



Friends of Roberts Field

August 23, 2018 Meeting

8/23/18

Meeting Agenda

- New Playground Project Update and Discussion
 - Environmental Bond Bill 4835 Update
 - New Store Update
 - DPW Update
 - “Natural Play Area” Design Update
 - Engraved Brick Inventory Update
- Fundraising Update & Discussion
- Treasurer’s Report
- Vote To Release Funds To Town
- Next Meeting
- Adjourn



FY19 State Budget – Environmental Bond Bill

- Potential State funding of \$500k for Roberts Field
- From the Town Manager
 - The Governor signed the State budget last Thursday. He is expected to sign the environmental bond bill. The bond bill is an authorization piece of legislation. The Governor then decides over time which of the projects to fund within the State's limited debt capacity. Therefore, the lobbying needs to take place at a later time.
 - I will let you know when would be a beneficial time to seek the Governor's release of the funds.

New Store Update

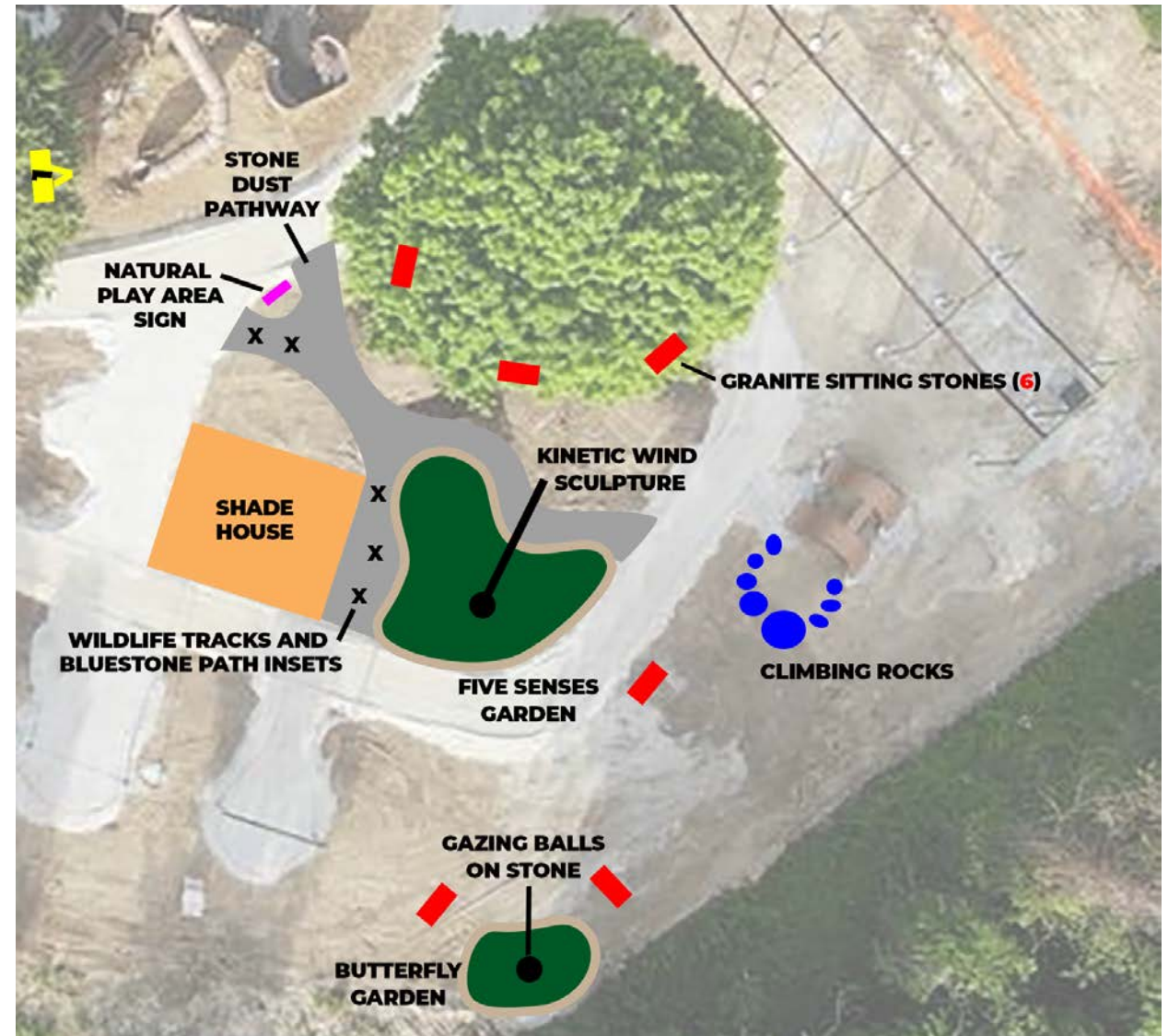
- Contacted by Laura Lindberg, new owner of Rosie's Corner Store
 - My 2 sisters and I have purchased the shop, we close on August 31 and have hired an architect and contractor to renovate as soon as we close, with the hopes of being **open by early to mid October**.
 - We are excited to offer high-quality, fair trade coffee, locally made baked goods, premade sandwiches and salads as well as snacks, candy and beverages for commuters, playground and ball field visitors.

