



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: Jon N. Bonsall Organization: St. John - St. Paul Collaborative

Mailing Address: 76 Pilgrim Road, Wellesley, MA 02481

Email: JBonsall@KeeganWellesley.com Phone # 617-951-1400 (o); 781-237-4470 (H)

Field Requested: Football stands (Football Field, WHS)

Event Type (Please Specify): Outdoor Mass (Catholic)

Date of Event: Sun, Sept. 15, 2019 Event Day Contact & Cell phone# Jon Bonsall 617-872-2488

Day(s): Time: Start 8:00 am Finish 2:00 pm.

Rain Date (if needed): NA

Number of participants: 800/1000 Number of spectators: 800/1000

Number of cars/buses: % of Wellesley Residents: 100%

Parking/Traffic Control Plan (attached) Trash removal Plan (attached) None generated

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

Restroom(s) Plan (attached)

Electricity requested: Y/N Notes: outlets - access

Water requested: Y/N Notes: water truck - ?

Amplified Sound requested: Y/N Notes: Will bring in contractor

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.

**Table 3 - Field User Fee Accounts - As of 6/13/2019**

	Field User Fee	Artificial Turf Replacement
<b>Budget</b>		
Beginning Balance	69,181.50	512,541.75
Field User Fee Revenue through March 2019	65,305.00	63,150.00
<b>Budget Total</b>	<b>134,486.50</b>	<b>575,691.75</b>
<b>Expenditures</b>		
Planned Field Maintenance (YTD)	55,000.00	
Additional Field Maintenance (YTD) Equipment	28,468.26	524,855.00
<b>Expenditures Total</b>	<b>83,468.26</b>	<b>524,855.00</b>
<b>Year-to-Date Balance</b>	<b>51,018.24</b>	<b>50,836.75</b>

\$500,000 encumbered for ATM use





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DEPUTY DIRECTOR  
BRANDON G. FITTS

FIELD PERMIT APPLICATION

Name: Cecilia Amberg Organization: JRSC

Mailing Address: 3 Campello Rd Framingham, MA 01701

Email: jamesboale@qazboo.com Daytime Phone # 508.572.8591 or 508.962.6150

Field Requested: any

For what activity/sport: ~~SOCCER~~ soccer practice Schofield, Fiske, Phillips, Perrin

DATE(S) List all  
6/17-20 (Mo-Th)

Day(s): Mo-Th Time: Start 9 Finish 11:30

Rain Date (if needed): none

Approximate # of people: 15 # of Wellesley Residents: 15

- To Request a field permit:
- Complete this form and submit to: Recreation Director Mail Unit (Address above)
  - [www.wellesley-ma.gov](http://www.wellesley-ma.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



\$150/field 1.5 hrs  
\$300/dstc

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FAX: 781- 237 -3558

DEPUTY DIRECTOR  
BRANDON G. FITTS

**FIELD PERMIT APPLICATION**

Name: Dana Lynch/Fran Yerardi Organization: Gorilla Lacrosse

Mailing Address: 382 Watertown St, Newton, MA 02458

Email: danalynch@verizon.net Daytime Phone # 781-467-6733

Field Requested: Hunnewell field w/ lights or any other field near stadium

For what activity/sport: Lacrosse practice & future approval

DATE (S) – List all

Wednesday Nights  
June 19, 26  
July 3, 10, 17, 24

Day (s): Wednesdays Time: Start 6 pm Finish 9 pm

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

Approximate # of people: 50 # of Wellesley Residents: 25

**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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\$50 field  
\$30/111

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**FIELD PERMIT APPLICATION**

Name: Kim McCausland Organization: Wellesley Resident Youth Group - Baseball  
Mailing Address: 36 Carver Road Wellesley Ma 02481  
Email: kim.mccausland@gmail.com Daytime Phone # 781-864-4045  
Field Requested: Hunnewell (1) Big diamond baseball fields  
For what activity/sport: baseball

DATE (S) – List all

June 17 - August 4 - one or two nights / week, no weekends. Will work with WYBS to use dates not used by that organization 5pm - 8pm

Day (s): MON - Fri (varies) Time: Start 500 Finish 800

Rain Date (if needed): n/a

Approximate # of people: 16 # of Wellesley Residents: 14 players, 2 coaches  
players + 2/3 coaches

