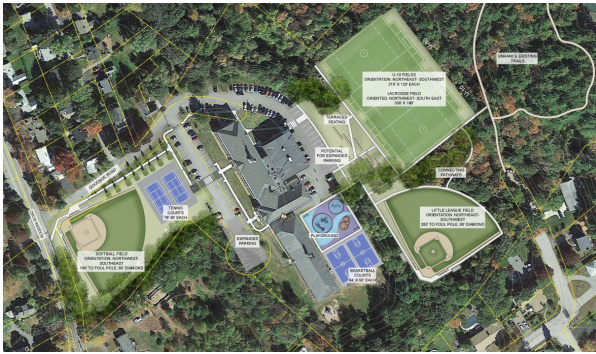




MASTER PLAN FOR ATHLETIC FIELDS

Kittery, Maine



Images of Study Properties

Town of Kittery

Master Plan for Athletic Fields

2015

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APPENDIX

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Concept Master Plans

The study that follows provides a comprehensive analysis of all existing conditions and a series of recommendations for improving field facilities throughout the Town of Kittery system. We have looked specifically at the fields that are owned, operated and managed by the Town. The list of properties is as follows:

Memorial, Tobey and Dewolf Field Complex	Haley Field
Shapleigh Middle School Fields	Emery Field
Mitchell Field	Kittery Community Center at Frisbee Common

Work included the preparation of a need assessment that was based on our examination of the physical conditions of all fields and on information gathered during a series of meetings with key user groups and stakeholders. As work progressed, it became clear and obvious that:

- There are insufficient playing venues to meet the increasing demands of the Kittery community.
- Due to heavy and often excessive use during all seasons of the year and during all types of weather, turf conditions are stressed at many locations.
- Poor playing conditions can demoralize users and increase the risk of injury.
- Town maintenance operations staff, which is hampered by their small numbers and lack of materials and equipment, wages an uphill battle in an effort to maintain the best conditions possible.
- Despite the limitations above, quality turf conditions have been achieved at several playing venues, including most notably Emery field.
- The lack of a clear, concise and evenly enforced “Field Use Policy” places those responsible for field upkeep at a great disadvantage. Surrounding towns have long since adopted policies that have proven crucial to the maintenance of improved field/turf conditions by controlling use particularly during poor weather.
- Kittery must adopt such a policy so that appropriate controls govern the use of the fields and allows for improved playing conditions to be achieved. Of note, Little League and Youth Soccer officials are able to maintain higher quality playing conditions at their privately managed venues due to their abilities to control use, especially during poor weather.
- Kittery must look for opportunities to create new playing venues at alternate properties. As an example, undeveloped lands adjacent to Haley Field are suitable for the development of new field footprints. Without new venues, improved playing conditions will never be attained.
- The Town must set aside funds to renovate existing facilities as new venues come on-line. Improvements can be accomplished through a traditional public design, bid and construct process or through other creative means that have potential cost benefits. These other means are described elsewhere in the document.
- The Town must aggressively pursue other traditional state and federal funding sources in order to reduce the financial burden on residents and to match local funding authorizations.

Surrounding towns have moved aggressively to expand their field-based playing venues due to dramatically increased rates of participation in traditional (baseball, football, soccer) and newly emerging (lacrosse, field hockey) sports and the ever-expanding participation rate of women and girls in general. Kittery sees the same expansion in the number of programs offered and the number of individuals participating. Recent improvements to Memorial, Tobey and Dewolf Field Complex represent an important beginning, but

conditions at other facilities are not likely to improve without recognizing the need to adopt many of the basic recommendations identified within this Executive Summary and throughout the master plan that follows.

We invite you to review the larger document that follows and to actively participate in an endeavor to provide improved field-based recreational and athletic opportunities to all residents of Kittery, but especially to the youth of the community.

**KITTERY FIELD SUMMARY EQUATION
HUGE NUMBER OF PARTICIPANTS + NOT ENOUGH
PLAYING FIELD VENUES = POOR TO FAIR FIELD PLAYING
CONDITIONS OVERALL**



Acknowledgements

We gratefully acknowledge the many individuals from the Town Administration and from a variety of youth sports programs for their participation in every aspect of this master planning process. Their ability to understand Kittery's most critical athletic facility and recreational needs, to create solutions that address those needs and to develop realistic strategies for implementing the actual improvements will help yield positive benefits to all future users as key parts of the Master Plan are implemented in future years.

Thanks in particular to Nancy Colbert Puff, Town Manager; Norman Albert, Commissioner of Public Works; Jeremy Paul, Assistant Recreation Director; and Tony Marino, President of Kittery Athletic Field Improvement Committee and the entire KAFI Committee for their assistance in providing key backup data and mapping for the individual properties and for their advice during the development of all aspects of this plan. Thanks to many other members of the Kittery sports community who attended the public meetings in order to indicate their likes, dislikes and desires in regard to the past, present and future use of the various athletic facility properties. Thanks also to those sports organization members who came out to express their concerns and to the many representatives of other Town departments (including the School Department) who provided advice and insight. The recommendations contained in this Master Plan document represent our best professional judgments and expertise tempered by the unique perspectives of each of the participants in the process.

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June 2015



The Town of Kittery retained Weston & Sampson in early 2014 to complete this comprehensive Athletic Fields Master Plan. The Town of Kittery has funded the work in order to assess current field properties that provide critical outlets for athletic competition and enjoyment for all residents (youths and adults) of the community.

It is important to note that field recreation needs relate not just to the sports/athletic programs that make use of them, but also to less formal recreational pursuits by individuals not aligned with a specific organization, like the neighborhood kids who seek a pickup game of football, baseball, or soccer within a particular venue. In addition, we must consider that recreation is multi-generational and the final master plan will identify strategies for improving field opportunities for those of all ages.



The image above identifies an aerial view of Memorial, Tobey and Dewolf Field Complex. The vast majority of field playing venues that are controlled by the Town typically receive extremely heavy use and the inevitable scheduling conflicts that occur between school athletic programs and town-based youth/recreational sports leagues.

This master plan will serve as a guide for the future development of park and recreation properties, as well as a tool to secure funding from various private, Municipal, State and Federal sources.

The specific scope of work undertaken by Weston & Sampson included:

- Compilation of base maps and plans suitable for the development of all conceptual design plans for each of the properties being considered
- Record and report on all existing conditions at each property
- Identify safety issues and site limitations, constraints and opportunities for each property
- Formulation of a town-wide field's user assessment to evaluate current use and identify needs.
- Compile needs assessment results and identify the most critical field needs
- Engage the Kittery sports community in a public dialogue to further establish and confirm needs, preferences and priorities in relation to the future renovation and restoration of each property
- Develop concept plans for each property prepared specifically in response to community needs and preferences, and ultimately to be endorsed by both community participants and the Town representatives in the form of a "preferred" plan for each property
- Establish budgets and phasing, funding and implementation strategies for all desired property enhancements
- Develop and reproduce the final, finished preferred master plan

During the past several months, representatives of Weston & Sampson have developed conceptual and final "preferred" master plans for each of the designated field facility properties. The master plans were generated in response to the needs of the Town as expressed by various user groups and others in the Town Administration who are responsible for the programming and maintenance of the various sites. At the outset of the process and in conjunction with the master planning work, Weston & Sampson representatives frequently toured the properties in order to assess the existing conditions of all field facilities, identifying current limitations, safety and maintenance issues and potential opportunities for providing improved facilities and improved user experience. Existing conditions assessments are included in the form of a series of photographs, plans and narrative descriptions contained later in this document.

The major points of the conceptual master plans for each property were presented on numerous occasions to key stakeholders during January and February 2015 and to the general public at public outreach meeting held during June 2015.

In addition to identifying capital improvement priorities for each site, it is important to note that this field's master planning document also identifies important considerations pertaining to the establishment of a fields use policy. If adopted, this field's use policy will help to:

- Clearly articulate when fields are available for use and when they are closed due to inclement weather, the need to "rest" turf or for other maintenance or refurbishment efforts.
- Reduce the pressure on those making the decisions to close or delay opening a field by having clearly defined expectations and protocol.
- Improve conditions at each playing field venue by eliminating play during poor weather. Poor weather use of fields can destroy in moments what has taken months to prepare for use and enjoyment.

It was clear that the desire of all participants in this process was to enhance playing conditions for all sports groups and players at all locations so that competition could be held within venues that meet minimum organizational standards and that are safe, attractive and comfortable for both users and spectators. In short, there was a strong desire to establish field playing venues that the Town could take pride in. This report represents the culmination of the master planning process.

This report contains narrative and graphic depictions of the preferred master plans with descriptions of potential improvements, potential expansion scenarios and implementation strategies. In addition to identifying new and refurbished facilities that meet the needs of various programs and activities, there was an

attempt to identify other important initiatives that might improve the overall performance of a property/facility including, improved parking, site access and circulation, and improved ancillary features and landscape qualities that establish the characteristics inherent to first-class park and athletic facility properties. Implementation of the improvements outlined in this master plan will require significant effort. The Funding Opportunities section of the report identifies potential granting agencies, non-profit entities and other sources of capital dollars or in-kind services that might help with refurbishment of one or more of the properties.

It is important to note that a “master plan” is typically general and dynamic; and as such, the recommendations are not “cast in stone”. It is fully intended that, as particular projects are implemented, the actual scope of improvements contained in this report will again be validated or refined to meet actual field conditions through a continuing dialogue with stakeholders.

Background

The master plan focuses primarily on six public, Town-controlled and operated playing field venues located at six properties. The properties are located geographically near the center of Kittery, with virtually no playing fields within the far northern or eastern sections of Town and with only Mitchell field located on the eastern side of the bay.



Fields at the Shapleigh Middle School (photo at left) and Memorial, Tobey and Dewolf Field Complex (photo at right) are two of the most frequently used facilities in Town.

The master plan does not examine field properties that are privately operated and maintained by youth sports organizations.

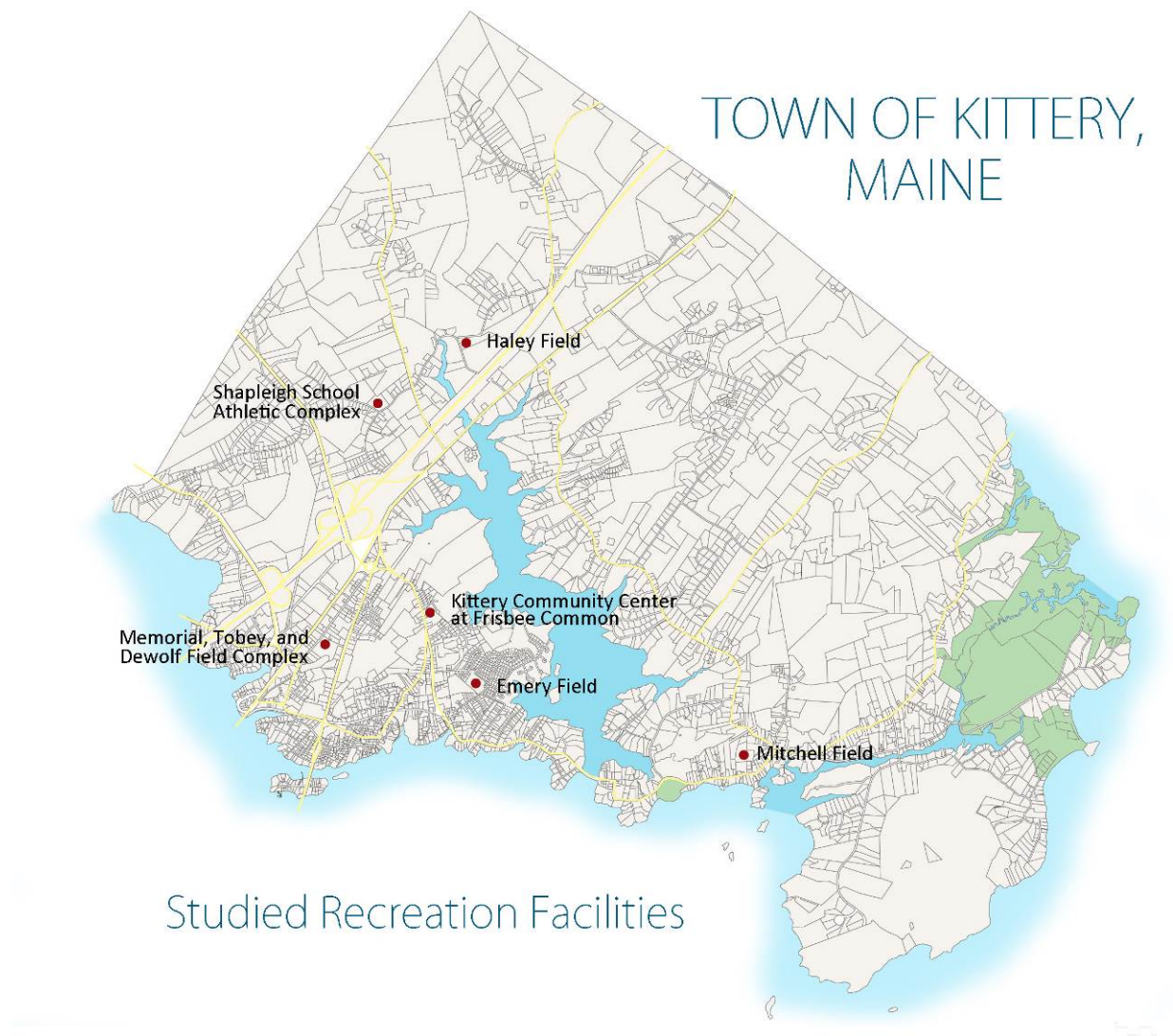
The list of properties and summary of basic assets is included below.