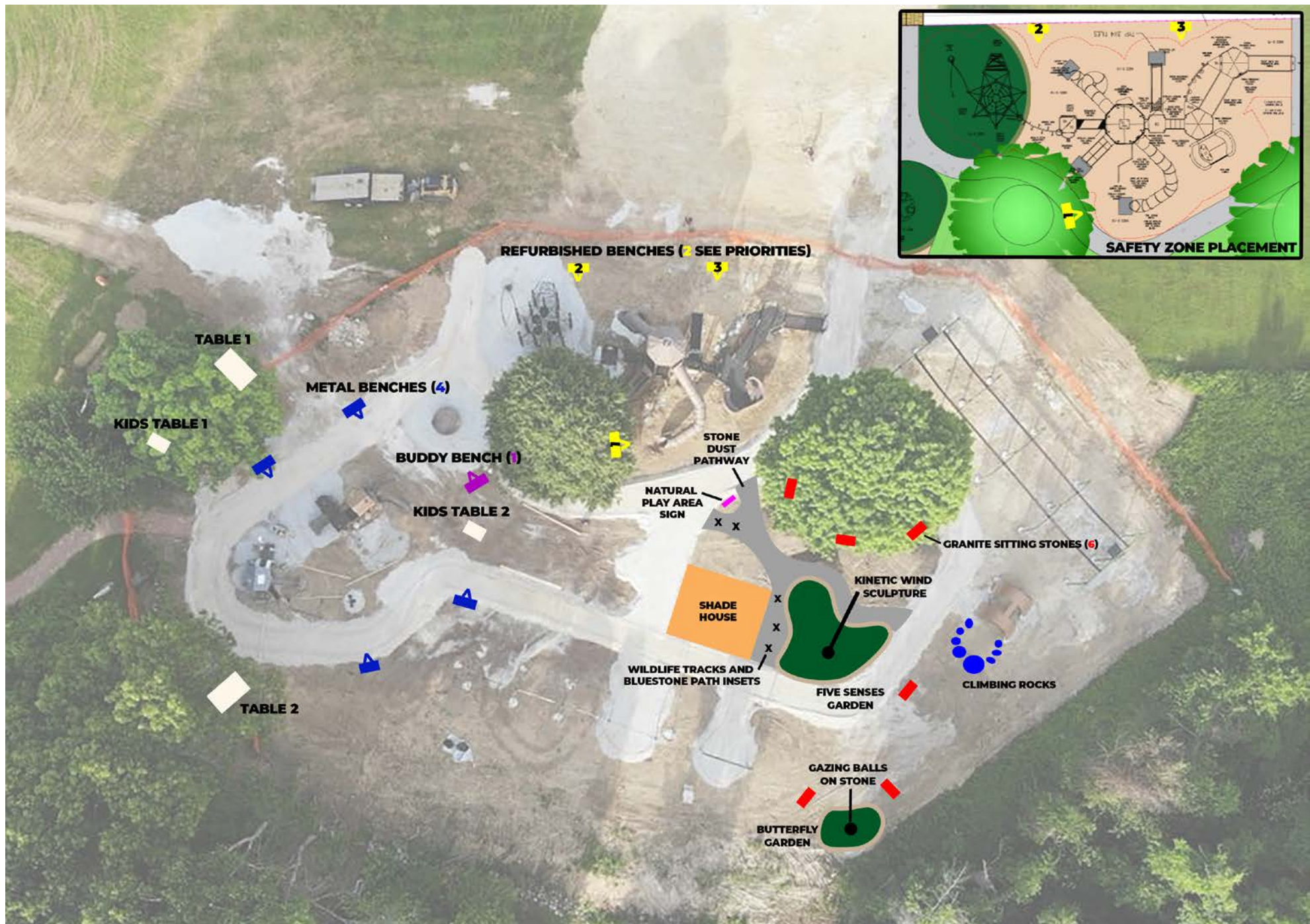
Playground Project Updates

- Updates From Steve Jahnle, DPW
- The fence is delayed at this point because we cannot free up a crew to do the remaining prep work. I'm hoping in the next couple of weeks we can get back up there and do some grading and clear up behind the zip line for the fence install.
- Tables and benches are here. Tables I'm going to wait until the shade structure is up. Benches, I have 4 and tell me where you want them or we can place them.
- Shade structure is on site.
- Matts are also here and will try and install next week.
- Costs....the sand diggers were \$2068. Brick walk was \$7800 plus \$3159.90 (blank bricks, setting sand, edging and polymer sand).
- I'll follow up on moving the porta potty. I thought that request went in already.
- The PIP is about \$20-\$22 a SF for 3-1/2 inch thick material. We would have to confirm square footage, price and see about install.
- Walkway from the parking lot to the entry will be off season work, late fall or early spring.
- Bike racks would need to moved from the current location anyway and we have one more here of the same style.
- I will try and do the replacement bricks at some point next week (wk of 9/13).
- The Friendship swing has been modified to eliminate the clunk noise in the hinges. Also, some protective rubber was placed in the tower from the recommendation of Landscape structures. We'll see how it works. There is a modification coming for the bucket seats as well to keep the harness up when entering or exiting.

