

Memorial Field Assessment and Master Plan Town of Kittery Kittery, ME

January 19, 2024

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Gale JN 719120

SECTION 1.0 – INTRODUCTION AND PURPOSE

Gale Associates, Inc. (Gale) was engaged by The Town of Kittery (Town) to assist with the development of a Memorial Field Master Plan. The goals of the Master Plan were:

- *To evaluate the physical characteristics, field conditions, and venue inventory at Memorial Field and explore renovation, upgrade, and/or redevelopment options.*
- *To quantify Memorial Field’s current and potential future demand use versus capacity.*
- *To evaluate and program the Town’s need for upgraded, redistributed, or new athletic field facilities at the Memorial Field site.*
- *To provide master planning services, resulting in a renovation strategy for the multipurpose Memorial Field site.*
- *To assist the Town to program and plan for the operational, maintenance, and capital improvement needs of the facility.*

SECTION 2.0 – BACKGROUND EVALUATION AND EXISTING FACILITIES ASSESSMENT

On March 24, 2023, Gale conducted an existing conditions evaluation for Memorial Field to develop evaluation forms and base maps to be used in this report.

An Athletic Field Evaluation Form was used to log existing field conditions at all fields located at Memorial Field, present equipment, current site amenities, and provide a general opinion of their condition. Evaluation items listed relative to the project include, but are not limited to, field size and solar orientation, team benches, dugouts, backstops, spectator seating (bleachers), fences and gates, permanent field equipment, grounds, irrigation, pedestrian and athletic lighting, structures, surfaces, and ADA accessibility. The evaluations will be used not only as the baseline for field evaluations, but also in the final rescheduling and redistribution of the athletic field activities as they are integrated into the Master Plan Report.

Section 2.1 – Background Evaluation and Base Plan Development

Gale compiled a base map for Memorial Field utilizing the Topographic Plan prepared by Doucet Survey, dated April 25, 2023, which is provided within Enclosure 1 – Memorial Field Existing Conditions Plans. Typically, Gale will also utilize available public information, such as assessor’s maps, Town GIS data, aerial maps, FEMA floodplain maps, and “as built” drawings for existing drainage and utility systems. This information is used to provide as much information as possible in the base plan.

Section 2.2 – Facilities Evaluation

Gale conducted a facilities inventory and condition assessment of the existing athletic fields at Memorial Field on March 24, 2023. The average score within the Athletic Field Evaluation

Reports rates the condition of the fields and the presence of equipment as they relate to adequacy, safety, serviceability, turf grass, and field compliance with applicable geometry standards. It should be noted that these evaluations took place outside of the regular playing season for the fields, and that these evaluations are only representative of the fields at the time they were evaluated.

Based on Gale's field evaluations, we have indicated that the Town's playing fields are generally in fair condition. Their uses are in need of redistribution, along with renovations in most of the areas addressed in the Category Items, with ratings between 1.0 and 3.0 (4.0 = excellent, 1.0 = poor, NR = Not Rated). The Town's field report cards and site photos are provided in Enclosure 2 – Evaluation Forms and Site Photos.

It should be noted that Memorial Field is not ADA compliant, and this should be a priority for the Town. A brief summary of observations and deficiencies are noted in the evaluation forms in Enclosure 2 or were discussed with user groups as follows:

- Memorial Field #1 – One (1) 90' Baseball Diamond (Score = 2.0). The field is in overall poor to fair condition, with no irrigation and outdated dugout areas. The field has visible planarity issues in the outfield, resulting in ponding in various locations. Additionally, the infield is covered in moss, saturated, and appears to be raised above the outfield, presenting a potential tripping hazard. As a whole, the complex provides minimal parking and no ADA accessibility. The batting cage by Field #1 is in poor condition.
- Memorial Field #2 – One (1) Multi-Purpose Rectangular Field (Score = 2.0). The field is in overall fair condition, with no irrigation and outdated football goal posts, benches, and athletic equipment. The field has visible planarity issues and bare spots, resulting in ponding in various locations. Furthermore, a section of the field is inside the baseball infield, which appears to be raised, presenting a potential tripping hazard. As a whole, the complex provides minimal parking and no ADA accessibility.
- Tobey Field #3 – One (1) 60' Diamond (Score = 1.6). The field is in overall poor to fair condition, with no irrigation and outdated equipment, spectator seating, lighting, dugout areas, scoreboard, and fencing/safety netting. The field has visible planarity issues and significant ponding in various locations in and around the field. The field itself is raised above the surrounding areas, which contributes to the ponding and shows signs of erosion and sedimentation at the backstop and dugout areas. The complex provides minimal parking and no ADA accessibility. The batting cage and pitching warm-up locations are in poor condition. The field solar orientation is in the southwestern direction, which is the opposite of the recommended solar orientation for a baseball field (northeast). This solar orientation results in the sun shining in the batter's eye and should be avoided, if possible.
- DeWolfe Field #4 – One (1) 60' Diamond (Score = 1.6). The field is in overall poor to fair condition, with no irrigation and outdated equipment, dugout areas,

scoreboard, fencing, and backstop. The field geometry is smaller than what is required for a regulation 60' diamond. The distance from home plate to the outfield fence is between 177' to 198', which is smaller than the recommended 200' minimum distance. The distance to the backstop and dugouts from the field is approximately 15', well below the recommended minimum of 25', which is unsafe for players using the field. The complex provides minimal parking and no ADA accessibility.

Section 2.3 – Permit Regulations

Gale conducted general research into the Town ordinances and regulations to determine applicable ordinances that may impact renovations/improvements to the Town’s fields. Based on research performed under Section 2.1, the following natural resources could be impacted by the proposed improvements, including bordering vegetated wetlands, FEMA flood zones, and Natural Heritage Endangered Species Program (NHESP).

The Town of Kittery applies a “no cut, no disturb” buffer zone, depending on the structure or activity being performed, its proximity to Wetlands or Water Bodies in the Town of Kittery, and the size of these Wetlands or Bodies of Water. The Town of Kittery Land Use Ordinance includes a table that lists these “no cut, no disturb” buffer zones, and the activities that relate to this project include the following:

Table 16.5.30 Minimum Setbacks from Wetlands and Water Bodies*			
Structure/Activity	Total Size of Wetland and/or Water Body		
	Less Than 501 Square Feet (feet)	501 Square Feet to 1 Acre and Intermittent Streams (feet)	
		Greater Than 1 Acre (feet)	
Recreational Uses and Structures			
Low-intensity recreation	0	0	0
Recreational facility or structure excluding a golf course	0	50	100
Topsoil Removal			
Removal of more than 10 cubic yards of topsoil except for approved projects	0	50	100
Topsoil removal with a soil conservation service-endorsed erosion and sedimentation plan	0	25	25

There are only a few of the Town fields located at Memorial Field that appear to fall within the buffer zones of Table 16.5.30 above. It has been our experience that, since these areas have been previously disturbed and the proposed use will not be altered, many Permitting Authorities have shown leniency in these areas. All other resources have regulations as established by the Maine Department of Environmental Protection (MaineDEP).

MaineDEP Site Location and Development Law (Site Law) applies to projects creating more than 3 acres of impervious area. Due to an increase in the impervious area at Memorial

Field, the Site Law may apply, therefore, requiring a pre-application meeting to determine if a Site Law permit will be required. Also, large-scale replacement/renovation of the fields may involve the excavation, removal, or stripping of large amounts of earth. Since the proposed disturbed area is more than 1 acre, a Stormwater Management Law permit may also be required by the department.

Based on environmental resource mapping, DeWolfe Field #4 at Memorial Field appears to be located inside Zone A of the FEMA Flood Map. As a result, any work performed in that area may require a Flood Hazard Development Permit.

Town Zoning Ordinance dictate a maximum building height of 35 to 50 feet in most commercial and residential areas. As Memorial Field is located in a Residential Urban (R-U) Zone, a special permit or miscellaneous variation may be required from the Board of Appeals for the installation of athletic lights, which typically rise ~70 – 80 feet in height.

Section 2.4 – Annual Field Use Demand

As part of the master planning process, Gale distributed questionnaires to major stakeholders of Town athletics. One of the main purposes of these questionnaires was to obtain data for the fields to quantify and qualify the use each field undergoes during an average playing year. Representatives from the Kittery Soccer Club (KSC), Kittery Little League (KLL), Kittery Youth Lacrosse Program (KYL), the Kittery Community Center (KCC), adult baseball, Babe Ruth Leagues (BRL), and Traip Academy High School Athletics (TAHSA) completed these questionnaires and, where applicable, provided detailed schedules. These questionnaires can be found in Enclosure 3.

A summary of the answers to the questionnaires and their respective field use is as follows:

Kittery Little League (KLL) youth baseball has approximately 165 participants, across approximately 18 teams, from ages 4 to 14. KLL expressed concerns of field overuse in the spring season, since only two fields (Tobey & DeWolfe) are available for both practices and games. KLL participant numbers have also increased over the past five years, contributing to the need for additional playing time and/or fields. In general, these fields have an uneven playing surface with poor drainage and irrigation issues due to the age of the fields. The backstop, fencing, as well as all dugouts for both fields are considered to be in poor condition and should be replaced.

Kittery Youth Lacrosse (KYL) has about 100 participants and faces similar field availability issues to KLL. The limited availability of Picott, Haley, and Emery Fields impacts the number of KYL practices that can be scheduled throughout the week. It is our understanding that KYL currently does not use Memorial Field. KYL has concerns with current field availability and is in favor of installing athletic lights and/or synthetic turf fields wherever feasible to increase field availability and, in the case of synthetic turf, greatly lower maintenance requirements. KYL has experienced significant growth over the past five years and expects growth to continue, making field availability even more important for the future of KYL.

Traip Academy High School Athletics (TAHSA) includes multiple sports teams; included in this report are football, field hockey, baseball, men's and women's lacrosse, men's and women's soccer, all with participants aged 14 to 18. It is our understanding that men's and women's lacrosse do not currently use Memorial Field. TAHSA uses both Memorial Field #1 and Field #2 for games and practices. They reported an overall deficiency in usable field space, leading to field overuse and limitations on program sizes. TAHSA works with the Kittery DPW to provide maintenance to these fields, but also heavily relies on volunteer work from students and coaches to maintain the fields throughout the year. Any programs that cannot practice or play games at Memorial Field utilize Shapleigh Field and Haley Field. Based on the use demand, Shapleigh and Haley fields also experience overuse and would greatly benefit from possible synthetic turf fields and athletic lighting at Memorial Field to reduce the number of yearly uses at these fields. The majority of the questionnaires received from TAHSA are in support of synthetic turf athletic fields, as they will increase field availability and quality, as well as reduce maintenance requirements. All questionnaires were in support of providing athletic lighting at Memorial Field and indicated that it is important to not only increase field availability, but to provide a central location for their athletes to practice and play games.

The total number of "uses" each field hosts per year was determined through the following methodology. First, the amount of Time Per Event (TPE) was set at 1.5 hours, as a typical amount of time for a game or practice event of baseball, softball, football, soccer, lacrosse or field hockey, or any other field event listed by a User Organization. The TPE is an average time used to estimate total annual field use. Second, a Frequency of Use (FOU) was determined per field event per week, per season, and per year. For example, if we assume Adult Soccer meets for two (2) hours (equating to approximately 1.3 scheduled uses), one (1) day per week for 10 weeks in the spring/summer season, the Field Use (FU) of that event is then calculated: $1.3 \text{ uses} \times 1\text{-day} \times 10 \text{ weeks} = 13.3 \text{ field uses/year}$. This procedure is repeated for each recreation activity and athletic playing field listed at Memorial Field. The quantification of field use demand is provided in Enclosure 5 – Field Use Data, Demand Analysis and Field Deficiencies. It provides a summary of the annual team and organization uses for the Town's existing recreation and athletic fields at Memorial Field. It also indicates the teams that utilize each field.

The results of the Current Use demand quantification indicate that the fields located at Memorial Field are being used to accommodate approximately 1,242 team events per year (Enclosure 5). This number is based on scheduled events only and does not include undocumented uses. It appears all of the athletic areas located at Memorial Field currently experience more than 250 scheduled team uses per year (refer to the Field Users Bar Chart and Pie Charts provided in Enclosure 5). The multi-purpose rectangular field (Field #2) located at Memorial Field currently experiences the most uses (341 uses), followed by Tobey Field and DeWolfe Field, which experience the same amount of uses (334 uses), then the 90' baseball diamond at Memorial Field (293 uses).

A well maintained and irrigated natural turf field that is properly rested can typically sustain between 200-250 team-uses per year. To sustain high quality and safe natural turf under the maximum volume of use is dependent upon how well the field is built, to what degree the fields are maintained, and if an Inclement Weather Policy is enforced. As a comparison,

a synthetic turf field has an all-weather playing surface without the general use constraints of a typical natural grass field. A synthetic turf field with lights ends up being limited more by time in the day than field condition, and can typically sustain up to 750 uses per year when fully utilized.

According to the Current Use quantification analysis, it appears that KLL has the most annual scheduled uses, with football being the next largest user. TAHS baseball and field hockey also use the fields, with Babe Ruth baseball and adult flag football making up the remainder of users that utilize the fields at Memorial Field.

Section 2.5 – Equivalent Field Use Analysis

When comparing the field uses on the field turf, one must consider that different sport activities result in different levels of stress and wear on the playing field. Some fields are primarily used for high/medium contact sports, where play is more aggressive, increasing the stress loads on the field and the rate of field wear and deterioration. Other fields are primarily used for low-contact sports and the stress on the field is not as detrimental. While the “Current Use” (Enclosure 5) is a good indication of scheduled team-uses, the “Equivalent Use” (Enclosure 5) is a better indicator of stress imposed on the field.

Based on our experience, we have applied an equivalent use factor of 1.0 to youth soccer as the baseline of field impact and deterioration. Gale estimates that football is much more damaging to the turf and, as such, assign it a 2.0 equivalent use factor. Similarly, baseball and softball are not as damaging and are assigned a factor of 0.75. Other equivalent use factors for various sports were assigned based on estimated turf impact, and then multiplied by the number of scheduled uses for each type of activity to yield the Equivalent team-uses in terms of turf impact and damage (Enclosure 5).

Based on the results of the Current Use data in Section 2.3, we developed an Equivalent Use Demand Matrix. Based on this data, all four of the athletic areas located at Memorial Field are overburdened and accommodate more than the suggested 250 events per year.

Average Equivalent Use Per Field Type		
Use Type	Total Uses	Avg. Use Per Field
60' Baseball (2)	668	334
90' Baseball	293	293
MPR – G8	341	341

Ideally, heavily used natural turf athletic fields require a thirty to forty-five (30-45) day rest period during an active growth period in the fall or the spring. The Equivalent Use (weighted field use) per field event is provided in Enclosure 5 and, as shown, it is apparent that the athletic fields are not afforded the consistent and appropriate rest period needed during the year due to their full use schedule throughout the year. A rest period allows the grass field to repair itself by rhizome propagation and “re-knitting” of the root-zone. This process does not take place during the summer, when cool weather grasses like Kentucky

blue grass are dormant. This is a significant challenge for virtually all public school and municipal organizations.

SECTION 3.0 – FIELD USE REDISTRIBUTION/FIELD DEFICIENCIES

Section 3.1 – Redistribution of Athletic Programs

As mentioned above, for each natural turf field to achieve a sustainable playing surface, the total number of equivalent uses is suggested to not exceed approximately 250 per year. To accomplish this, uses on fields with higher existing demands would need to be moved to fields with lower existing demands in an attempt to distribute uses more evenly throughout the Town. Considering that all of game ready fields experience more than 250 uses per year, it appears that redistribution alone is not a viable solution and additional fields are needed. It is reasonable to conclude that additional fields are warranted to allow for the expansion of youth leagues, more opportunity to rest fields, and more opportunity to limit scheduling constraints.

Field Deficit Data - Based on Equivalent Use						
Use Type	Total Uses	Avg use per Field	Total Fields Needed	Total Fields Needed Rounded	Current No. of Fields	Field Deficit
60' Baseball/Softball	668	334	2.7	3	2	1
90' Baseball	293	293	1.2	2	1	1
MPR-G8	341	341	1.4	2	1	1

G8 = 210 x 330

Notes:

1. Fields needed, and field deficit data is based on natural grass. Synthetic turf with lights can count for three (3) natural turf fields.

The field deficit data shown above and found in Enclosure 5 shows the number of additional natural turf fields required by the Town for all fields to have under 250 uses, which includes one (1) - 60’ diamond baseball field, one (1) -90’ diamond baseball field, and one (1) - multi-purpose rectangular field. Synthetic turf fields are much more resilient than natural grass fields and are typically restricted by hours in the day, not by field condition. A well-maintained synthetic turf field can typically sustain 750 uses per year and is a viable option, given space and scheduling restrictions. Essentially, one (1) synthetic turf field with athletic lighting acts as three (3) natural grass fields.

SECTION 4.0 – CONCEPTUAL PLANS AND COST ESTIMATES

Upon review of the athletic field information, including questionnaires, evaluation forms, and discussions with the field stakeholders (including the Town, High School athletics staff, youth sport and adult sport representatives, and other community members), Gale has developed conceptual plans and cost estimates for proposed improvements at the various field venues to address the field deficiencies identified, as well as comments and concerns raised by the Town and its community members.

Priority needs stressed by the various stakeholders included the following:

- Synthetic turf and athletic lights need to be provided.
- Provide amenities at the Town fields (i.e., storage, restrooms, concessions, locker rooms, playground).
- Improve existing parking and add as much additional parking as possible at Memorial Field.
- Provide a state-of-the-art facility that has the ability to host most, if not all, high school athletics, since currently high school sports are played at a variety of fields across Town.
- Accommodate field-use demand and address deficiencies identified.

Memorial Field

The existing fields at Memorial Field consist of one (1) natural grass 60' diamond baseball field (DeWolfe Field) that is not regulation size for Little League baseball, one (1) other natural grass 60' diamond baseball field (Tobey Field) that meets regulation size for Little League and is equipped with athletic lighting, one (1) natural grass 90' diamond baseball field, and one (1) natural grass multi-purpose rectangular field that is located in the outfield of the 90' diamond baseball field. These fields are used mostly by High School football, baseball, and field hockey, as well as youth baseball. To accommodate the needs identified above, Gale is proposing the following at Memorial Field:

- A combination synthetic turf field with athletic lighting, consisting of a 90' diamond baseball field, a 60/70' diamond baseball/softball field, and one MPR field lined for football, soccer, men's lacrosse, women's lacrosse, and field hockey.
- A natural grass 60' diamond baseball field (Tobey Field) with athletic lighting that meets Little League regulation standards and is oriented in the ideal direction for an optimal playing experience.
- A natural grass 60' diamond baseball field that does not meet Little League regulation standards for all ages, but can be utilized for tee-ball up to "minors".

Based on the priorities listed above and to address the required fields identified, Gale developed five (5) initial alternative layouts:

Alternate No. 1 – Synthetic turf multi-purpose field, running lengthwise from west to east, and a proposed natural grass multi-purpose field. This alternate was eliminated up front due to the lack of a 60' diamond baseball/little league fields.

Alternate No. 2 – Synthetic turf multi-purpose field, running lengthwise from south to north, with two baseball fields (one (1) 90' and one (1) 60'/70') adjacent to the multi-purpose field, with the existing field house to remain, and Toby Field as a regulation 60' diamond.

Alternate No. 3A – Similar layout to Alternate #2, but with a new field house, which would allow for additional space between the fields. Tobey and DeWolfe Fields are not regulation 60' diamonds under this alternate.

Alternate No. 3B – Similar to Alternate 3A, but the multi-purpose turf field would slide west to overlap with the 90’ baseball diamond, providing more space to allow Tobey Field to be a regulation 60’ diamond.

Alternate No. 4 – This alternate was considered the “Clean Slate” alternate, completely flipping the site with the full 90’ diamond on the opposite side of the property. This option was eliminated due to the poor orientation of the 90’ and 60’ baseball diamonds.

All of the alternates considered design resulting in the ability to host three games simultaneously at Memorial Field. Having the high school sports playing at a state-of-the-art athletic facility with synthetic turf will greatly improve the respective programs. The addition of athletic lighting at the combination synthetic turf field, as well as the regulation 60’ baseball diamond field, will provide more playing time on the facility. Enclosure 6 includes the initial five (5) Conceptual Plans reviewed with the Field Assessment Team. They incorporate the proposed fields while providing maximum parking and several amenities building options.

As noted in Section 2.3, due to the close proximity to the wetlands and Legion Pond, the proposed improvements under all of the options (the proposed combination synthetic turf field, athletic lighting, and two natural grass 60’ diamond baseball fields), it is anticipated that a Notice of Intent (NOI) or a Permit by Rule (PBR) may be required from MaineDEP. Also, a Special Permit or miscellaneous variation from the Board of Appeals (BA) may be required related to the proposed ~70-80-foot athletic lights. MaineDEP may also require a Site Law or Stormwater Management Law permit due to increased impervious area and large-scale renovations.