List of Parks and Recreation Committee Properties

<u><i>Property</i></u>	<u><i>Address</i></u>	<u><i>Acres (*)</i></u>	<u><i>Description of Facilities</i></u>
<i>Memorial, Tobey and Dewolf Field Complex</i>	78 Old Post Road	4.7	Multi-use property, facility is used for high school sports and Little League. Support buildings in various states of repair. The large Tobey Memorial Field House is a tremendous asset to this site.
<i>Shapleigh Middle School Fields</i>	43 Stevenson Road	5.9	Multi-use property, facility is part of the Shapleigh School and includes restrooms and a concession stand. Recently reconstructed track and field facilities. Play is in close proximity to hazards without warning tracks.
<i>Mitchell Field</i>	7 School Lane	.75	Multi-use 5.9 acre property adjacent to the First Baptist church and cemetery. Facility is part of the Horace Mitchell Primary School.
<i>Haley Field</i>	19 Litchfield Road	3.2	Soccer fields, less than a mile away from the Shapleigh School. Includes a drainage swale and small parking area.
<i>Emery Field</i>	2 Cole Street	3.1	Multi-use property with fields adjacent to Street; includes basketball court and multi-use field. Adjacent to the old Kittery Community Center.
<i>Kittery Community Center at Frisbee Common</i>	120 Rogers Road	1.5	Little League Field adjacent to the new Kittery Community Center. The streets abut the foul lines with a gradual slope in the outfield towards the parking and a wooded area.

(*) Area dedicated to fields, not total size of property

In order to fully understand the field needs of the Kittery community it was important to recognize major properties that provide important field-based playing venues.



The image above identifies an aerial view of the Town of Kittery. The locations of the properties are indicated. Note that many of the facilities are clustered toward the central and eastern section of Town, with few facilities located toward the southeastern or northern parts.

Basic Goals and Objectives

The basic goals of the master planning process in relation to the properties referenced above included the following:

- Engaging representatives of field-based sports programs in an organized and thought provoking dialogue in order to develop a series of concepts for the appropriate refurbishment, redevelopment and/or expansion of all designated properties.
- Analyzing current Town sports programming offerings and participation, identify shortages and limitations, and develop a strategy for providing new and refurbished facilities in order to specifically meet the burgeoning needs of various user groups, leagues and activities.

- Providing universal, barrier-free access to all important facilities and features located within a given property. Improvements will provide new opportunities for all park patrons, especially for the disabled and elderly within the community.
- Proposing new amenities and facilities that are well-designed and self-sustainable; that are durable, long lasting, easily maintained with limited resources, economically feasible and that may be implemented by using a combination of capital improvement funds and in-kind/volunteer services and donations.
- Developing plans that provide upgraded ancillary facilities such as drives, parking areas, pedestrian connections to facilities within the property and appropriate linkages to adjacent facilities.

Informational Meetings and Public Comment

The master planning process included a series of informational and public comment sessions, with primary meetings identified in the chart located below. (Refer to Appendix for all meeting Agendas.)

Meeting	Subject	Date
<i>Field Study Advisory Group</i>	Project kick-off meeting, outline scope of work, review project schedule requirements	January 12, 2015
<i>Field Study Advisory Group</i>	Further outline of project schedule, review initial field reconnaissance findings	February 4, 2015
<i>Initial Public Outreach and Input Meeting</i>	Review of initial mapping and field reconnaissance efforts, receipt of comments regarding limitations and opportunities at all playing venues	February 10, 2015
<i>Field Study Advisory Group</i>	Review of initial site concept plans	March 2, 2015
<i>Public Outreach Meeting</i>	Present draft improvement plans, receipt of comments and suggestions for moving forward	March 4, 2015
<i>Field Study Advisory Group</i>	General review of DRAFT master plan document including all field concept plans...	March 30, 2015
<i>Public Outreach Meeting</i>	Identify options for field planning efforts	April 8, 2015
<i>Field Study Advisory Group</i>	Detailed review of DRAFT master plan document including all field concept plans...	June 9, 2015
<i>Board of Selectmen</i>	Present Kittery Athletic Fields Master Plan and receive public comment	TBD

Meetings with the core Field Study Advisory Group were held at Star Theater in Kittery Community Center, as were larger public meetings involving sports league stakeholders, elected officials and members of the general public. Large-scale colored plans and PowerPoint presentations were used to communicate master plan findings, recommendations and concept diagrams for each of the properties. Feedback from each meeting was generally constructive and positive with most participants expressing keen interest in achieving dramatic improvements to sports fields in order to provide enhanced conditions for all users.

SECTION 3

Needs Assessment

In order to assess the best use of each property, it was important to consider the most pressing needs of the entire Kittery community. This Needs Assessment represents a synthesis of the information obtained during the hosting of information meetings and of the data generated during the master planning process. In order to compile the array of needs, a variety of methods and tools were used including those summarized below:

- Information obtained at informational meetings
- Information obtained at meetings with all key stakeholder groups including schools, Recreation Department and all other sports groups and organizations
- Information and advice from the Town staff members including all key departments (Town Administrator's Office, Public Works and Engineering Departments, Recreation Department) as these individuals are charged with the maintenance and operation of all facilities.
- Other anecdotal data
- Analysis and inventory of existing facilities and conditions throughout the Kittery playing fields system
- Use of recognized parks and recreation related standards and requirements

In regard to the last two items, comprehensive inspections were conducted at each of the six playing field venues in order to inventory the quantity of various facilities and to assess their conditions. The physical condition of a facility can often be a strong indicator of the degree of use or overuse, especially in a community like Kittery where significant resources are expended in an attempt to achieve quality playing conditions. Extensive wear and tear exhibited within a field always identifies a need, whether it is a need for additional fields to accommodate the sheer number of users, or the need for fields that are properly constructed and therefore able to be better maintained.



The Community Center at Frisbee Common (photo at left) and Shapleigh Middle School softball field (photo at right) are much loved and far to over-used to the point where maintaining quality playing conditions is impossible.

In the end, information compiled during the informational meeting process, the inventory of current facilities and the analysis of existing conditions were most critical in determining the needs of the community. As some of the Town's playing field needs are met at dedicated school properties, the resulting Needs Assessment takes into account the inherent scheduling difficulties that occur when playing field venues must

accommodate school related activities and events first and foremost while other Town youth sports league events must fill in around the school schedules.

In addition, there is a general lack of dedicated rectangular-shaped fields that are available for the exclusive use of football, soccer, lacrosse, field hockey and other similar athletic programs. As a result, the sports programs that require rectangular-shaped fields often make use of “multi-use” fields that physically overlap baseball, softball or Little League field venues. Under this scenario the overlapping nature of the field creates scheduling conflicts, creates physical conflicts if unlike activities are attempted at the same time, and ensures that facilities are in extremely high demand during all playing seasons. Maintaining turf under these conditions becomes a major challenge.

Kittery is also in need of additional softball and little league fields. Currently there is only one softball field and it is located at Shapleigh Middle School which increases the amount of use and wear of the field due to extracurricular sports, recess and gym classes in addition to the scheduled practices and games. They are forced to play and practice on little league fields, which are already being used to their full capacity.

It is also important to note that many respondents expressed an interest in the development or improvement of other ancillary facilities at the various playing field properties (support buildings, backstops, fencing lines, parking areas, sports lighting, irrigation, basketball courts, children’s playground equipment...).

Other factors playing into the development of an appropriate recreation needs assessment for Kittery include the following:

Current Trends- The popularity of certain recreational activities decreases and increases over time. For instance, lacrosse is experiencing incredible growth in many New England communities, including Kittery, which doesn’t have a single lacrosse field. Soccer continues to maintain great popularity with more than 1,000 participants.

American colleges, through their admissions policies, increasingly promote the need for well-rounded students that are immersed in both academics and extra curricular activities. This, in addition to a national movement toward improving “wellness” through better diets and activity has been cited as a possible contributor to the increase in athletic participation rates in many suburban towns, including Kittery.



The Community Center at Frisbee Common property contains undeveloped land that is suitable for potential field expansion pursuits.

Increasing Athletic Field Usage - Be it due to the increase in the popularity of athletics, enactment of Title 9 for women's sports, or Kittery's increased school age population or a combination of the three, the number of the users of the playing field venues is increasing. The construction of new venues has not kept pace with the increased participation rate. And with shrinking numbers of maintenance support staff it is easy to see why poor field conditions prevail at numerous locations.

Field Use Analysis - Weston & Sampson concludes that the fields are used more than 200% of their safe use annually. This does not include outside regular events such as the Carnival, fireworks, rentals, passive recreation or other informal events that may occur. Refer to Appendix B for a detailed table of field usage. The following is a summary of the average study field use:

- The six study fields were used an estimated 4,639 hours, with no active athletics occurring at Mitchell Field, there was an average of 928 hours per field.
- More than 1,243 scheduled events occurred at the study fields in the fall for an average of 249 events per field during the season. More than 1,050 scheduled events occurred at the study fields in the spring for an average of 210 events per field during the season.
- Over 2,516 total annual "users" or an average of 504 annual "users" per field (not including Mitchell Field) stepped foot on the study fields to participate in various sports activities. This number does not account for spectators, unsanctioned recreational uses, recess, and gym class activities, among various other miscellaneous uses.

To provide a better understanding of the analysis and recommendations in this report, it is useful to compare the industry standard recommendations with the assumptions used in this report. The industry standards and report assumptions can generally be divided in two categories: "ideal utilization" and "realistic utilization" assumptions. The list below outlines some of the ideal recommendations of turf professionals (Sports Turf Managers Association (STMA) and Turf Magazine, and various Universities) regarding the use and maintenance of the athletic fields.

- Make every effort to begin each season with 100% turf coverage.
- Industry field and turf professionals recommend limiting field event scheduling to 25 to 50 events (100 to 250 hours) of use per year. Natural turf areas become noticeably thin and bare beyond this limit and unable to recover.
- Each field should receive at least eight (8) weeks rest (no use at all) during the active growing season each year to allow the turf to rejuvenate prior to the next year's use.
- Each field should receive one inch minimum of water, through rain or irrigation, each week, to maintain healthy and vigorous growth.
- Turf should receive the same level of industry recommended maintenance during active, inactive, and field rest periods.
- Each field should receive one (1) full year of rest with a full rejuvenation program every four (4) years to permit turf to be revitalized and to develop a sufficient "thatch" layer. Although seasonal thatch removal is a normal part of turf maintenance, athletic fields require a certain thickness of thatch to protect roots from players' cleats, to maintain moisture, and to cushion players from injury.
- Football, soccer, and lacrosse tend to be more damaging to turf than other sports such as baseball and softball. Thus to prevent overuse of natural turf, a shared use field, i.e., soccer teams using baseball outfields, tends to be discouraged by field maintenance professionals.