Natural Play Area Design

- Wall and Path Work Starts Week of 10/2
 - Town provided 1/3 payment
 - Earthscape and Lawn to coordinate with Town to close areas when working.
 - Committee to provide design placement and selection of Climbing Rocks
- Granite Benches Ordered
- Kinetic Sculpture Being Built
- Animal Tracks To Be Ordered
- Gazing Ball(s) To Be Ordered





Bench Update

- Six granite sitting stones ordered
 - All sponsored
 - All with recessed area for sponsor plaques
 - One with recessed area for scavenger hunt plaque
- Four metal benches to be installed
 - One sponsored
- One refurbished bench to be installed (sponsored)
 - One more pending sponsorship



Fundraising Update & Discussion

- Fundraising will continue through April 2019
 - Town's Fiscal Year 2019 ends in June
- "Other Fundraising" allocated to General Fund
 - Available for FoRF use in support of Friendship Park and Roberts Field

Friendship Park			
Fundraising Recap			
8/19/2018			
Campaign	Amount		
Buy A Brick	\$ 49,200.00	(\$19,635 proceeds)	
Sponsorships			
Equipment	\$ 17,330.00		
Premier	\$ 27,500.00		
Other Fundraising			
Go Fund Me	\$ 126.00		
Restaurants	\$ 128.98		
Merchandise	\$ 284.40		
2018 Country Fair	\$ 137.32		
Flower Arranging	\$ 50.00		
General Fund	\$ 839.45		
Grants	\$ 2,979.20		
Pre-Existing*	\$ 8,042.00		
In Kind Donations	\$ 10,200.00		
Total Fundraising Value	\$ 116,817.35		
*\$2500 KDK Silver Sponsorship in Premier Sponsorship amount			
*\$2000 Chelmsford PAL in Equipment Sponsorship			