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TOWN OF WELLESLEY



RECREATION DEPARTMENT

\$50/field  
\$90/11

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service/grooming/

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**FIELD PERMIT APPLICATION**

Name: Kim McCausland Organization: Wellesley Resident Youth Group -  
Mailing Address: 36 Carver Road Wellesley Ma 02481 Baseball  
Email: kim.mccausland@gmail.com Daytime Phone # 781-864-4045  
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Mailing Address: 5 Campello Rd Framingham, MA 01701

Email: jamesboale@yahoo.com Daytime Phone # 508 872 8591 or 508 962 6150

Field Requested: any

For what activity/sport: ~~soccer~~ soccer practice Schools: Fiske, Phillips, Perrin

DATE (S) - List all

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TOWN OF WELLESLEY



RECREATION DEPARTMENT

\$150/field 1.5 hrs  
\$200/date

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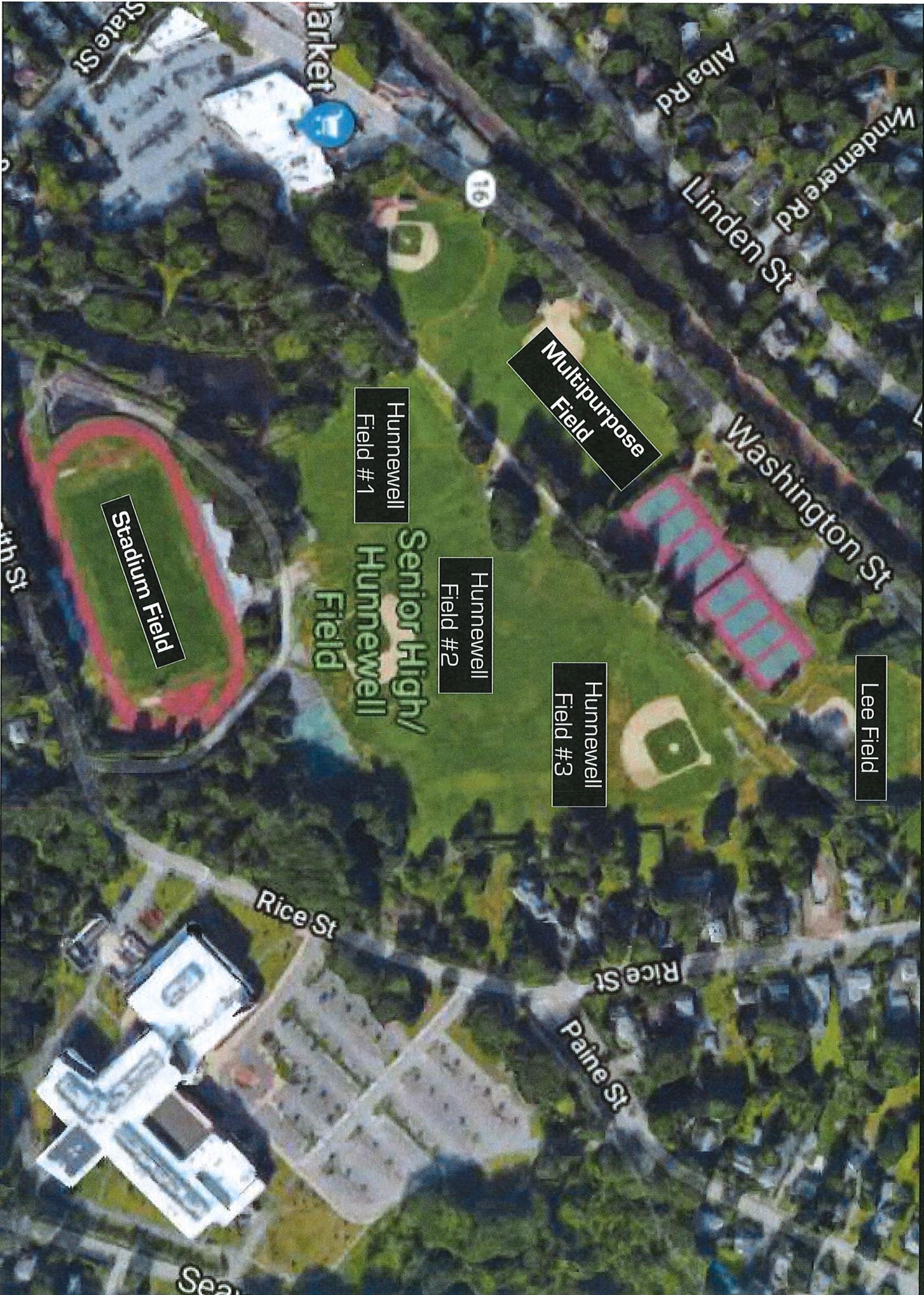
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Hunnewell Fields - 50 Rice Street ellesley MA

