

*current westerly facing orientation. The facility, in its reconstructed state, is proposed to be a premier softball facility, with uses limited to High School, youth level and adult softball and restricted outfield use. The reconstruction should include subsurface drainage, re-grading to promote drainage, installation of an engineered sand-based root zone, permanent outfield fencing, 210' foul pole distances, 30' hooded backstop, dugouts and spectator seating. Access from the rear parking lot will be provided, as well as a pedestrian route to the campus athletic facilities.*

- *ADDITIONAL OPTION: Athletic Field Lighting. An option has been priced in the cost estimate for the High School renovation to include athletic field lighting at the softball field. The lighting would be proposed as a 5-pole system allowing for 50-footcandles of light (MIAA standard) throughout the playing areas.*
- *Pedestrian Circulation and Safety. In its current condition, the athletic campus at Lynnfield Regional High School does not provide for adequate spectator seating, pedestrian circulation, or accessibility to its facilities. The redevelopment proposes to construct five to eight foot (5' to 8') walkways throughout the facility to provide an accessible pedestrian route to the proposed spectator seating provisions. Additionally, the synthetic turf fields should include a four foot (4') perimeter fence for athlete safety, crowd control and vehicular access restrictions.*
- *The estimated cost of redevelopment at the Lynnfield High School under Option 1 is \$5,143,400.*
- *ADDITIONAL OPTIONS:*
  - *Athletic Field Lighting at Baseball Field*
  - *The estimated additional cost of athletic field lighting at the Lynnfield High School baseball field is \$420,000.*
  - *Athletic Field Lighting at Softball Field*
  - *The estimated additional cost of athletic field lighting at the Lynnfield High School softball field is \$350,000.*
  - *Men's' Softball Backstop*
  - *The estimated additional cost of a softball "bumpout" and installation of additional synthetic turf and a backstop for Men's' Softball is \$72,000.*
  - *Refer to Enclosure 4 for the proposed conceptual layouts. Cost estimates are provided under Enclosure 5. (Committee note: this is in the Gale Report)*

**Recommendation: (Committee Note: See the design recommendation drawings included as Appendix B to this report.) The committee recommends implementation of all facets of Gale Option 1 including all of the fields as described in the Gale plan except reorientation of the baseball field. That would**

include installation of a new stadium field with a grandstand, creation of two new full-sized rectangular fields, relocation of the softball diamond, and the creation of walking paths between the fields to provide safe and secure access to the athletes and spectators.

**Recommendation:** The committee would also recommend the building of an amenities building/concessions stand that would include public bathrooms as well as a visitors' locker room for varsity games (see further discussion on Page 14 of this proposal.

**Recommendation:** The committee recommends the installation of fencing around the fields to protect them from ATV traffic as well as unauthorized use. In addition, the committee recommends that the field reconstruction be done with synthetic field turf on the full-sized rectangular fields as well as the baseball field.

**Recommendation:** The committee would further recommend that field lighting be installed on the three full-sized rectangular fields at the high school to extend the use of these fields during night hours. The committee did not recommend lights at the baseball and softball fields. The committee recommends the additional cost of a softball "bumpout" to allow the adult softball leagues to play on a properly sized and equipped field.

**Recommendation:** The committee recommends that dugouts be installed on the softball field,

**The estimated cost of redevelopment of the High School including all of the above is \$ 6,456,882 in accordance with Gale's Feasibility Study (see below).**

As the result of the above determinations made by the committee a request was made to conduct a "feasibility study" at the High School to determine if the proposed field complex would be acceptable given the flood plain and sensitive environmental area that surround the school. Gale was contracted to perform that work and a copy of the narrative of that report is attached as Appendix I. Their report details the complexities of implementing this proposal; however, in meetings with the Lynnfield Conservation Commission and their peer reviewer it was determined that the scope of this project is well within the confines of the law and with appropriate compliance the fields are acceptable.

