

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: \_\_\_\_\_

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- **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. \*
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- \* These committees may only meet once a month. Do not expect a quick turnaround for permit approval.
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- 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.
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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 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).



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TELEPHONE: 781-235-2370  
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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

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



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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

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### 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)

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)





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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;
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)

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# LIFE SAVING AED



Zip Code

CALL 911 FOR ACCESS CODE TO OPEN

Pull  
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## **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.