Lee Field

Hunnewell  
Field #3

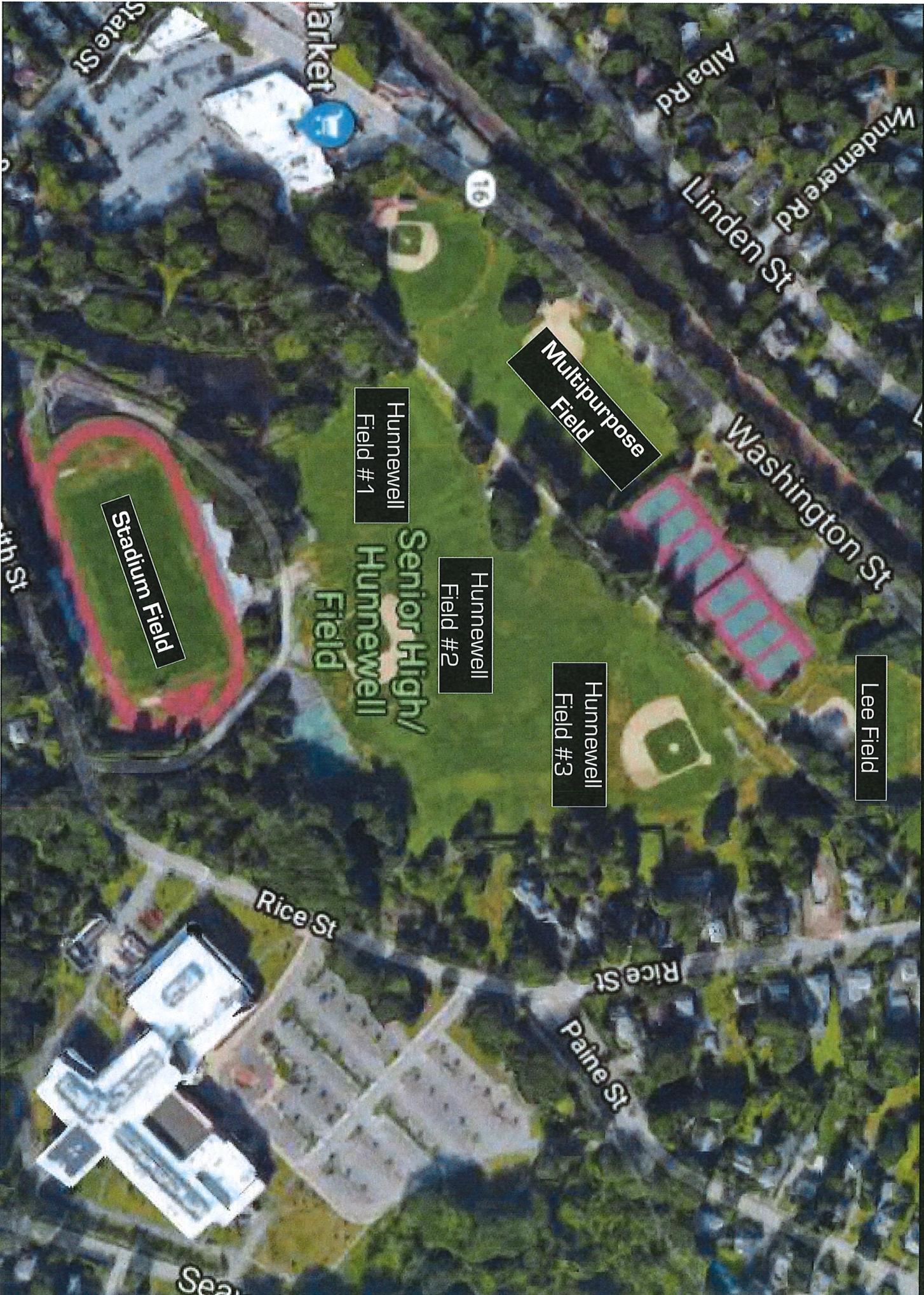
Hunnewell  
Field #2

Senior High/  
Hunnewell  
Field

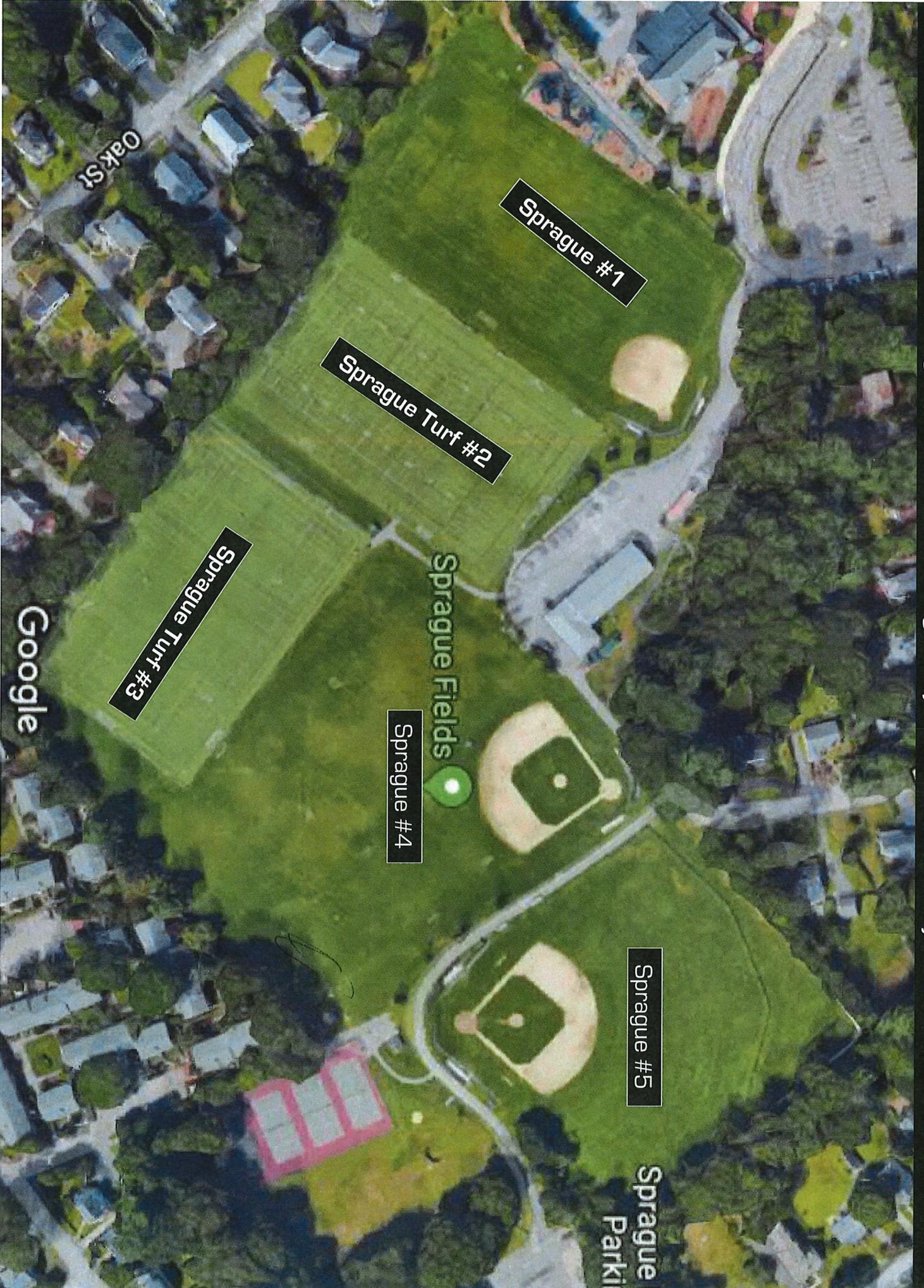
Hunnewell  
Field #1

Multipurpose  
Field

Stadium Field



Sprague Fields - 40 Kingsbury Street, ~~A~~ellesley, MA



Google

Oak St

Sprague #1

Sprague Turf #2

Sprague Turf #3

Sprague #4

Sprague Fields

Sprague #5

Sprague Parking







**REPORT OF THE PLAYING FIELDS TASK FORCE  
2018-2019**

**Michael D'Ortenzio Jr., Chair  
Tripp Sheehan, Vice Chair  
Matt Chin, Secretary**

The Playing Fields Task Force is very appreciative of the collaborative working relationship with other Town boards and departments.