**Option 1 - Lynnfield Middle School ( vol. III 5.1.1 pg. 22)**

*Option 1 of the Middle School redevelopment proposes to reconstruct the track and natural turf infield. The following is a summary of the components of the redevelopment. Refer to Enclosure 4 for the conceptual schematics.*  
*Track and Field Reconstruction.*

Gale made a number of findings in their written report about the existing field, track and bleachers at the Middle School. Below are selected excerpts from that report:

---

Normal – Discussion from the Committee

*Italics – quoted from the Gale Report*

**Bold – Recommendations from the Committee**



- *There is a four foot (4') vinyl coated chain link fence around the perimeter of the track along its southeast side. In some areas, the distance between the fence and track does not meet the recommended one (1) meter minimum, which could be a potential safety issue. There is no other spectator control fencing at either the track or field. The fence should be relocated to provide the adequate safety distance between the edge of track and fence.*
- *Spectator seating and press box do not appear to meet building codes, life safety codes, or accessibility requirements. While there is a pedestrian route from the parking lot which appears to be accessible (without performing topographic survey), there is no accessibility provided to the spectator seating. We recommend replacing the spectator seating completely.*
- *The turf condition is generally fair to poor. The field is infested with weed growth and is over compacted. We recommend re-grading, installation of a trench drain between the track and field and panel drains to promote field drainage.*
- *The field requires aeration to relieve compaction, top-dressing, fertilizer, reseeding and re-growth to eliminate bare spots and promote root zone development.*
- *The track surface is in poor condition, is cracking and delaminating at the surface. There does not appear to be significant structural deficiencies. However, improvement to the inadequate track radius would require complete reconstruction.*

During our discussions on the Middle School we received substantial feedback from the abutters on Perry Avenue. This feedback came in the form of attendance at our meetings, a written petition and a letter from a neighbor. This very vocal group is opposed to almost any change at this location citing water problems, hours of use, issues with lighting and a number of other problems with these fields. We have attached two pieces of correspondence as Appendix C that outline their displeasure with any changes.

Two of the issues cited by neighbors are the use of their property as a cut-through to the fields as well as the use of the property by athletes who are relieving themselves. We believe that both of these problems can be addressed with the rebuilding of this facility. One abutter also mentioned the increased flooding in that area following the construction of the new Middle School. According to this resident, one culvert was installed where they were scheduled to install two. We believe that this needs to be addressed without regard to whether the field project moves forward.

**Recommendation: The committee recommends implementation of all facets of Gale Option 1 including the middle school field reconstruction delineated above. That would include removal of the grandstand, replacement of the track, and**

fence modifications necessary to ensure the safety of athletes and spectators at this facility.

**Recommendation:** The committee recommends that the field reconstruction be done with synthetic field turf.

**Recommendation:** The committee would suggest that strong consideration be given to adding restroom facilities at this location for use by athletes and spectators attending events (including high school track meets) at this venue.

**Recommendation:** The committee voted to: “recommend no lights at the Middle School until the High School complex is developed and in use to determine the need at that time.”

The estimated cost of redevelopment of the Middle School including track reconstruction and synthetic field turf under option 1 is \$ 1,515,000.

A summary of the complete set of recommendations and the cost of those recommendations is included as Appendix D of this Plan of Action for the Board of Selectmen.

The committee spent a great deal of time analyzing and discussing other facets of the use of these fields and would introduce the following subjects for discussion as part of this recommendation:

#### **Phasing Plan:**

The committee believes that there are several benefits to implementing this plan as one extended project that is properly timed for logistical purposes but avoids the additional costs that would be associated with phasing the plan over several years. Therefore we would recommend that this plan be engineered and planned in a manner that will not be disruptive to the playing seasons but provides for this work to be completed as one project. Our justification for this is the economies of scale that come with project ramp up and the cost to contractors for staging, etc. as well as the cost to the town for consultants and engineers that would be needed to manage the project over a longer period of time. In addition, the committee is concerned about creating unnecessary disruptions to any of the sports that use these fields.

**Recommendation:** The committee recommends implementation of all facets of Gale Option 1 at both the Middle School and High School simultaneously if possible or one project right behind the other if not. But in any event the project should not be broken into phases causing unnecessary delay.

#### **Amenities/Concession Stand:**

There was a substantial amount of discussion regarding a concession stand at the high school complex. Members of the committee also met with school personnel to determine the viability of this building and their needs in this building. (NOTE: Amongst the facilities visited during the course of our study, the committee visited the complex in Melrose and learned the value that they place on their concession stand and related features.) Lynnfield

Normal – Discussion from the Committee

*Italics – quoted from the Gale Report*

**Bold – Recommendations from the Committee**



High School personnel advised that a locker room for the visiting teams would be of tremendous use and would reduce current requirements for visiting teams to use the women's locker room. In addition, MIAA is now requiring that schools provide a bathroom and shower for game officials and they suggest it be in this building with a separate entrance. There should be a garage to house a small vehicle for trainers or other field personnel that need transportation around the fields. Finally, there should be a place to store field equipment during the offseason.