While the above recommendations are "ideal utilization", Weston & Sampson believes that it is unrealistic for most municipal recreation and maintenance departments to administer these "ideal" recommendations as a

whole. Fiscal budget, personnel and facility supply limitations require a more “realistic utilization” of athletic fields. Listed below are industry standard recommendations for realistic utilization:

- Make every effort to begin each season with 100% turf coverage.
- Field scheduling should be limited to 75% to 90% of maximum capacity per week to allow sufficient rain date game replays; allowance for field, player, and equipment setup/takedown time; and some measure of in season field rest.
- Limit use of each sufficiently maintained natural turf field to 250 to 300 hours of use per season.
- Sufficient field quantities should exist to permit each field at least four (4) weeks rest (no use at all) during the active growing season each year to allow the turf to rejuvenate prior to the next year’s use.
- Fields that are not irrigated should be scheduled for minimal use during the summer season with play rotated frequently during the season to minimize turf damage, or provide on-site irrigation or watering systems for each town field. Exceptional damage occurs easily with use during hot and dry summer months.
- Maintain sufficient thatch levels and vigorous turf. All fields should receive the industry- recommended levels of maintenance throughout the spring and fall growing seasons.
- Play on multi-use fields should be routinely rotated, where possible, to minimize areas of turf damage and wear.
- Fields should be aerated and slice-seeded as necessary to ensure adequate root growth and turf coverage.

Given all of these factors, and as a result of the survey and master planning process, many basic needs have been identified, as summarized below:

KITTERY’ S PLAYING FIELD NEEDS

More Playing Venues to Accommodate Usage
Fewer overlapping / Multi-use Fields
Opportunities to Rest Fields
Greater Access to Various Facilities
Improved Ancillary Facilities (Irrigation Systems, Bleachers, Backstops...)
Lighting to expand Period of Usage
More Funding for Basic Field Maintenance and Improvements
Increased Staffing Levels to Maintain Fields
New Capital Funding for Major Improvements at Field Properties

It is anticipated that the Town will require additional facilities in the future to meet the continued town-wide increase in sports activity participation rates. The “preferred” plans developed for each of the athletic field sites attempt to address the needs that are most pressing, most widely supported and most realistic given the nature of the properties that are available and given the fiscal realities of the community. However, since land is tight at all venues, there are limited realistic opportunities for field expansion at existing facilities, which will cause Kittery representatives to look to other potential open space properties in order to seriously address the poor playing conditions and lack of venues that characterize the system. There is also a need to limit the distance and amount of travel time for High School athletic programs. Relying on the refurbishment of existing facilities alone is risky, as capital investments may deteriorate rapidly unless the rates of use can be significantly curtailed at each playing venue.

SITE ANALYSIS, FIELD USE POLICY & RECOMMENDATIONS

Site-by-Site Analysis

Weston & Sampson (W&S) visited the sports field sites between January 2015 and April 2015 in order to complete an inventory and analysis of all relevant conditions. W&S identified issues and opportunities for improvement at each of the field sites. The focus of our work was aimed at playing fields, although we did review other recreation elements that included courts, children's playgrounds and related amenities.

Based on these findings and Town input, we have developed a site analysis and existing conditions summary for each of the individual fields. Analysis covered field geometry and orientation, intensity of use, condition of turf and other surfaces, and types and condition of all ancillary features and facilities (backstops, benches, spectator seating, fencing etc.). In addition, topography, drainage, utilities and irrigation, pedestrian and vehicular access, circulation, ADA accessibility, parking, passive and active recreation uses, ecological factors, and other design elements were evaluated.

Base Mapping

In order to present and describe the existing conditions of each site, W&S representatives with assistance from town staff members gathered available mapping and reports to support all plans and narratives. A variety of mapping sources were compiled for use in establishing a suitable base plan including the following:

- Aerial photography (numerous dates)
- Topographic and property line mapping related to certain sites
- Maine GIS mapping (MEGIS)
- Earlier Design Plan

The Maine Office of GIS topographic mapping, corresponding aerial photography and on-the-ground surveys done by members of Weston & Sampson proved most useful and appropriate for the development of existing conditions plans, aerial photographs and proposed improvement plans. Although the mapping/aerial photography was considered adequate for the purposes of this master planning effort, it should be noted that new and more precise topographic, detail mapping and property line surveys may be required in order to develop final design and construction bid documents for the implementation of actual improvements at various properties.

W&S staff members undertook extensive field reconnaissance work in order to observe how properties are used, to better understand the physical characteristics of the land and to document the existing conditions of the natural and man-made features of each property.

Through this master planning effort Weston & Sampson representatives and Kittery Town officials were able to assess the Town of Kittery's major Town owned and maintained athletic facilities as a whole. This effort provided a unique opportunity to analyze the uses and activities throughout the Town and to develop a list of thoughtful and achievable enhancements at each of the facilities that will provide benefits to all members of the community.

Field Use Policy

During the completion of the site analysis efforts at various field properties and in discussions with town staff members, it became apparent that Kittery has never established a formal field use policy. In recent years, many similar, nearby communities have adopted field use protocols in order to:



- Bring fair and equitable treatment to all user groups.
- Control use of fields during poor weather conditions (note that good field and turf conditions can be drastically deteriorated by a single use/event held during bad weather).
- Protect recent/future field improvements.
- Maintain better field conditions overall.
- Reduce pressure on, and help protect decision makers by adopting a clearly articulated and evenhanded use policy that is widely published and understood.

Field use policies have become critical tools in establishing basic order and in protecting the significant investments that have been made at field complexes throughout the region. In fact, it is the desire to maintain superior playing conditions once major capital projects have been completed. That desire has motivated many communities to establish use protocols.

- In Waltham, officials will not rush the opening of a new field facility until maximum grow-in (turf establishment) has been achieved. In this way, they are protecting their significant capital investments by preventing use until facilities can withstand play.
- In Needham, fields are often closed for short periods of time for minor renovation efforts (seasonal aeration and slice seeding operations). This inconveniences user groups, but the need to maintain good playing conditions takes precedent.
- Westwood and Needham officials all aggressively monitor field conditions and issue advisories to user groups as to field status. In Needham, a parent or player doesn't leave for an event without checking the field status on the Town's website or recorded information line. Coaches also alert parents and players through e-mail messages. During peak seasons, updates are issued on a daily basis (typically by 3:00 PM weekdays and early morning weekends). Needham recreation programming and public works staff collaborative to determine whether a field facility will be open for use.
- Waltham and Westwood hold violators of field policies responsible for damages to facilities.
- In many communities, fields that are plagued by heavy, wet soils that are slow to drain can be closed for several days until drier conditions allow for use without risk of excessively damaging the turf and underlying soil structure.

Excerpts from neighboring Westwood's "Guidelines for Use of Town and School Athletic Fields" are included below. The field use policy has become an essential tool in the programming, operation and maintenance of all field facilities and it helps officials to protect significant recent capital expenditures at various properties.



Town of Westwood Guidelines for Use of Town and School Athletic & Fields

Cancellation Policy:

Due to poor field conditions, potential hazards / unsafe conditions, and or inclement weather the Westwood Recreation Department and Westwood School Department reserves the right to deny an athletic activity or event from being held on a Town field. The two main purposes of this policy are to ensure the safety of participants and to prevent Town fields from getting abused and destroyed when the sod is vulnerable. Any Westwood School Administrator, Recreation official, Department of Public Works Official, Westwood Police Officer, or any other Town Official or designated person may deny use of a field and /or require an activity to stop.

Daily updates on fields, playable or closed www.townhall.westwood.ma.us, go to Recreation Department, click on field status.

Conditions that require cancellation of an athletic or field activity:

1. No field will open until the spring thaw is complete.
2. A field is automatically closed if standing water is evident.
3. Footing is unsure and slippery.
4. Ground is water logged and "squishy".
5. Grass can be pulled out of the ground easily.
6. Lightning
7. Severe weather storms
8. If concerned or in doubt about canceling, call the Recreation Department 461-0070 after 4:00 PM weekdays, or weekends after 7:00 AM.
9. League Officials make their decisions if weather / field conditions change after the initial cancellation (i.e. the sun comes out and dries the fields). They must use good judgment. If in doubt do not play or practice.
10. All League / Organization / Coach should "police" themselves, and report infractions to the Recreation & School Departments. The Recreation Department will contact League / Organization / Coach that have used fields improperly.

Use of a closed field, or one with standing water, jeopardizes the safety of all, in particular children. Future League / Organization / Coach use of Town fields will be in jeopardy if this happens. In addition, if the inappropriate use requires additional maintenance to restore the field to safe conditions, costs to repair will be charged to the League / Organization.

As Kittery considers making capital improvements to various playing field venues, it is critical to establish and adopt a field user policy to protect future improvements and to maintain desirable playing conditions. Even without new capital improvements, the policy is needed to help protect and improve current playing conditions at all playing venues. It takes considerable resources (Town funds for labor, materials, equipment etc.) to maintain fields at present. A field use policy would allow stakeholders to manage facilities better and to achieve better playing conditions as a result.



Basic steps related to establishment of a field use policy in Kittery may include the following:

- Designate the responsible party or parties who will implement and enforce the field use policy. In most communities this involves collaboration between those that offer programs (recreation departments) and those that maintain facilities (public works or parks departments). Two individuals working in concert can efficiently manage this effort.

- Review other similar policies used in surrounding towns.
- Meet with officials from nearby communities to determine strengths and weaknesses of their respective policies.
- Draft a field use policy that best meets the needs and desires that are unique to Walpole.
- Review the draft policy with key constituents and stakeholders. Establish support and buy-in.
- Adopt the policy.
- Begin implementation of the policy. Widely circulate and publicize the policy.

Field Use Policy Recommendations

It is important to note that the adoption of a clearly articulated, comprehensive field user policy in Kittery is not the sole avenue to better playing field conditions. As demonstrated throughout the master planning process, conditions will only improve by:

- Earmarking additional funds through the annual budgeting process for additional public works and parks maintenance staff hires, materials and equipment such that basic improvements can be undertaken without the need to go through a costly and cumbersome public bidding process.
- At field facilities that require major refurbishment efforts authorize capital expenditures to design, bid and construct the desired facilities. This might include the upgrading of existing facilities or the development of new facilities within undeveloped sections of existing field properties.
- It is evident that Kittery has a shortage of fields. The conflicts and pressures are documented throughout this study. It is critical to establish new playing venues at other Town-owned properties (developed or undeveloped) that are suitable for field development.

As old fields are refurbished and new fields are developed, the field user policy becomes a mechanism for protecting fields and to maintaining better playing conditions overall for all users.

More specific recommendations, on a site-by-site basis are included on the following pages.

Overall Site Recommendations

In undertaking the planning process and in developing the concept plans, a number of basic, recurring (from site to site) improvement themes became apparent. Included below is a summary of these basic improvement themes, to potentially be implemented at all or most properties as capital improvements are planned and constructed.

Pathways, Trails & Picnic Areas – Throughout the public input sessions there were many calls for multi-generational parks. The preferred master plans call for incorporating new (and upgrading where applicable) pathways, trails and picnic areas at all park and school locations. At most sites, pathways could be constructed in a manner that is ADA compliant due to the typically gentle terrains that prevail. Pathways (especially pathways that form a loop around the perimeter of a property) often become one of the most appreciated park amenities. The following recommendations are set forth in order to provide user benefits and convenience, and environmental stewardship in conjunction with the installation of new paths and trails.