Conceptual cost estimates have been provided for four (4) initial alternative layouts at Memorial Field. The cost for these improvements ranges from an estimated ±\$7.0 million to ±\$8.7 million, depending on the alternative layout that is chosen, and if the existing field house is to remain or be removed (refer to Enclosure No. 6 for the Conceptual Plans and Conceptual Cost Estimates). Note that the improvements proposed under each alternate could be broken down into separate phases, based on available funding.

SECTION 5.0 – DECISION MATRIX

Gale’s evaluation of the Town’s current athletic and recreational field use program has established the demand for additional athletic fields and renovations to the existing athletic fields at Memorial Field. Based on the field use needs identified and other input proposed by the stakeholders, Gale has narrowed down two (2) potential alternative options from the initial five (5) considered that address most of the deficiencies associated with the Town’s field usage. The decision matrix below provides a summary of the pros and cons of each alternate considered:

Decision Matrix TOWN OF KITTELY – Memorial Field Assessment Gale JN: 719120			
ALTERNATE	ESTIMATED COST	PROS	CONS
ALTERNATE OPTION 2- Synthetic Turf Field with Existing Field House	\$±6,945,000.00	Least expensive; optimal orientation for 90' diamond and regulation Little League baseball field, 133 parking spaces.	Locker room addition to Field House may require relocation of the propane tank and septic system; limited space for additional storage buildings/locker rooms elsewhere on the property.
ALTERNATE OPTION 3A – Synthetic Turf Field with New Amenities Building	\$±8,586,000.00	Optimal orientation for 90' diamond and one of the non-regulation 60' diamonds; sports lines do not intersect with 90' diamond infield area; 123 parking spaces.	Both grass fields are not Little League regulation size, limited space for spectator seating at the rectangular field and both grass diamonds.
ALTERNATE OPTION 3B – Synthetic Turf Field with New Amenities Building	\$±8,357,000.00	Optimal orientation for the 90' diamond and regulation-sized Little League baseball field; plenty of space between fields for additional spectator seating and storage buildings; 123 parking spaces.	Limited to no room for a playground; rectangular field lines intersect with 90' diamond infield area.
ALTERNATE OPTION 4 - Clean Slate Option Synthetic Turf Field with New Amenities Building Location	\$±8,700,000.00	Centralized spectator seating areas and parking lot; open space could be used for a large playground or storage buildings.	Most expensive option; least amount of parking (109 parking spaces); new amenities building is far away from the existing Field House, so it will be expensive to run utilities; 90' diamond and non-regulation Little League field are not in optimal orientation; turf field adjacent to pond and wetlands.

Note: The original Alternate Option 1 was eliminated immediately by the Committee.

Following additional review of the decision matrix with the committee, Alternate Option 2 and Alternate Option 3A above were selected to be presented to the Community (stakeholders) at the public meeting conducted on September 18, 2023. Refer to Enclosure 6 for Conceptual Plan Options and Conceptual Cost Estimates.

Taking the input provided by the community at the public meeting, and considering the estimated project costs, the Master Plan Committee deemed Option 2 as the preferred option. Gale then updated the initial Option 2 plan that was presented, incorporating the various community comments provided, and developed the final preferred option and conceptual cost estimate provided in Enclosure 7.

Upon discussion with the Town, Gale understands the following to be the Town's priority list:

1. Synthetic turf field with athletic lighting for high school sports at Memorial Field.
2. The ability to keep the same amount or provide additional playing fields at Memorial Field.
3. Improve and expand parking and site accessibility at Memorial Field.
4. Provide improved and/or updated amenities at Memorial Field (locker rooms, concessions, batting cages/bullpens, storage, playground).

SECTION 6.0 – FIELD MAINTENANCE AND BUDGET

The implementation of a Master Plan to expand/enhance recreation facilities is only effective if the work completed is properly maintained. Refer to Enclosure 8 – Maintenance Tasks, which summarizes those activities that are routinely accomplished in the maintenance of high-quality athletic fields, and provides opinions with regards to maintenance activities and resources.

Section 6.1 – Existing Maintenance and Budget

At this time, the fields at Memorial Field are maintained by two (2) separate parties, the Department of Public Works (DPW) and the School District (Traip Academy High School). Gale issued questionnaires to each entity to evaluate who is performing maintenance on the fields, at which fields, and at what cost. The completed questionnaires are provided in Enclosure 8.

Based on the information provided, a summary of the maintenance conducted at each of the Town fields is provided in Enclosure 8, along with the current estimated yearly maintenance costs, which is approximately \$116,000.

Section 6.2 – Proposed Maintenance Budget

Generally, a well-maintained, natural grass, municipal level field will cost approximately \$25,000/year. A synthetic turf field requires significantly less maintenance, with the majority of the maintenance comprised of grooming and cleaning it of trash/litter. A typical maintenance budget for a standard synthetic turf field (88,000 SF) is +/- \$7,000/year. However, since the proposed synthetic turf field is closer to 130,000 SF, maintenance costs would be closer to +/- \$10,000/year. It should be noted that after the synthetic turf's useful life (approximately 12 years), the turf carpet will need to be replaced. The average cost to replace the turf carpet on a standard full-sized field is approximately \$400,000 - \$600,000, depending on the synthetic turf system chosen (fiber material, infill material, pad, etc.). However, with this larger field proposed, replacement costs will be closer to \$800,000 - \$1,000,000. It should be noted that, when accounting for maintenance over the life of both natural grass and synthetic turf, the overall net present value costs are very similar. It should be further noted that a lighted synthetic turf field can be used approximately three (3) times more than a natural grass field. As such, the cost per use of a synthetic turf field is approximately 1/3 compared to natural grass. Pristine natural grass is typically the

preferred surface for all athletes. However, most communities cannot sustain natural fields to a high level due to overuse and use when wet, which is why many communities are choosing to use synthetic turf as a way to supplement their field inventory.

Based on the budget information provided by the Town and Gale's knowledge of costs to conduct well-maintained field maintenance for both grass and synthetic turf, we anticipate a preliminary annual maintenance budget for the Town to be estimated at approximately \$60,000, for all fields located at Memorial Field (refer to the itemized cost breakdown provided in Enclosure 8).

Please see below for major maintenance activities for synthetic turf fields and estimated replacement costs. Costs are based on the work being performed in 2024:

- Full-Size Rectangular Synthetic Turf Field
 - Year 0 – Installation
 - Years 0 - 8 – Typical 8-Year Warranty Period
 - Year 11 - 13 – Turf Replacement +/- \$800,000

SECTION 7.0 – OVERALL CONCLUSIONS

The Field Assessment and Master Plan is the first step to identify inventory constraints, community needs, and a planning program to help the Town of Kittery better meet the recreational needs of the community. Gale determined the level of use for each athletic facility at Memorial Field and formulated a planning program based on these use levels. As a result of these assessments and meetings with stakeholders, this report finds that all of the game ready fields located at Memorial Field are currently overused (greater than 250 uses per year). Based on these findings, it is reasonable to conclude that additional field space is warranted.

As shown in this report, the existing athletic fields at Memorial Field have deficiencies in similar areas, which include little to no rest periods essential to natural grass turf growth and establishment, field areas devoid of turf (a potential safety hazard), drainage issues, outdated equipment, and a lack of ADA accessibility. The Town should consider the installation of additional fields to allow the existing fields time to rest and allow the natural turf to grow, or consider the installation of a synthetic turf field. Gale's Master Plan provides a planning program that will assist the Town of Kittery in its goal to provide adequate and improved athletic fields to its community.

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ENCLOSURE 1

MEMORIAL FIELD EXISTING CONDITIONS

AERIAL MAP AND SURVEY

MEMORIAL FIELD - FIELD NUMBERING

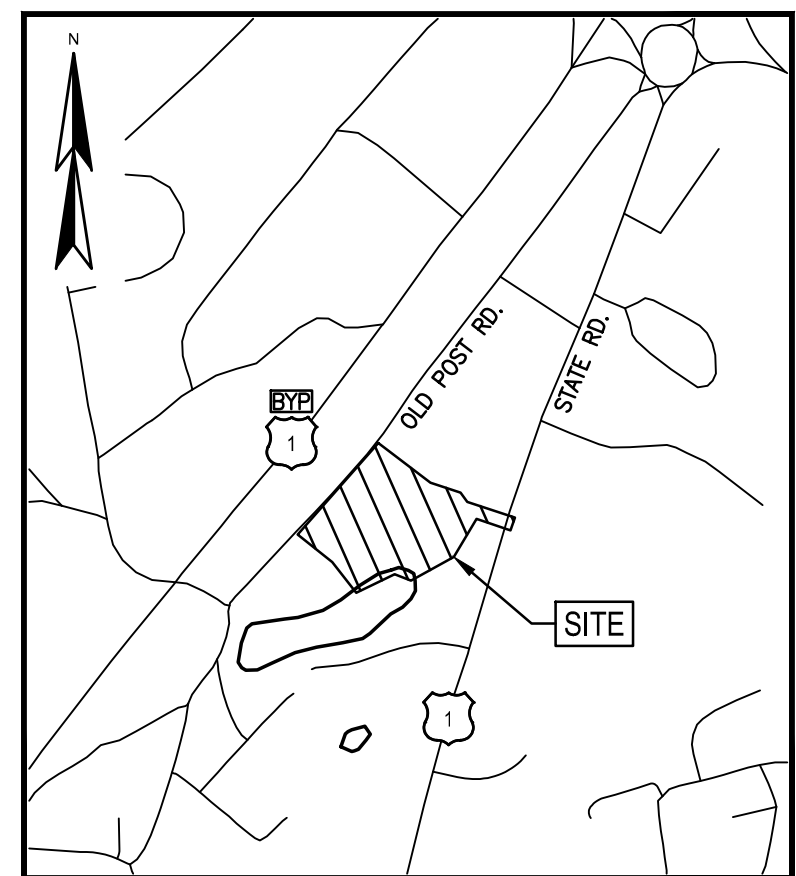
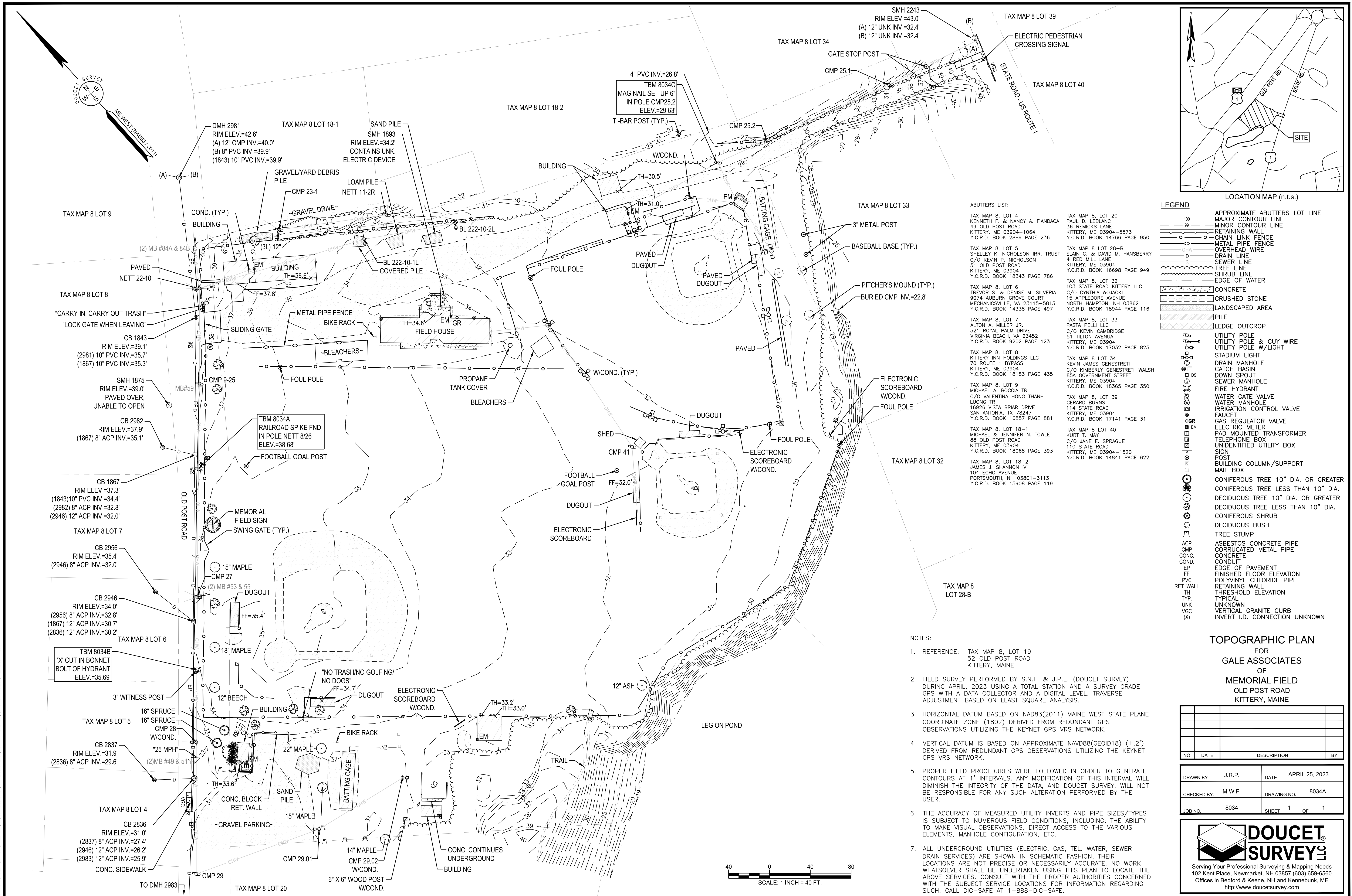


FIELD #3
TOBEY FIELD

FIELD #2 - MEMORIAL FIELD

FIELD #1
MEMORIAL FIELD

FIELD #4
DEWOLFE
FIELD



LEGEND

---	APPROXIMATE ABUTTERS LOT LINE
---	MAJOR CONTOUR LINE
---	MINOR CONTOUR LINE
---	RETAINING WALL
---	CHAIN LINK FENCE
---	METAL PIPE FENCE
---	OVERHEAD WIRE
---	DRAIN LINE
---	SEWER LINE
---	TREE LINE
---	SHRUB LINE
---	EDGE OF WATER
---	CONCRETE
---	CRUSHED STONE
---	LANDSCAPED AREA
---	PILE
---	LEDGE OUTCROP
---	UTILITY POLE
---	UTILITY POLE & GUY WIRE
---	UTILITY POLE W/LIGHT
---	STADIUM LIGHT
---	DRAIN MANHOLE
---	CATCH BASIN
---	DOWN SPOUT
---	SEWER MANHOLE
---	FIRE HYDRANT
---	WATER GATE VALVE
---	WATER MANHOLE
---	IRRIGATION CONTROL VALVE
---	FAUCET
---	GAS REGULATOR VALVE
---	ELECTRIC METER
---	PAD MOUNTED TRANSFORMER
---	TELEPHONE BOX
---	UNIDENTIFIED UTILITY BOX
---	SIGN
---	POST
---	BUILDING COLUMN/SUPPORT
---	MAIL BOX
---	CONFEROUS TREE 10" DIA. OR GREATER
---	CONFEROUS TREE LESS THAN 10" DIA.
---	DECIDUOUS TREE 10" DIA. OR GREATER
---	DECIDUOUS TREE LESS THAN 10" DIA.
---	CONFEROUS SHRUB
---	DECIDUOUS BUSH
---	TREE STUMP
---	ASBESTOS CONCRETE PIPE
---	CORRUGATED METAL PIPE
---	CONC.
---	COND.
---	CONDUIT
---	EP
---	FF
---	PVC
---	RET. WALL
---	TH
---	TYP.
---	UNK
---	VGC
---	(X)

ABUTTERS LIST:

TAX MAP 8, LOT 4 KENNETH F. & NANCY A. FIANDACA 49 OLD POST ROAD KITTERY, ME 03904-1064 Y.C.R.D. BOOK 2889 PAGE 236	TAX MAP 8, LOT 20 PAUL D. LEBLANC 36 REMICKS LANE KITTERY, ME 03904-5573 Y.C.R.D. BOOK 14766 PAGE 950
TAX MAP 8, LOT 5 SHELLEY K. NICHOLSON IRR. TRUST C/O KEVIN P. NICHOLSON 51 OLD POST ROAD KITTERY, ME 03904 Y.C.R.D. BOOK 18343 PAGE 786	TAX MAP 8, LOT 28-B ELAIN C. & DAVID M. HANSBERRY 4 RED MILL LANE KITTERY, ME 03904 Y.C.R.D. BOOK 16698 PAGE 949
TAX MAP 8, LOT 6 TREVOR S. & DENISE M. SILVERIA 9074 AUBURN GROVE COURT MECHANICVILLE, VA 23115-5813 Y.C.R.D. BOOK 14338 PAGE 497	TAX MAP 8, LOT 32 103 STATE ROAD KITTERY LLC C/O CYNTHIA WOJACKI 15 APPLIEDORE AVENUE NORTH HAMPTON, NH 03862 Y.C.R.D. BOOK 18944 PAGE 116
TAX MAP 8, LOT 7 ALTON A. MILLER JR. 521 ROYAL PALM DRIVE VIRGINIA BEACH, VA 23452 Y.C.R.D. BOOK 9202 PAGE 123	TAX MAP 8, LOT 33 PASTA FELLI LLC C/O KEVIN CAMBRIDGE 51 TILTON AVENUE KITTERY, ME 03904 Y.C.R.D. BOOK 17032 PAGE 825
TAX MAP 8, LOT 8 KITTERY INN HOLDINGS LLC 70 ROUTE 1 BYPASS KITTERY, ME 03904 Y.C.R.D. BOOK 18183 PAGE 435	TAX MAP 8, LOT 34 KEVIN JAMES GENESTRETI C/O KIMBERLY GENESTRETI-WALSH 85A GOVERNMENT STREET KITTERY, ME 03904 Y.C.R.D. BOOK 18365 PAGE 350
TAX MAP 8, LOT 9 MICHAEL A. BOCCIA TR C/O VALENTINA HONG THANH LUONG TR 16926 VISTA BRIAR DRIVE SAN ANTONIO, TX 78247 Y.C.R.D. BOOK 16857 PAGE 881	TAX MAP 8, LOT 39 GERARD BURNS 114 STATE ROAD KITTERY, ME 03904 Y.C.R.D. BOOK 17141 PAGE 31
TAX MAP 8, LOT 18-1 MICHAEL & JENNIFER N. TOWLE 88 OLD POST ROAD KITTERY, ME 03904 Y.C.R.D. BOOK 18068 PAGE 393	TAX MAP 8, LOT 40 KURT T. MAY C/O JANE E. SPRAGUE 110 STATE ROAD KITTERY, ME 03904-1520 Y.C.R.D. BOOK 14841 PAGE 622
TAX MAP 8, LOT 18-2 JAMES J. SHANNON IV 104 ECHO AVENUE PORTSMOUTH, NH 03801-3113 Y.C.R.D. BOOK 15908 PAGE 119	

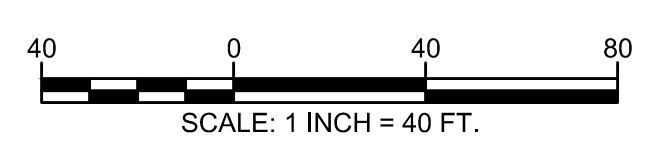
- NOTES:**
- REFERENCE: TAX MAP 8, LOT 19
52 OLD POST ROAD
KITTERY, MAINE
 - FIELD SURVEY PERFORMED BY S.N.F. & J.P.E. (DOUCET SURVEY) DURING APRIL, 2023 USING A TOTAL STATION AND A SURVEY GRADE GPS WITH A DATA COLLECTOR AND A DIGITAL LEVEL. TRAVERSE ADJUSTMENT BASED ON LEAST SQUARE ANALYSIS.
 - HORIZONTAL DATUM BASED ON NAD83(2011) MAINE WEST STATE PLANE COORDINATE ZONE (1802) DERIVED FROM REDUNDANT GPS OBSERVATIONS UTILIZING THE KEYNET GPS VRS NETWORK.
 - VERTICAL DATUM IS BASED ON APPROXIMATE NAVD83(GEOD18) (±.2') DERIVED FROM REDUNDANT GPS OBSERVATIONS UTILIZING THE KEYNET GPS VRS NETWORK.
 - PROPER FIELD PROCEDURES WERE FOLLOWED IN ORDER TO GENERATE CONTOURS AT 1' INTERVALS. ANY MODIFICATION OF THIS INTERVAL WILL DIMINISH THE INTEGRITY OF THE DATA, AND DOUCET SURVEY, WILL NOT BE RESPONSIBLE FOR ANY SUCH ALTERATION PERFORMED BY THE USER.
 - THE ACCURACY OF MEASURED UTILITY INVERTS AND PIPE SIZES/TYPES IS SUBJECT TO NUMEROUS FIELD CONDITIONS, INCLUDING; THE ABILITY TO MAKE VISUAL OBSERVATIONS, DIRECT ACCESS TO THE VARIOUS ELEMENTS, MANHOLE CONFIGURATION, ETC.
 - ALL UNDERGROUND UTILITIES (ELECTRIC, GAS, TEL. WATER, SEWER DRAIN SERVICES) ARE SHOWN IN SCHEMATIC FASHION, THEIR LOCATIONS ARE NOT PRECISE OR NECESSARILY ACCURATE. NO WORK WHATSOEVER SHALL BE UNDERTAKEN USING THIS PLAN TO LOCATE THE ABOVE SERVICES. CONSULT WITH THE PROPER AUTHORITIES CONCERNED WITH THE SUBJECT SERVICE LOCATIONS FOR INFORMATION REGARDING SUCH. CALL DIG-SAFE AT 1-888-DIG-SAFE.