The committee determined that a concession stand should be built at some location on the High School fields and that the stand be operated by the organizations that use the fields to the benefit of those organizations. For example, the youth football program should realize the monies when they operate the stand as should any of the varsity sporting organizations or other youth sports. However, the committee believes that all groups that want to use the concession stand should be required to pay a fixed user fee that would be based on the hours of operation for that group or the days of operation. The concession stand should be under the control of the Recreation Commission and the Commission should use the monies collected from those fees to offset the cost of operating and managing the concession stand and for field improvements and other field related expenses.

**Recommendation: The committee recommends the construction of a concession stand that will be available for operation by interested groups. The concession stand should include a visitors' locker room, shower and locker room for game officials and a place to store vehicles and equipment. The facility should also include public restrooms that would be available when the fields are in use.**

**Field use by for profit organizations or non-Lynnfield organizations:**

The committee discussed field use by any organization other than Lynnfield Public School sporting activities (those that are bona fide school team sports and have been sanctioned by the MIAA and school committee). The committee believes that the use of these fields should be initially limited to the Lynnfield Public Schools and non-profit, youth and adult sporting groups that are from Lynnfield. The committee believes that those groups should be required to submit field requests to the Recreation Commission that includes proof of their nonprofit status and proof of insurance. The Recreation Commission would issue permits and publish schedules for the use of all fields.

The committee would recommend implementation of the policies that are included in the Memorandum of Understanding between the Board of Selectmen and the School Committee with regard to field use.

In discussing use of the fields by for profit organizations (any organization or group that is not a non-profit) the committee believes that if it is determined that there is sufficient availability without interfering with any Lynnfield team or group that a user fee be established and that groups be permitted to play on those fields. This would include the use of these fields by Lynnfield High School coaches and other groups that are clinics or events that are not related to or sanctioned by the Lynnfield School Committee. This would



also include club type organizations and others whose use of the fields would not interfere with Lynnfield teams that fall within the guidelines of the MOU.

The committee would also recommend allowing the use of these fields if available to select teams or regional teams of nonprofit organizations that include Lynnfield players and/or Lynnfield coaches.

The committee discussed use of these fields by organizations other than sporting groups and felt that the primary use of these fields should be for sporting organizations but other organizations that desire to use the field may apply to the Recreation Commission and be approved based on need. Nothing in this paragraph should be construed to limit use of these fields by the School Department as needed for school related events such as graduation or fundraisers.

**Recommendation: The committee recommends that clear guidelines be drawn to restrict the use of these fields by nonprofit organizations or organizations that are not primarily composed of Lynnfield residents. And further that no “for profit” organizations be allowed to use the fields without paying a fee.**

### Player Fees

The committee spent a great deal of time discussing player fees. It is apparent that the construction of sporting facilities that are this complex will require ongoing maintenance. Synthetic turf fields require a minimal amount of maintenance; however, it is important to keep the infill at the appropriate levels to avoid wear and tear on the synthetic grass. In addition, there will be repairs and cleaning. The committee believes that a per player, per season fee be charged to all organizations using the field (excluding the organizations that are paying a fee to play). This fee should be collected and used to partially cover the costs of field administration, field maintenance and some monies should be deposited into a long – term account for future field resurfacing or additional fields. This money should be a sufficient amount of money to allow for the continued growth of a fund that can be used to re-turf these fields in 12 – 15 years when they require a new “carpet”.