- Place benches for rest, for interaction at logical social gathering points along pathways and trails, and within other peaceful and attractive settings.
- Install interpretive signage to describe a site's unique environmental, cultural and/or historical characteristics.
- Provide tree plantings to lend greater shade to the pedestrian corridors, to provide enhanced wildlife habitat and to improve overall site aesthetics.
- Provide picnic areas where desired and applicable
- Provide new and improved opportunities to access the public properties (by foot or by car)

- Provide convenient and appropriately scaled parking amenities and reduce conflicts between pedestrians and drivers.

Children's Playgrounds - Playgrounds provide a destination for neighborhood children and their parents and as such often become hubs of community life. Playgrounds also provide outlets for the siblings of children involved in other recreational activities (like a baseball, soccer or lacrosse game) at the same property. General recommendations for the proposed play areas at each of the park locations include:

- Installation of new, attractive and exciting play equipment and swing sets for use by various children's age groups
- Installation of new and/or expanded playground infrastructure including edging, surfacing and utilities
- Installation of seating, signage and other furnishings
- Installation of tree planting, landscaping and shade shelters/picnic areas

The play areas that are geared for younger children should be enclosed with attractive fence treatments. Safety surfacing must be a combination of poured-in-place rubberized surfacing, in critical fall and landing zones, and an engineered wood fiber for the rest of the playground areas. The new play areas must be compliant with all ADA requirements and with all current safety regulations. In addition to new play equipment, all required utility infrastructure (drainage, sub drainage, water service etc.) must be in place and new site furnishings that include park benches, drinking fountains, signage, trash receptacles, tree planting and related landscaping should be included.

Support Buildings – Potential locations of park support buildings are indicated on most of the preferred master plans. Support buildings would contain at least restroom and storage accommodations. Where appropriate, slightly larger structures might contain a concession room or office/meeting space. For sites where it would be difficult to connect to the town's sewer system, Clivus Multrum composting toilets are a good alternative for restrooms. These toilets use potable water sources and do not require utility connection. Refer to additional discussion pertaining to the issues surrounding the development of park support buildings that is contained in the Needs Assessment section of this document.

Athletic Fields and Courts - The master planning process identified the need for providing new and refurbished athletic facilities (fields, diamonds, courts...) in order to better support the myriad of sports programs that operate within the community. At present, based on participation rates for various activities, there are simply too few fields to accommodate the sheer number of users. The resulting problem is twofold in that certain programs cannot be adequately served and the desired field conditions cannot be maintained due to heavy programming and use. To this end, the preferred master plans:

- Recognizes the desire of community members to provide sports facilities that are first-class, that are attractive and that can be maintained with reasonable ease in a manner that fits the Town's (and league's) abilities to operate and maintain such facilities.
- Identifies the need to develop facilities that are properly oriented, properly designed and that contain appropriate setbacks and buffers to ensure user safety.
- Recognizes surrounding land use context and recognizes the need to be a good neighbor by developing safe, attractive park and recreation amenities that respect the needs of abutter property owners.
- Provides perimeter fencing and appropriate gates to enclose the facilities, limit access, control use and to help maintain high quality court, turf and infield surfaces.

Basic Park Aesthetics and Inherent Natural Qualities - The preferred master plans identify improvements that help to protect, preserve and enhance the aesthetics and inherent natural qualities and features of a given property and that improve sustainability. Recommendations that focus on improving the overall aesthetics of the park properties include the basic elements listed below.

- Enhance all park and recreation property edges through the installation of new fencing, tree plantings and associated landscaping.

- Remove, replace and/or otherwise upgrade all interior park fence lines and systems to replace deteriorated systems and to make use of more visually appealing alternatives.
- Undertake park-wide planting and vegetation management programs to include the removal of invasive or diseased tree and shrub species, pruning of desirable species and installation of new plantings to lend shade, better define spaces within a park, improve park aesthetics and enhance wildlife habitat.
- Install additional site furnishings (benches, picnic tables, shade shelters, trash receptacles, bike racks and the like) park-wide to offer new conveniences to park patrons and to improve park aesthetics.

Utility Upgrades - As capital projects are planned and implemented, it will be important to confirm requirements for utility infrastructure upgrades to ensure that existing systems are replaced in a timely fashion and in a manner that does not disturb recent park improvements, or will not disturb future improvements.

Cost Considerations

The cost considerations and budget outlines relate to the basic scope of potential improvements that have been identified for the individual properties. It is important to note that the costs identified typically reflect a fairly comprehensive refurbishment effort to be accomplished through a traditional design, bid and construct capital project process. As with the plans themselves, the estimates are conceptual in nature and will require confirmation and refinement as actual improvements are contemplated. For projects that might not occur for many years, it will be critical to assign a 5% annual escalation factor for each year after 2015.

The preferred master plans that are contained on the following pages identify the proposed configuration of all site features at each property. It is important to note that the vast majority of recommendations suggest the refinement, enhancement or refurbishment of existing facilities within the properties. However, the plans also recommend the development of a modest level of new facilities and amenities that would provide new or expanded opportunities for public use and enjoyment.

In addition, the public at large contributed to the development of the plans by offering their advice at several well-attended hearings. The narratives are intended to support the preferred master plans, which graphically depict the basic scope of improvements and which have been included immediately following the respective narratives. The preferred master plans and related descriptions are organized by site, beginning with Memorial, Tobey and Dewolf Field Complex.

Basic Site Description and Location

Memorial, Tobey and Dewolf Field Complex is located at 78 Old Post Road, with 4.7 acres of the 8.3 acre site being utilized for athletic fields. Bordered by Legion Pond to the south and residential areas to the north, east, and southwest of the site, Memorial, Tobey and Dewolf Field Complex is only visible from Old Post Road. Described by many as the most used overall complex in Kittery, this site is highly sought after by user groups.

Facilities and Amenities Provided

The field complex contains one full size baseball diamond, two little league diamonds and one multi-use football field located in the outfield of the full baseball diamond. The orientation of these fields do not allow for the marking out of additional rectangular shaped fields due to conflicts of permanent structures required for each field use (refer to the aerial images below).



List of Playing Fields

- Memorial Field - Full size 90' baseball (300' to foul pole)
- Tobey Field- Full size 60' little league (200' to foul pole)
- Dewolf Field- 60' little league/softball with skinned infield (190' to foul pole)
- Football Field - 360' x 160'

Programmed Uses

- High School Varsity/ Junior Varsity Baseball, Field Hockey, Football
- Junior High School Field Hockey
- American Legion / Babe Ruth Baseball
- Kittery Little League Baseball
- Summer Recreation Programs
- Unsanctioned/informal uses by a variety of youth sports programs

Memorial Field - Full Size 90' Baseball Diamond

[illegible]

- ## Tobey Field – Full Size 60' Little League Diamond

An aerial photograph of Tobey Field, a baseball stadium. The field is green with a brown dirt infield. Various structures and features are labeled with white boxes and black text, connected to the field by black lines. The labels include: BLEACHERS (two locations), CONCESSION STAND, DUGOUT (three locations), PRESS BOX, BACKSTOP, FIELD LIGHTING, TOBEY FIELD, MAINTENANCE SHED, SCOREBOARD, CHAIN LINK FENCE, and BATTING PRACTICE CAGE. The stadium is surrounded by a chain link fence and some trees are visible in the background.

- Poor orientation creates safety issues for players during certain periods of time.
- The backstop and associated fencing along the player's benches and foul lines are in fair condition.
- Turf is in poor condition
- The facility has athletic field lighting, but it is dated and in need of replacement

Located in the southern region of the facility, this 60' skinned infield diamond is heavily used and primary issues of concern include the following:

-
- An aerial photograph of Dewolf Field, a baseball stadium. The field is green with a white infield. Labels with white boxes and black text are overlaid on the image: 'MAINTENANCE SHED' at the top center, 'SCOREBOARD' on the left side, 'BLEACHERS' on the left side below the scoreboard, 'INFIELD' in the center of the field, 'DUGOUT' on the right side, and 'SCOREBOARD' on the right side. The stadium is surrounded by a grassy area and some trees.

- The backstop and associated fencing along the player's benches and foul lines are in poor to fair condition.

Other General Conditions / General Issues of Concern

- To a large extent, turf conditions are poor to fair due to lack of maintenance practices and lack of an irrigation system
- Unrestricted pedestrian movement impacts turf quality in various locations.
- Having multiple fields at a single site is advantageous from a staffing standpoint (trainers for instance can be at one site and not racing between multiple sites...), however the overlapping of fields creates conflict in play and safety concerns.
- There is no field use policy or restriction of use after a rain event or when wet conditions prevail.
- The field complex lacks adequate parking and access to and from events can be difficult and unsafe. Parking at the front of the school is remote and underused and residential abutters are impacted by the haphazard nature of parking by visitors to the site.
- There is no ADA access to the facilities and no formal handicapped viewing areas at any of the fields.
- Overall site drainage.

Photo Panels



A view of Memorial Baseball Field with Stanley H. Tobey Memorial Field House to the right in the photograph. Note the lack of protective fencing and foul poles.



Multiple views of Tobey Field. Also shown at right is the limited extent of the outfield and the close proximity to Dewolf Field (Shown is a scoreboard shared between the two fields).



A view of Dewolf Field with Tobey Field Right behind the backstop in the photograph. Note the close proximity of the vegetated area that creeps further into the outfield beyond the extents of the photograph.



Pictured above are various drainage problems throughout the site.

Recommended Facility and Field Improvements

The recommended master plan for Memorial, Tobey and Dewolf Field Complex provides similar facilities (compared to existing) with slight alterations. Reconfiguring the orientation of Tobey and Memorial Field will reduce programming conflicts, improve safety, achieve improved playing conditions overall and create space for walking paths between fields. This new field layout would eliminate the current hazards caused by overlapping fields and would allow for establishment of a 360' x 165' multi-purpose field within Memorial field's large, outfield area without interfering with Tobey's outfield fence. These changes are described in further detail later in this section.

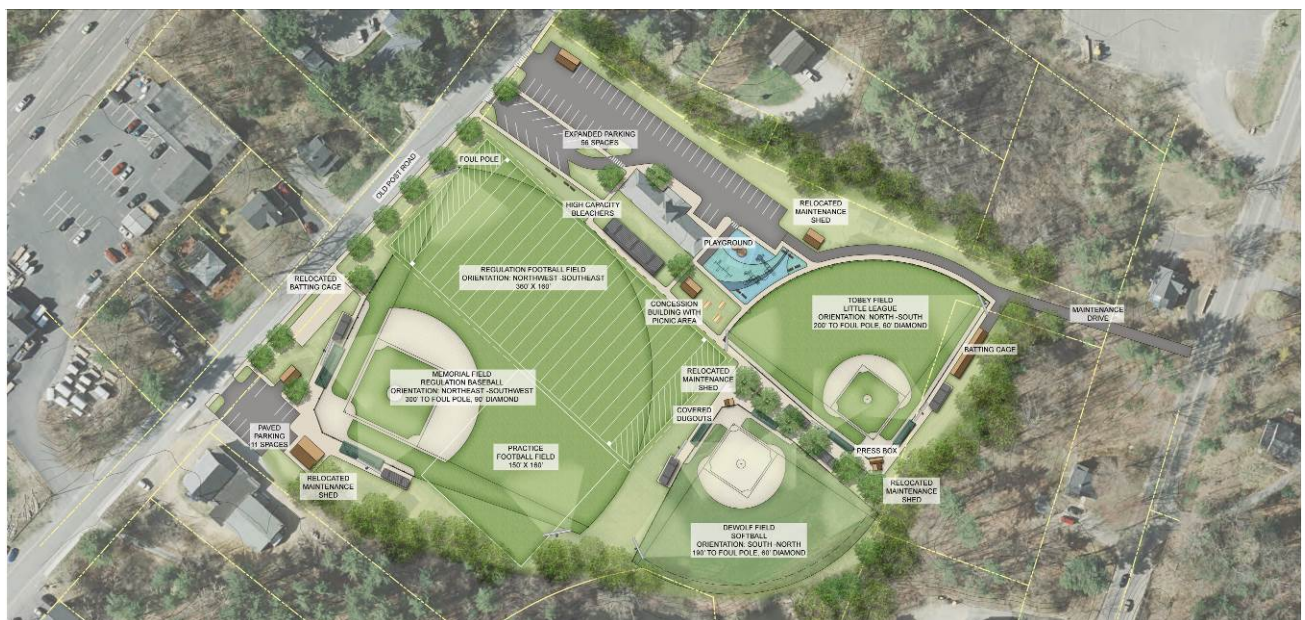


Image showing the preferred master plan for Memorial, Tobey and Dewolf Field Complex includes new field orientations, new amenities for players and spectators, new pathway systems and parking opportunities.

