



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: Joe Roberts Organization: Terriers Sports

Mailing Address: 63 Pine Plain Road, Wellesley, MA 02481

Email: info@terrierssports.com Daytime Phone # 781-235-0600

Field Requested: Kelly 1-4

For what activity/sport: Baseball Clinics

DATE (S) – List all

April 19-April 23, 2021

Day (s): Monday - Thursday Time: Start 8:30am Finish 4 PM

Rain Date (if needed): Friday 4/23/21

Approximate # of people: 35 # of Wellesley Residents: 35

**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).

# WELLESLEY SCHOOL COMMITTEE

**Linda Chow**, Chair  
**Melissa Martin**, Vice Chair  
**Catherine Mirick**, Secretary



**Leda Eizenberg**, Member  
**Jim Roberti**, Member

40 Kingsbury Street • Wellesley • Massachusetts • 02481

[school\\_committee@wellesleyps.org](mailto:school_committee@wellesleyps.org)

[www.wellesleyps.org](http://www.wellesleyps.org)

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March 15, 2021

Dear Members of the Natural Resources Commission:

On behalf of School Committee (SC), we are following up on our joint discussion regarding the School Department's priorities for the Hunnewell Track and Field (T&F) projects on February 9, 2021, and the subsequent action taken by the Committee on February 23 when SC voted:

- To move forward with a plan for **bathrooms** at the Hunnewell T&F using the funding approved at Annual Town Meeting in 2018; and
- To further explore **team rooms & lighting** as a package and engage with the Natural Resources Commission on developing a process for moving forward.

Building on research Jay McHale conducted as well as input from David Cohen and David Hickey, here is how we envision moving forward on the field bathrooms:

## Process for Field Bathrooms

- **Put together a conceptual diagram** after revisiting requirements with School Department and DPW, making sure Weston's approach can apply so as to reduce total # of stalls to 8-12
- **Put together permit drawings** (if possible, leverage 2018 drawings) - in parallel, begin process with NRC, Wetlands, Design Review Board and Zoning Board of Appeals; take sustainability into consideration
- **Develop detailed plan and estimated budget** - take into account that pre-approved vendors such as CXT will not provide final diagrams until PO issued; note: foundation work will require public bidding; Aqueduct bathroom project can help inform this plan and budget
- **Update SC and other relevant stakeholders on schedule and budget** once finalized

Here are our initial thoughts on a proposed process for moving forward on the other projects:

## Preliminary Process for Team Rooms and Lighting

- **Team Room –**
  - **Revisit/confirm WPS requirements** - e.g., bathroom inside or outside team rooms?
  - **Determine if a pre-approved vendor like CXT is an option** - could bring down price point in which case it could still be considered a DPW project; if not an option, will most likely need an architect to help with design and will need to partner with FMD

- **Put together permit drawings** (if possible, leverage 2018 drawings) - in parallel, begin process with NRC, Wetlands, Design Review Board and Zoning Board of Appeals; take sustainability into consideration
- **Develop detailed plan and estimated budget** - take into account that pre-approved vendors such as CXT will not provide final diagrams until PO issued; note: foundation work will require public bidding
- **Lighting –**
  - **Determine WPS' requirements** for lighting; consider lessons learned from other towns
  - **Make sure all criteria for land use change (per NRC's Open Space Management policy) are being addressed**
    - **Understand environmental impact** of lights on surrounding area with respect to dark sky - SC understands NRC has hired a consultant to address this
    - **Develop usage policy to mitigate neighborhood impact** (traffic, noise, trash removal, etc.) - collaborate with neighbors and other key stakeholders to determine how best to meet WPS' requirements while being good neighbors
  - **Develop lighting proposal for SC and NRC approval** - leverage Lighting Subcommittee's research where applicable; include proposed schedule and cost estimates

We anticipate the biggest challenge for the team rooms project will be funding since we already have buy-in and approval (ATM 2018). In the case of lighting, we believe the hurdle will more likely be project buy-in. The enthusiasm for lighting from many in the community could potentially serve as a catalyst for raising enough funds to cover team rooms which remain a high priority for the School Department given the shortage of locker room space at WHS.

#### **Questions for discussion**

- Is this process consistent with what you would expect? Is there anything else NRC would want to see?
- How can we solve this together and how do we make sure stakeholders get what they want?

We welcome your input on the process we are proposing, in particular around team rooms and lighting, and look forward to our discussion at the **NRC Meeting on Thursday, March 18, 2021**.