TOPOGRAPHIC PLAN
FOR
GALE ASSOCIATES
OF
MEMORIAL FIELD
OLD POST ROAD
KITTERY, MAINE

NO.	DATE	DESCRIPTION	BY

DRAWN BY:	J.R.P.	DATE:	APRIL 25, 2023
CHECKED BY:	M.W.F.	DRAWING NO.:	8034A
JOB NO.:	8034	SHEET	1 OF 1

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ENCLOSURE 2

EVALUATION FORMS AND SITE PHOTOS

Summary Form



Overall Grade:	1.8
----------------	------------

Name of Venue

Address: 70 Old Post Road, Kittery, ME 03904

Size: Four Athletic Fields

General Description: Athletic Fields

Date of Evaluation: 3/24/2023

Facility Type and Grades:

General Site Conditions	1.40
Multi-Purpose Rectangular Field	2.00
Baseball/Softball Field	2.00
Average Score	1.80

Grading Legend

- 1 = Inadequate
- 2 = Poor
- 3 = Good

Site Inventory:

Y	Rectangular Field	N	Skate Park	N	Dog Park (Off-Leash)
Y	Baseball / Softball Field	N	Community Garden	N	Dog Park (On-Leash)
N	Pool	N	Spray Park	N	Dog Valet
N	Basketball Court	Y	Table and Chairs	Y	Restrooms / Porta Potty
Y	Building/Structure	N	Tennis Courts	N	Playground
N	Open Space	Y	Lighting	N	Designated Parking
Y	Bike Parking	Y	Monument		

General Site Conditions:

Score	N/A	Poor (1)	Fair (2)	Good (3)	Excellent (4)
Safety and Security (site lighting, fencing, play surfacing/structures, etc.)			X		
Appearance (welcoming entrance, landscaping/natural surface, special element, e.g. spray park, social gathering space, etc.)		X			
General Accessibility (condition of walkways, legibility of signage, clarity of rules, trip hazards, bike corrals)		X			
ADA Compliance (walkways, ramps at appropriate grades, ADA Parking, gates restrooms and equipment accessible)		X			
Equipment & Serviceability (furnishings, play structures, water fountain, buildings, restrooms, furnishings, trash and recycling bins, sports equipment, site drainage, athletic lighting.)			X		
Average Score = 1.4					

RECOMMENDATIONS:

<p> </p> <p> </p> <p> </p> <p> </p> <p> </p>
--

Athletic Field Evaluation Form



Name of Venue

Field Grade:	2.0
--------------	------------

Date of Evaluation	3/24/2023		
Type of Field:	Multi-Purpose Rectangular (MPR) (Football)		
Number of Fields:	1		
Typical age of users:			
MPR Field Dimensions:	Length:	Width	Run-Out
	360'	160'	15'

	N/A	Poor (1)	Fair (2)	Good (3)	Excellent (4)
Geometry			X		
Stand of Turf			X		
Planarity (playing surface - lack of dips, heaves, holes, etc.)			X		
Striping (completeness, visibility, condition)	X				
Fencing (perimeter fencing, gates, etc.)			X		
Irrigation (condition, coverage, reported adequacy)	X				
Safety (run-outs, lack of obstructions, etc.).			X		
Support Equipment (goals, players benches, etc.)		X			
Athletic Lighting (reported adequacy, lack of spill / glare, general condition, etc.)	X				
Site Lighting				X	
Spectator Seating (condition, size, accessibility, etc.)				X	
Drainage		X			

Average Score =	2.0
------------------------	------------

<p>Comments</p> <ol style="list-style-type: none"> 1. There are some bare spots on field; many dips/heaves in the field pose a tripping hazard and some do not properly drain; dips appear to pond at times. 2. Football goal posts, practice equipment, and benches appear to be old with rust visible on all of them. 3. The fence between the building/grandstands and football field is a low spot that has significant ponding issues. The fence is in fair condition. 4. A section of the field is located in the baseball infield, which is raised and poses a tripping hazard.

MEMORIAL FIELD - FOOTBALL FIELD



Photo 1: Football field playing surface.



Photo 2: View of dips and heaves in the football field playing surface.



Photo 3: View of the football field benches and fencing in fair condition. There are signs of ponding along the football field fence.



Photo 4: Football field fencing is in fair condition. There are signs of ponding along the fence.



Photo 5: View of a rusty football goal post in poor condition.



Photo 6: View of spectator seating with no accessible path or parking.

Athletic Field Evaluation Form



Name of Venue

Field Grade:	2.0
--------------	------------

Date of Evaluation	3/24/2023				
Type of Field:	Baseball Field				
Number of Fields:	1				
Typical age of users:					
Baseball/Softball Dimensions:	1st & 3rd Base	L Field	R Field	C Field	Backstop
	90'	282'	353'	393'	40'

	N/A	Poor (1)	Fair (2)	Good (3)	Excellent (4)
Geometry / Solar Orientation				X	
Stand of Turf			X		
Infield Condition (infield material, base paths, etc.)		X			
Planarity (playing surface - lack of dips, heaves, holes, etc.)			X		
Striping (completeness, visibility, condition)	X				
Fencing (perimeter fencing, backstops, outfield fencing, etc.)			X		
Irrigation (condition, coverage, reported adequacy)	X				
Safety (run-outs, lack of obstructions, etc.)			X		
Support Equipment (bases, dugouts, batting cages, players benches, etc.)		X			
Athletic Lighting (reported adequacy, lack of spill / glare, general condition, etc.)	X				
Site Lighting	X				
Spectator Seating (condition, size, accessibility, etc.)				X	
Drainage			X		
Average Score =	2.0				

<p>Comments</p> <ol style="list-style-type: none"> 1. The dirt/clay Infield is in poor condition, wet with moss growing throughout. Additionally, the infield is raised above the surrounding field and poses a tripping hazard. 2. There are dips and heaves in the outfield, particularly in the football field area, resulting in tripping hazards and ponding in some areas. 3. Dugouts and bases seem to be in poor condition, backstop in fair condition, bare spots around both dugouts. 4. Ponding seems to occur in the outfield, along the right field line toward the storage shed area. The storage shed is in good condition.

MEMORIAL FIELD - BASEBALL FIELD



Photo 1: View of the infield and pitcher's mound in fair condition with signs of ponding and moss growing.



Photo 2: View of dips and heaves in right field.



Photo 3: View of large bare spots and evidence of significant ponding along the foul line of right field.



Photo 4: View of the drop in elevation between the outfield and infield.



Photo 5: View of the poor condition of the infield, which is saturated and has evidence of ponding and moss growing.



Photo 6: The batter's circle and base lines are in fair condition, with evidence of ponding and moss growing.

MEMORIAL FIELD – BASEBALL FIELD



Photo 7: View of the old backstop, which is in fair condition with evidence of ponding.



Photo 8: The left field dugout is in fair condition, is not ADA accessible, and shows evidence of ponding.



Photo 9: The right field dugout is in fair condition with bare spots and evidence of ponding.



Photo 10: The right field dugout is not ADA accessible, and has bare spots and evidence of ponding.



Photo 11: The existing storage building appears to be in good condition.



Photo 12: The baseball field batting cage is in poor condition.

Athletic Field Evaluation Form



Name of Venue

Field Grade:	1.6
--------------	------------

Date of Evaluation	3/24/2023				
Type of Field:	Softball/Little League Baseball Field				
Number of Fields:	1				
Typical age of users:	Youth Programs				
Baseball/Softball Dimensions:	1st & 3rd Base	L Field	R Field	C Field	Backstop
	58'	177'	198'	178'	15'

	N/A	Poor (1)	Fair (2)	Good (3)	Excellent (4)
Geometry / Solar Orientation		X			
Stand of Turf			X		
Infield Condition (infield material, base paths, etc.)			X		
Planarity (playing surface - lack of dips, heaves, holes, etc.)			X		
Striping (completeness, visibility, condition)	X				
Fencing (perimeter fencing, backstops, outfield fencing, etc.)			X		
Irrigation (condition, coverage, reported adequacy)	X				
Safety (run-outs, lack of obstructions, etc.)		X			
Support Equipment (bases, dugouts, batting cages, players benches, etc.)		X			
Athletic Lighting (reported adequacy, lack of spill / glare, general condition, etc.)	X				
Site Lighting	X				
Spectator Seating (condition, size, accessibility, etc.)	X				
Drainage			X		
Average Score =	1.6				

<p>Comments</p> <p>1. There are some bare spots in the infield, outfield, and around both dugouts, as well as ponding issues near both dugouts. The outfield has minor dips/heaves.</p> <p>2. The backstop and dugouts are old and in poor condition. The backstop is very small.</p> <p>3. The dugouts do not have any benches. The scoreboard appears to be old and in poor condition.</p> <p>4. The distance between the backstop and home plate is very close and unsafe for athletes; a 25' distance (minimum) is recommended.</p>
--

MEMORIAL FIELD – LITTLE LEAGUE FIELD



Photo 1: The old backstop is in fair condition, with a board at the bottom covering space between the fence and the ground.



Photo 2: The dugout, fencing, equipment, and home plate all in fair condition; a hole was observed in home plate.



Photo 3: The dugout is in fair condition; the fencing on the dugout frayed at the bottom and there is evidence of ponding.



Photo 4: The scoreboard and fencing are in fair condition. The foul pole is old and rusty, and is in fair condition.



Photo 5: Fencing along the dugout is in fair condition, with bare spots/evidence of ponding.



Photo 6: The pitcher's mound and infield are in fair condition. The irrigation valve is a tripping hazard.

Athletic Field Evaluation Form



Name of Venue

Field Grade:	1.6
--------------	------------

Date of Evaluation	3/24/2023				
Type of Field:	Softball Field				
Number of Fields:	1				
Typical age of users:					
Baseball/Softball Dimensions:	1st & 3rd Base	L Field	R Field	C Field	Backstop
	58'	193'	193'	193'	27'

	N/A	Poor (1)	Fair (2)	Good (3)	Excellent (4)
Geometry / Solar Orientation		X			
Stand of Turf			X		
Infield Condition (infield material, base paths, etc.)		X			
Planarity (playing surface - lack of dips, heaves, holes, etc.)		X			
Striping (completeness, visibility, condition)	X				
Fencing (perimeter fencing, backstops, outfield fencing, etc.)			X		
Irrigation (condition, coverage, reported adequacy)	X				
Safety (run-outs, lack of obstructions, etc.)			X		
Support Equipment (bases, dugouts, batting cages, players benches, etc.)			X		
Athletic Lighting (reported adequacy, lack of spill / glare, general condition, etc.)			X		
Site Lighting	X				
Spectator Seating (condition, size, accessibility, etc.)			X		
Drainage		X			
Average Score =	1.6				

Comments
<p>1. The wet and raised infield is a tripping hazard; the dips and heaves in the outfield and around the infield cause ponding.</p> <p>2. Poor drainage around the field and dugouts causes significant ponding in many locations.</p> <p>3. Home plate and the bases do not lineup with base paths. The field is raised above the surrounding area, causing erosion/sedimentation concerns.</p> <p>4. The athletic lighting is very old and there are concerns of light spilling onto abutting properties. The scoreboard seems to be in poor condition.</p> <p>5. The safety netting in the outfield is ripped and appears to not be used. The centerfield fencing is not permanent and was missing.</p>

MEMORIAL FIELD – SOFTBALL FIELD



Photo 1: Safety netting appears to be ripped and currently not in use.



Photo 2: Centerfield fencing is partially temporary.



Photo 3: Athletic lighting fixtures and poles are outdated and in fair condition.



Photo 4: View of the backstop, press box, batter's circle, and athletic lighting.



Photo 5: The dugout, backstop, and site fencing are in fair to poor condition. There is evidence of ponding at the dugout.



Photo 6: The dugout is not ADA compliant and significant ponding appears to occur at the dugout.

MEMORIAL FIELD – SOFTBALL FIELD



Photo 7: There is a significant elevation change at the backstop and evidence of erosion and sedimentation.



Photo 8: The press box at the backstop is not ADA accessible, with bare spots and evidence of ponding.



Photo 9: The batter's circle is in poor condition and home plate appears to not line up with the base paths.



Photo 10: View of a depression in the corner of the outfield that results in significant ponding on the playing surface.



Photo 11: The spectator seating area has many bare spots and evidence of significant ponding.



Photo 12: View of the drop in elevation between the outfield and infield.

ENCLOSURE 3

STAKEHOLDERS QUESTIONNAIRE RESPONSES

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 10, 2023 2:44:02 PM
Last Modified: Monday, April 10, 2023 2:52:08 PM
Time Spent: 00:08:05
IP Address: 23.25.214.185

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery Community Center

Q2

Agency point of contact information:

Name: **Jeremy Paul**

Date: **4/10/2023**

Email Address:

Phone Number:

Q3

What sport is played:

We are responsible for scheduling of the Town's fields

Q4

What age group(s):

Pee Wee through Adults

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

Depends on signups for groups using the fields

Q7

What has been the growth trend in the past 5 years:

It has fluctuated from league to league. I'm sure you'll get specifics from each group

Q8

What do you expect for growth in the next 5 years:

I would expect to see Lacrosse numbers grow. I would envision the poor numbers for football and field hockey to continue as well as those for baseball and softball

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring:	NA
Summer:	NA
Fall:	NA

Q10 **No**

Are your number of teams currently restricted by field space?

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Most groups don't think of field space when determining teams. They think of numbers and money prior to realizing they may not have the field space for what they are trying to accomplish

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type:	NA
Number and Dates:	NA
What venue is used:	NA
Time used per day:	NA

Q13 **Respondent skipped this question**

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Respondent skipped this question

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes lights would enhance and be justified. I would recommend lighting as much of the space as possible

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

I do not field synthetic fields are justified. As a small town in southern maine synthetic fields don't make too much sense. The trend seems to be going away from turf fields for safety purposes.

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:	Yes
Parking:	Need more
Equipment Storage:	Absolutely necessary
Concessions:	Yes

Q20

Respondent skipped this question

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 10, 2023 2:47:38 PM
Last Modified: Monday, April 10, 2023 3:01:44 PM
Time Spent: 00:14:05
IP Address: 66.31.2.99

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery Little League

Q2

Agency point of contact information:

Name: **Brad Hirst**
Date: **04/10/2023**
Email Address:
Phone Number:

Q3

What sport is played:

Baseball

Q4

What age group(s):

8-12 year olds

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

100

Q7

What has been the growth trend in the past 5 years:

Modest increases

Q8

What do you expect for growth in the next 5 years:

Modest increases

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **10 teams, 10-12 players per team**

Q10

No

Are your number of teams currently restricted by field space?

Q11

Respondent skipped this question

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type: **Practices/clinics**
Number and Dates: **8-10**
What venue is used: **#3 - Tobey, #4 - DeWolf**
Time used per day: **5:00-7:00pm**

Q13

Spring Season Start Date: **April 20**
Spring Season End Date: **June 15**
Field No./Name: **#3/Tobey**
Typical timeframe for games/practices (M-F): **5:00-8:00pm**
Field No./Name: **#4/DeWolf**
Typical timeframe for games/practices (M-F): **5:00-8:00pm**

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Tobey and DeWolf are in generally poor shape. Dugouts are too small and need repairs. Fencing need to be replaced. Drainage is poor - particularly in Tobey - Right field.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

There is lighting at Tobey, but it is not always functioning, and even when it is, it is inadequate.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

No. No. And None. Let the kids play on grass!

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:

Would be nice, but where?

Parking:

Parking is inadequate especially when HS sports are being played

Equipment Storage:

Insufficient space, poor lighting

Concessions:

A larger/updated facility is needed

Q20

Respondent skipped this question

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 10, 2023 2:53:40 PM
Last Modified: Monday, April 10, 2023 3:14:44 PM
Time Spent: 00:21:04
IP Address: 24.61.220.50

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery Little League - Baseball

Q2

Agency point of contact information:

Name: **David Evans**

Date: **4/10/2023**

Email Address:

Phone Number:

Q3

What sport is played:

Baseball

Q4

What age group(s):

4 to 14

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

165

Q7

What has been the growth trend in the past 5 years:

Trending upwards

Q8

What do you expect for growth in the next 5 years:

Leveling off

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **18 Teams - upper level has 11 to 12 kids per team, lower levels have 6 to 8 kids per team**

Summer: **2 All-Star teams with 12 kids; 3 Summer Teams with 12 kids**

Q10

No

Are your number of teams currently restricted by field space?

Q11

Respondent skipped this question

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type: **Summer Clinics, Fall Clinics**

Number and Dates: **TBD**

What venue is used: **Tobey Field**

Time used per day: **Evenings**

Q13

Spring Season Start Date:	April 1
Spring Season End Date:	June 24
Field No./Name:	Tobey - Field 3
Typical timeframe for games/practices (M-F):	Monday through Friday 4 pm to dark. Saturday 9 am to 9 pm.
Field No./Name:	DeWolf - Field 4
Typical timeframe for games/practices (M-F):	Monday through Friday 4 pm to dark. Saturday 9 am to dark.
Field No./Name:	Memorial - Field 1
Typical timeframe for games/practices (M-F):	Monday through Friday after High School usage till dark. Saturdays/Sundays for a couple of hours as scheduled

Q14

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Summer Season Start Date:	June 25
Summer Season End Date:	August 20
Field No./Name:	Tobey - Field 3
Timeframe for games/practices (M-F)	Monday through Friday 5:30 pm to dark; Saturdays and Sundays as scheduled by tournaments and summer leagues
Field No./Name:	DeWolf - Field 4
Timeframe for games/practices (M-F)	Monday through Friday 5:30 pm to dark; Saturdays and Sundays as scheduled by tournaments and the summer league

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Tobey field is in good shape, except the outfield is uneven and there is some issues with drainage in right field. The fence is in bad shape and needs replacing sooner than later. The buildings are in decent shape.
DeWolf is in good shape with the exception of holes that randomly appear in the outfield. The backstop and infield fencing could use replacing in a few years. The shed located at DeWolf will probably need replacement in a few years. The dugouts need a little maintenance, but are in otherwise good shape.
Memorial field seems to be in good shape.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Tobey is already lighted and would like it remain that way. It gives us some good flexibility with scheduling games and events on Friday and Saturday evenings. I'm not sure that lighting is necessary on DeWolf or on Memorial Fields.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Synthetic turf would not changed the field availability.

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

- | | |
|--------------------|--|
| Playground: | Not needed |
| Parking: | Additional parking is needed as a Old Post Road serves as the overflow parking. |
| Equipment Storage: | Always needed. Kittery Little League has one building that stores all of the field maintenance equipment and the playing equipment. A shed on DeWolf and the lower level of the announcers building on Tobey stores playing equipment specific for use on those fields. Our snack shack houses the umpire equipment |
| Concessions: | There is a snack shack at Tobey Field. |
| Other: | Announcers/Scoreboard operator building at Tobey. Scoreboard operator station in the shed on DeWolf. Scoreboards located at both Tobey and DeWolf fields. |
-

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

Tobey and DeWolf are heavily used in the spring. Summer sees less use, but is still used daily. There is little use in the fall. Would like to see at least 2, if not 3 Little League fields, as we currently have to utilize Frisbee and the Shapleigh School Softball fields to accommodate all of our teams.

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 10, 2023 6:31:19 PM
Last Modified: Monday, April 10, 2023 6:41:24 PM
Time Spent: 00:10:05
IP Address: 67.189.237.238

Page 1: TOWN OF KITTERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Traip Academy Varsity Baseball

Q2

Agency point of contact information:

Name: **Alex Foye**

Date: **4/10/23**

Email Address:

Phone Number:

Q3

What sport is played:

Baseball

Q4

What age group(s):

14-18 (High School)

Q5

Male

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

28

Q7

What has been the growth trend in the past 5 years:

The program has been continuously growing. This year is the first year in the last 3-4 that there has been a full varsity and JV program.

Q8

What do you expect for growth in the next 5 years:

I expect the program to continue to grow but will more than likely hover around the same number that we are currently at.

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **28**

Q10 **No**

Are your number of teams currently restricted by field space?

Q11 **Respondent skipped this question**

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Q12 **Respondent skipped this question**

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Q13

Spring Season Start Date:	3/21
Spring Season End Date:	Early-Mid June
Field No./Name:	Memorial Field #1
Typical timeframe for games/practices (M-F):	3:00-4:30 & 4:30-6:00
Field No./Name:	Memorial Field #1
Typical timeframe for games/practices (M-F):	Games 2:00-6:30

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Memorial Field: Generally good condition, have to take care of the field every day so it doesn't get beaten up. Infield grass has created a very large lip on the field throughout the years and only has a makeshift fence up in right field.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

I suggest Memorial Field #1 and #2 have lights. Being able to have lights for football games and baseball games would be good for the community as shown in the past with the games under the lights for football. Also, into the summer, lights at Memorial Field #1 would allow for later practices for babe ruth and other programs.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

I am in favor of turf for both Memorial Field #1 and Memorial Field #2, specifically Memorial Field #2. Many football fields have made the change to help with mantience, and after football is finished in the fall, the field becomes very rough and full of holes making it difficult for the outfield during baseball season.

