

## Deirdre Gilmore

---

**From:** Charles J. Aspinwall <caspinwall@millis.net>  
**Sent:** Tuesday, October 08, 2013 3:37 PM  
**To:** Andrea Wagner; Charles Vecchi; Chris Smith; Craig Schultze; Deirdre Gilmore; Doug Riley; Jim Smith; Peter Jurmain; Richard Molloy  
**Subject:** FW: study - town fields

FYI – the estimate is for appropriation purposes only. We must issue an RFP based on qualifications for such a study.

*Charles J. Aspinwall  
Town Administrator  
900 Main St.  
Millis, MA 02054  
508-376-7040  
508-376-7053 (fax)*

---

**From:** Hamlin, Garrett [mailto:Garrett.Hamlin@tetrattech.com]  
**Sent:** Tuesday, October 08, 2013 3:21 PM  
**To:** Charles J. Aspinwall  
**Cc:** Pellegri, David  
**Subject:** RE: study

Hi Charlie-

It was good talking with you today about the potential field study in the Town of Millis. As I understand it the study would include looking at the municipal fields adjacent to the school; the school fields, the Oak Grove Farm; the Cassidy (sp?) property across from Oak Grove; and the Conservation Commission property.

This study would need to be coordinated with the ongoing work of the Field Committee that was commissioned by the Selectman. It would also need to account for the specialized needs and uses of the school athletic and physical education programs. Preliminary cost estimates for preferred solutions should also be a part of the study.

A reasonable ballpark for the value of this kind of study would be in the \$25-30K price range.

We would be very interested in working with the Town on a study like this. Please let me know if you need any additional information.

Garrett

**Garrett C. Hamlin, AIA, NCARB** | Director of Architecture  
NY Tel: 518.434.3133 | MA Tel: 508-903-2412 | Cell: 518.369.7812  
[Garrett.Hamlin@TetraTech.com](mailto:Garrett.Hamlin@TetraTech.com)

**Tetra Tech Architects & Engineers** | [www.tetrattech.com](http://www.tetrattech.com)  
80 State Street | 2<sup>nd</sup> Floor | Albany, NY 12207  
One Grant Street | Framingham, MA 01702  
Worldwide Offices: New York | Massachusetts | Connecticut | New Hampshire | New Jersey | Qatar  
A NASDAQ Company: TTEK

PLEASE NOTE: This message, including any attachments, may include privileged, confidential and/or inside information. Any distribution or use of this communication by anyone other than the intended recipient is strictly prohibited and may be unlawful. If you are not the intended recipient, please notify the sender by replying to this message and then delete it from your system.



---

**From:** Charles J. Aspinwall [<mailto:caspinwall@millis.net>]  
**Sent:** Monday, October 07, 2013 1:41 PM  
**To:** Hamlin, Garrett  
**Cc:** Nancy Gustafson; Andrea Wagner; Charles Vecchi; Chris Smith  
**Subject:** study

Mr. Hamlin – Nancy Gustafson has provided me with your contact information.

I understand that there was discussion of athletic field needs during the interviews conducted as part of the School Department's space needs study. Millis Selectmen have appointed a committee to look at that issue and they are shortly going to present their findings to the Selectmen. One of the findings so far is an acknowledgement that Millis does need additional field space. There has also been discussion about the need for and upgrade to the High School playing fields and track.

After the committee presents its findings to the Selectmen one of the next steps would be to develop cost estimates for particular projects that meet these needs. Additionally there needs to be discussion about maintenance costs going forward for all fields.

I am seeking a cost estimate for such a study which would examine the existing sites and potential sites, and develop costs estimates for these. Would you kindly call me to discuss this?

Regards,

*Charles J. Aspinwall*  
*Town Administrator*  
*900 Main St.*  
*Millis, MA 02054*  
*508-376-7040*  
*508-376-7053 (fax)*