Recommendations Summary

- Re-constructed and re-oriented ball fields including a full-size 90' baseball diamond (Memorial Field) and regulation Little League field (Tobey Field) with improved root zone growing media.
- New 150'x 160' practice football field with improved root zone growing media.
- Two new parking areas to be located within the property off of Old Post Road with allowances for safe and convenient drop-off and pick-up.
- ADA compliant pathways linking all facilities, to be shared by service vehicles and emergency vehicles.
- Removal of garage building to allow for expanded parking lot.

- The grading of the new fields would generally match existing conditions and ensure positive flow of stormwater to edges. Infields would be elevated slightly to direct stormwater to adjacent areas and subdrainage systems added as budgets permit to allow for quicker use of facilities after storm events.
- New or refurbished irrigation system for efficient, comprehensive watering of all turf areas.
- Upgrading of the Old Post Road edge through the installation of new entrances with attractive signage, new native plantings and the removal of diseased, damaged or invasive plant species.
- New or refurbished sports field lighting system for all fields.
- New small playground between the field house and Tobey Field.
- Relocated concession building, picnic area, maintenance sheds and batting cage.
- Addition of trees integrated throughout the site to provide shade.
- Paved maintenance drive leading to State Road.

During the public outreach meetings, a discussion was held on the advantages and disadvantages of synthetic turf verse natural turf fields. While using synthetic turf would allow the field to with stand a longer duration of play time, the KAFI Committee, along with the public agreed using natural turf would be easier and less expensive to expand and renovate the fields.

Cost Considerations

At Memorial, Tobey and Dewolf Field Complex, the cost of improvements might vary dramatically based on the extent of actual field refurbishment efforts. The program below represents a “middle of the road approach”.

Improvements	Budget	Notes
Memorial Field renovation, athletic field lighting and large parking area	\$825,000	More limited renovation / refurbishment methodologies could be pursued at lower costs...
Tobey Field renovation, athletic field lighting and pathways	\$425,000	Same as above
Dewolf Field renovation, athletic field lighting and pathways	\$400,000	Same as above
Smaller parking area	\$250,000	Same as above
Maintenance building and drive	\$125,000	Same as above
Playground	\$100,000	Same as above
Subtotal Construction	\$2,125,000	
Estimated Design Fee	10%	Approx. 10% of total projected Project cost

Basic Site Description and Location

Shapleigh Middle School Field is located at 43 Stevenson Road, with 5.9 acres of the 7.95 acre site being utilized for athletic fields. The site is associated with the Shapleigh Middle School and is located on the northwest side of the building. The field is bordered by residential areas to the west and surrounded by wooded areas and residential areas to the north and west, and Shapleigh School to the south. The east portion of the site is visible from Stevenson Road while the rest is concealed by vegetation. Due to its location and close proximity to the schools, this sight is highly sought after for after school athletic use by multiple schools and user groups.

Facilities and Amenities Provided

The site contains one softball field, one multiuse field (mainly used for field hockey and soccer), One U-10 soccer field (placed in the outer lawn of the softball field), one 6 lane track and track and field events including long jump/ triple jump, discus, shot put, and pole vault (refer to the aerial images below).



List of Playing Fields

- Multi-use field – Field hockey/ Full sized soccer 350' x 200'
- Soccer field- U-10 size field 200' x 120'
- Softball field- 60' softball with skinned infield (shortened outfield)
- Running track and associated field amenities

Programmed Uses

- | | |
|---|---|
| ▪ High School Varsity/ Junior Varsity Soccer, Track, Softball | ▪ Kittery Travel Soccer |
| ▪ Junior High School Soccer, Track, Field Hockey | ▪ Kittery Recreational Soccer |
| ▪ Kittery Little League Softball | ▪ Summer Recreation Programs |
| ▪ Kittery Youth Lacrosse | ▪ Unsanctioned/informal uses by a variety of youth sports program |

Summary of Existing Conditions / Specific Issues of Concern

Multi-use Field – 350' x 200'

This field consists of a single rectangular shaped field that is primarily used for boys' and girls' soccer, field hockey and youth lacrosse. Located in the center of the 6 lane running track and tucked in the wooded northern area of the site, this field gets more playing use than it can handle. Equipped with an irrigation and drainage system, turf conditions are fair to good with minor repairs needed. The field has an ideal orientation, meets all dimensional standards of a soccer, field hockey, or lacrosse field and possesses out of bounds territory on both sides of the field. Primary issues of concern are summarized as follows:

- Lack of sufficient walkways around track prevents spectator access
- Lack of spectator seating
- Minor depressions in turf due to over use
- Amount of play is limited by daylight



Softball Field – 60' Softball Diamond



Located adjacent to Stevenson road with a mediocre orientation, this field is the only dedicated softball field in town. Issues of concern and limitations include:

- Lack of a wind and sun buffer for the east side bleachers proposes issues for spectators
- Lack of space on the west side of the field creates a shortened foul line
- Turf is in poor condition due to over use
- Skinned infield is 10' shorter than regulation to accommodate for the space needed for the outfield
- Lack of field lighting limits use to daylight only

Tobey Little League/ Softball Field

Located in the outfield of the softball field and runs directly adjacent to Stevenson Road. Issues of concern and limitations include:

- Poor orientation creates safety issues for players during certain periods of time.
- Insufficient out of bounds territory surrounding the field creates safety concerns for players and spectators.
- The turf is in poor condition due to overuse
- Lack of field lighting limits use to daylight only
- Spring practice and game times interfere with softball practices and games



Other General Conditions / General Issues of Concern

- Due to the large capacity of use these fields endure, a maintenance plan should be put in place to rely less on the parents and coaches of the community to prepare the site for each season.
- Unrestricted pedestrian movement impacts turf quality in various locations.
- Having multiple fields at a single site is advantageous from a staffing standpoint (trainers for instance can be at one site and not racing between multiple sites...), however the overlapping of fields creates conflict in play and safety concerns.
- There is no field use policy or restriction of use after a rain event or when wet conditions prevail.
- There is no ADA access to the facilities and no formal handicapped viewing areas at any of the fields.

Photo Panels



A view of the track to the right and a portion of the softball field to the left. The elevation change between the two makes this site inaccessible to the handicap.



Multiple views of the softball field. On the left, the infield is noticeably smaller. In the center, you can see the close proximity of the soccer field to the infield. The photograph on the right shows where one of the soccer goals usually is. The damage is evident.



Various other concerns. The left photo is showing a depression in the multiuse field from overuse. In the center, shot put is in need of upkeep and maintenance. The photo on the left is showing the small path leading to the track.

Recommended Facility and Field Improvements

The recommended master plan for Shapleigh Middle School Field provides similar facilities (compared to existing) with slight alterations. Removing the U-10 soccer field from the site and extending the softball skinned infield allows this field to be a regulation size softball field, restores the turf in the outfield by preventing overuse and improves playing conditions overall. The addition of a walkway extending along the west side of the track will improve safety, achieve full site access, and make available access for the handicap. These changes are described in further detail later in this section.

During the public outreach meetings, there was a discussion held on athletic field lighting. It was determined that athletic lighting would be beneficial on the softball field, but was not needed for the multiuse field and track. The decision to not light the multiuse field was made due to the fact that the track was recently installed and in order to retrofit the athletic lighting for the field, that track would have to be cut and patched or tunneled under. Also, this field is already being used beyond its capacity. Extending the duration of playtime on this natural turf field would create impossible conditions for the turf to re-establish each year.



Image showing the preferred master plan for Shapleigh Middle School Field includes new amenities for players and spectators and anew pathway system.

Recommendations Summary

- Re-construct the softball infield to meet regulation standards
- Remove U-10 soccer field (this loss will be offset on another site)
- ADA compliant pathway linking all fields, to be shared by service vehicles and emergency vehicles.
- New playground area by entrance to the fields
- New or refurbished irrigation system for efficient, comprehensive watering of all turf areas.
- Upgrading the entrances with attractive signage, new native plantings and the removal of diseased, damaged or invasive plant species.
- New sports field lighting system for the softball field.

- Relocated triple jump/long jump to northern “D- Zone” in track to create bleacher seating for the multi-use field.
- Addition of trees integrated throughout the site to provide shade.

Cost Considerations

At Shapleigh Middle School Field, the cost of improvements might vary dramatically based on the extent of actual field refurbishment efforts. The program below represents a “middle of the road approach”.

Improvements	Budget	Notes
Softball Field Renovation, Field Lighting and Planting Screen	\$180,000	More limited renovation / refurbishment methodologies could be pursued at lower costs...
Multi-Purpose Field Renovation, Bleacher Seating and Pathways	\$160,000	Same as above
Playground	\$100,000	Same as above
Subtotal Construction	\$440,000	
Estimated Design Fee	10%	Approx. 10% of total projected Project cost

Basic Site Description and Location

Mitchell Field is located at 7 Mitchell School Lane, with .75 acres of the 5.9 acre site being utilized for athletic fields. The site is associated with the Horace Mitchell Primary School and is located on the north side of the building. The field is bordered by First Baptist Church and Cemetery to the east and surrounded by wooded areas in the remaining directions. The field is only visible once on school grounds or from the cemetery. The cemetery and the field are separated by a small vegetative buffer. Due to its location and size, this field is used seldom.

Facilities and Amenities Provided

The site contains one open field which slopes up to the parking area. The field is bordered by a chain link fence along the wooded areas. Boulders and a swing gate are used to block cars from driving onto the field (refer to the aerial images below).



List of Playing Fields

- Open Field- Irregularly shaped (around 120' x 130')

Programmed Uses

- Summer Recreation Programs
- School related activities
- Unsanctioned/informal uses by a variety of youth sports programs

Summary of Existing Conditions / Specific Issues of Concern

Multi-use Field – 350' x 200'

This field consists of a single rectangular/ irregularly shaped field that is primarily used for school recreation, summer programs and occasionally soccer practice by unsanctioned youth programs. Primary issues of concern are summarized as follows:

- Turf is in poor condition
- Drainage problems
- Lack of space for any regulation size field
- Location is not ideal for many
- Field is not ADA accessible
- Vegetative edges are over grown



Photo Panels



Various images taken at Mitchell Field

Recommended Facility and Field Improvements

The recommended master plan for Mitchell Field provides similar facilities (compared to existing) with slight alterations. Adding a backstop with a 40' diamond would provide a practice area for softball and little league teams in town. Also, adding a pathway to bleacher seating would increase safety, provide spectator seating and achieve full site access. These changes are described in further detail later in this section.



Image showing the preferred master plan for Mitchell Field includes new field orientations, new amenities for players and spectators and a new pathway system.

Recommendations Summary

- Remove and dispose of encroaching vegetation
- Re-construct and re grade the site to fit a 120' x 80' rectangular field
- Mark out lines for a 40' little league/ softball diamond
- New 20' backstop
- New ADA accessible paved path leading from the existing sidewalk
- New pave access road with swing gate
- New bleacher seating
- Replace or refurbish existing chain link fence
- New storage building

Cost Considerations

At Mitchell Field, the cost of improvements might vary dramatically based on the extent of actual field refurbishment efforts. The program below represents a “middle of the road approach”.