Q19

Respondent skipped this question

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Q20

Respondent skipped this question

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, April 10, 2023 7:18:58 PM
Last Modified: Monday, April 10, 2023 7:58:51 PM
Time Spent: 00:39:53
IP Address: 24.61.219.211

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Traip Varsity and JV Girl's Lacrosse

Q2

Agency point of contact information:

Name: **JODY DONOHUE**

Email Address:

Phone Number:

Q3

What sport is played:

Lacrosse

Q4

What age group(s):

High School - 33 girls this year

Q5

Female

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

33 plus 4 coaches and 2 managers

Q7

What has been the growth trend in the past 5 years:

5 years ago- no program

4 years ago- one team zero wins

3 years ago - one team zero wins

Last year- two teams with 26 players and had 4 wins

This year...up to 33 girls with two teams and 4 coaches

Q8

What do you expect for growth in the next 5 years:

With the start of a middle school team this year...we expect to continue to roster two teams.

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **2 teams - 16 on Varsity and 15 on JV**

Q10

Yes

Are your number of teams currently restricted by field space?

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

JV and Varsity girls share a field...two goals. Middle school teams also shares with us M-W-FR. We must be off the fields by 4:15 for Travel lacrosse.

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type: **Pre and post season skills & drills/ play**

Number and Dates: **as many as we could afford**

What venue is used: **The indoor space in Hampton**

Time used per day: **3- 4pm**

Q13

Spring Season Start Date: **End of March**
Spring Season End Date: **Beginning of June**
Field No./Name: **Field #2**
Typical timeframe for games/practices (M-F): **M-F 2 hours per day**

Q14 **Respondent skipped this question**

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15 **Respondent skipped this question**

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16
Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

We do not have time at Memorial Field as of yet.

Q17
Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Field #2 and ABSOLUTELY!!

Q18
Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Field #2 - We begin our spring season indoors in a gym as the grass fields are still wet. To date, our first game is in 2 days and while we are outside now, we practice on a field without lines.

Q19
Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Equipment Storage: **yes please- a large shed**

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

Please take into account the sun position - thank you!

#6

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Monday, April 10, 2023 8:54:12 PM
Time Spent: 00:17:48
IP Address: 73.69.185.171

Page 1: TOWN OF KITTERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Traip Boys Lacrosse

Q2

Agency point of contact information:

Name: **Timothy**
Date: **4/10/2023**
Email Address:
Phone Number:

Q3

What sport is played:

Boys Lacrosse

Q4

What age group(s):

Grade 9-12

Q5

Male

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

29 students

Q7

What has been the growth trend in the past 5 years:

From 14 to 29 Students

Q8

What do you expect for growth in the next 5 years:

29-35

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **29 Students, 2 teams, about 18 on varsity with 10 Jv**

Q10

No

Are your number of teams currently restricted by field space?

Q11

Respondent skipped this question

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type: **Camps, Leagues, and tournaments for lacrosse**

Number and Dates: **2-3, spring and summer months**

What venue is used: **Haley Field**

Time used per day: **2-3 days a week**

Q13

Spring Season Start Date: **3/28/23**

Spring Season End Date: **7/15/23**

Field No./Name: **HALEY FIELD**

Typical timeframe for games/practices (M-F): **M-F 3-5:30**

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

NA

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes, I believe they all should be especially the football stadium

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Yeah, I feel that the Football and Baseball field should be turf

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:	Yes
Parking:	Yes
Equipment Storage:	Absolutely
Concessions:	Yes
Other:	Stadium, lockerooms and press box

Q20

Respondent skipped this question

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

#7

COMPLETE

Collector: Web Link 1 (Web Link)
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Time Spent: 03:17:36
IP Address: 169.244.72.2

Page 1: TOWN OF KITTERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Baseball

Q2

Agency point of contact information:

Name: **Seth Cole**

Date: **4/11/23**

Email Address:

Phone Number:

Q3

What sport is played:

Baseball

Q4

What age group(s):

I coached the Traip baseball program from 2014-2022

Q5

Male

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

Up to 30 student-athletes were part of the Traip baseball program. Kittery also fields a Babe Ruth team (approximately 15 boys age 13-16) - and in 2019 fielded a middle school baseball team (approximately 12 boys age 13-14).

Q7

What has been the growth trend in the past 5 years:

Baseball experienced a growth in Kittery from 2014-2019 - peaking in 2019 with varsity and junior varsity teams at the high school, a middle school program for the first time, and a Babe Ruth team. The pandemic took a big dent out of that - middle school program hasn't come back. But this spring, there is growth - close to 30 student-athletes at Traip, with a varsity and JV team.

Q8

What do you expect for growth in the next 5 years:

I think Kittery can maintain where it's at now (varsity and junior varsity teams, plus a Babe Ruth program) - and if so desired, can bring back the middle school baseball program.

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **Two (ideally three) - 14 per team**
Summer: **Babe Ruth ends in early July**

Q10

No

Are your number of teams currently restricted by field space?

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

But it's a juggling act (coordinating practice times, game schedules, etc.).

Q12

Respondent skipped this question

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Q13

Spring Season Start Date: **March 22**
Spring Season End Date: **June 8**
Field No./Name: **1 and 2**
Typical timeframe for games/practices (M-F): **M-F 2:30-5:30pm (plus some Saturday practices/games)**

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Field is ok - just ok. Infield is unlevel - large lips forming along the edge of the dirt and grass, particularly along the baseline and in front of home plate. Field slopes from left field to right field. Backstop fence has holes in it. Dugouts are deteriorating.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes! And lights would be used - light fields 1 and 2 are you can play evening field hockey, football, baseball and potentially soccer.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Yes! Same as above - would be used by many sports, earlier in the spring, and late into the fall.

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Parking:

Parking is challenging in this space - almost makes sense to demolish Tobey Fieldhouse and relocate for additional parking

Q20

Respondent skipped this question

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

#8

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Tuesday, April 11, 2023 11:52:55 AM
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IP Address: 73.186.24.83

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Traip Academy Girl's Soccer

Q2

Agency point of contact information:

Name: **Mike Jackson**

Date: **April 11, 2023**

Email Address:

Phone Number:

Q3

What sport is played:

Soccer

Q4

What age group(s):

High School

Q5

Female

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

30

Q7

What has been the growth trend in the past 5 years:

Consistent

Q8

What do you expect for growth in the next 5 years:

Increase

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring:	No Team Activity
Summer:	1 Team: 25 Athletes
Fall:	Varsity: 18 JV: 12

Q10

Are your number of teams currently restricted by field space?

No

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Respondent skipped this question

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type:	Summer
Number and Dates:	Approximately 20; Mid-June - Late July
What venue is used:	Shapleigh Field
Time used per day:	8:00 - 10:00 a.m. &/or 4:00 - 6:00 p.m.

Q13

Spring Season Start Date:

Field No./Name:

No Spring Season

Girl's Soccer currently does not use Memorial Field

Q14

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Summer Season Start Date:	See above - #12.
Timeframe for games/practices (M-F)	Practice: 3:30 - 5:00 p.m.
Timeframe for games/practices (M-F)	See #13. Above
Timeframe for games/practices (M-F)	“
Timeframe for games/practices (M-F)	“

Q15

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Fall Season Start Date:	Mid- August
Fall Season End Date:	Early November
Field No./Name:	NA
Typical timeframes for games/practices (M-F):	3:00 -6:00 p.m.
Field No./Name:	NA
Typical timeframes for games/practices (M-F):	“
Field No./Name:	“
Typical timeframes for games/practices (M-F):	“
Field No./Name:	“

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Girl's Soccer currently does not use any of the fields. No reference pogo comment.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Yes. One that allowed for an appropriate dimensioned Soccer competition game field : 70 x 115 yards.

Q19

Respondent skipped this question

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

If renovations are intended to include and accommodate Traip Academy's Boys and Girls Soccer Teams, in addition to the "current use teams," SIGNIFICANT PLANNING to include members of all programs involved , would be necessary to make the plan realistic and functional.

#9

COMPLETE

Collector: Web Link 1 (Web Link)
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Last Modified: Tuesday, April 11, 2023 12:14:16 PM
Time Spent: 00:21:17
IP Address: 50.239.105.250

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Football

Q2

Agency point of contact information:

Name: **Eric Lane**

Date: **04/11/23**

Email Address:

Phone Number:

Q3

What sport is played:

Football

Q4

What age group(s):

High School

Q5 **Mixed**

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

25

Q7

What has been the growth trend in the past 5 years:

Since Covid from 11-25 and growing

Q8

What do you expect for growth in the next 5 years:

5-10

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring:	4/80 Baseball all levels
Summer:	2/60 Football/Babe Ruth Baseball
Fall:	2/50 Football/Field Hockey

Q10

Yes

Are your number of teams currently restricted by field space?

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

3. Move Soccer, Softball and Lacrosse all in one location.

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type:	Football and Baseball
Number and Dates:	25 June 1-Aug 1
What venue is used:	Field 1 and 2
Time used per day:	2

Q13

Spring Season Start Date: **March**

Spring Season End Date: **June**

Field No./Name: **MF 1**

Typical timeframe for games/practices (M-F): **M-Sat**

Field No./Name: **MF 1**

Typical timeframe for games/practices (M-F): **M-Sat**

Field No./Name: **Dewolf 1,**

Typical timeframe for games/practices (M-F): **M-Sat**

Field No./Name: **Tobey 1**

Typical timeframe for games/practices (M-F): **M-Sat**

Q14

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Summer Season Start Date: **June**

Summer Season End Date: **August**

Field No./Name: **MF 2**

Timeframe for games/practices (M-F) **M-F**

Field No./Name: **MF 1**

Timeframe for games/practices (M-F) **M-Sat**

Q15

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Fall Season Start Date: **August**

Fall Season End Date: **November**

Field No./Name: **MF2**

Typical timeframes for games/practices (M-F): **M-Sat**

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Overgrown and not maintained until late summer. Geometry is not ideal to play multiple sports at one time. Needs a full redesign including parking.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes, Lights will allow more teams to play at the facility and schedule a local area for the school to play out, not all around town.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Turf only works if lined properly for all sports.

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:	Yes
Parking:	Yes
Equipment Storage:	Yes
Concessions:	Yes
Other:	Updated Locker Rooms and Bathrooms for all sports

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

Lights and baseball clubhouse with bathrooms is a must if you want to grow athletics in Kittery.

#10

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, April 14, 2023 10:10:32 AM
Last Modified: Friday, April 14, 2023 10:22:22 AM
Time Spent: 00:11:50
IP Address: 166.198.21.9

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery athletics and fields committee chair

Q2

Agency point of contact information:

Name: **Rich DeMarco**

Date: **4/14**

Email Address:

Phone Number:

Q3

What sport is played:

All

Q4

What age group(s):

All youth

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

Respondent skipped this question

What is the total number of program participants:

Q7

What has been the growth trend in the past 5 years:

Some increase some decrease

Q8

What do you expect for growth in the next 5 years:

All increase

Q9

Respondent skipped this question

For each season, what are the number of teams fielded, and the number of athletes per team?

Q10

Yes

Are your number of teams currently restricted by field space?

Q11

Respondent skipped this question

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type:	Summer Outdoor movies
Number and Dates:	3x
What venue is used:	Tobey Field
Time used per day:	7-9pm

Q13

Respondent skipped this question

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Respondent skipped this question

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes. Memorial field 1&2. Tobey field has lights currently and is being used for night games.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Yes. All. All sports could extend playable season

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:

Maybe. 1 new playground is being competed at Emory field. 1 new playground is proposed in KCC master plan. Another playground is not needed but could provide young sibilings/spectators something to do while parents are watching games.

Parking:

parking needs improved layout and minored use of the road

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

Improved layout could minimize wasted space. Geese are a big consistent problem.

#11

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, April 30, 2023 6:59:27 PM
Last Modified: Sunday, April 30, 2023 7:23:27 PM
Time Spent: 00:24:00
IP Address: 98.11.116.90

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery School Department

Q2

Agency point of contact information:

Name: **Mike Roberge**

Date: **4/30**

Email Address:

Phone Number:

Q3

What sport is played:

Current play: Field Hockey (HS & MS), Football, Baseball

** Hope is to make this a game field for all HS sports and some MS sports**

Q4

What age group(s):

Grades 6-12

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

Football 25-30, Field Hockey 40, Baseball 28

Q7

What has been the growth trend in the past 5 years:

We are such a small town participation numbers stay very consistent

Q8

What do you expect for growth in the next 5 years:

N/A

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring:	Baseball -28 Var. And JV
Summer:	N/A
Fall:	Football 25-30 HS, Field Hockey HS & MS 40

Q10

Are your number of teams currently restricted by field space?

No

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Respondent skipped this question

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type:	Football/Field Hockey and Baseball clinics practice sessions put on by HS coaches
Number and Dates:	June through Aug. 1st
What venue is used:	Field 1 and 2
Time used per day:	All day

Q13

Spring Season Start Date: **March 21st**
Spring Season End Date: **June 15th**
Field No./Name: **Field 1 and 2**
Typical timeframe for games/practices (M-F): **2:30-6pm**

Q14

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Summer Season Start Date: **June 15**
Summer Season End Date: **August 1st**
Field No./Name: **Field 1 and 2**
Timeframe for games/practices (M-F) **3:30-7:00**

Q15

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Fall Season Start Date: **August 16**
Fall Season End Date: **November 10**
Field No./Name: **Field 1 and 2**
Typical timeframes for games/practices (M-F): **2:30-7:00**

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

Field conditions vary but are often sub par due to over use of the field. Bare spots. No irrigation, baseball dirt has weeds growing in it

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Field lighting would benefit all HS programs. Again the goal is this would become the game facility for all outside sports for the HS outside of Track. Lights bring a sense of community as is observed when we rent portable lights during homecoming each year. Having one game facility would also make an equal opportunity for all of our athletes and sports. Some of the facilities we use have no running water, no electricity, no scoreboards. Have to use porta potty, no concession stands and other essential items that sports facilities should have

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

I see turf making scheduling much more flexible and the damage being done on all natural fields decreasing with games using turf facility

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:	I do not see this being necessary
Parking:	Increasing parking would be great
Equipment Storage:	Storage shed(s) would be beneficial
Concessions:	Currently have a concession stand

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

Like I stated above the School department hopes to use memorial field (1/2) as a game facility that would provide an equal opportunity for our student athletes and team. Everyone is currently doing their best to provide nice fields but we are impacted by over use of most if not all fields in town. A turf field would help with this issue. I have been in district for almost 30 years and have been part of many conversations to move forward with s plan. Unfortunately a plan has never materialized. Memorial field has had minimal changes improvements for the last 30 years. Thank you for collecting this data

#12

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, May 03, 2023 10:17:58 AM
Last Modified: Wednesday, May 03, 2023 10:52:04 AM
Time Spent: 00:34:05
IP Address: 138.162.0.45

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery Youth Lacrosse

Q2

Agency point of contact information:

Name: **Terrence C Swiger Jr**

Date: **05/01/2023**

Email Address:

Phone Number:

Q3

What sport is played:

Lacrosse

Q4

What age group(s):

Grade 1 through Grade 8

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

Each year it varies but on average 100 kids:

Grade 1/2 boys Grade 1/2 girls

Grade 3/4 boys Grade 3/4 girls

Grade 5/6 boys Grade 5/6 girls

Grade 7/8 boys Grade 7/8 girls

Q7

What has been the growth trend in the past 5 years:

started with 2 or 3 teams, now have 8 teams, started with 10 kids or so now have 100

Q8

What do you expect for growth in the next 5 years:

Lacrosse is the number one growing sport in America (besides pickle ball LOL!)

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **8 teams**

Q10

No

Are your number of teams currently restricted by field space?

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

the number of teams is not restricted, however the nights to practice and the frequency of days to practice are impeded by the field space.

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type: **lacrosse clinics**
Number and Dates: **3 in fall and 3 in summer**
What venue is used: **York Indoor Soccer or the fields at Shapleigh school**
Time used per day: **afternoon**

Q13

Spring Season Start Date: **March 15th or whenever the snow melts**
Spring Season End Date: **June 15th or whenever school gets out**
Field No./Name: **Field #2**
Typical timeframe for games/practices (M-F): **Girls and Boys Mon through Friday after High School plays**
Field No./Name: **Field #2**
Typical timeframe for games/practices (M-F): **Monday through Friday after 4:00pm for games**

Q14 **Respondent skipped this question**

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15 **Respondent skipped this question**

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

We currently do not use the fields at Memorial field because baseball High School plays there. If we did use them, I think drainage is an issue.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes, lights are amazing at any field especially at the high school level.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

Yes, turf fields are amazing regardless of what age. I would make every field turf if it was up to me.

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:	Yes alot of players have younger siblings
Parking:	Not much parking at this place currently
Equipment Storage:	Yes need one
Concessions:	Would benefit at the high school level, not so much for youth

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

I have been coaching / involved on the board for Kittery youth Lacrosse for the last 8 years. The field usage in town is very competitive, constantly shoufling HS and middle school around, plus club teams, and youth. Its sad because my boys are growing out of the youth age, but would benefit from these awesome field complex during their high school years! This is going to be awesome.

#13

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, May 05, 2023 9:25:57 PM
Last Modified: Friday, May 05, 2023 9:26:07 PM
Time Spent: 00:00:09
IP Address: 216.212.16.38

Page 1: TOWN OF KITTEERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Traip high school Boys Lacrosse

Q2

Agency point of contact information:

Name: **Raphael Matty**

Date: **5/2/2023**

Email Address:

Phone Number:

Q3

What sport is played:

Lacrosse

Q4

What age group(s):

High school

Q5

Male

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

28

Q7

What has been the growth trend in the past 5 years:

15-21-28

Q8

What do you expect for growth in the next 5 years:

30 to 35

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring: **2 teams around 18 per team**

Summer: **Currently none**

Fall: **Currently no e**

Q10

No

Are your number of teams currently restricted by field space?

Q11

Respondent skipped this question

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type: **Summer camp could be in the future**

Q13

Spring Season Start Date: **March 28**

Spring Season End Date: **June 5**

Field No./Name: **Currently Haley but we would use Memorial**

Typical timeframe for games/practices (M-F): **M-F 3:00-5:00**

Q14

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q15

Respondent skipped this question

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

We don't currently use Memorial

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes lights would allow teams to practice and have games on the same field in the same day

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

I am not a fan of synthetic turf due to environmental reasons. It would allow us to be on fields early and not worry about rain, but how do we handle the plastic that goes into the area?

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Parking:	This needs to be addressed
Equipment Storage:	Yes please
Other:	Locker room / bathrooms

Q20

Respondent skipped this question

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

#14

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, May 07, 2023 2:47:30 PM
Last Modified: Sunday, May 07, 2023 3:01:56 PM
Time Spent: 00:14:26
IP Address: 216.212.14.52

Page 1: TOWN OF KITTERY: MEMORIAL FIELD RENOVATION

Q1

Name of using agency/sport:

Kittery Soccer Club

Q2

Agency point of contact information:

Name: **Ryan Burrowbridge**

Date: **3/7/23**

Email Address:

Phone Number:

Q3

What sport is played:

Soccer

Q4

What age group(s):

7-15

Q5

Mixed

What is the sex of the participants (m/f/mixed)

Q6

What is the total number of program participants:

160

Q7

What has been the growth trend in the past 5 years:

Growing, Fall is level, Spring has grown to match fall

Q8

What do you expect for growth in the next 5 years:

Expect it to continue to grow.

Q9

For each season, what are the number of teams fielded, and the number of athletes per team?

Spring:	11
Summer:	0
Fall:	13

Q10

Yes

Are your number of teams currently restricted by field space?

Q11

If you answered yes to question 10, then how many more teams would you fill given unlimited space?

The league is looking to expand age groups and there is a gap between KSC and KCC soccer, so likely 6 additional teams over time

Q12

Are there out-of-season workshops, programs, special events, or clinics that require field space? Explain type, number and dates, what venue is used, and time used per day:

Type:	Soccer camp
Number and Dates:	1, - July
What venue is used:	Shapliegh field
Time used per day:	8-4

Q13

Spring Season Start Date:	4/20
Spring Season End Date:	6/17
Field No./Name:	We don't currently play at the Memorial Fields complex

Q14

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Summer Season Start Date: **NA**

Q15

To the best of your ability, please complete the schedule below for your agency/sport. The Field No./Name refers to the specific field at the venue. (Refer to the Site Map attached).

Fall Season Start Date: **9/5**

Fall Season End Date: **11/15**

Field No./Name: **We don't currently play at the Memorial field complex**

Q16

Describe the general condition of each of the fields located at Memorial Field that your program uses in terms of maintenance, serviceability, drainage, amenities, safety, geometry, etc.:

We don't play there but additional parking would be helpful.