Kind regards,

Linda H. Chow  
 Chair, School Committee  
 Member, PFTF  
[chowl@wellesleyps.org](mailto:chowl@wellesleyps.org)

Jim Roberti  
 Member, School Committee  
[robertij@wellesleyps.org](mailto:robertij@wellesleyps.org)

Playing Fields Task Force  
Online Remote Meeting Agenda  
7:45 am – 9:30 am  
Friday, March 19, 2021  
<https://www.wellesleymedia.org/live-streaming.html>

1. Call to order
2. Citizen Speak
3. Field Applications
4. WHS Track and Field Project updates
5. Other Project updates
  - a. Lee Field
  - b. Multipurpose Field
  - c. Lacrosse Wall
  - d. Hunnewell Field Bathrooms
6. Field Schedule and Capacity Optimization
7. Football & Field update
8. April Vacation Field applications
9. General Fields discussion
10. Adjourn

Next meeting: TBA

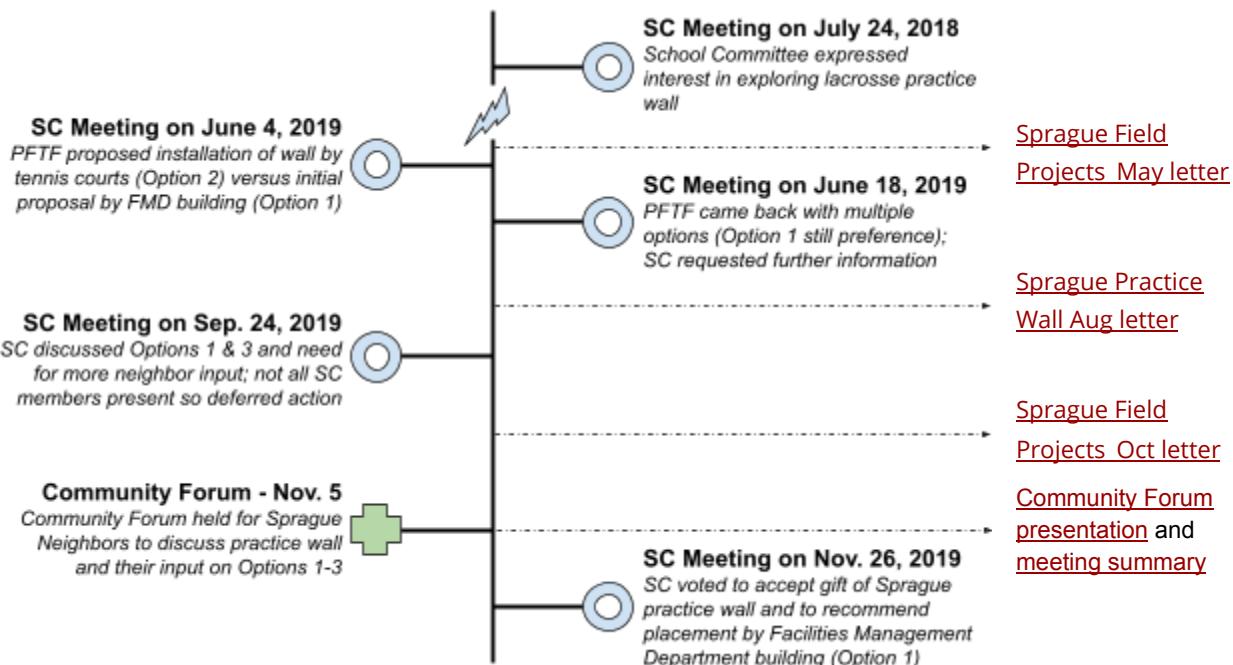
REMOTE MEETING PROTOCOL Residents can view the meeting from the Wellesley Media link above. Residents seeking to participate in Citizen Speak or any other agenda item should email [recreation@wellesleyma.gov](mailto:recreation@wellesleyma.gov) prior to the meeting and a number will be assigned for speakers. All residents seeking to participate shall call into 781-489-7748 (Conference Line) and await the announcement of your assigned number to speak. Individuals wishing to participate who have not received a number shall be asked at the end of the agenda item if they would like to speak before the Board moves on to the next agenda item.

March 15, 2021

Dear Members of the Zoning Board of Appeals:

On behalf of School Committee and the Playing Fields Task Force (PFTF), we are writing to express our continued support for the Sprague practice wall which School Committee voted (on November 26, 2019) to accept as a gift and to recommend placement by the Facilities Management Department building adjacent to Sprague Field (known as Option 1), the same option that the PFTF unanimously supports. For a diagram of options considered, click [here](#).

Here is a brief recap of the process which led up to the decisions made by School Committee in November 2019 on whether to accept the gift and where to recommend installing the practice wall. Residents, including abutters to Sprague Fields, spoke during the Public Comment at each of the SC meetings when the practice wall was on the agenda. Please note that background materials can be found on the [Playing Fields Task Force Documents webpage](#) and there are links to specific documents illustrating further community outreach below.



If you have questions about any of this information or the process we conducted, please do not hesitate to let us know.

Kind regards,

Linda H. Chow  
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Member, PFTF  
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