm	July 15 - 19	HS & HS Stadium or Schofield	30	indoor space for inclement weather
James Bede	M- Fr	8 am - 4 pm	July 22 - 26	HS & HS Stadium or Schofield	30	indoor space for inclement weather
James Bede	M- Fr	8 am - 4 pm	July 29 - Aug 2	HS & HS Stadium or Schofield	30	indoor space for inclement weather