Q17

Would additional lighted fields at Memorial Field enhance field availability? Do you feel additional lighted fields are justified? If so, which fields at Memorial Field in particular do you recommend be lighted?

Yes lighted fields would increase availability. Would like to understand the costs better before knowing how justifiable they are. Perhaps Memorial Field #2 and plan to expand over time.

Q18

Would synthetic turf fields at Memorial Field enhance field availability? Do you feel synthetic turf fields are justified? If so, which fields at Memorial Field do you recommend become synthetic turf?

I would need to understand the potential costs before knowing if they were justifiable. I'd also like hear about if there are any concerns around player safety and youth sports.

Q19

Other items on which comments/recommendations to consider regarding the renovations at Memorial Field include:

Playground:	Yes please, there seems to be a shortage of playgrounds in the town.
Parking:	see above parking should be increased if possible
Equipment Storage:	NA
Concessions:	NA
Other:	NA

Q20

Please provide any further comments or information that may be pertinent to the athletic/recreation planning process at Memorial Field:

Has there been any consideration of incorporating a field house for indoor activities as part of this effort?

ENCLOSURE 4

STAKEHOLDERS MEETING MINUTES



MEETING MINUTES - COMMUNITY MEETING

Project Name: Memorial Field Renovation
Date/Time: September 18, 2023 @ 6:00 P.M.
Location: Zoom Conference Call
Client: Town Hall
Gale JN: 719120
Conference Attendees:

<u>Present</u>	<u>Name</u>	<u>Company/Dep't.</u>	<u>Email</u>
X	Kendra Amaral	Town Manager - Kittery	kamaral@kitteryme.org
X	Kathy Hervol	Gale - Project Manager	kdh@gainc.com
X	Matt Kinlin	Gale - Staff Engineer	msk@gainc.com
X	Donny Gagnon	Committee Member	dgagnon@kitteryschools.com
X	Sybil Carven	Committee Member	sybil.carven@comcast.net
X	Michael Roberge	Committee Member	mroberge@kitteryschools.com
X	Terrence Swiger	Committee Member	terrence.swiger@gmail.com
X	Jeremy Paul	Committee Member	jpaul@kitterycommunitycenter.org
X	David Rich	Committee Member	drich@kitteryme.org
	Will Shapleigh	Committee Member	w.shapleigh@live.com
	Trever Ankeny	Committee Member	trever.d.ankeny@gmail.com
X	Acadia Dorgan	Committee Member	25adorgan@traipacademy.org
X	Malcolm Nadeau	Committee Member	25mnadeau@traipacademy.org
X	Pam Samuelson	Committee Member	samallie7@gmail.com
X	Rich DeMarco	Committee Member	richard.demarco@ubs.com

<u>Meeting Item/Content</u>	<u>Item Description</u>	<u>Action Required By</u>
1.1	<p><u>COMMUNITY – STAKEHOLDER PRESENTATION</u></p> <p>Gale presented to the community a summary of the Master Plan process and Conceptual Plans for Memorial Field. The following is a list of suggestions on the presented Conceptual Plans (Option 1 and 2) provided by the meeting attendees:</p> <ul style="list-style-type: none"> • Can restrooms and concessions be located closer to the baseball field (south end of the field) or can the baseball field be shifted to a more centralized location. • Can a pressbox be provided at the bleachers adjacent to the multi-purpose field. 	



<u>Meeting Item/Content</u>	<u>Item Description</u>	<u>Action Required By</u>
	<ul style="list-style-type: none"> • A temporary press box on wheels was discussed as an option if a press box could not fit between the multi-purpose field and the little league baseball field. • It was stressed that adult programs should be included. Gale noted that adult leagues were included in the evaluation of the fields at Memorial Field. • The abutter at the far southern end of the site (baseball end) inquired about shared parking for his business (this has been discussed with the team). • It was suggested to get the Public involved now and inform them about the proposed synthetic turf field, to gain support. • It was suggested to include a PA System and sign board. 	

Please note that the Action Required By column is not solely the responsibility of the organizations listed.

All parties will be required to review each description and perform the associated work described. This column is intended to allow each party a quick reference as to what will be required prior to the next construction meeting.

These minutes have been recorded as understood by this writer. Should there be any errors or omissions, please feel free to contact me, as this document is considered to be accurate.

Respectfully submitted,

GALE ASSOCIATES, INC.

Kathleen D. Hervol^{dsm}

Kathleen D. Hervol
 Project Manager

KDH/MSK/dlm



PROJECT CONTACT LIST

Town of Kittery, Maine

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Gale Associates, Inc.

300 Ledgewood Place, Suite 300, Rockland, MA 02370; Office Main: (781) 335-6465

<u>Name</u>	<u>Role</u>	<u>Phone</u>	<u>Email</u>
Kathleen Hervol	Project Manager	C: (508) 259-3534	kdh@gainc.com
Bree Sullivan	Civil/Dept. Head	C: (339) 499-8191	bds@gainc.com
Peter Spanos	Sr. Civil Engineer	C: (339) 788-2396	ps@gainc.com
Matt Kinlin	Staff Engineer	C: (339) 788-2396	mks@gainc.com

ENCLOSURE 5

FIELD USE DATA, DEMAND ANALYSIS, AND FIELD DEFICIENCIES

Kittery Memorial Field - Field Study Existing Field Use Evaluation - Current Use Raw Data (Scheduled Team Uses)									
User Organization	Kittery User Demand Statistics					Kittery Fields at Memorial Field			
	Number Teams	Number Participants	Season Start	Season End	Total Games / Practices	Field 1	Field 2	Field 3	Field 4
						Memorial Field 90'-Diamond	Memorial Field MPRF	Tobey Field 60' Diamond	DeWolfe Field 60'-Diamond
TAHS Boys Baseball - V, JV (questionnaire received)	2	28	21-Mar	17-Jun	173	173			
Football - V, JV (questionnaire received)	2	25	28-Aug	1-Dec	70		70		
Little League Baseball (questionnaire received)	18	276	1-Apr	20-Aug	445	178		445	445
TAHS Field Hockey - V JV** (no questionnaire)	2	25	28-Aug	1-Dec	70		70		
Babe Ruth Baseball (no questionnaire)	2	25	1-Jun	1-Jul	40	40			
Flag Football - V, JV (no questionnaire)	7	100	16-Apr	1-Dec	48		48		
	33	479	Total Annual Team Uses per Field		1469	391	188	445	445

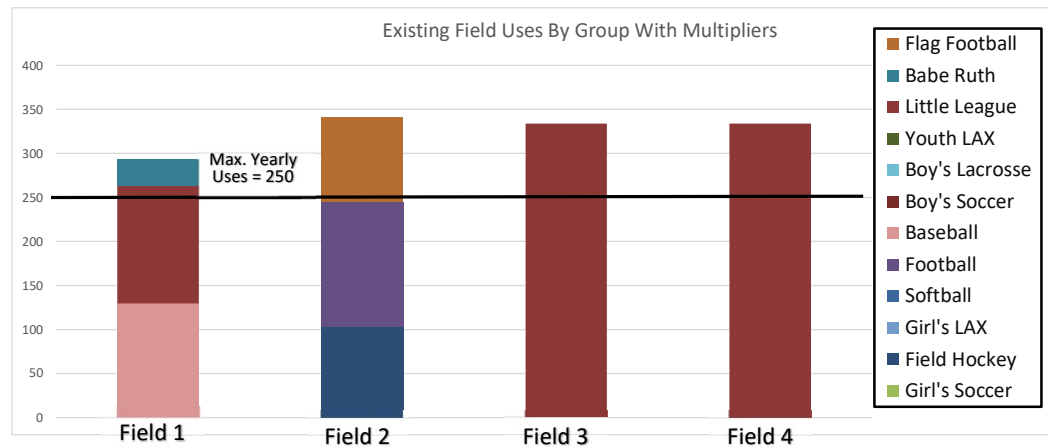
Notes: ** = Information estimated from Football Coach Questionnaire Responses and Fall Field Matrix provided by Jeremy Paul

Kittery Memorial Field Evaluation and Master Plan							Existing Field Use Evaluation - Actual Field Demand (Scheduled Team Uses)			
User Organization	Kittery User Demand Statistics						Kittery Fields			
	Number Teams	Number Participants	Field Use Multiplier	Season Start	Season End	Total Games / Practices	Field 1	Field 2	Field 3	Field 4
							Memorial Field 90'-Diamond	Memorial Field MPRF	Tobey Field 60' Diamond	DeWolfe Field 60'-Diamond
TAHS Boys Soccer - V, JV (no questionnaire)	NA	NA	1.00	19-Jun	10-Nov	NA				
TAHS Girls Soccer - V, JV (questionnaire received)	2	25	1.00	19-Jun	10-Nov	NA				
TAHS Boys Baseball - V, JV (questionnaire received)	2	28	0.75	21-Mar	17-Jun	173	129.75			
TAHS Girls Lacrosse - V, JV (questionnaire received)	2	33	1.25	27-Mar	9-Jun	NA				
TAHS Boys Lacrosse - V, JV (questionnaire received)	2	29	1.25	28-Mar	15-Jul	NA				
Football - V, JV (questionnaire received)	2	25	2.00	28-Aug	1-Dec	70		140		
Little League Baseball (questionnaire received)	18	276	0.75	1-Apr	20-Aug	445	133.45		333.75	333.75
Youth Soccer	13	160	1.00	21-Aug	15-Nov	NA				
Youth Lacrosse (questionnaire received)	8	100	1.25	15-Mar	15-Jun	NA				
TAHS Field Hockey - V JV** (no questionnaire)	2	25	1.50	28-Aug	1-Dec	70		105		
Babe Ruth Baseball (no questionnaire)	2	25	0.75	1-Jun	1-Jul	40	30			
Flag Football - V, JV (no questionnaire)	7	100	2.00	16-Apr	1-Dec	48		96		
Total Annual Team Uses per Field						1469				
Uses with Field Use Multipliers						1302	293	341	334	334

Notes: ** = Information estimated from Football Coach Questionnaire Responses and Fall Field Matrix provided by Jeremy Paul

LEGEND:

	<200
	200-250
	250+



Field Deficit Data - Based on Equivalent Use						
Use Type	Total Uses	Avg use per Field	Total Fields Needed	Total Fields Needed Rounded	Current No. of Fields	Field Deficit
60' Baseball/Softball	668	334	2.7	3	2	1
90' Baseball	293	293	1.2	2	1	1
MPR-G8	341	341	1.4	2	1	1

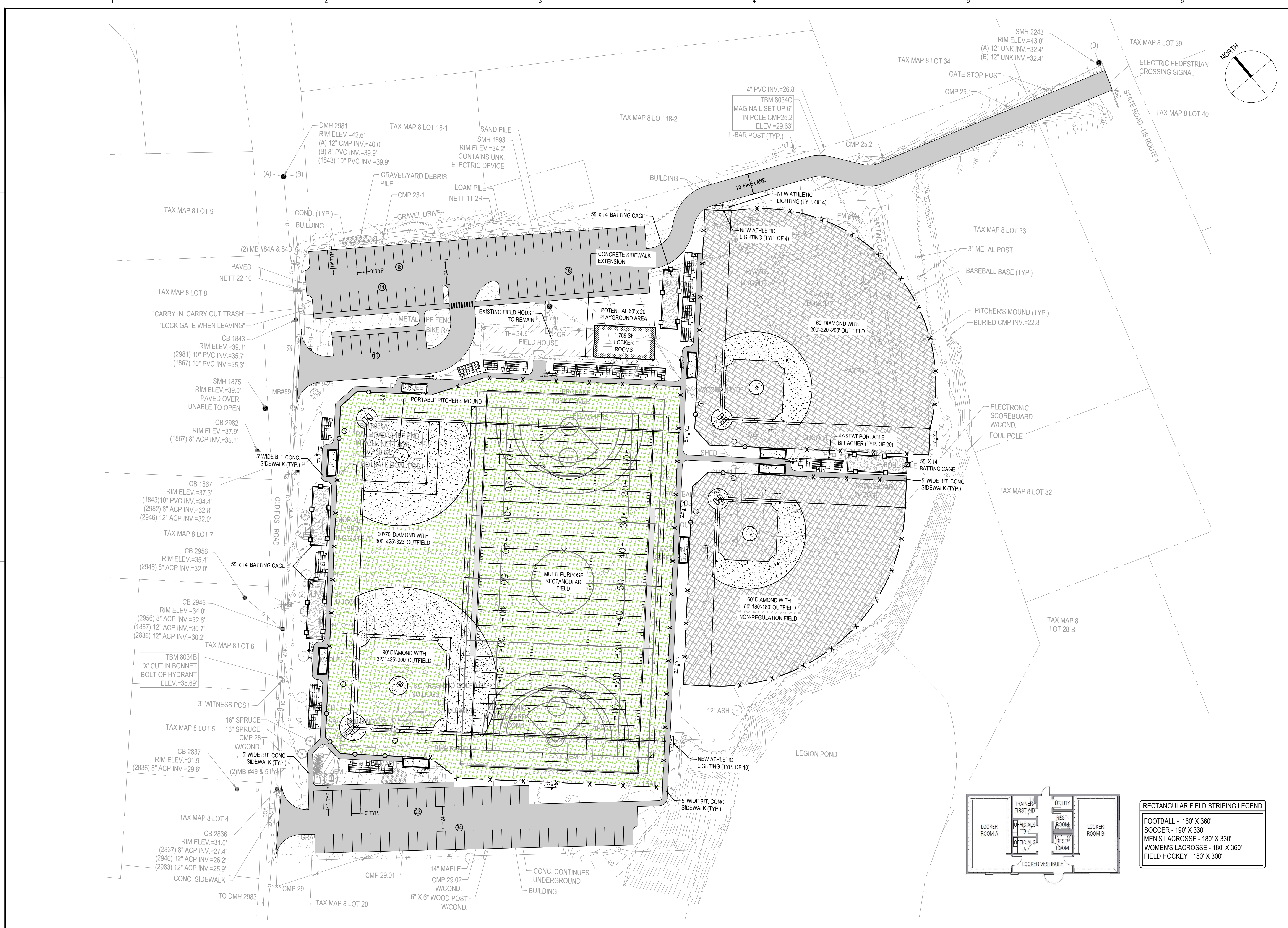
G8 = 210 x 330

Notes:

1. Fields needed, and field deficit data is based on natural grass. Synthetic turf with lights can count for three (3) natural turf fields.

ENCLOSURE 6

CONCEPTUAL PLANS AND COST ESTIMATES



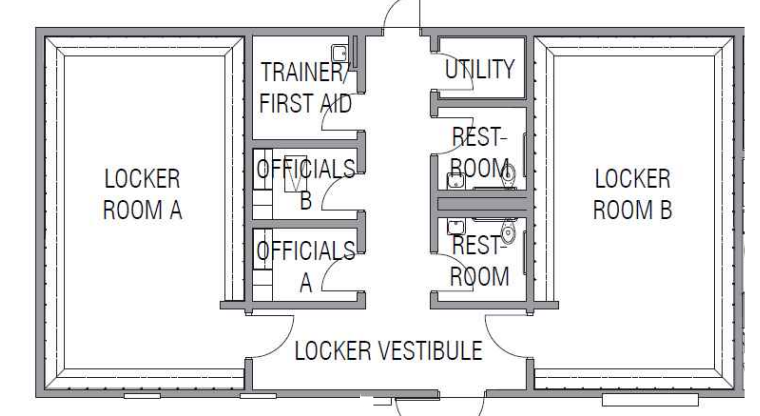
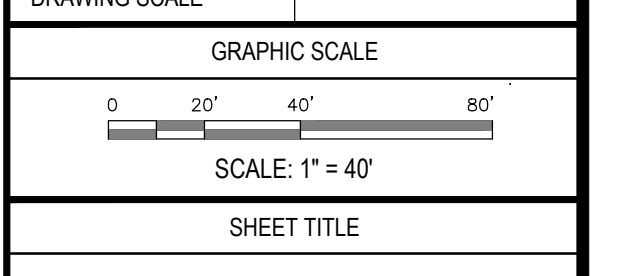
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PROJECT
KITTERY MEMORIAL FIELD IMPROVEMENTS
70 OLD POST ROAD, KITTERY, ME 03904

OWNER
 TOWN OF KITTERY
 KITTERY TOWN HALL
 200 ROGERS ROAD, KITTERY, ME 03904

NO.	DATE	DESCRIPTION	BY
PROJECT NO.	719120		
CADD FILE	719120_C101B		
DESIGNED BY	MSK		
DRAWN BY	MSK		
CHECKED BY	KDH		
DATE	6/6/2023		



RECTANGULAR FIELD STRIPING LEGEND

FOOTBALL - 160' X 360'
SOCCER - 190' X 330'
MEN'S LACROSSE - 180' X 330'
WOMEN'S LACROSSE - 180' X 360'
FIELD HOCKEY - 180' X 300'

CONCEPTUAL LAYOUT PLAN - ALTERNATE #2

DRAWING NO.
C101B

3 OF 5

CONCEPTUAL Cost Estimate

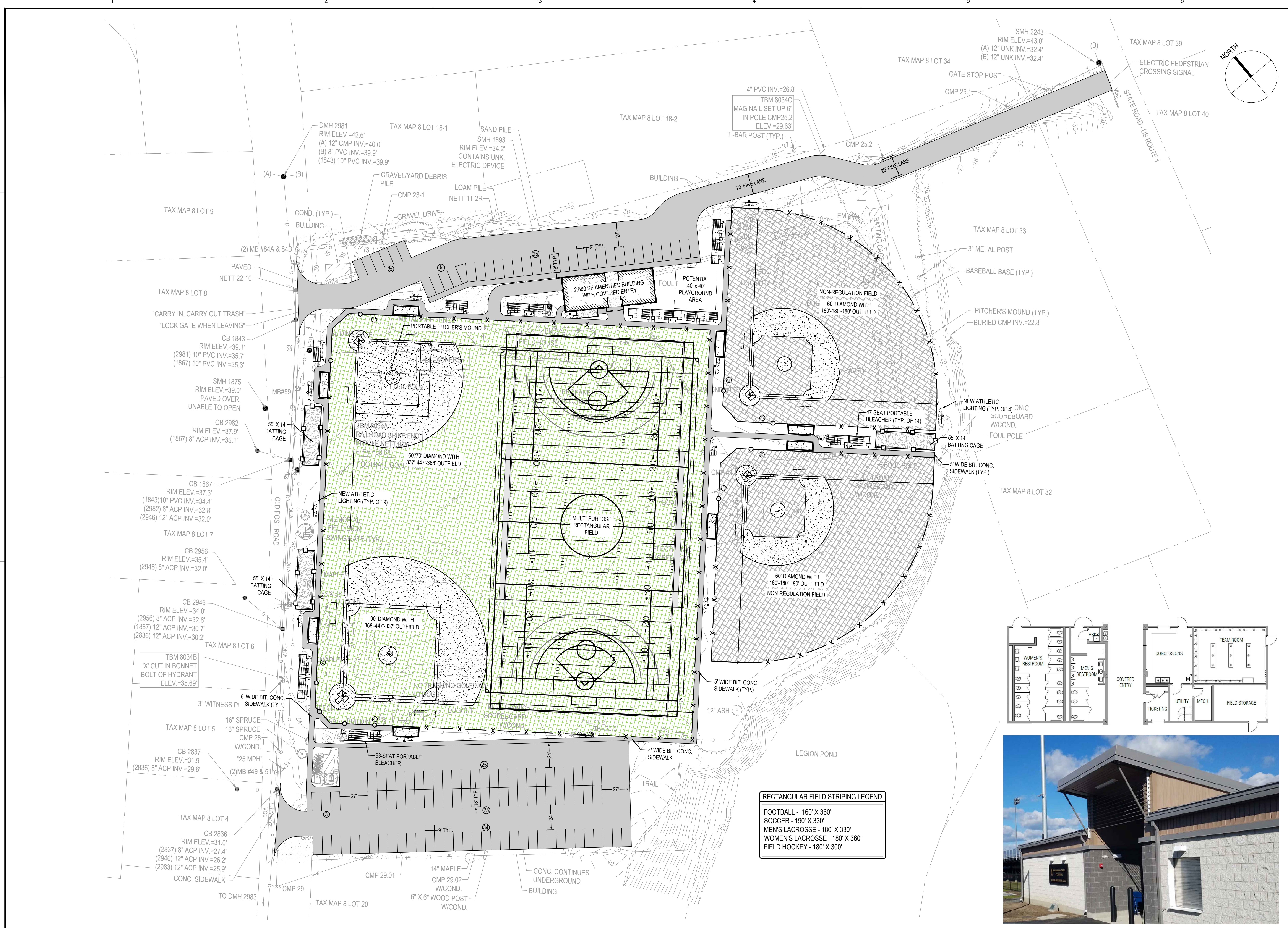
TOWN OF KITTERY - Memorial Field Field Assessment

Gale JN: 719120 (7/27/2023)