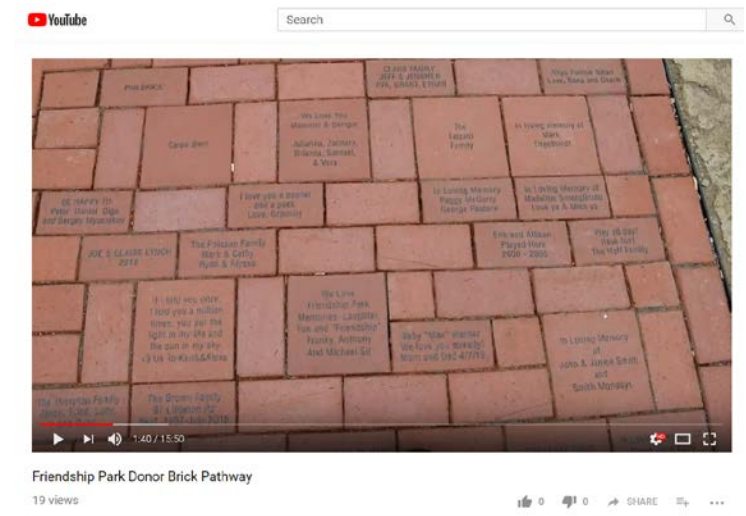
Our 34 Sponsors



Donation		Sponsorship	Company
In-Kind	Equipment	Covered Bridge Entryway	Heritage Construction
In-Kind	Equipment	Sign Kiosk	Heritage Construction
In-Kind	Equipment	Climbing Rocks	Earthscapes and Lawn
In-Kind	Equipment	Consultation	Weston Nurseries
	Equipment	TBD	The Brown Family
	Equipment	Belt Bridge	Aces Aquatics
	Equipment	TBD	Barry and Sue Jefferson
	Equipment	TBD + 501c3 Filing Fee	Enterprise Bank
	Equipment	Double Swish Slide	Kurt Kelly Memorial Foundation
	Equipment	T Shirt and Sculpture	Christopher's Towing
	Equipment	TBD	Chelmsford PAL
	Equipment	T Shirt	Cuthbertson & Stavis Family
	Equipment	Granite Bench + \$100	Chelmsford Youth Baseball
	Equipment	Metal Bench	Shirley & Dick Lindsey
	Equipment	Refurbished Bench	The Lanzillo Family
	Equipment	TBD	Circle Health
	Equipment	Gazing Balls	Paul and Jeanne Bartel
	Equipment	Granite Benches	Chelmsford Lions Club
	Equipment	Granite Bench	Olenchak Family
	Equipment	Playground Signage	Ostman Family
	Equipment	Granite Bench	Gurukul Learning Center
	Equipment	TBD	Daniel and Maria Hart
	Equipment	Granite Bench	The Manzelli Family
	Premier	Silver	DrumHill Pediatrics
	Premier	Silver	The Beary Family
	Premier	Bronze	The Singam Family
	Premier	Gold	The Gilchrist Family
	Premier	Silver	Kurt Kelly Memorial Foundation
	Premier	Platinum	The Askenburg Family
	Premier	Bronze	Ready Real Estate
	Premier	Bronze	Chelmsford Mother's Club
	Premier	Bronze	The Chase Bobrow Family
	Premier	Bronze	Northern Bank
	Premier	Silver	Trinity Emergency Medical Services
Grant		Matching Donation	Keurig & Jennifer Bailey
Grant			3M

Engraved Brick Inventory Update

- Brick Inventory Conducted
 - 4 missing 4x8 bricks
 - 3 replacements pending install
 - 1 more confirmed missing to be ordered
 - 5 installation damaged and 1 customer reorder
 - pending install by the DPW
 - 1 missing brick in 1995 pathway to be ordered
 - 765 (+/- 1%) horizontal full size blank bricks
- Brick Pathway Video - [youtu.be/b3 RS3SuZE8](https://youtu.be/b3RS3SuZE8)



Buy A Brick Fundraiser Recap

• 740 Bricks Sold	\$49,200
• Less engraving and yard signs	\$18,310
• Less PayPal fees	\$294
• Less Installation	<u>\$10,960</u>
• Total Proceeds	\$19,635
<ul style="list-style-type: none">• 80% of transactions through PayPal• 67% sold were 4 x 8 bricks• One reorder due to customer error• Ten reorders due to installation errors	



Another Brick Campaign?

