



**MEDWAY EPFRAC MEETING**  
**Medway High School (Guidance Area)**  
**7:00 P.M.**  
**Minutes**  
**November 01, 2016**

**Committee Attendees:** Dr. Richard D’Innocenzo, Ellen Hillery (FinCom Alternate), Mike Francis (Open Space), Paul Mahoney (CPC), Cathy Morgan (Friends of Choate Park), Mark Diebus (Youth Sports), David Travalini (CONCOM), David Blackwell (CONCOM), Michael Schrader (FinCom), Ross Rackliff (PARKS), Kari MacLeod (Friends of Choate, alt).

**Other Attendees:** Allison Potter.

Committee Chair called the meeting to order at 7:09 PM.

***CDM Smith Presentation- Ian Mead, Steve Fusco, and Kim Drake were the presenters.***

***Ian Mead (Principal) -***

- ❖ Decades of experience. Handled lot of municipal projects.
- ❖ CDM Smith never failed in any projects they have undertaken with long standing relationships with their clients.
- ❖ In-House Capabilities include design for sports, playgrounds, restroom, and storage facilities in addition to designing the fields and trails.
- ❖ CDM Smith did work at Walter Reed Medical facility which included providing miles of ADA complaint paths. Discussed the challenges encountered as part of this project.
- ❖ It recognizes the responsibility EPFRAC is charged with in implementing this project.
- ❖ Budget and proper coordination will be one of their key focus areas.
- ❖ Construction oversight (60 people in construction division) will be provided with best and experienced staff in-house.
- ❖ Much of their work is municipal.
- ❖ Multi-Generational approach to the sites has become a common feature in recent times. This concept will be addressed during the design.

***Steve Fusco (Landscape Architect):***

- ❖ Mr. Fusco did lot of work in New York City in the area of sustainability.
- ❖ Proposed sites are challenging and beautiful.
- ❖ Worked in New York City for Central Park. Experienced in whole system approach.
- ❖ Universally accessible play equipment, pedestrian connection to all site amenities, and preserving town character will be key focus.
- ❖ Some of the challenges could be with topography, vehicular and pedestrian circulation issues, sub surface considerations, steep grade changes, and way finding, and permitting issues.
- ❖ Good experience working with stake holders of different sizes. Past work includes conducting brainstorming sessions, open houses, participant voting, and workshops.
- ❖ Mr. Rackliff asked the firms experience in conceptualizing ideas.

***Kim Drake (Project Manager):***

- ❖ Team has reviewed the Master Plan to understand the scope to be written for this project.
- ❖ Team is familiar with the parks and their existing conditions.
- ❖ Will sit with the Committee members to understand the need and requirements of this project.
- ❖ She explained the process and described the complexities of environmental processes. Sub surface investigation will be part of the process.
- ❖ Next step will be to get an in-depth understanding on the ideas presented in the master plan.
- ❖ Stake holder meetings will be conducted. The number of meetings will be based on the complexity of the design.
- ❖ Schedule determination will be made early on in the process.
- ❖ Alternatives and budget for each alternative will be developed as part of the process.
- ❖ Environmental permitting at Choate Park will be critical to the project.
- ❖ Schematic design/ design development will be the next step after the preferred alternative is finalized.
- ❖ Schedule is aggressive but CDM Smith believes that the proposed project could be completed by the end of 2017. Environmental permitting will happen from 50% design stage onwards.
- ❖ Universal accessible playgrounds is an option. Orchard, flower garden, fruit trees are other options to consider.
- ❖ Discussed CDM Smith's experience with identifying funding options for projects. As part of her initial observations, Ms. Drake said way finding is an issue. Pedestrian and vehicular stand point is challenging, and lack of accessibility is also an issue. There are site elements that are away from the path. Getting off the path seemed difficult. As part of the design process, all sites will be reviewed holistically. The original character of the sites will be preserved. She briefly described how the sites will be designed to meet the standards for multi-generational use.
- ❖ Mr. Rackliff asked if the team had any ideas that could be considered for Choate Park. Mr. Mahoney asked about the number of projects Ms. Drake was managing currently. She responded that she is managing four different projects which are at different stages of design and construction. Mr. Travalini asked how the team will oversee once the project is in construction phase. Response was that it depends on the complexity of the project, town's experience with construction oversight. A full time resident engineer services could be provided during construction.

**CBA Landscape Architects LLC (Clara C. Batchelor, D.J. Chagnon, Chuck Samiotes, Samiotes Engineering) - It's a seven person firm based in Cambridge, MA.**

**Clara** – CBA did 70+ parks projects in Metropolitan Boston. She gave an overview of current trends.

- Awareness of Maintenance kept in mind during design.
- Design for resiliency is important.
- Increasing Synthetic Turf Use
- Multigenerational aspect is kept in mind during design
- Outdoor fitness- brings teenagers into parks.
- Parkour/ Obstacle Courses
- Providing spaces for teens
- Defined “Off-Leash Areas”
- Restroom Facilities
- Nature Inspired Play
- Exploratory Play
- Creative Play
- Net-Based Climbers
- Inclusive Play- Parks specialized for kids with special needs.
- Water Features
- Multi-Functional Design

Ms. Batchelor showed the members the projects CBA has done in metropolitan Boston neighborhoods. She described the public outreach process. In the past projects, after the public meeting, survey was conducted to receive feedback. Survey was posted by the town on their website. There was discussion on the survey method and responses (sample size) received.

Initial meeting will be conducted with site plans and three dimensional images. By the initial meeting, CBA would collect any relevant data town has that could be used for the design.

For alternative analysis, CBA will use data that's already available to build the alternatives. Program will be defined after coordinating with the staff and/ or the Committee.

Before presenting the design/preferred alternative to the public, it will be presented to the Commission or city/ town staff to get approval.

Finally, alternatives will be presented at a public meeting to receive feedback. Cost estimate will be part of alternative analysis.

Mr. Chagnon visited the sites and described the existing conditions of these sites. Choate Park and Cassidy are in one way functioning as one piece. At Choate Park, existing path along the pond is not accessible. Benches are aged. Playgrounds are a mix of older and newer equipment. Accessibility is lacking in the picnic and beach area. In general, facilities are in rough shape. Fencing and the location of the play areas at these facilities should be considered for re-design. In Cassidy, ball field is in good shape. Connections are tricky. Tennis Courts at the middle school are in really rough shape. He also described the existing conditions at Oakland Park.

CBA will have sub-consultants working on various portions of project design. They will provide additional recommendations on how these sites could be redesigned in addition to what has been proposed in the master plan. To a question on the tight schedule, Ms. Batchelor and Mr. Chagnon responded that they will be able to meet the timelines. They have experience with sports lightings and they have done that on a number of projects in the past. There was some discussion on the latest trend on Pickle Ball Court.

Ms. Batchelor stated that for a full time construction oversight a separate contract will have to be in place between CBA and Town of Medway.

Both teams thanked the town and the Committee for giving them the opportunity to present and informed their commitment and excitement to work on the project.

*A motion was made Mr. Mahoney to adjourn the meeting at 9:40 PM, seconded by Mr.RACKLIFF. All were in favor.*

*Next EPFRAC meeting is on November 2, 2016.*