CONCEPTUAL OPTION 2

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST
1	GENERAL CONDITIONS					\$ 591,965.28
a	General Conditions/Bonds and Insurance (10%)	LS	1	\$ 466,965.28	\$ 466,965.28	
b	Mobilization / Demobilization	LS	1	\$ 125,000.00	\$ 125,000.00	
2	EROSION CONTROL / SITE PREPARATION / DEMOLITION					\$ 318,000.00
a	Site Preparation (Site security, stripping topsoil, rough grading)	SY	28,000	\$ 6.00	\$ 168,000.00	
b	Remove & Dispose - Existing Chain Link fence, backstops, dugouts, infields)	LS	1	\$ 150,000.00	\$ 150,000.00	
3	SYNTHETIC TURF CONSTRUCTION					\$ 1,244,334.07
a	Prepare Sub-base, Shape and Compact	SY	13,489	\$ 2.25	\$ 30,350.00	
b	Crushed Stone Base Under Field (Assume 8")	TN	4,496	\$ 55.00	\$ 247,296.30	
c	Synthetic Turf w/ SBR Crumb Rubber Infill	SF	121,400	\$ 4.50	\$ 546,300.00	
d	Shock Pad	SF	121,400	\$ 1.00	\$ 121,400.00	
e	Turf Striping Sports	EA	5	\$ 7,000.00	\$ 35,000.00	
f	Geotextile Separation Layer	SY	13,489	\$ 2.00	\$ 26,977.78	
g	Turf Anchor Curb	LF	1,378	\$ 45.00	\$ 62,010.00	
h	Synthetic Turf Drainage Allowance	LS	1	\$ 175,000.00	\$ 175,000.00	
4	FENCING					\$ 141,435.00
a	4' Chain Link Fencing	LF	1,117	\$ 55.00	\$ 61,435.00	
b	Baseball 40' Backstop (Black Vinyl Chain Link)	LS	2	\$ 40,000.00	\$ 80,000.00	
5	FIELD EQUIPMENT					\$ 186,500.00
a	Sport Goals (Football Goal Posts, Soccer, Lacrosse, Field Hockey)	LS	1	\$ 45,000.00	\$ 45,000.00	
b	Bases	SET	2	\$ 750.00	\$ 1,500.00	
c	Portable Pitchers Mound	EA	2	\$ 15,000.00	\$ 30,000.00	
d	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
e	Batting Cage	EA	2	\$ 15,000.00	\$ 30,000.00	
6	SITE ACCESS					\$ 318,690.48
a	Bituminous Pavement (Walkways, Parking Lot and Access Drive)	TN	1,080	\$ 180.00	\$ 194,440.48	
b	47-Seat Portable Bleachers	EA	8	\$ 15,000.00	\$ 120,000.00	
c	Concrete Sidewalk	SY	50	\$ 85.00	\$ 4,250.00	
7	ATHLETIC LIGHTING					\$ 1,300,000.00
a	MUSCO Athletic Lights	EA	12	\$ 100,000.00	\$ 1,200,000.00	
b	MUSCO Electrical Package	LS	1	\$ 100,000.00	\$ 100,000.00	

CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 2						
8	SITE AMENITIES					\$ 650,150.00
a	Playground Areas	SF	1,200	\$ 20.00	\$ 24,000.00	
b	Locker Rooms	SF	1,789	\$ 350.00	\$ 626,150.00	
9	TWO NATURAL GRASS LITTLE LEAGUE/SOFTBALL DIAMONDS					\$ 510,543.22
a	Prepare sub-base, place and amend to root zone (6")	SY	9,063	\$ 2.00	\$ 18,125.33	
b	Sod (For Baseball Fields Only)	SF	81,564	\$ 1.00	\$ 81,564.00	
c	Irrigation System	LS	2	\$ 30,000.00	\$ 60,000.00	
d	Clay Infield Mix	TON	147	\$ 120.00	\$ 17,628.89	
e	4' Perimeter Fence	LF	1,295	\$ 55.00	\$ 71,225.00	
f	25' Backstop (Black Vinyl Chain Link)	EA	2	\$ 25,000.00	\$ 50,000.00	
g	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
h	Bases and Pitchers Mounds	SET	2	\$ 6,000.00	\$ 12,000.00	
j	47-Seat Portable Bleachers	EA	6	\$ 15,000.00	\$ 90,000.00	
k	Batting Cage	EA	2	\$ 15,000.00	\$ 30,000.00	
					SUBTOTAL:	\$ 5,261,618.05
					CONTINGENCY (25%):	\$ 1,315,404.51
					ENG/CPS ESTIMATE (7%):	\$ 368,313.26
					TOTAL:	\$ 6,945,335.83



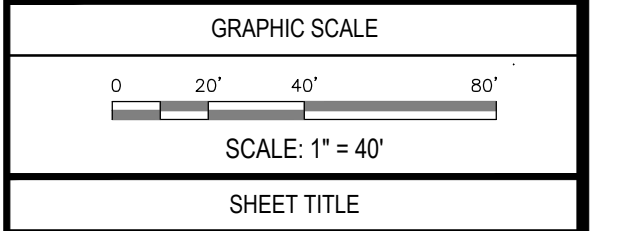
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PROJECT
KITTERY MEMORIAL FIELD IMPROVEMENTS
70 OLD POST ROAD, KITTERY, ME 03904

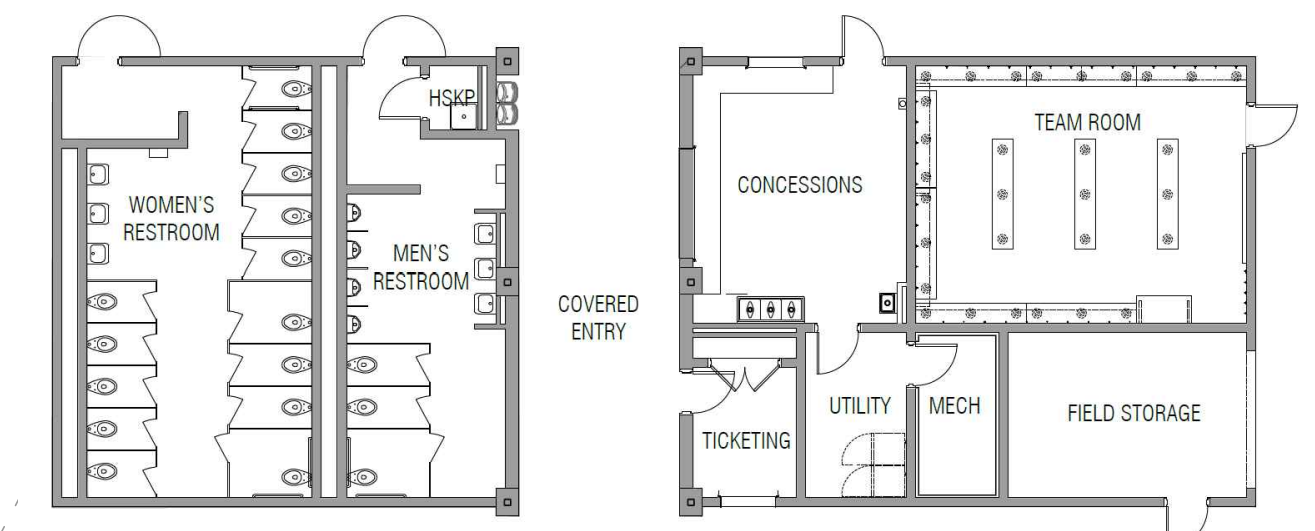
OWNER
TOWN OF KITTERY
KITTERY TOWN HALL
200 ROGERS ROAD, KITTERY, ME 03904

NO.	DATE	DESCRIPTION	BY
PROJECT NO.	719120		
CADD FILE	719120_C101C		
DESIGNED BY	MSK		
DRAWN BY	MSK		
CHECKED BY	KDH		
DATE	6/6/2023		
DRAWING SCALE			



CONCEPTUAL LAYOUT PLAN - ALTERNATE #3A

DRAWING NO.	C101C
	4 OF 5

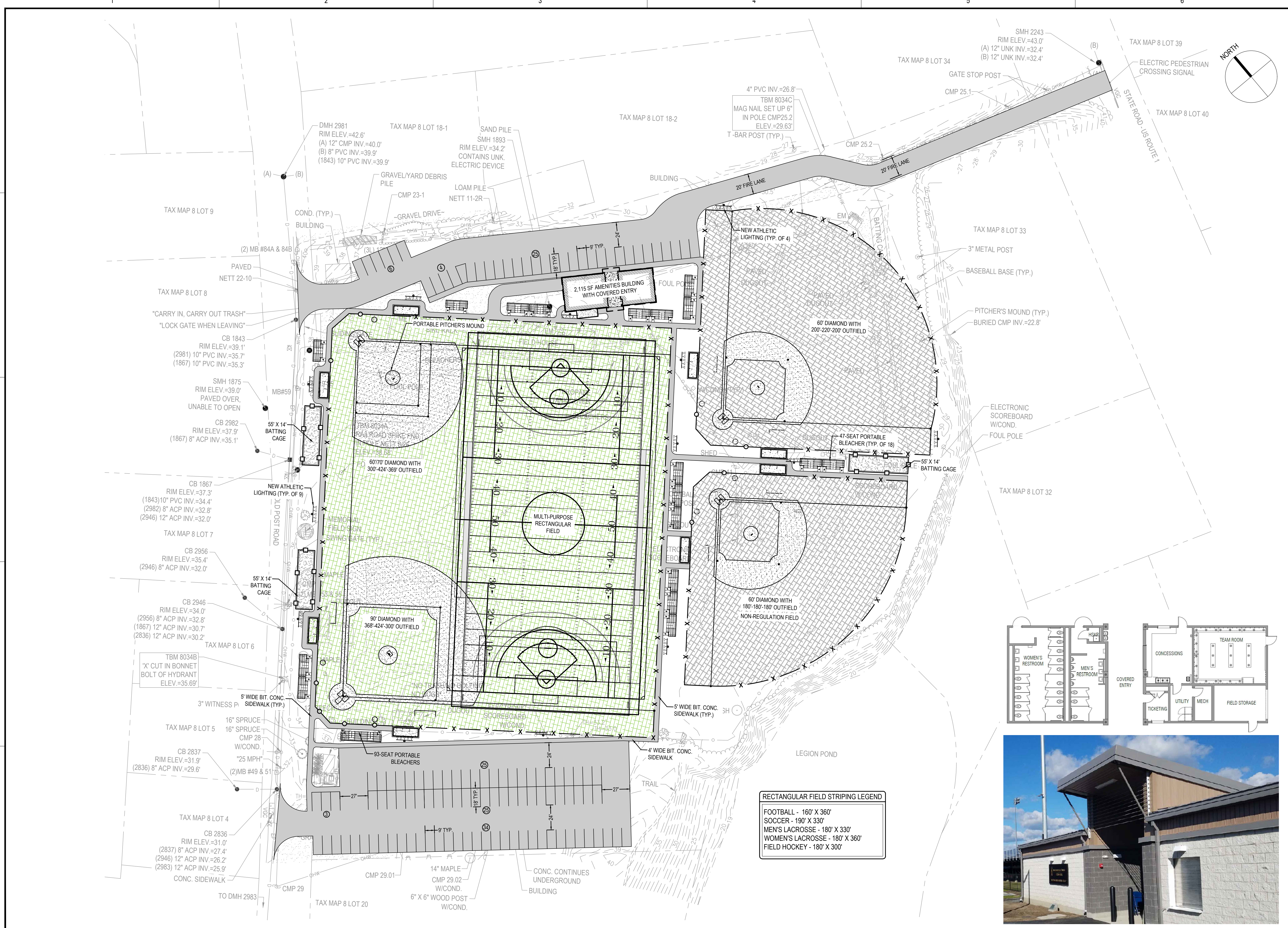


RECTANGULAR FIELD STRIPING LEGEND

- FOOTBALL - 160' X 360'
- SOCCER - 190' X 330'
- MEN'S LACROSSE - 180' X 330'
- WOMEN'S LACROSSE - 180' X 360'
- FIELD HOCKEY - 180' X 300'

CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 3A						
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST
1 GENERAL CONDITIONS						
						\$ 704,966.99
a	General Conditions/Bonds and Insurance (10%)	LS	1	\$ 579,966.99	\$ 579,966.99	
b	Mobilization / Demobilization	LS	1	\$ 125,000.00	\$ 125,000.00	
2 EROSION CONTROL / SITE PREPARATION / DEMOLITION						
						\$ 393,000.00
a	Site Preparation (Site security, stripping topsoil, rough grading)	SY	28,000	\$ 6.00	\$ 168,000.00	
b	Remove & Dispose - Existing Chain Link fence, backstops, dugouts, infields)	LS	1	\$ 150,000.00	\$ 150,000.00	
c	Remove & Dispose - Existing Field House and Foundations	LS	1	\$ 75,000.00	\$ 75,000.00	
3 SYNTHETIC TURF CONSTRUCTION						
						\$ 1,437,464.81
a	Prepare Sub-base, Shape and Compact	SY	15,886	\$ 2.25	\$ 35,743.00	
b	Crushed Stone Base Under Field (Assume 8")	TN	5,295	\$ 55.00	\$ 291,239.26	
c	Synthetic Turf w/ SBR Crumb Rubber Infill	SF	142,972	\$ 4.50	\$ 643,374.00	
d	Shock Pad	SF	142,972	\$ 1.00	\$ 142,972.00	
e	Turf Striping Sports	EA	5	\$ 7,000.00	\$ 35,000.00	
f	Geotextile Separation Layer	SY	15,886	\$ 2.00	\$ 31,771.56	
g	Turf Anchor Curb	LF	1,497	\$ 45.00	\$ 67,365.00	
h	Synthetic Turf Drainage Allowance	LS	1	\$ 190,000.00	\$ 190,000.00	
4 FENCING						
						\$ 148,090.00
a	Perimeter Fencing	LF	1,238	\$ 55.00	\$ 68,090.00	
b	Baseball 40' Backstop (Black Vinyl Chain Link)	LS	2	\$ 40,000.00	\$ 80,000.00	
5 FIELD EQUIPMENT						
						\$ 186,500.00
a	Sport Goals (Football Goal Posts, Soccer, Lacrosse, Field Hockey)	LS	1	\$ 45,000.00	\$ 45,000.00	
b	Bases	LS	2	\$ 750.00	\$ 1,500.00	
c	Pitchers Mound	EA	2	\$ 15,000.00	\$ 30,000.00	
d	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
e	Batting Cage	EA	2	\$ 15,000.00	\$ 30,000.00	
6 SITE ACCESS						
						\$ 324,717.26
a	Bituminous Pavement (Walkways, Parking Lot and Access Drive)	TN	1,137	\$ 180.00	\$ 204,717.26	
b	47-Seat Portable Bleachers	EA	8	\$ 15,000.00	\$ 120,000.00	
7 ATHLETIC LIGHTING						
						\$ 1,400,000.00
a	MUSCO Athletic Lights	EA	13	\$ 100,000.00	\$ 1,300,000.00	
b	MUSCO Electrical Package	LS	1	\$ 100,000.00	\$ 100,000.00	

CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 3A						
8	SITE AMENITIES					\$ 1,472,000.00
a	Playground Areas	SF	1,600	\$ 20.00	\$ 32,000.00	
b	Amenities Building (Restrooms, Concessions, Team Rooms)	SF	2,880	\$ 500.00	\$ 1,440,000.00	
9	NATURAL GRASS LITTLE LEAGE/SOFTBALL DIAMOND					\$ 437,897.78
a	Prepare sub-base, place and amend to root zone (6")	SY	6,914	\$ 2.00	\$ 13,828.89	
b	Sod	SF	62,230	\$ 1.00	\$ 62,230.00	
c	Irrigation System	LS	2	\$ 30,000.00	\$ 60,000.00	
d	Clay Infield Mix	TON	147	\$ 120.00	\$ 17,628.89	
e	4' Perimeter Fence	LF	1,222	\$ 55.00	\$ 67,210.00	
f	25' Backstop (Black Vinyl Chain Link)	EA	2	\$ 25,000.00	\$ 50,000.00	
g	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
h	Bases and Pitchers Mounds	SET	2	\$ 6,000.00	\$ 12,000.00	
j	47-Seat Portable Bleachers	EA	4	\$ 15,000.00	\$ 60,000.00	
k	Batting Cage	EA	1	\$ 15,000.00	\$ 15,000.00	
					SUBTOTAL:	\$ 6,504,636.84
					CONTINGENCY (25%):	\$ 1,626,159.21
					ENG/CPS ESTIMATE (7%):	\$ 455,324.58
					TOTAL:	\$ 8,586,120.63



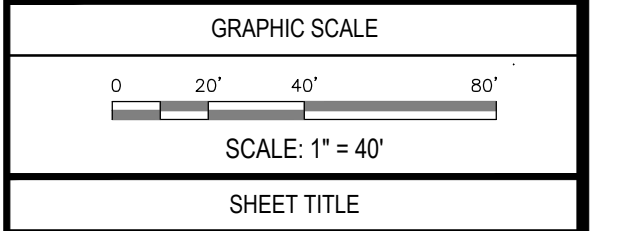
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PROJECT
KITTERY MEMORIAL FIELD IMPROVEMENTS
70 OLD POST ROAD, KITTERY, ME 03904

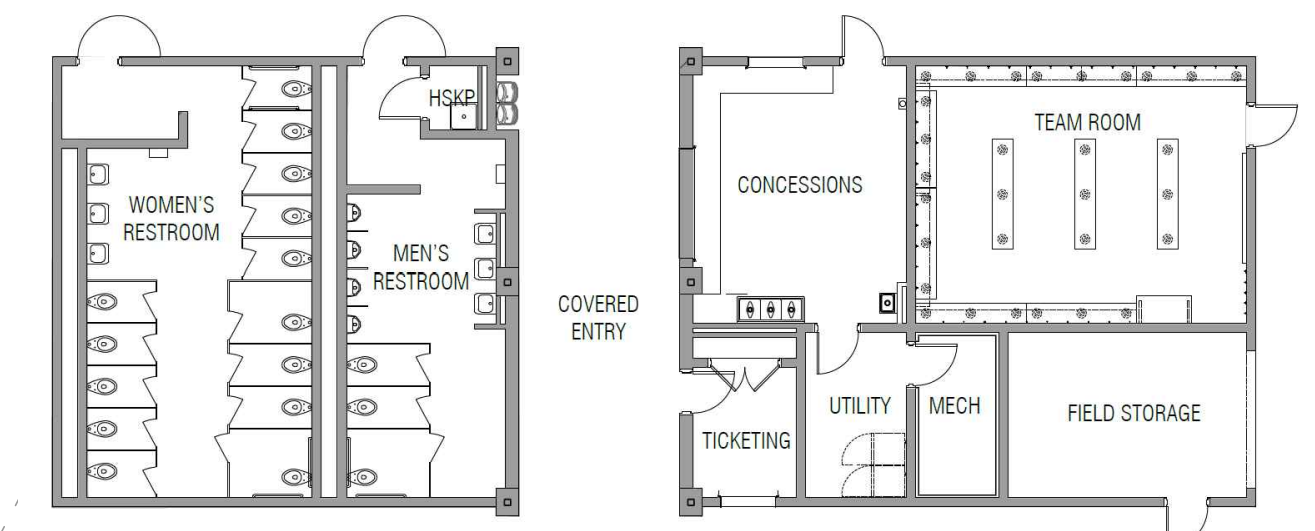
OWNER
TOWN OF KITTERY
KITTERY TOWN HALL
200 ROGERS ROAD, KITTERY, ME 03904

NO.	DATE	DESCRIPTION	BY
PROJECT NO.	719120		
CADD FILE	719120_C101D		
DESIGNED BY	MSK		
DRAWN BY	MSK		
CHECKED BY	KDH		
DATE	6/6/2023		
DRAWING SCALE			



