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Roberts Field Advisory Committee
Thursday, March 15, 2018 Meeting
Meeting Video: <https://youtu.be/HDZ8YUpe0aU>
Meeting Minutes - prepared by Bill Askenburg

Committee Members in attendance: Marcus Bush, Elisabeth Bobrow, and Bill Askenburg (participated remotely by telephone)

- Public Input

There was no public input

- New Playground Project Update and Discussion

Updates from Steve: Diggers and rock climbers not in budget. Cost not provided. Layout presented by DPW as FINAL. DPW recommended basket swing, not friendship swing. Committee recommended friendship swing. Bradford Pear Tree was badly damaged in ice storm. Committee believes the tree should be removed because of damage (no vote taken).

Discussion of internal walking trail and pathways to store and engraved brick pathway. No decision or vote taken. Was relayed that Steve would allow the pathway to rerouted once the playground was final. The port a potty shade structure was inadvertently missing from the overall plan.

Committee voted to approve "green" for the PIP surfaces. No vote, but unanimously agreed.

Steve said that sand diggers were not included in budget, and the cost was \$1600-\$1700 each (two in plan). Steve relayed that any money he saves will be reallocated to pay for diggers and climbing rocks. Playground pathway will be concrete or gravel.

Marcus presented a modified fence plan recommendation that enlarged the perimeter fenced area that Steve had prepared. Marcus presented the revised fence plan as offering more open green space and offering more space around the pathway. Elisabeth stated the revised fence plan would add more trees to the interior of the playground. Steve said he would modify the fence plan based on the committee's recommendation. Marcus agreed to send his drawing to Steve.

Bill asked about moving the covered pathway back to the original location. Marcus and Elisabeth believed having it in the middle would be more useful. Both said that it doesn't have to be decided at this meeting.

The design of the shade structure was identified as being the same as at Harmony Park, would be wooden and cheaper and larger than a metal structure. The picnic tables would be permanent metal tables and wheelchair access.

A discussion of the buddy bench ensued. Bill identified a girl scout troop from Harrington school wanting to build for the playground. It was suggested to invite the troop to the next meeting to discuss style and location of the bench. It was suggested to locate the bench between the 2-5 and 5-12 year old areas.

- Public Input Review

Good turnout at 2/27 Public input session. Reviewed questions asked at public input session. 11 written comments provided, 9 supported playground, 2 neither supported nor opposed.

- "Natural Play Area" Design Review

Sandie Rainey or Chelmsford MA Rocks! Presented the idea of including a painted rock depository in the natural play area of the park. The container could be a wooden or composite structure with gravel and painted rocks on top for people to leave and take.

Discussion included concerns about types of plants that would be included in design, as well as the components of the design.

Weston Nurseries would be invited to a future meeting to discuss plant selection and area design. Sandie Rainey and Adam Whitehouse volunteered to maintain the natural parts of the play area.

Use of climbing boulders requires wood fiber fall zone. Fall zone requires 1.5 times the height, per Steve.

- Updated Milestones

Town Manager approval changed to March 16. Steve relayed that the Town Manager had seen a previous playground design, but not the final presented at this meeting. All other milestones were ok and did not need to be changed. As of right now, on schedule,

Elisabeth asked if grand opening date could be moved to Sunday June 24th to accommodate her daughter's dance recital.

Bill asked for an equipment worksheet with cost by this week. Steve said the list would be available Friday or at the beginning of the week at the latest.

- New Playground Design Vote

Three committee members (Elisabeth, Marcus and Bill by phone) voted unanimously to approve the playground design plan.

- Playground Signage Plan Update

A discussion of the signage plan followed. Bill provided examples of double sided signs (consistent with covered bridge theme) with seating, he found while looking for the four sided square structure the committee asked for at the previous meeting. Steve said the cost of the signage was not included in the plan. Steve said he would cost out different signage options. Elisabeth asked if the covered bridge walls could be used for signage. Steve asked for specific signage dimensions to create pricing.

- Fundraising Update & Discussion

Build a Brick through April 30th. So far, 73 bricks have been sold with over 600 as a goal. Flyer distribution is needed to support brick sales.

Corporate sponsorship plans are underway with the creation of a database and instructions. Looking for volunteers to call businesses, and for local businesses to contact the committee about sponsorships. As the fundraising sponsor, the Friends of Roberts Field need to vote and discuss the process, with the goal of starting next week.

No update on grant writing.

No update on IRS application.

- Volunteer Update & Discussion

My Dream Playground entries have been closed. Entries are available to be viewed at the Library or online. RFAC email list has grown slightly, and we have 12-13 people who are willing to call. Heather Allen and Sandie Rainey have been selling bricks at local events.

- Upcoming Committee Meeting Schedule

Next meeting date was set for Wednesday, April 4th. Next following meeting was scheduled for April 26th.

- Approve Minutes

No minutes were presented for approval.

- Adjourn

Meeting was adjourned by unanimous vote.