**Recommendation: The committee recommends the collection of a per player, per season fee, as delineated in the Memorandum of Understanding that would be collected by the Recreation Commission and used for purposes of administration as well as short and long term field maintenance.**

**Recommendation: The committee recommends that the player fee be initiated ASAP (allowing sporting organizations to adjust their fees) and utilize that money to offset the increased maintenance recommendations included with this report. Upon initiation of the field construction those fees should be redirected as defined in the Memorandum of Understanding.**

## Inclement Weather Policy

One of the single greatest causes of the deterioration of natural turf fields is playing on those fields in inclement weather. In addition to being dangerous, it will destroy a natural turf field very quickly. With the usage that is intended for our natural turf fields we will need to ensure that they are taken out of service any time there is a question about whether the surface is playable. The committee acknowledges that these decisions are difficult to make from a league or coaching standpoint and therefore need to be made by someone with authority and responsibility for the fields. In addition, those decisions should be made in accordance with carefully crafted guidelines that leave no room for error or interpretation. We have attached an “Inclement Weather Policy” as Appendix E of this document for the information of the reader and believe that this policy or a similar policy should be implemented in Lynnfield placing the decisions with a member or employee of the Recreation Commission.

**Recommendation:** The committee recommends the implementation of an “Inclement Weather Policy” that is administered by the Recreation Commission with clear definitions regarding field playability.

## Future Field Needs

The committee acknowledges that even this significant expenditure and the first class recreational facility that would come from it will not fully resolve the shortage of fields that exists in Lynnfield. In fact, upon completion of this project we will still have an insufficient number of fields to fully address the increasing needs of the Lynnfield community.

**Recommendation:** The committee recommends that the town continue to explore alternative locations for fields including the Reedy Meadow Golf Course (taking into consideration any fiscal constraints), the land on Lowell St. that is on the back side of Camp Curtis Guild, the land owned by the City of Lynn on Broadway north and any other location that might become available. The committee also recommends that if there is future land availability it be given strong consideration for additional playing fields.

*Public Ice Skating Facility (vol III 3.1 pg. 15)*

*While not as strong as the consensus related to multi-purpose trails, lighted fields and additional field space, there is a strong demand in the community for the development of a public ice-skating facility.*

**Recommendation:** The committee believes that the development of an ice skating rink is outside the purview of our responsibility as delineated during the formation of the committee. However, we believe that the idea is worthy of consideration if land becomes available and there are sufficient private interests to develop the arena. The committee would also suggest that there are less expensive methods to provide a skating facility for use by town residents. The committee would suggest that an area be found for an outdoor facility that might

---

Normal – Discussion from the Committee

*Italics – quoted from the Gale Report*

**Bold – Recommendations from the Committee**



**be created specifically for this purpose and for use as a rollerblading facility during the warmer weather months. Something as simple as a macadam surface with a burm to retain the water/ice would be sufficient.**

*Maintenance and Upkeep of Fields (vol. III 3.1 pg. 15)*

*It is apparent through both survey responses and results of the sensing sessions, that maintenance and upkeep of athletic fields and parks is often not sufficient and appears to be affecting serviceability of the Town's field inventory.*

If the recommendations of the committee are accepted, significant changes will be made at the High School and Middle School; however, the fields at Newhall Park, Glen Meadow Park, Jordan Park, Summer St. School, Huckleberry Hill School and St. Maria Goretti all need substantial improvements and changes to facilitate the full implementation of the proposals contained herein including relief from the current condition of insufficient rectangular playing fields. See Appendix F for a full list of repairs that will be needed at each of these facilities. See "Existing Fields" as shown below.

**Recommendation: Refer to "Existing Facilities" below for a full recommendation on this matter.**

*Indoor Recreational facility (vol III 3.1 pg. 15)*

*Throughout the survey, the need for an indoor recreation facility received a significant number of responses in support thereof. The comments related to the development noted that a teen center, community building, or indoor recreation space would be well-supported.*

**Recommendation: The committee concurs with this recommendation and would suggest that strong consideration be given to the creation of a Community Center that would serve as an all around recreational centerpiece. While the committee supports the concept, it was outside of our purview to pursue this issue.**

*Creation of a Dog Park (vol III 3.1 pg. 16)*

*It appears that there would be moderate support for the development of a dog park.*

**Recommendation: The committee would recommend the creation of a Dog Park and would suggest that it could be located at the current location of Freeman Park which is next to Northrup Realtors on Main St. at the Wakefield line.**

*Existing Facilities (vol III 4.3 pg. 18)*

*The planning program assumes that all existing facilities can be maintained and have the ability to withstand 250 annual uses. However, undersized or generally inadequate facilities such as the Huckleberry Hill School, Summer Street School*