CONCEPTUAL LAYOUT PLAN - ALTERNATE #3B

DRAWING NO.	C101D
	4 OF 5



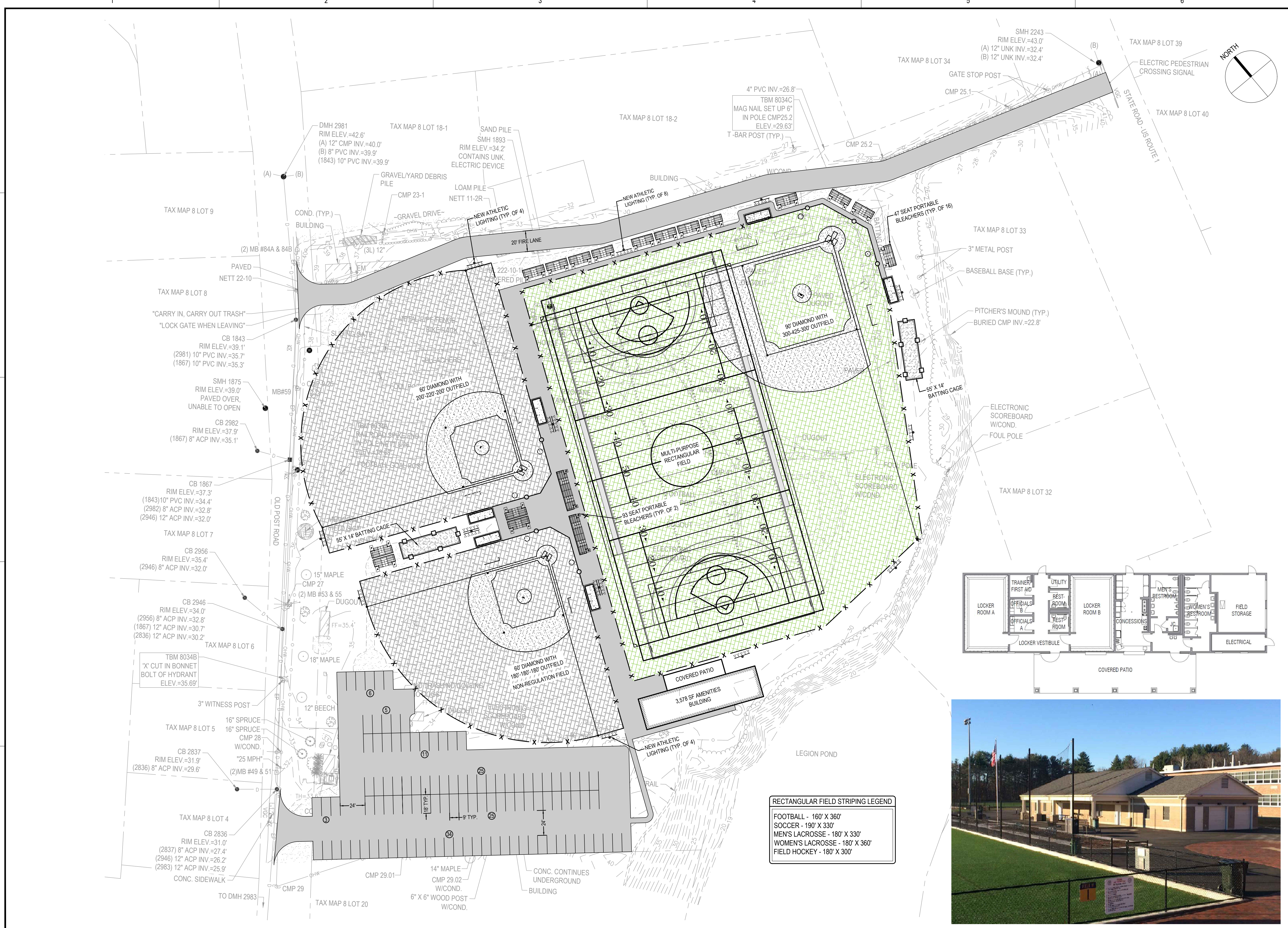
RECTANGULAR FIELD STRIPING LEGEND

- FOOTBALL - 160' X 360'
- SOCCER - 190' X 330'
- MEN'S LACROSSE - 180' X 330'
- WOMEN'S LACROSSE - 180' X 360'
- FIELD HOCKEY - 180' X 300'

CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 3B						
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST
1 GENERAL CONDITIONS						
						\$ 689,165.79
a	General Conditions/Bonds and Insurance (10%)	LS	1	\$ 564,165.79	\$ 564,165.79	
b	Mobilization / Demobilization	LS	1	\$ 125,000.00	\$ 125,000.00	
2 EROSION CONTROL / SITE PREPARATION / DEMOLITION						
						\$ 393,000.00
a	Site Preparation (Site security, stripping topsoil, rough grading)	SY	28,000	\$ 6.00	\$ 168,000.00	
b	Remove & Dispose - Existing Chain Link fence, backstops, dugouts, infields)	LS	1	\$ 150,000.00	\$ 150,000.00	
c	Remove & Dispose - Existing Field House and Foundations	LS	1	\$ 75,000.00	\$ 75,000.00	
3 SYNTHETIC TURF CONSTRUCTION						
						\$ 1,312,491.90
a	Prepare Sub-base, Shape and Compact	SY	14,291	\$ 2.25	\$ 32,154.25	
b	Crushed Stone Base Under Field (Assume 8")	TN	4,764	\$ 55.00	\$ 261,997.59	
c	Synthetic Turf w/ SBR Crumb Rubber Infill	SF	128,617	\$ 4.50	\$ 578,776.50	
d	Shock Pad	SF	128,617	\$ 1.00	\$ 128,617.00	
e	Turf Striping Sports	EA	5	\$ 7,000.00	\$ 35,000.00	
f	Geotextile Separation Layer	SY	14,291	\$ 2.00	\$ 28,581.56	
g	Turf Anchor Curb	LF	1,497	\$ 45.00	\$ 67,365.00	
h	Synthetic Turf Drainage Allowance	LS	1	\$ 180,000.00	\$ 180,000.00	
4 FENCING						
						\$ 144,075.00
a	Perimeter Fencing	LF	1,165	\$ 55.00	\$ 64,075.00	
b	Baseball 40' Backstop (Black Vinyl Chain Link)	LS	2	\$ 40,000.00	\$ 80,000.00	
5 FIELD EQUIPMENT						
						\$ 186,500.00
a	Sport Goals (Football Goal Posts, Soccer, Lacrosse, Field Hockey)	LS	1	\$ 45,000.00	\$ 45,000.00	
b	Bases	LS	2	\$ 750.00	\$ 1,500.00	
c	Pitchers Mound	EA	2	\$ 15,000.00	\$ 30,000.00	
d	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
e	Batting Cage	EA	2	\$ 15,000.00	\$ 30,000.00	
6 SITE ACCESS						
						\$ 314,181.55
a	Bituminous Pavement (Walkways, Parking Lot and Access Drive)	TN	1,134	\$ 180.00	\$ 204,181.55	
b	47-Seat Portable Bleachers	EA	6	\$ 15,000.00	\$ 90,000.00	
b	93-Seat Portable Bleachers	EA	1	\$ 20,000.00	\$ 20,000.00	
7 ATHLETIC LIGHTING						
						\$ 1,400,000.00
a	MUSCO Athletic Lights	EA	13	\$ 100,000.00	\$ 1,300,000.00	
b	MUSCO Electrical Package	LS	1	\$ 100,000.00	\$ 100,000.00	



CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 3B						
8	SITE AMENITIES					\$ 1,440,000.00
b	Amenities Building (Restrooms, Concessions, Team Rooms)	SF	2,880	\$ 500.00	\$ 1,440,000.00	
9	NATURAL GRASS LITTLE LEAGE/SOFTBALL DIAMOND					\$ 451,409.44
a	Prepare sub-base, place and amend to root zone (6")	SY	8,143	\$ 2.00	\$ 16,285.56	
b	Sod	SF	73,285	\$ 1.00	\$ 73,285.00	
c	Irrigation System	LS	2	\$ 30,000.00	\$ 60,000.00	
d	Clay Infield Mix	TON	147	\$ 120.00	\$ 17,628.89	
e	4' Perimeter Fence	LF	1,222	\$ 55.00	\$ 67,210.00	
f	25' Backstop (Black Vinyl Chain Link)	EA	2	\$ 25,000.00	\$ 50,000.00	
g	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
h	Bases and Pitchers Mounds	SET	2	\$ 6,000.00	\$ 12,000.00	
j	47-Seat Portable Bleachers	EA	4	\$ 15,000.00	\$ 60,000.00	
k	Batting Cage	EA	1	\$ 15,000.00	\$ 15,000.00	
					SUBTOTAL:	\$ 6,330,823.68
					CONTINGENCY (25%):	\$ 1,582,705.92
					ENG/CPS ESTIMATE (7%):	\$ 443,157.66
					TOTAL:	\$ 8,356,687.26

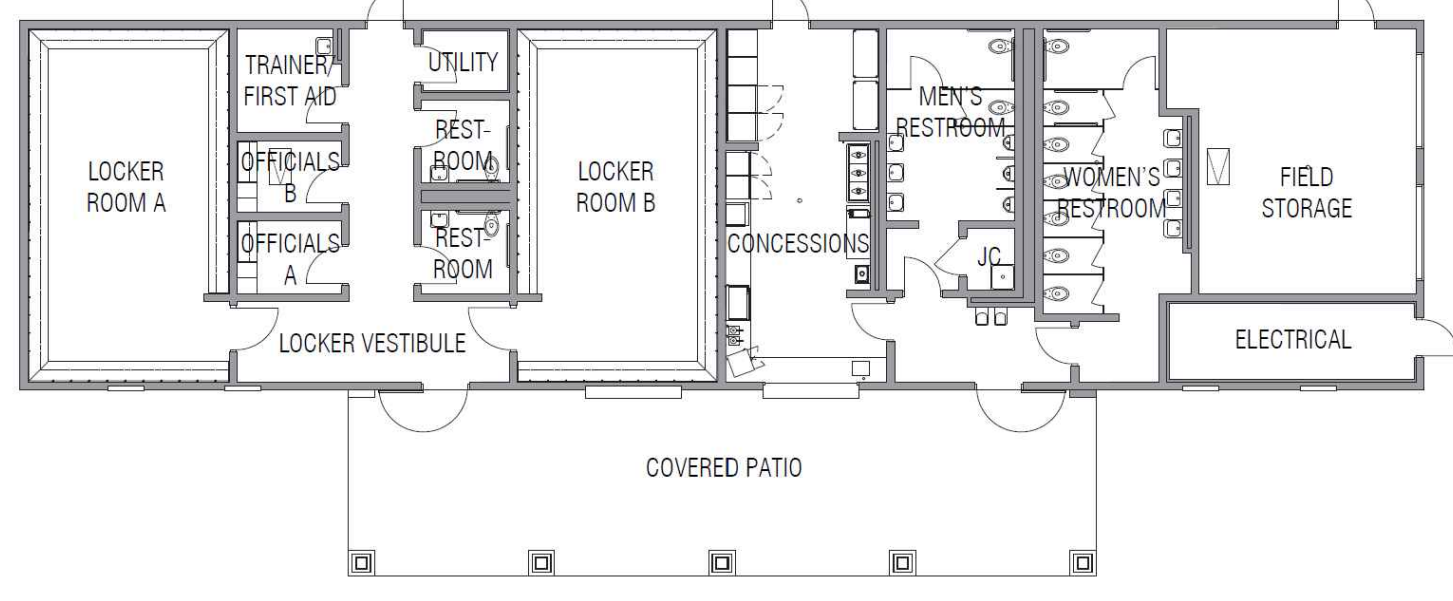


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PROJECT
 KITTERY MEMORIAL FIELD IMPROVEMENTS
 70 OLD POST ROAD, KITTERY, ME 03904

OWNER
 TOWN OF KITTERY
 KITTERY TOWN HALL
 200 ROGERS ROAD, KITTERY, ME 03904

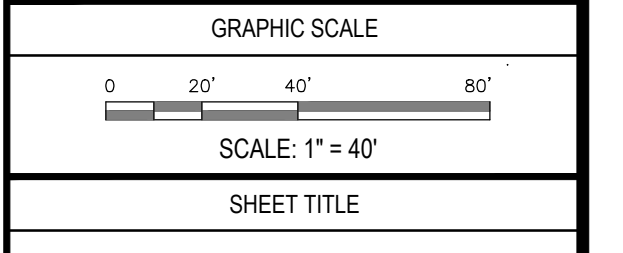


RECTANGULAR FIELD STRIPING LEGEND

FOOTBALL - 160' X 360'
SOCCER - 190' X 330'
MEN'S LACROSSE - 180' X 330'
WOMEN'S LACROSSE - 180' X 360'
FIELD HOCKEY - 180' X 300'



NO.	DATE	DESCRIPTION	BY
PROJECT NO.	719120		
CADD FILE	719120_C101E		
DESIGNED BY	MSK		
DRAWN BY	MSK		
CHECKED BY	KDH		
DATE	6/6/2023		
DRAWING SCALE			



CONCEPTUAL LAYOUT PLAN - ALTERNATE #4

DRAWING NO.
C101E

5 OF 5

CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 4						
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST
1 GENERAL CONDITIONS						\$ 712,710.39
a	General Conditions/Bonds and Insurance (10%)	LS	1	\$ 587,710.39	\$ 587,710.39	
b	Mobilization / Demobilization	LS	1	\$ 125,000.00	\$ 125,000.00	
2 EROSION CONTROL / SITE PREPARATION / DEMOLITION						\$ 318,000.00
a	Site Preparation (Site security, stripping topsoil, rough grading)	SY	28,000	\$ 6.00	\$ 168,000.00	
b	Remove & Dispose - Existing Chain Link fence, backstops, dugouts, infields)	LS	1	\$ 150,000.00	\$ 150,000.00	
c	Remove & Dispose - Existing Field House and Foundations	LS	1	\$ 75,000.00	\$ 75,000.00	
3 SYNTHETIC TURF CONSTRUCTION						\$ 1,257,262.92
a	Prepare Sub-base, Shape and Compact	SY	13,607	\$ 2.25	\$ 30,615.75	
b	Crushed Stone Base Under Field (Assume 8")	TN	4,536	\$ 55.00	\$ 249,461.67	
c	Synthetic Turf w/ SBR Crumb Rubber Infill	SF	122,463	\$ 4.50	\$ 551,083.50	
d	Shock Pad	SF	122,463	\$ 1.00	\$ 122,463.00	
e	Turf Striping Sports	EA	5	\$ 7,000.00	\$ 35,000.00	
f	Geotextile Separation Layer	SY	13,607	\$ 2.00	\$ 27,214.00	
g	Perimeter Curb	LF	1,365	\$ 45.00	\$ 61,425.00	
h	Synthetic Turf Drainage Allowance	LS	1	\$ 180,000.00	\$ 180,000.00	
4 FENCING						\$ 106,275.00
a	Perimeter Fencing	LF	1,205	\$ 55.00	\$ 66,275.00	
b	Baseball 40' Backstop (Black Vinyl Chain Link)	LS	1	\$ 40,000.00	\$ 40,000.00	
5 FIELD EQUIPMENT						\$ 115,750.00
a	Sport Goals	LS	1	\$ 45,000.00	\$ 45,000.00	
b	Bases	LS	1	\$ 750.00	\$ 750.00	
c	Pitchers Mound	EA	1	\$ 15,000.00	\$ 15,000.00	
d	Dugouts	EA	2	\$ 20,000.00	\$ 40,000.00	
e	Batting Cage	EA	1	\$ 15,000.00	\$ 15,000.00	
6 SITE ACCESS						\$ 334,181.55
a	Bituminous Pavement (Walkways, Parking Lot and Access Drive)	TN	1,134	\$ 180.00	\$ 204,181.55	
b	47-Seat Portable Bleachers	EA	6	\$ 15,000.00	\$ 90,000.00	
b	93-Seat Portable Bleachers	EA	2	\$ 20,000.00	\$ 40,000.00	
7 ATHLETIC LIGHTING						\$ 1,500,000.00
a	MUSCO Athletic Lights	EA	14	\$ 100,000.00	\$ 1,400,000.00	
b	MUSCO Electrical Package	LS	1	\$ 100,000.00	\$ 100,000.00	



CONCEPTUAL Cost Estimate						
TOWN OF KITTERY - Memorial Field Field Assessment						
Gale JN: 719120 (7/27/2023)						
CONCEPTUAL OPTION 4						
8	SITE AMENITIES					\$ 1,789,000.00
a	Amenities Building (Restrooms, Concessions, Team Rooms)	SF	3,578	\$ 500.00	\$ 1,789,000.00	
9	TWO NATURAL GRASS LITTLE LEAGUE/SOFTBALL DIAMONDS					\$ 456,634.44
a	Prepare sub-base, place and amend to root zone (6")	SY	8,143	\$ 2.00	\$ 16,285.56	
b	Sod	SF	73,285	\$ 1.00	\$ 73,285.00	
c	Irrigation System	LS	2	\$ 30,000.00	\$ 60,000.00	
d	Clay Infield Mix	TON	147	\$ 120.00	\$ 17,628.89	
e	4' Perimeter Fence	LF	1,317	\$ 55.00	\$ 72,435.00	
f	25' Backstop (Black Vinyl Chain Link)	EA	2	\$ 25,000.00	\$ 50,000.00	
g	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
h	Bases and Pitchers Mounds	SET	2	\$ 6,000.00	\$ 12,000.00	
i	47-Seat Portable Bleachers	EA	4	\$ 15,000.00	\$ 60,000.00	
k	Batting Cage	EA	1	\$ 15,000.00	\$ 15,000.00	
					SUBTOTAL:	\$ 6,589,814.30
					CONTINGENCY (25%):	\$ 1,647,453.57
					ENG/CPS ESTIMATE (7%):	\$ 461,287.00
					TOTAL:	\$ 8,698,554.88

ENCLOSURE 7
PREFERRED CONCEPTUAL PLAN AND
CONCEPTUAL COST ESTIMATES

CONCEPTUAL Cost Estimate- Preferred Option

TOWN OF KITTEERY - Memorial Field Field Assessment

Gale JN: 719120 (11/2/2023)

CONCEPTUAL COST ESTIMATE- MEMORIAL FIELD

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	COST	TOTAL COST
1	GENERAL CONDITIONS					\$ 592,371.99
a	General Conditions/Bonds and Insurance (10%)	LS	1	\$ 467,371.99	\$ 467,371.99	
b	Mobilization / Demobilization	LS	1	\$ 125,000.00	\$ 125,000.00	
2	EROSION CONTROL / SITE PREPARATION / DEMOLITION					\$ 318,000.00
a	Site Preparation (Site security, stripping topsoil, rough grading)	SY	28,000	\$ 6.00	\$ 168,000.00	
b	Remove & Dispose - Existing Chain Link fence, backstops, dugouts, infields)	LS	1	\$ 150,000.00	\$ 150,000.00	
3	SYNTHETIC TURF CONSTRUCTION					\$ 1,288,464.07
a	Prepare Sub-base, Shape and Compact	SY	13,489	\$ 2.25	\$ 30,350.00	
b	Crushed Stone Base Under Field (Assume 8")	TN	4,496	\$ 55.00	\$ 247,296.30	
c	Synthetic Turf w/ SBR Crumb Rubber Infill	SF	121,400	\$ 4.75	\$ 576,650.00	
d	Shock Pad	SF	121,400	\$ 1.00	\$ 121,400.00	
e	Turf Striping Sports	EA	5	\$ 7,000.00	\$ 35,000.00	
f	Geotextile Separation Layer	SY	13,489	\$ 2.00	\$ 26,977.78	
g	Turf Anchor Curb	LF	1,378	\$ 55.00	\$ 75,790.00	
h	Synthetic Turf Drainage Allowance	LS	1	\$ 175,000.00	\$ 175,000.00	
4	FENCING					\$ 201,020.00
a	4' Chain Link Fencing	LF	1,117	\$ 60.00	\$ 67,020.00	
b	20' Safety Netting	LF	450	\$ 120.00	\$ 54,000.00	
c	Baseball 40' Backstop (Black Vinyl Chain Link)	LS	2	\$ 40,000.00	\$ 80,000.00	
5	FIELD EQUIPMENT					\$ 221,500.00
a	Sport Goals (Football Goal Posts, Soccer, Lacrosse, Field Hockey)	LS	1	\$ 45,000.00	\$ 45,000.00	
b	Bases	SET	2	\$ 750.00	\$ 1,500.00	
c	Portable Pitchers Mound	EA	2	\$ 15,000.00	\$ 30,000.00	
d	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00	
e	15' Foul Pole w/ wing	EA	2	\$ 2,500.00	\$ 5,000.00	
f	Batting Cage and Bullpen	EA	4	\$ 15,000.00	\$ 60,000.00	
6	SITE ACCESS					\$ 495,797.62
a	Bituminous Pavement (Walkways, Parking Lot and Access Drive)	TN	1,088	\$ 180.00	\$ 195,797.62	
b	47-Seat Portable Bleachers	EA	20	\$ 15,000.00	\$ 300,000.00	
7	ATHLETIC LIGHTING					\$ 1,200,000.00
a	MUSCO Athletic Lights	EA	12	\$ 90,000.00	\$ 1,080,000.00	
b	MUSCO Electrical Package	LS	1	\$ 120,000.00	\$ 120,000.00	

CONCEPTUAL Cost Estimate- Preferred Option

TOWN OF KITTERY - Memorial Field Field Assessment

Gale JN: 719120 (11/2/2023)

CONCEPTUAL COST ESTIMATE- MEMORIAL FIELD

8	SITE AMENITIES						\$ 388,000.00
a	Playground Areas	SF	2,400	\$ 20.00	\$ 48,000.00		
b	Portable Storage Building (30' x 12')	LS	1	\$ 50,000.00	\$ 50,000.00		
c	Portable Storage Building (20' x 10')	LS	2	\$ 30,000.00	\$ 60,000.00		
d	Portable Press Box	LS	1	\$ 30,000.00	\$ 30,000.00		
e	Field House Renovations	LS	1	\$ 200,000.00	\$ 200,000.00		
9	TWO NATURAL GRASS LITTLE LEAGUE/SOFTBALL DIAMONDS						\$ 560,938.22
a	Prepare sub-base, place and amend to root zone (6")	SY	9,063	\$ 2.00	\$ 18,125.33		
b	Sod (For Baseball Fields Only)	SF	81,564	\$ 1.00	\$ 81,564.00		
c	Irrigation System	LS	2	\$ 40,000.00	\$ 80,000.00		
d	Clay Infield Mix	TON	147	\$ 120.00	\$ 17,628.89		
e	4' Perimeter Fence	LF	1,257	\$ 60.00	\$ 75,420.00		
f	20' Safety Netting	LF	260	\$ 120.00	\$ 31,200.00		
g	25' Backstop (Black Vinyl Chain Link)	EA	2	\$ 25,000.00	\$ 50,000.00		
h	Dugouts	EA	4	\$ 20,000.00	\$ 80,000.00		
i	Bases and Pitchers Mounds	SET	2	\$ 6,000.00	\$ 12,000.00		
j	47-Seat Portable Bleachers	EA	4	\$ 15,000.00	\$ 60,000.00		
k	15' Foul Pole w/ wing	EA	4	\$ 2,500.00	\$ 10,000.00		
l	Batting Cage & Bullpens	EA	3	\$ 15,000.00	\$ 45,000.00		
						SUBTOTAL:	\$ 5,266,091.91
						CONTINGENCY (25%):	\$ 1,316,522.98
						ENG/CPS ESTIMATE (7%):	\$ 368,626.43
						TOTAL:	\$ 6,951,241.32

ENCLOSURE 8
MAINTENANCE SUMMARY, TASKS, BUDGET,
AND INCLEMENT WEATHER POLICY

Existing Town Maintenance Costs

Memorial Field, Kittery, ME

December 2023

DPW Crew		
Activity	Venue	Est. Annual Cost
Raking Turf fields	All Fields	\$ 2,000.00
Weed/fertilizer	All Fields	\$ 25,000.00
Mowing	All Fields	\$ 30,000.00
Aerating/overseeding/edging	All Fields	\$ 25,000.00
Fence Maintenance	All Fields	\$ 2,000.00
	TOTAL	\$ 84,000.00

Organization	Avg. Annual Maintenance Expenditure
Traip Academy High School	\$ 32,000.00
DPW Crew	\$ 84,000.00
TOTAL ESTIMATED ANNUAL EXISTING MAINTENANCE COST	\$ 116,000.00

Traip Academy High School Crew		
Activity	Venue	Est. Annual Cost
Mowing	Memorial 1 & 2	\$ 15,000.00
Line Painting	Memorial 1 & 2	\$ 15,000.00
Infield Maintenance	Memorial 1	\$ 2,000.00
	TOTAL	\$ 32,000.00

**TOWN OF KITTERY
MEMORIAL FIELD RENOVATION
MAINTENANCE QUESTIONNAIRE**

Name of agency: Town of Kittery Department of Public Works

Contact information:

Name: Dave Rich

Phone: 207-439-0333

Email: drich@kitteryme.org

Date: 4/20/2023

To the best of your ability please complete the below maintenance breakdown for your agency. The Field No./Name refers to the specific field located at Memorial Field (Memorial Field, Dewolf Field, Tobey Field).