Improvements	Budget	Notes
Field Renovation, New Backstop, Bleachers and Pathway	\$68,000	More limited renovation / refurbishment methodologies could be pursued at lower costs...
Storage Building	\$50,000	Same as above
Subtotal Construction	\$118,000	
Estimated Design Fee	10%	Approx. 10% of total projected Project cost

Basic Site Description and Location

Haley Field is located at 19 Litchfield Road, with 3.2 acres of the 5.9 acre site being utilized for athletic fields. The field bordered by Litchfield Road to the west, Picott Road to the north and is surrounded by wooded areas in the remaining directions. The site is visible from both Litchfield Road and Picott Road while the rest is concealed by vegetation.

Facilities and Amenities Provided

The site contains one Regulation size soccer field although it is mainly used as two U-10 size fields. Many soccer practices and games take place here, making it a high-use playing field. During peak soccer season, the parking renders insufficient to accommodate all of the users (refer to the aerial images below).



List of Playing Fields

- Multi-use field – Regulation size soccer field 330' x 210' (or two U-10 fields 210' x 120')

Programmed Uses

- High School Soccer
- Kittery Travel Soccer (all ages)
- Kittery Youth Lacrosse
- Summer Recreation Programs
- Unsanctioned/informal uses by a variety of youth sports programs

Summary of Existing Conditions / Specific Issues of Concern

Multi-use Field – 330' x 210'

This field consists of a single rectangular shaped field that is primarily used for boys' and girls' soccer and youth lacrosse. Almost entirely used for soccer, this field gets more playing use then it can handle. Equipped with an open drainage system, turf conditions are fair to good with minor repairs needed. The field has a slightly unideal orientation, meets all dimensional standards of a soccer or lacrosse field and possesses sufficient out of bounds territory on both sides of the field. Primary issues of concern are summarized as follows:



- Lack of sufficient walkways around field prevents spectator access
- Lack of spectator seating
- Minor depressions in turf due to over use
- Amount of play is limited by daylight
- Inadequate parking
- Lack of ADA accessibility

Other General Conditions / General Issues of Concern

- Due to the large capacity of use these fields endure, a maintenance plan should be put in place to rely less on the parents and coaches of the community to prepare the site for each season.
- Unrestricted pedestrian movement impacts turf quality in various locations.
- There is no field use policy or restriction of use after a rain event or when wet conditions prevail.
- There is no ADA access to the facilities and no formal handicapped viewing areas at any of the fields.

Photo Panels



Various Views of Haley Field including the parking lot (left), walks leading to the field (center) and fencing along the street Right)



Images of the open drainage system along the edges of the site. The field is adjacent to wetlands, making the drainage system extremely important.

Recommended Facility and Field Improvements

The recommended master plan for Haley Field is reliant on the town's efforts to acquire the adjacent lot across Picott Road for expansion. If acquired, the use of that land would be devoted to a full size regulation soccer field, a U-10 soccer field and another parking area to be able to accommodate the expansion. The site adjacent to Haley Field could also be used for potential expansion (refer to our preferred master plan below).

During the planning process, it was suggested that a full size baseball field would be useful on the expanded land acquired for Haley Field. After many discussions with the community and the KAFI Committee, it was determined that Haley Field would be more useful as strictly a soccer complex. Should the town change their mind further into the planning process; a full size baseball field will fit nicely in the area rendered for a full size soccer field.



Image showing the preferred master plan for Haley Field includes new full size soccer field, U-10 soccer field and additional parking area in potential expansion area.

Recommendations Summary

Picott Road Expansion

- New regulation size soccer field
- New U-10 soccer field
- New Parking area
- New ADA accessible pathway system
- New Athletic field lighting
- New irrigation system

Litchfield Road Expansion

- 3 U-10 soccer fields
- Expanded parking area
- ADA accessible pathway system
- New restroom*/storage buildings
- New irrigation system

*Clivus Multrum composting toilets use potable water sources and will be a good alternative for sites inaccessible to the town's sewer system.

Cost Considerations

At Haley Field, the cost of improvements might vary dramatically based on the extent of actual field refurbishment efforts. The program below represents a "middle of the road approach".

Improvements	Budget	Notes
Picott Road- Soccer Fields, Athletic Field Lighting, Parking Area and Pathways	\$1,250,000	More limited renovation / refurbishment methodologies could be pursued at lower costs...
Litchfield Road Expansion- Renovated U-10 Soccer Fields and Pathways	\$800,000	Same as above
Restroom/ Storage Buildings	\$400,000	Same as above
Irrigation Systems	\$80,000	Same as above
Subtotal Construction	\$2,530,000	
Estimated Design Fee	10%	Approx. 10% of total projected Project cost

Basic Site Description and Location

Emery Field is located at 2 Cole Street, with 3.1 acres of the 5.8 acre site being utilized for athletic fields. The field is bordered by Woodlawn Avenue to the south east, Cole Street to the north east, residential properties to the northwest and wooded area to the southwest. In the north corner of the site is the location of the old Kittery community center which has been retired since the town built the new community center in June of 2012.

Facilities and Amenities Provided

Emery field is an open, multi-use field mainly used for U-10 soccer games or practices. It is evident by the aerial photos below that this field was used as a little league field, but has since been converted to an open lawn. The northeast corner of the site contains two half basketball courts which also serve as a parking area (refer to the aerial images below).



List of Playing Fields

- Open Field- Multi-use (can fit two U-10 soccer fields)

Programmed Uses

- Kittery Travel Teams U-11 and below
- Kittery Recreational Soccer
- Summer Recreation Programs
- Unsanctioned/informal uses by a variety of youth sports programs

Summary of Existing Conditions / Specific Issues of Concern

Multi-Use Open Field

Visible from Cole Street and Woodlawn Avenue, Emery Field is inviting for the public eye. Adjacent to the old community center, this field is locally central for many of Kittery's residents. This field has mediocre turf conditions prevailing throughout and has been known to have drainage issues. The field meets all dimensional standards to accommodate multiple U-10 soccer fields among other athletic activities. Primary issues of concern are summarized as follows:

- Lack of ADA accessible pathway system
- Existing paved surfaces are in poor condition
- Drainage issues, the field frequently floods
- Lack of spectator seating
- Amount of play is limited by daylight



Other General Conditions / General Issues of Concern

- To a large extent, turf conditions are poor to fair due to lack of maintenance practices and lack of a sufficient drainage system
- Unrestricted pedestrian movement impacts turf quality in various locations.
- There is no field use policy or restriction of use after a rain event or when wet conditions prevail.
- The field complex lacks adequate parking and access to and from events can be difficult and unsafe. Parking at the front of the school is remote and underused and residential abutters are impacted by the haphazard nature of parking by visitors to the site.
- There is no ADA access to the facilities and no formal handicapped viewing areas at any of the fields.
- Overall site drainage.

Photo Panels



Various images of the paved surfaces at Emery Field. The image on the left and right are photos of the basketball/ parking area in the northeast corner of the site. The center image is of the main parking lot.



Pictured above are various drainage problems throughout the site. From the images, it is evident that the field is in a “bowl” effect. It is at a lower elevation than the surrounding land which is creating the drainage problems.

Recommended Facility and Field Improvements

The recommended master plan for Emery Field provides similar facilities (compared to existing) with needed alterations. Redefining the reconfiguring the orientation of the 210' x 120' U-10 soccer fields will improve safety, achieve improved playing conditions overall and create space for walking paths around fields. The walkway that loops around the entire site will have a distance of .4 miles, while those who want to walk a little less can take the smaller loop that cuts between the parking and the playground with a distance of .27 miles. Leaving space and marking out a 330' x 180' regulation size lacrosse field will allow the town to develop a lacrosse program giving the residents of Kittery one more athletic outlet. Incorporating two new tennis courts, with the option of using one as two half basketball courts, a playground, expanded parking area and a picnic area in place of the old community center will improve the overall use of this site. These changes are described in further detail later in this section.



Image showing the preferred master plan for Emery Field includes new field orientations, new amenities for players and spectators, new pathway systems and parking opportunities.

During the public outreach meetings, there was a discussion held on athletic field lighting. It was determined that athletic lighting would not be needed for the multiuse field and tennis. The decision to not light the multiuse field was made due to the sites location. Emery Field is surrounded by residential neighborhoods that would be disturbed by the lighting at night. Also, this field is already being used beyond its capacity. Extending the duration of playtime on this natural turf field would create impossible conditions for the turf to re-establish each year.

Recommendations Summary

- Re-constructed and re-oriented U-10 soccer fields with improved root zone growing media.
- Mark out new overlaid lacrosse field
- One new parking area to be located within the property off of Cole Street with allowances for safe and convenient drop-off and pick-up.
- ADA compliant pathways linking all facilities, to be shared by service vehicles and emergency vehicles.
- The grading of the new fields would generally match existing conditions and ensure positive flow and subdrainage systems added as budgets permit to allow for quicker use of facilities after storm events.
- Upgrading of the Cole Street and Woodlawn Avenue edges through the installation of new entrances with attractive signage, new native plantings and the removal of diseased, damaged or invasive plant species.
- New small playground with restroom facility.
- Two new tennis courts
- Removal of old community center to be replaced with a picnic area and shade shelter.
- New storage building.
- New irrigation system.
- Addition of trees integrated throughout the site to provide shade.

Cost Considerations

At Emery Field, the cost of improvements might vary dramatically based on the extent of actual field refurbishment efforts. The program below represents a “middle of the road approach”.

Improvements	Budget	Notes
Playground Area, Parking Lot and Picnic Area	\$350,000	More limited renovation / refurbishment methodologies could be pursued at lower costs...
Multi-Purpose Field and Pathways	\$355,000	Same as above, includes irrigation
Tennis Courts	\$180,000	Same as above
Restroom Facility/ Storage Building	\$300,000	Same as above
Subtotal Construction	\$1,185,000	
Estimated Design Fee	10%	Approx. 10% of total projected Project cost

Basic Site Description and Location

Kittery Community Center at Frisbee Common is located at 120 Rogers Road, with 1.5 acres of the 1.95 acre site being utilized for athletic fields. Rogers Road runs along the west side of the field, Goodsoe Road along the north, Kittery community Center on the east and the remainder of the field is bordered by wooded area. The photo to the right was taken in 1992 when a faint outline of a baseball field was still visible. Sometime before then a full baseball field existed behind the community center building. It has since been over grown, but the land remains relatively flat, providing future opportunities. This site is associated with the Kittery Community Center, making it a community hub for people to gather and enjoy what the town has to offer. This site will be used by many user groups and should be able to accommodate the needs of the town appropriately.



Facilities and Amenities Provided

The site contains one little league field with a 60' diamond. The outfield is used for U-10 soccer games or practices in the fall (refer to the aerial images below).



List of Playing Fields

- Little League Field - 60' baseball (200' to foul pole)

Programmed Uses

- Kittery Recreational Soccer
- Kittery Little League Coach's Pitch
- Kittery Recreational T-Ball
- Summer Recreation Programs
- Unsanctioned/informal uses by a variety of youth sports programs

Summary of Existing Conditions / Specific Issues of Concern

Little League Field - 60' Diamond

This field is located immediately adjacent to Rogers Road and Goodsoe Road. With mediocre turf conditions prevailing throughout, a good orientation and meets all dimensional standards of a 60' little league diamond there will be minimal repair. Primary issues of concern are summarized as follows:

- Fencing and players benches are in poor condition.
- There are no foul poles.
- Turf around player's benches is worn.
- Portions of the outfield is in poor condition due to over use and grading
- Lack of spectator seating
- Lack of proper foul boundaries
- Amount of play is limited by daylight



Other General Conditions / General Issues of Concern

- To a large extent, turf conditions are poor to fair due to lack of maintenance practices and lack of an irrigation system
- There is no field use policy or restriction of use after a rain event or when wet conditions prevail.
- The field complex lacks access to and from events, can be difficult and unsafe.
- There is no ADA access to the facilities and no formal handicapped viewing areas at any of the fields.
- Overall site drainage.

Photo Panels



Multiple views of the little league field. Amenities, turf and infield are in need of repair.

Recommended Facility and Field Improvements

The recommended master plan for Kittery Community Center at Frisbee Common provides similar facilities (compared to existing) with slight alterations. Refurbishing the existing little league field and skinning the infield to make it into a softball field will relieve some of the stress on the other softball fields in town. Due to the town's need for little league fields, installing a new field behind the community center along with one multi-use field that will include two U-10 fields and either one full size soccer field, one football field or one lacrosse field will offset many changes made to other sites and will accommodate the field overuse problem in Kittery. These changes are described in further detail later in this section.