**PERSONNEL**

*Members from Town Boards*

<u>Board Representing</u>	<u>Member</u>
Recreation Commission	Laurance Stuntz
<i>Staff Representative</i>	<i>Matt Chin</i>
Natural Resources Commission	Katie Griffith
<i>Staff Representative</i>	<i>Brandon Schmidt</i>
Board of Public Works	Jeffrey P. Wechsler
<i>Staff Representative</i>	<i>David Hickey</i>
School Committee	Michael D'Ortenzio Jr.
<i>Staff Representative</i>	<i>John Brown</i>
Board of Selectmen	Beth Sullivan Woods

*Members from User Groups*

<u>Activity</u>	<u>Member</u>
Wellesley Youth Baseball/Softball	<del>Rick Kinney</del> <i>no billboards</i>
Wellesley United Soccer	Ainsley Martin <i>no "z"</i>
Wellesley Lacrosse	Jerry Nigro
Adult Softball	Jay Russell
Wellesley Youth Football	Bob Leonhardt
Wellesley Scoops/Field Hockey	Kelly Uller

*Members from the Public*

<u>Title</u>	<u>Member</u>
Citizen At-Large	Tripp Sheehan

Members serve at the pleasure of their respective board or user group, with the exception of the citizen at-large whose current term runs through July 1, 2020. The Recreation Commission, NRC, BPW, and SC are also represented by a staff member; however, these members are non-voting unless acting with appropriate board member proxy power.

**STATISTICS**

During FY19, the Playing Fields Task Force met ten times and processed ?? permits. Of these permits, ?? were Field Permit applications and ?? were Special Event Field Permit applications. The following chart details the actions taken:

*Field Permits*

Approved (With or Without Conditions)	??
No Action Taken	??
Denied	??

*Special Event Field Permits*

Approved (With or Without Conditions)	1
No Action Taken	0
Denied	0

*# Resident Users WCC Soccer Lacr Football*

Additionally, the Task Force collected \$?? in revenue from fees charged to playing fields users. The revenue was primarily directed to two revolving accounts authorized by Town Meeting. The balance in them at the close of FY19 was:

Account	Balance (\$)
<i>DPW Field Use Fund</i>	??
<i>Turf Field Fund</i>	??

### INITIATIVES

The Playing Fields Task Force undertook a number of initiatives and projects this year:

- Charter and Playing Fields Policy: Drafted revised versions of these documents, improving their clarity and updating them to align with best practices, which were approved by the responsible boards.
- Revolving Funds: Drafted changes, approved by Town Meeting, to two of the funds the Task Force directs fee revenue to, modernizing bylaw language and allowing for revenues to be used to offset Task Force administrative costs.
- Special Event Field Permit: Created and implemented a new type of permit, to ensure that events with a high impact on the neighborhood surrounding a playing field receive additional scrutiny from the Task Force.
- School Building Committee: Gave ongoing feedback to the SBC as part of the Hunnewell School project, most notably a study and report on gymnasium space needs in Town that was prepared for and presented to the Committee.
- Softball Facilities: Along with the DPW, sponsored Lee Field/Multipurpose Field improvement project through to approval at Town Meeting. The Task Force wishes to thank the DPW as well as the Community Preservation Committee and Jill Creevy for making this project a reality.
- Practice Wall: Sponsored the building of a multisport practice wall at Sprague Fields, a concept that was spearheaded by the lacrosse community.
- Track and Field Phase II: Continued to work with the DPW to bring project to fruition within budget; explored lower-cost team room and bathroom options.
- Lights Subcommittee: Appointed Subcommittee to investigate possibility of adding additional and improving existing lighting equipment at playing fields in Town, to culminate in a report from the Task Force to the NRC and other interested parties.
- MassBay: Developed relationship with MassBay's athletics staff in advance of new playing field construction on campus and explored ways to partner.
- AEDs: Started investigating deployment of AEDs on playing fields.
- Severe Weather: Started investigating options to clearly and uniformly warn playing field users of severe weather.

Respectfully submitted,  
Michael D'Ortenzio Jr.