Field No./Name	Maintenance tasks performed (e.g. Irrigation, aeration, overseeding)	Equipment used	Estimated annual cost
Memorial Field	Mowing, weeding, aeration, overseeding irrigation, tree limbing, raking, fence maintenance, filling in divits and edging.	2 zero turn Kubota mowers, Ventrac, rakes, shovels, weed wackers, pruners, hedge trimmer, pole saw, chainsaw, wheel barrel, backpack blower.	\$84,000 +- Per year

1. Describe the general condition of the fields you maintain at memorial field: On a scale of 1-10, 10 being the best. The field condition at Memorial field is a 7. The grass is plush and always green. The field is crowned, but fairly flat for a smooth mow. The baseball diamond needs some repairs around the edges.

2. Is the condition of the fields you maintain currently dependent on your maintenance budget? Yes

3. Do you feel an increase in maintenance spending could drastically improve the condition of the fields you maintain? Yes, an irrigation system would be beneficial.
We currently have to install irrigation pipes out on the field for watering all summer. The pipes need to be moved 2-3 times during the day to cover the entire playing surfaces. Pipes need to be removed from the field at the end of the day and stacked on racks.

4. Please provide any further comments or information that may be pertinent to the maintenance process:

Thank you for your cooperation in completing this questionnaire.

From: [Michael Roberge](#)
To: [Matthew S. Kinlin](#)
Cc: drich@kitteryme.gov; [Kathleen D. Hervol](#)
Subject: Re: Kittery Memorial Field Maintenance Survey
Date: Thursday, April 6, 2023 6:53:25 AM

Good morning Matt.

I am not sure the school department does any of the items in the document you shared.

The school department does:

1. School Department Contracts out the Mowing of Memorial Field inside the fences \$15,000 plus
 - * Contract includes Fall and Spring Clean-up as needed
2. In the past the School department has:
 - * Built the dugouts on the property
 - * Poured the concrete foundations for dugouts
 - * Contracted Company to lay clay bricks in batters box area and mound creation for the Baseball Field
3. The Players, Coaches and Administration do annual field prep days that includes:
 - * Thatching of infield
 - * Edging of infield
 - * Other items specific to baseball Field
4. The Baseball Coaches drag the infield on a daily basis with an old tractor
5. A Contractor lines all sports specific lines (Including practice areas) depending on the season. This includes purchase of Paint, Paint Machine and labor associated with the field \$15,000
6. School Department purchases Turf-Ex to lay on infield dirt annually \$2,000

The condition of the field is often dependent on the weather and volunteer labor that is put into it by community members, coaches and administration.

I have been in the district for almost 30 years and minimal work has been done to improve the playing surface at Memorial Field. If you took a picture of it in 1993 or today it would look the same. Improvements have been discussed for many years but no movement has been made.

If you would like to discuss the above further please let me know.

Mike Roberge
AP/AD (CAA)
R.W. Traip Academy
mroberge@kitteryschools.com
207-439-1121

On Tue, Apr 4, 2023 at 12:20 PM Matthew S. Kinlin <msk@gainc.com> wrote:

| Good afternoon Dave & Mike,

Preliminary Annual Maintenance Budget

Memorial Field, Kittery, ME

May 2023

Maintenance Activity	Annual Qty for municipal level Rectangular Field	Annual Qty for municipal level Diamond	Annual Qty for municipal level Synthetic Turf	Annual Task Cost	Annual Maintenance Cost Rectangular	Annual Maintenance Cost Diamond	Annual Maintenance Cost Synthetic
Equipment maintenance, service, inventory, training, etc.	1	1	1	\$ 3,420	\$ 3,420	\$ 3,420	\$ 3,420
Spring inspection/sampling	1	1	0	\$ 1,020	\$ 1,020	\$ 1,020	\$ -
Fertilization	1	1	0	\$ 1,505	\$ 1,505	\$ 1,505	\$ -
Spring Clean-up	1	1	0	\$ 1,579	\$ 1,579	\$ 1,579	\$ -
Pesticide/herbicide application	2	2	0	\$ 436	\$ 871	\$ 871	\$ -
Cut grass	18	18	0	\$ 360	\$ 6,480	\$ 6,480	\$ -
Rake Infield	0	18	0	\$ 83	\$ -	\$ 1,490	\$ -
Empty Trash, restripe	18	18	18	\$ 90	\$ 1,620	\$ 1,620	\$ 1,620
Aerate	2	2	0	\$ 346	\$ 691	\$ 691	\$ -
Top-dress	1	1	0	\$ 1,805	\$ 1,805	\$ 1,805	\$ -
Overseed	1	1	0	\$ 1,156	\$ 1,156	\$ 1,156	\$ -
Irrigation	18	18	0	\$ 42	\$ 756	\$ 756	\$ -
Lime Ph Adjustment	1	1	0	\$ 689	\$ 689	\$ 689	\$ -
Winterization	1	1	1	\$ 1,966	\$ 1,966	\$ 1,966	\$ 1,966
* maintenance activities based on recommended municipal level regimen							
** operational costs include resources, manpower, equipment, and materials				Total Per	\$ 23,557	\$ 25,048	\$ 7,006

Venue	# of equivalent full size rectangular	# of equivalent full size diamond	# of equivalent full size synthetic	Cost/venue
Memorial Field #1 (Baseball)	0	0	0.5	\$ 3,502.80
Memorial Field #2 (MPR)	0	0	1	\$ 7,005.60
Tobey Field	0	1	0	\$ 25,047.60
DeWolfe Field	0	1	0	\$ 25,047.60
Total Estimated Cost				\$ 60,603.60
Note:				
1. Preliminary Annual Maintenance Budget to be determined following final programming of Memorial Field				

MAINTENANCE TASKS & BUDGET

TOWN OF KITTERY MEMORIAL FIELD MASTER PLAN

A.1 - MAINTENANCE TASKS

Soccer, football, softball, and baseball each dictate a different set of conditions, requiring unique management approaches, as each sport wears the turf differently (e.g., soccer goal mouths versus midfield and sideline areas). Maintenance requirements also can vary within individual fields, based on environmental conditions and changes in the microclimates (sun, shade, drainage, exposure to salt, traffic, etc.). Good turf managers are aware of these variations and apply maintenance accordingly. The following outlines the tasks and scheduling required to properly maintain natural turf fields, and to assist in the formulation of maintenance budgets proposed in this report. These are general suggestions and costs that have been obtained from various owners throughout the Northeast, and generalized for the purposes of this report. Actual budgets may vary based on specific site conditions, the quality of field construction, and the turf manager's actual budget and time allocations. A general description of typical athletic complex turfgrass maintenance tasks is outlined below.

A1.1 - TESTING

As an integral part of the Integrated Turf Management Program for natural turf, each field should have its topsoil tested annually for plant nutrient levels. Samples can normally be taken by on-site staff and sent to the UMASS Agricultural Extension Service for testing and results (www.umass.edu/soiltest/). These tests will determine the amounts of fertilizer, lime and sand topdressing that need to be applied as part of regular maintenance. Knowing these results prevents unnecessary fertilizer and lime applications, and can provide savings on maintenance costs and materials.

A1.2 - MOWING

Turfgrass in areas of play is mowed at least weekly during the growing season to provide a suitable playing surface. Regular mowing practices enhance turf density, color, texture, root development, wear tolerance and other key aspects of turf quality. Mowing heights are adjusted from two and a half inches (2.5") during the growing season (until mid-July), to three and a half inches (3.5") from mid-July to mid-September, and then gradually brought back down to two and a half inches (2.5"). Clippings are either mulched and left behind, or collected and disposed of, depending on the height of the cut and the thatch density targeted by the turf manager.

A1.3 - INFIELD MAINTENANCE - BASEBALL/SOFTBALL

During the spring (April-June) season, baseball/softball infields are typically dragged with a machine/drag-mat (intended for infield work) and amended to smooth and dry the infield material, as well as to adjust grades at wear areas near the bases and home plate. The batter box and foul lines are also typically painted. For baseball, the pitcher's mound is adjusted, and divots repaired. This work is typically performed weekly during the regular season, and sometimes prior to every game before big games or

during play-offs. The budget should also account for spring clean-up and preparation of the infields to remove leaves and weeds, and replace bases.

A1.4 – IRRIGATION

In the Northeast, irrigation season typically runs from June through August. During that period, each field footprint should receive one inch (1”) of irrigation per week, which should be adjusted in accordance with precipitation. For a typical 90,000 SF soccer field, this equates to 54,000 gallons per week. Automatic irrigation systems should not be considered to be ‘set and forget’ systems. Field managers need to actively monitor irrigation to confirm proper timing, coverage, and operation, and monitor irrigation with the goal of using water sparingly. Fields that are watered too much are susceptible to disease, early wear, and over compaction. We suggest the use of intelligent controllers with moisture sensors. Maintenance budgets need to account for spring start-up and repair of irrigation systems, as well as fall winterization.

A1.5 – FERTILIZING

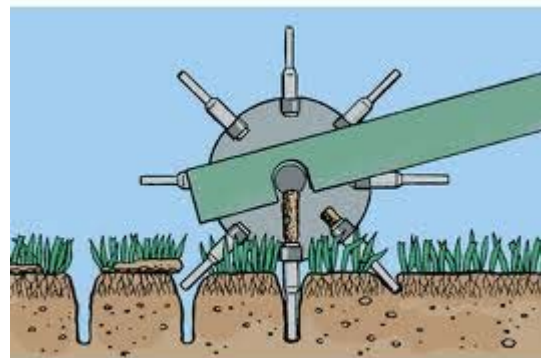
Fields are fertilized to provide micronutrients to the soil and “food” for the turfgrass plant. Fertilization should generally be performed in the early spring and summer, and later supplemented on selected fields in the early fall, as needed. This will confirm that sufficient nutrients are available to develop healthy root zones during the peak growth period, which includes May and June. Fertilization should be directly related to soil tests performed on an individual field and as part of an overall Integrated Turf Management Program. This is particularly important for facilities that border on wetland receptors, which may be unnecessarily contaminated by over-fertilization. Once soil sample data has been obtained, fertilizer with the proper nitrogen/phosphorus/potassium ratio should be applied at the specified rates. Low solubility fertilizers, applied only at rates which ensure uptake, should be used to minimize groundwater or surface water impacts.

A1.6 - LIME APPLICATION

Lime application is generally performed in late November, as it typically takes up to six (6) months to breakdown. Lime should only be applied to soil based on the results of the annual soil testing.

A1.7 - AERATION

Aeration alleviates compaction and develops deep-rooted turf. It is accomplished by creating spaces in the turf, thus allowing moisture, nutrients, and oxygen to penetrate to the root zone. Aeration also breaks up thatch, which helps contribute to the organic content of the soil and breaks the mat on the soil surface. High-use fields should be aerated two to three (2-3) times per year. We suggest that six to seven inch (6”-7”) hollow core aeration equipment be used for aeration. If the intent is a long-term modification of the root zone, we suggest removing the plugs and top dressing the field with coarse sand.



A1.8 - TOPDRESSING

Topdressing is applied periodically, as a soil amendment, to maintain a smooth playing surface and to vary the root zone particle size distribution. Top dressing adds soil, sand, or other beneficial organic material and soil amendments (as determined by turf needs and based on agronomic testing) to the surface of the turf. It should always follow core aerating.

A1.9 - OVER-SEEDING

Over-seeding is suggested for all high-use athletic fields. Over-seeding is the spreading of seed over bare areas or areas that are stressed to enhance (fill in) the stressed/bare areas, establish new turf and/or improve the condition of the turf. The type of seed used, quantity, and application timing vary with turf managers' preferences, time of year, and the goal(s) to be accomplished (quick patch or long-term repair). Over seeding is typically timed to coincide with aeration and topdressing tasks.

A1.10 - PESTICIDE AND HERBICIDE APPLICATIONS

Pesticides and herbicides should be used sparingly and only by licensed applicators. Pesticides should not be applied as a prophylactic, but rather in response to an observed pest or disease, and then tailored accordingly. Instructions and timing for application of pesticides and herbicides should be strictly followed, as they are typically targeted at particular stages of growth of weeds or pests. The use of pesticides and herbicides on public properties is severely limited by Maine Law. Any chemicals used must be of recent manufacture and have quick, effective results. Chemicals that may present health hazards should not be used. Approved pesticides should be confirmed through State/EPA websites, since they are known to change periodically. Again, pesticides should be applied only as part of an overall Integrated Turf Management Program and consistent with jurisdictional policy. This is particularly true for facilities that border on water courses or wetland receptors.

A1.11 - SYNTHETIC TURF MAINTENANCE

Synthetic turf is not totally maintenance free. Typically, synthetic turf only needs to be "raked" or 'groomed' four times in a typical playing season (April - November). A synthetic turf groomer is a special attachment that tows behind a Gator or tractor. Grooming redistributes the sand and rubber infill, fills in typical wear spots at the goal mouths and improves field appearance. It also evens out the cushioning and traction qualities of the sand and rubber infill. Spot sanitation and rinsing to remove bodily fluids can be done during events and should never be done in a "blanket" application. Some owners elect to do "deep" grooming, which is typically conducted by a vendor who has the specialized equipment. Deep grooming machines remove the sand and rubber infill, rinse and filter it and replace it as the machine moves over the field. Magnets remove metal debris, and filters remove dust, sediment, and debris from the infill. "Deep" grooming should only be done "as needed" and is not considered a regular maintenance task. Typically, turf comes with an 8-year warranty, so owners should not be paying for repairs or adjustments to the turf during that period.

A1.12 – SYNTHETIC TURF MAINTENANCE

Synthetic turf is not maintenance free, and its costs should be factored into facilities budgets like natural turf. Refer to Section 6.2 for a detailed description of synthetic turf requirements and considerations. Typically, synthetic turf needs to be groomed four (4) times per year. This time is estimated at five (5) hours for two (2) employees, touching up infill, grooming with a tractor and turf rake, and clean-up. At \$350/hour for crew and machines is \$1,750 per grooming, four times per year equals an anticipated synthetic turf maintenance budget of \$7,000 per synthetic turf field.

A1.13 – SUMMARY

Using these basic estimated per-field unit costs, the implementation of a typical maintenance budget for existing and proposed fields has been calculated. Refer to the Maintenance Cost/Budget Summary Table included in this enclosure for estimated budgets for the Town's existing facilities.

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INCLEMENT WEATHER POLICY

How a field is scheduled is an important consideration in its ability to sustain heavy use with an acceptable decrement in turf condition. Obviously, a field with 250 scheduled uses stretched out over the year (April through November) behaves differently than if this use was broken up with rest period(s) provided. Ideally, a natural turf field should have a 30-day rest period during the active growing season (spring or fall) to repair the root zone damage it has sustained and to propagate new crown growth. Alternatively, this rest period can be in the summertime. However, a summer rest period is less effective, as the turfgrass is somewhat dormant.

It should be noted that it only takes playing once on a very wet field to destroy the turf root zone for that season. An effort must be made not to play games or even practice on fields that are excessively wet. Based on the conclusion that the Town's fields sustain heavy use, an Inclement Weather Policy is strongly suggested as a management tool for preventing damage to fields in the event of inclement weather.

The enforcement of a restrictive Inclement Weather Policy by field managers is the single best management practice available. A typical policy addresses the importance of not playing on fields during wet conditions. Such a policy protects the safety of players, the condition of the fields and serviceability of the facilities. It is also fiscally responsible to local taxpayers. The policy should outline condition assessment procedures and the responsibility of the Town Department of Public Works, athletic team staff and players, as they relate to inclement weather and field use. A complete Inclement Weather Policy should include information on its purpose, implementation procedures, field closure guidelines, communication processes, procedure enforcement and penalty procedures. The Inclement Weather Policy should be provided to all permitted field users, as well as posted at all facilities to inform unscheduled users of the importance of prohibiting use during inclement weather.

The following is a sample Inclement Weather Policy.

INCLEMENT WEATHER POLICY

PURPOSE

Town athletic fields are designed and maintained for the enjoyment and use of all residents. The purpose of this policy is to inform the public of certain rules and restrictions for fields to (1) prevent damage to the playing surface and (2) injuries to field users caused by inclement weather or unsafe playing conditions. An effective field maintenance program and inclement weather closure policy is essential for safety, upkeep, and enjoyment for all residents and visitors.

Field users are asked to help us by adhering to the following rules and procedures. Groups who use Town athletic facilities are expected to assist in protecting their participants and the fields during periods of rain and other inclement weather. With respect to field quality, it only takes one practice or game to destroy a field that is not ready for play.

POLICY

The Town DPW (or Parks and Recreation or other authorized department) reserves the right to cancel or suspend outdoor facility and field use, including uses subject to an issued permit, for games, practices, and other uses whenever field conditions might result in damage to the fields or injury to players.

Permits may also be cancelled when the health or safety of participants is threatened due to existing or predicted conditions, including but not limited to heavy rains, thunderstorms, and air quality alerts.

It is the field user's responsibility to visit the Recreation Department homepage to verify field closures. Closed fields may not be used.

The Town DPW enforces field closure notices, and if groups are found using closed fields, the permit holder may be charged for the cost to repair the field against a field security deposit paid by the group at the beginning of the playing year. Additionally, if the Department determines that permit holder has violated the field closure notice on multiple occasions, the entirety of their permit may be revoked and that organization's or group's ability to acquire future permits shall be under review.

PROCESS

The Town DPW uses various resources to get the most accurate conditions report at a site. These resources include coaches, Town employees, referees, and umpires. Information may be collected from one or more of these sources prior to a decision to close a field. Once the decision is made, the hotline and Recreation Department homepage are updated.

Weather is very difficult to predict. To assist with closure decisions, the Town DPW utilizes weather forecasts from various sources. However, the Department reserves the right to close a field when a determination is made that use might cause damage or injury.

Please use the breakdown below as general guide for which fields are closed.

Rain

Artificial Turf – Open until conditions become unsafe for play

Natural Turf – Closed

Note: Fields may be offline for multiple days for the field to completely dry-out and return to a playable condition.

Thunderstorm

Artificial Turf – Closed until storm passes (unless field becomes saturated)

Natural Turf – Closed (may reopen)

Reopening dependent on amount of rainfall, the Town DPW will make determination.

Snow or Ice

Artificial Turf – Please refer to the Town DPW website or weather hotline to determine the status of artificial fields after snowfall.

Natural Turf – Closed

END OF SAMPLE POLICY