During the public outreach meetings, there was a discussion held on athletic field lighting. It was determined that athletic lighting would be beneficial for the multiuse field, but was not needed for the little league field and the softball field. It was found beneficial to light the synthetic turf multiuse field because it would extend the duration of play time due to the durability of synthetic turf. The decision to not light the little league and softball fields was made due to their close proximity to the surrounding residential neighborhoods. Also, these fields are natural turf fields and extending the playtime would enhance the possibility they would be used beyond their capacity, creating impossible conditions for the turf to re-establish each year.

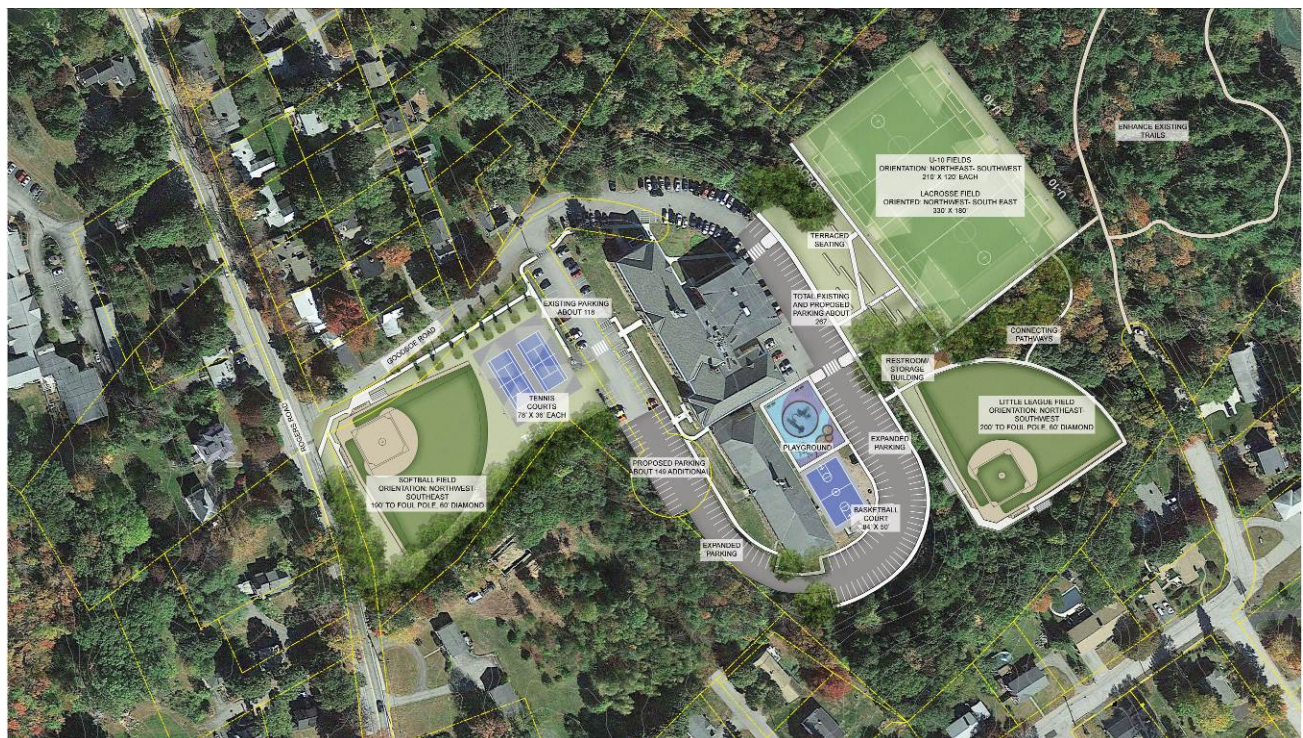


Image showing the preferred master plan for Kittery Community Center at Frisbee Common includes new field orientations, new amenities for players and spectators, new pathway systems and parking opportunities.

After revisiting and reviewing the deed for the Kittery Community Center lot, it was determined that the proposed site plan is within the restrictions and constraints listed for the land use of this property.

Recommendations Summary

- Re-constructed little league field with skinned infield to turn it into a softball field
- New little league field behind the community center

- New synthetic turf Multi-use field which includes two U-10 fields (210' x 120' each) and either one soccer field (330' x 180'), one football field (360' x 160') or one lacrosse field (330' x 180') with sports lighting.
- Expanded parking areas to loop around the community center to accommodate the added activities.
- ADA compliant pathways linking all facilities, to be shared by service vehicles and emergency vehicles.
- Refurbish and relocate existing basketball court behind community center
- New playground adjacent to basketball court
- Two tennis courts with sports lighting between the front parking and the softball field
- Added terraced seating and bleachers for spectators
- Connections to existing trails
- The grading of the new fields would generally match existing conditions and ensure positive flow of stormwater to edges. Infields would be elevated slightly to direct stormwater to adjacent areas and subdrainage systems added as budgets permit to allow for quicker use of facilities after storm events.
- New or refurbished irrigation system for efficient, comprehensive watering of all turf areas.
- Addition of trees integrated throughout the site to provide shade.

Cost Considerations

At Kittery Community Center at Frisbee Common, the cost of improvements might vary dramatically based on the extent of actual field refurbishment efforts. The program below represents a “middle of the road approach”.

Improvements	Budget	Notes
Frisbee Field Renovation and Pathways	\$220,000	More limited renovation / refurbishment methodologies could be pursued at lower costs...
Tennis Courts	\$180,000	Same as above
Playground and Basketball Courts	\$225,000	Same as above
Multi-Purpose Fields, Terrace Seating and Pathways	\$640,000	Same as above Additional \$600,000 for synthetic turf
Sports Lighting	\$300,000	Same as above
New Little League and Pathways	\$350,000	Same as above
Expanded Parking	\$230,000	Same as above
Subtotal Construction	\$2,145,000	
Estimated Design Fee	10%	Approx. 10% of total projected Project cost

Funding Opportunities

There are many potential sources of funding from both public and private entities that could help to pay for potential improvements to field sites in Kittery. Donations, both large and small, can be lumped together to create the financing needed to undertake meaningful improvements. The Town of Kittery may aggressively pursue a variety of funding and implementation strategies that could include:

- **In-house Services-** Implement improvements making use of Town labor forces, materials and equipment. This method is typically appropriate for projects that are limited in scope, such as the construction of a parking area, driveway or sidewalk, clearing and grubbing in advance of a new field site capital project, refurbishment of a baseball infield or sections of a soccer field (goal mouths, center field areas etc.). As funding, materials, equipment and human resources permit, other minor improvement efforts can be planned and undertaken. The removal of dead/diseased trees and the pruning of healthy trees around a field perimeter, the installation of player's benches, small bleacher systems, trash receptacles, limited fencing runs and signage are examples of the types of minor enhancements that can be provided using Town forces and materials.
- **Donations/Corporate Sponsorships/Community Build-** Implement improvements for projects through a variety of means that might include construction of a field or ancillary facility with funding generated through linkage or mitigation arrangements (often originating from the approval of a large in-town development). In certain cases, improvements can also be undertaken by contractors looking to donate services, equipment or materials. The supply of volunteer labor, available through regional corporate initiatives such as Timberland's Path of Service program, can also assist with smaller improvement projects.
- **Traditional Public Bidding-** Develop plans, specifications and estimates for the desired improvements, publicly advertise, receive bids and award a construction contract to the lowest qualified bidder. Projects typically range from small (approximately \$50,000 minimum) to very large (multi-million dollars).

Partnerships

Partnerships can also play an important role in the overall plan to improve, manage and maintain park properties. As an example, in many surrounding towns there are numerous privately managed sports leagues with impressive track records for supporting certain maintenance and capital improvement initiatives for numerous facilities. Towns are increasingly relying on public/private partnerships to create facilities and the desired playing conditions needed to support sports programming.

Seacoast United and USA Training Centers are two rapidly growing enterprises in the private sports league market. Focused primarily on soccer, baseball, and softball, each claim Kittery youth among their membership. As these companies look to expand and reach a greater percentage of youths in the region, there may be the opportunity to partner on field amenities and improvements. Although this model would be new to Kittery, such an approach could accelerate improvements while offering patrons a local alternative over traveling to sites in York, Hampton, Portsmouth, and beyond.

Local Funding Process

Since 2008, Kittery has utilized a formal Capital Improvement Plan (CIP) process to evaluate all capital projects expected to cost in excess of \$25,000.

The CIP annual schedule and process, as defined in the FY2016 Plan, is as follows:

CIP ANNUAL SCHEDULE & PROCESS

Oct. – Nov.	<i>Inventory of Existing Facilities</i> Department Managers take inventory of current equipment and facilities, use reserve account sheet to budget for existing projects. <i>Status of Previously Approved Projects</i> CIP Committee surveys status of previously approved projects. CIP Committee prepares summary inventory of current facilities.
December	<i>Solicitation, and Compilation of Requests</i> The CIP Committee request each Department Head submit their capital budget and plan requests to the Committee by the end of December.
January-February	<i>Evaluation, Prioritization, and Financing Plan</i> CIP Committee meets with Department Heads to review requests for funding. Committee evaluates and prioritizes requests for funding. With advice from the Town Manager and Finance Director, the Committee assembles an FY funding recommendation and five-year capital plan report.
April*	<i>Town Council Holds Public Hearing on CIP Items for Voter Approval¹</i> *If the CIP Committee's recommendation includes bonding as a method of financing capital projects, the Town Council must hold a public hearing and vote to approve language to be placed on the ballot.
Mid-May*	<i>Absentee ballots are available.</i>
June Election*	<i>Voter approval of bond request(s)</i>
June	<i>Town Council approves FY Budget with CIP funding</i>

** Items noted with an asterisk only occur if borrowing is requested - the CIP is typically funded with cash.*

¹ Voter approval may also take place at a November election; in this case Council must vote on moving the bonding question to the ballot by early-September, with absentee ballots available by mid-October.

With the completion of this master plan, the recommendations should become part of the CIP during FY2017 planning. A critical component to this process is having project advocates present projects to the Committee using the town-developed forms to describe and prioritize capital needs. Advocates are most often department heads, such as the DPW Commissioner or Recreation Department Director. In this case, as this study was born of volunteer efforts and partially funded by private donations, advocates from within the town government should be sought and enlisted to help bring these projects forward. This could be a department head, such as the Town Planner, or could be an elected official such as a Town Councilor.

A review of the FY2016 CIP report will also show that projects may be presented in multiple ways. In some cases, capital projects are kept as single activities or needs, with total funds captured as a single measure, likely requiring bonding. In others, large projects or initiatives may be segmented into multiple phases using a combination of budget funding and borrowing. Regardless of how the master plan recommendations are presented, it is important to recognize that all capital funding must be part of the CIP process, so it will be important to work with department heads and other elected officials to develop a strategy to bring these recommendations forward as early as autumn 2015.