*and St. Maria Goretti's Parish do not necessarily have adequate geometry or turf condition to withstand this demand. Therefore, unless these facilities can be improved to withstand 250 annual uses, an additional two to three (2 to 3) multi-purpose fields may be required beyond the proposed planning program.*

*With improvements to the durability of existing fields, maintenance of an effective inclement weather policy, implementation of rest periods and re-distribution of demand to less utilized fields, the creation of five to six (5 to 6) new fields will enable the Town to support its current and projected sports programs without chronic detriment to facilities, and the serviceability and safety deficiencies that result.*

**Recommendation:** The committee concurs with this recommendation and would suggest that there be a onetime appropriation of \$ 780,352 (See Appendix F) which will allow the Town to make field improvements to existing fields that require upgrades to withstand the 250 uses per year and recreational facilities that are in gross need of upgrading and repair bringing them into compliance with normal recreational field standards. (NOTE: This recommended amount assumes that Option 1 is implemented creating new fields at the Middle School and High School; in the event that no changes are made at the high school the committee would recommend an appropriation of \$ 1,209,618 for improvements to all fields).

During discussions with Gale regarding the current condition of our fields they were quick to point out that the field maintenance budget in Lynnfield is exceptionally low. Lynnfield currently appropriates approximately \$ 227,600 per year for field maintenance and Gale applied normal field maintenance cost standards to the current inventory of Lynnfield fields and advised that budget should be approximately \$ 381,537. Implementing any portion of this plan makes no sense unless the appropriate resources are provided to provide continuing field maintenance and upkeep. The larger the investment pursuant to this recommendation, the more compelling the logic to improve the current maintenance program for the fields. Gale projects that the annual maintenance of these facilities upon completion of Option 1 will be approximately \$406,537 and we believe that should be funded on an annual basis.

**Recommendation:** The committee recommends that the annual maintenance budget for playing fields be increased from \$ 227,600 per year to \$ 381,537 per year pending the completion of Option 1 of the master plan and that the expenditure of these funds by the Director of the DPW be done in conjunction and coordination with the Recreation Commission and their Field Director as well as the Lynnfield Public Schools.

**Recommendation:** the committee recommends that the maintenance and repair budget for fields be increased to \$406, 537 upon completion of these fields and that a portion of the fees collected from field use be used to offset the costs of maintenance.

Late in our exploratory work the Committee received written correspondence from two young Lynnfield residents. This letter asked us to consider the creation of a skate board park in Lynnfield. A copy of that correspondence is attached as Appendix G. Members of

---

Normal – Discussion from the Committee

*Italics – quoted from the Gale Report*

**Bold – Recommendations from the Committee**

the committee met with the young men and discussed this request. It is apparent that a number of neighboring communities have invested in facilities that allow these young skateboard enthusiasts a place to practice their sport without hanging at the local shopping area and other public places. They are requesting a similar investment be made in Lynnfield.

**Recommendation: The committee agrees that a Skate Park and a Roller Rink would provide a recreational outlet for the younger participants and would suggest that it be included in the Middle School plans since many of the participants are Middle School aged.**

We want to thank the Board of Selectmen for your interest in solving this very complex problem that has existed for decades. The reality is that the work has just begun. The committee believes that we can provide one of the nicest field complexes in the area by developing a comprehensive plan to improve these fields. It will take creativity, ingenuity and a willingness to come together to benefit the interests of all athletes in Lynnfield. And it will take an inordinate one-time expenditure to make this happen. We believe that now is the time to move this problem forward with an all-inclusive solution that will benefit not just the athletes at Lynnfield High School but athletes of all ages and athletes for years to come.

Lynnfield has much to be proud of. Our school system is recognized as one of the finest in the state. There is a long list of teams that have won state championships at both the High School and youth levels. We are an attractive community for young families to move into and that benefits all of us with increased values on our homes and a reputation in the area as a great place to live. We can enhance that reputation by showing our commitment to organized recreational activity through the creation of the nicest complex in the area.

The committee believes that implementation of this plan will do all of that and looks forward to working with the Board of Selectmen, School Committee and Recreation Commission to get this done.

Respectfully submitted,

The Field Committee

Arthur Bourque	Kyle Shinnick	Bob Priestley
Kevin Sullivan	Kevin McHugh	