

**TOWN OF MILLIS
FIELDS ADVISORY COMMITTEE
JUNE 12, 2014 7:30 PM
900 MAIN ST. MILLIS MA 02054 ROOM 229**

ATTENDING:

James McKay
David Baker
Richard Nichols

Charles Aspinwall
Chuck Adelsberger, CDM-Smith

Mr. McKay, acting as Chair, called the meeting to order at 7:30 PM. He stated that he and Mr. Aspinwall had met with Mr. Adelsberger prior to this meeting to discuss a new scope of work for the second phase of the project. Mr. McKay asked Mr. Adelsberger to address the recommended scope of work.

Mr. Adelsberger said CDM-Smith discussed the scope internally to their company and their recommended time frame for completion of this phase was the same as the town had requested in their meeting, September 15th. The Phase I report is in process, and would have a final draft for the committee next week. He said he would put the draft on an FTP site.

Mr. Nichols said that he is surprised that the synthetic turf issue keeps coming up. Mr. Baker said that it is incumbent on the committee to address the environmental and health concerns expressed by Mr. Yeager at the last meeting. We should discuss the issue with DEP and advocate for its use in proximity to wetlands. Cost could be an issue though. Mr., Nichols said that we would have to document costs of maintenance with respect to maintenance costs and staff costs.

Mr. Baker noted the School department is now entering into a School Building Authority Project and that could have some bearing on the willingness of the public to spend funds on fields. He said that the committee may want to revisit the fields Oak Grove Farm's Ridge Street side. Mr. Nichols said that use of those fields was decided upon at a prior meeting and the committee decided not to pursue fields on that side. Pursuit of fields on the Ridge St. side could alienate the Oak Grove Farm (OGF) Commissioners. Mr. Nichols said that the Committee needs to reach out to the soccer groups and go to their meetings to inform them of the project.

Mr. Adelsberger said that buy in from the user groups is important to assisting CDM with focusing on its scope of work. He presented a scope of work for the high school, Clyde Brown School and OGF fields, leaving the Cassidy fields for the future. He has included parking in the OGF scope and outlined the tasks needed to achieve preliminary design. CDM will concentrate on the location of the High School fields.

Mr. Aspinwall inquired if CDM had contacted their subs and were their schedules open for the work. Mr. Adelsberger said the surveyor is ready to go. He suggested that Parking at the OGF had to be investigated further and an inquiry of the OGF commissioners about where they would like to see added parking must be made. Mr. Aspinwall responded that parking at the Town Park would also have to be addressed in the scope.

Mr. McKay said that it would be crucial for the committee to have the revenue and operating costs ready for discussion in September. Mr. Baker added that we should consider a fields enterprise fund. He also stated that he is concerned about getting all the information out to voters by September. We may have to consider splitting projects in order to accomplish all the work.

Mr. Aspinwall asked Mr. Adelsberger to address the concept of CDM doing all the work or subbing some of it out. Mr. McKay added that he thought subbing out the work would add a month and a half of time to the process. Mr. Adelsberger confirmed that he did not think his firm could meet a September deadline and get all the work done. Mr. Nichols said that he favored putting all of the scope of work in one contract with CDM and Mr. Aspinwall concurred, citing the compressed nature of the schedule.

Mr. Adelsberger said that he would revise the scope of work to include more effort to address the parking issues at the OGF and at Town Park. He recommended surveying three potential parking areas at the OGF, the existing lower field parking, expanding the existing upper parking and the "bowl" at the entrance adjacent to Exchange St. Mr. McKay pointed out that the committee would have to meet prior to the Selectmen's meeting next week to review the additional scope developed by CDM. M. Aspinwall suggested that the committee meet at 6:30 PM on June 23, prior to the Selectmen's meeting. We would need the CDM proposal by June 19th at noon for the Selectmen's packets.

Mr. Baker made a motion to approve the minutes of the May 29, 2014 Fields Advisory committee meeting, seconded by Mr. Nichols, vote 3-0 in favor.

At 9:06 PM Mr. Baker made a motion to adjourn, seconded by Mr. Nichols, vote 3-0 in favor.

Respectfully submitted,

Charles J. Aspinwall