Funding Alternatives

For initial consideration, a number of potential funding sources have been identified. Many of the governmental sources identified allocate millions of dollars per year for parks, open space and athletic facility improvement programs, but competition is intense. The actual improvements are then implemented through a public design, bid and construction process. The alternative funding sources are as follows:

- **U.S. Soccer Foundation-** The U.S. Soccer Foundation has awarded grants to over 600 non- profit organizations since 1995. They support soccer programs and field building initiatives in the U.S. with a goal of promoting more active, healthier, and safer communities. Two types of grants are awarded each year. The first grant is called *Safe Places to Play* which assists the grantees with synthetic turf fields, lighting, irrigation, and sports courts. The second is called a *Program Grant* which assists with equipment and operating costs. Visit <http://www.ussoccerfoundation.org/> for further information and requirements of each grant.
- **Land & Water Conservation Fund-** In the past 40 years, LWCF has approved over 40,000 grants to states and localities, with over 26,000 of them awarded for development of recreation facilities. LWCF grants could cover up to 50% of the total project- related costs for public outdoor recreation and for fulfilling the program's planning requirements. Visit <http://www.nps.gov/lwcf/index.htm> for information on the planning requirements.
- **The Baseball Tomorrow Fund-** BTF awards an average of 55 grants per year averaging more than \$1.8 million annually. Their mission is to promote and enhance youth participation in baseball and softball. They fund programs, renovations and construction of baseball and softball fields, equipment and other selected program expenses. For more information on the fund and application process, visit http://web.mlbcommunity.org/index.jsp?content=programs&program=baseball_tomorrow_fund.
- **United States Tennis Association-** USTA's mission is to promote and develop the growth of tennis. In order to follow this mission they have developed a USTA Facility Assistance program. They assist grantees with anywhere from tennis court repairs to new construction. For further requirements and details, visit http://www.usta.com/About-USTA/Tennis-in-the-Parks/Tennis_In_The_Parks/.

Implementation Strategies

Outlined below is a suggested implementation strategy for the facilities, as discussed during the master planning process. The level of implementation for each effort will greatly depend on available funding and the requirements of the funding source. This suggested strategy allows for the least amount of disruption during the construction processes.

Emery Field Property:

- Re-construct the fields at Emery and construct the multi-use path.
- Rename the facility Emery Park.
- The construction of the field will allow for the Soccer use at Shapleigh to be relocated to Emery.
- Construct the other park features as budget allows.

Memorial, Tobey and DeWolf Complex:

- Re-construct the fields according to the preferred plan as much as possible.

Shapleigh School:

- Reconfigure the infield on the softball field for regulation use.
- Install the lighting at the softball Field.
- Construct the access pathway.
- Install other reference improvements as budget allows.

Kittery Community Center:

- Construct the proposed multi-use field at the community center.
- Reconstruct the playground and basketball court.
- Construct the additional parking.
- This construction will allow for play while Memorial is re-constructed.

Haley Field

- Install amenities as indicated in the preferred master plan.
- Acquire the additional land and construct either additional soccer fields or a full size baseball field depending on the current need.

Additional Improvements through the parks

- Implement portions of the preferred master plans that were unable to be completed under the initial efforts.

APPENDIX A
STUDY FACILITIES
Town of Kittery - Master Plan for Athletic Fields

FIELD/FACILITY NAME	LOCATION/ADDRESS	TOTAL ACRES*	AREA (IN ACRES) OF EXISTING ATHLETIC FIELDS	FIELDS IN USE	SUMMARY	DEFICIENCIES	RECOMMENDATIONS
MEMORIAL, TOBEY, AND DEWOLF FIELD COMPLEX	78 Old Post Road	8.3 Acres	4.7 Acres	1- 90' Baseball Diamonds 1- Multi-Use Football Field 2- Little League Fields	Multi-use property, facility is used for high school sports and Little League. Support buildings in various states of repair. The large Tobey Memorial Field House is a tremendous asset to this site.	Overlapping fields, Lack of adequate parking and/or ADA accessibility, and poor field orientation for every field. Play is in close proximity to hazards without warning tracks.	
SHAPLEIGH SCHOOL FIELDS	43 Stevenson Road	7.95 Acres	5.9 Acres	1- Multi-Use Soccer & Football Field 1- Softball Field Shot Put, Discus, Pole Vault 1- Triple Jump/ Long Jump 1- running track 1- Soccer Field 1- Half Basketball Court/ Four Square	Multi-use property, facility is part of the Shapleigh School and includes restrooms and a concession stand. Recently reconstructed track and field facilities. Play is in close proximity to hazards without warning tracks.	Softball field in fair condition with worn turf conditions. Multi-use field in softball outfield overlaps the skinned infield. Play is in close proximity to hazards without warning tracks.	
MITCHELL FIELD	7 Mitchell School Lane	5.9 Acres	.75 Acres	1- Multi-use open play/Soccer Field	Multi-use 5.9 acre property adjacent to the First Baptist church and cemetery. Facility is part of the Horace Mitchell Primary School.	Very poor, hardpan, dusty turf conditions, Fencing and field amenities in poor condition, Lack ADA accessibility, Environmental restrictions/Proximity to cemetery. School would prefer it not be used for additional programming.	
HALEY FIELD	19 Litchfield Road	5.9 Acres	3.2 Acres	Multi-Use Soccer Fields	Soccer fields, less than a mile away from the Shapleigh School. Includes a drainage swale and small parking area.	Insufficient area and circulations for spectators, not ADA accessible, Some fencing is in need of replacement. Reported turf percolation issues after heavy rain event.	
EMERY FIELD	2 Cole Street	5.8 Acres	3.1 Acres	1- Multi-Use field	Multi-use property with fields adjacent to Street; includes basketball court and multi-use field. Adjacent to the old Kittery Community Center.	Poor asphalt conditions on the basketball court, Lack of ADA accessibility to Field and defined pedestrian circulation. No defined field of play.	
KITTERY COMMUNITY CENTER AT FRISBEE COMMON	120 Rogers Road	1.95 Acres	1.5 Acres	1 Little League Field	Little League Field adjacent to the new Kittery Community Center. The streets abutt the foul lines with a gradual slope in the outfield towards the parking and a wooded area.	Field has grading issues causing some poor turf, Lack of ADA accessibility to Field, No barrier between parking and play area. LL field is undersized for regulation play. Field orientation is not ideal.	

* Lot area calculated by GIS and Aerial photography. Could be verified by researching lot records.

APPENDIX B
KITTERY FIELDS USAGE MATRIX
Town of Kittery , Maine - Master Plan for Athletic Fields

Fall Sports

Site	Field	Sports Played On Field	Teams	# of Teams	Practices Per week Per Team	Hours Per Practice	# of Games Per week	Hours Per Game	Total Hours in Use Per Week Per Team	# of Weeks in Season	Total Hours In Use Per Season Per Team	Total Hours Per Field Per Season	Recommended Hours of Use	Needs	Recommendations
Memorial, Tobey, and Dewolf Field Complex	Football Field	Football	Traip Academy Varsity Football	1	4	3	0.5	2.5	13.25	11	145.75	580.25	180	1-2 Multi Use Fields	
			Traip Academy Junior Varsity Football	1	4	3	0.5	2.5	13.25	11	145.75				
		Field Hockey	Traip Academy Varsity Field Hockey	1	4	3	0.5	1.5	12.75	11	140.25				
			Traip Academy Junior Varsity Field Hockey	1	4	3	0.5	1.5	12.75	11	140.25				
			Shapleigh Middle School Field Hockey	1	0	0	0.5	1.5	0.75	11	8.25				
Shapleigh Middle School Fields	Upper Field	Soccer	Traip Academy Boys Soccer	2	1	2.5	1	2	4.5	11	99	473.5	180	1-2 Multi Use Fields	
			Traip Academy Girls Soccer	2	1	2.5	1	2	4.5	11	99				
			Shapleigh Middle School Boys Soccer	1	4	1	0.5	1.5	4.75	11	52.25				
			Shapleigh Middle School Girls Soccer	1	4	1	0.5	1.5	4.75	11	52.25				
			Kittery Travel Teams U13 and Up	3	2	2	0.5	1.5	4.75	12	171				
	Lower Field	Soccer	Traip Academy Boys Soccer	1	2	2.5	0	0	5	11	55	382	180	1 Small Soccer Field	
			Traip Academy Girls Soccer	1	2	2.5	0	0	5	11	55				
			Kittery Travel Teams U10 and Below	5	2	1	1	1	3	12	180				
			Kittery Recreational Soccer	8	0	0	0.5	1	0.5	12	48				
			Shapleigh Middle School Field Hockey	1	4	1	0	0	4	11	44				
Mitchell School	Multi use Field	None	None	0	0	0	0	0	0	0	0	0			
Haley Field	Field 1	Soccer	Traip Academy Boys Soccer	2	2	2.5	0	0	5	11	110	472	180	4 Small Soccer Field (2 Large Soccer Fields)	
			Traip Academy Girls Soccer	2	2	2.5	0	0	5	11	110				
			Kittery Travel Teams U13 and Up	3	2	2	0	0	4	12	144				
			Kittery Travel Teams U10 and Below	2	4	1	0.5	1	4.5	12	108				
Emery Field	Field 1	Soccer	Kittery Travel Teams U11	2	4	1	0.5	1	4.5	12	108	432	180	1 Small Soccer Field	
			Kittery Travel Teams U10 and Below	5	2	1	0	1	2	12	120				
			Kittery Recreational Soccer	17	1	1	0	0	1	12	204				
Frisbee Common	Soccer Field	Soccer	Kittery Recreational Soccer	9	0	0	0.5	1	0.5	12	54	54			
Total Hours of Play Per Season:												2393.75			

Spring Sports

		Sports Played			Practices Per	Hours Per	# of Games	Hours Per	Total Hours in Use	# of Weeks in	Total Hours In Use Per	Total Hours Per	Recommended					
Site	Field	On Field	Teams	# of Teams	Week Per Team	Practice	Per Week	Game	Per Week Per Team	Season	Season Per Team	Field Per Season	Hours of Use	Needs	Recommendations			
Memorial, Tobey, and Dewolf Field Complex	Memorial Field	Baseball	Traip Academy Varsity Baseball	1	4	2.5	0.5	2	11	11	121	242	180	1 Little League Field				
			Traip Academy Junior Varsity Baseball	1	4	2.5	0.5	2	11	11	121							
	Tobey Field	Baseball	Kittery Babe Ruth Baseball	1	2	2	2	2	8	10	80	260	180					
			Kittery Little League Baseball	3	2	2	1	2	6	10	180							
	Dewolf Field	Baseball	Kittery Babe Ruth Baseball	1	0	0	1	2	2	10	20	260	180					
			Kitter Little League Baseball	4	2	2	1	2	6	10	240							
	Shapleigh Middle School Fields	Upper Field	Track	Traip Academy boys Track	1	4	2	0.5	3.5	9.75	11	107.25	451			180	See Above	
				Traip Academy Girls Track	1	4	2	0.5	3.5	9.75	11	107.25						
Shapleigh Middle School Boys Track				1	4	2	0.5	3	9.5	11	104.5							
Shapleigh Middle School Girls Track				1	4	2	0.5	3	9.5	11	104.5							
Lower Field		Softball	Kittery Youth Lacrosse	1	1	2	0.5	1.5	2.75	10	27.5	335	180	1 New Softball Field				
			Traip Academy Varsity Softball	1	4	2	1	2	10	11	110							
			Kittery Little League Softball	5	2	2	0.5	2	5	9	225							
Mitchell School	Multi Use Field	None	None	0	0	0	0	0	0	0	0							
Haley Field	Field 1	Soccer	Kittery Travel Soccer U12 and Up	5	2	2	0.5	1.5	4.75	9	213.75	391.25	180	See Above				
			Kittery Travel Soccer U11 and Below	7	1	2	0.5	1	2.5	9	157.5							
		Lacrosse	Kittery Youth Lacrosse	1	1	2	0	0	2	10	20							
Emery Field	Field 1	Soccer	Kittery Travel Soccer U11 and Below	7	1	2	0	0	2	9	126	126		See Above				
Frisbee Common	L. L. Field	Baseball	Kittery Little League Coach's Pitch	6	1	1	1	1	2	9	108	180						
			Kittery Recreational T- Ball	4	1	1	1	1	2	9	72							
Total Hours of Play Per Season:										2245.25								

Annual Use Per Field

Site	Field	Annual Hours of Use	Total Hours of Use Per Site
Memorial, Tobey, and Dewolf Field Complex	Football Field	580.25	1342.25
	Memorial Field	242	
	Tobey Field	260	
	Dewolf Field	260	
Shapleigh Middle School Fields	Upper Field	924.5	1641.5
	Lower Field	717	
Mitchell School	Multi Use Field	0	0
Haley Field	Field 1	863.25	863.25
Emery Field	Field 1	558	558
Frisbee Common	Soccer Field	54	234
	L. L. Field	180	