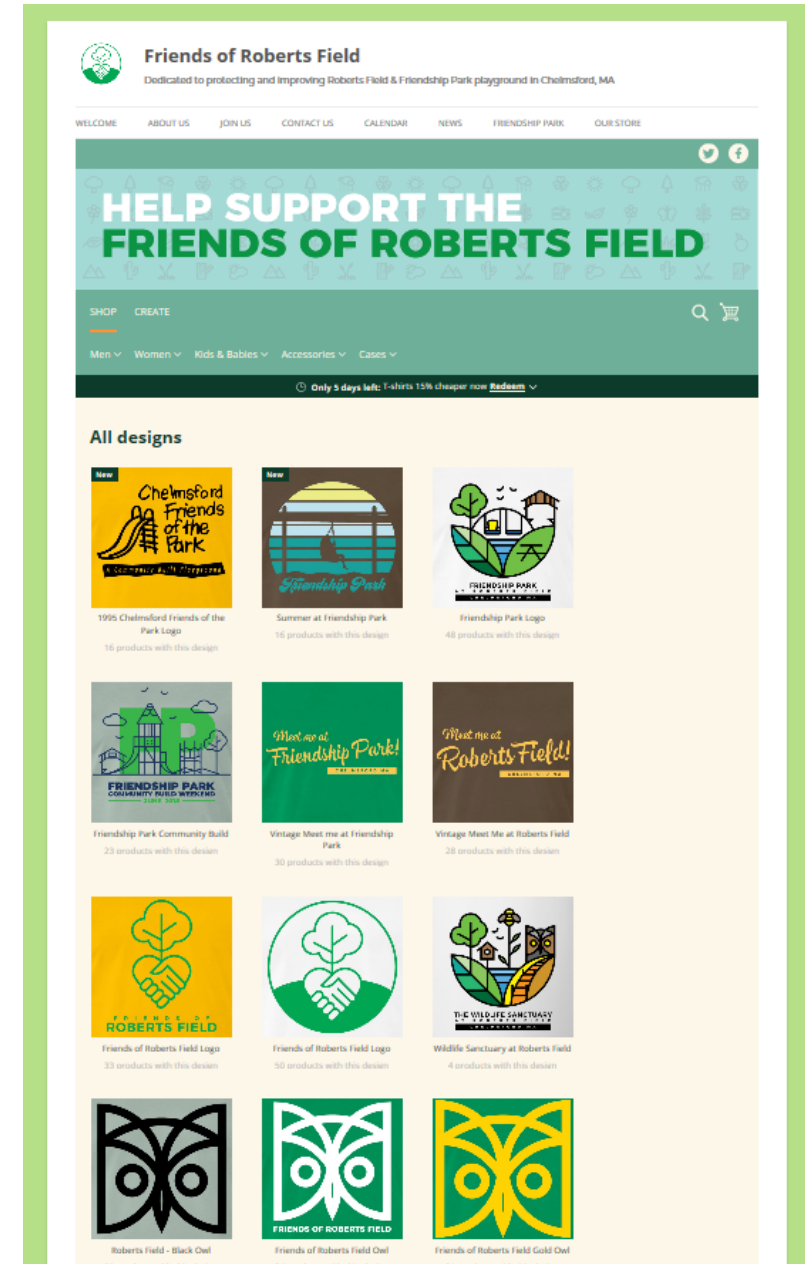
- Another Brick Campaign
 - Swap blanks for engraved bricks (765 horizontal blanks)
 - Installation Spring 2019 – in kind donation (est \$1.5k - \$2.5k)



Friends of Roberts Field															
Second Buy A Brick Campaign Proceeds Schedule															
					Proceeds \$25K			Proceeds \$18k			Proceeds \$10k			Sold Out 700	
Brick	Cost*	Price	Proceeds		Proceeds	Bricks Sold		Raised	Bricks Sold		Raised	Bricks Sold		Raised	Bricks Sold
4 x 8	\$ 20.05	\$ 50	\$ 29.95		\$ 25,000	835		\$ 18,000	601		\$ 10,000	334		\$ 20,965.00	700
	\$ 20.05	\$ 75	\$ 54.95		\$ 25,000	455		\$ 18,000	328		\$ 10,000	182		\$ 38,465.00	700
	\$ 20.05	\$ 100	\$ 79.95		\$ 25,000	313		\$ 18,000	225		\$ 10,000	125		\$ 55,965.00	700
	\$ 20.05	\$ 125	\$ 104.95		\$ 25,000	238		\$ 18,000	172		\$ 10,000	95		\$ 73,465.00	700
	\$ 20.05	\$ 150	\$ 129.95		\$ 25,000	192		\$ 18,000	139		\$ 10,000	77		\$ 90,965.00	700
*engraving cost (\$18.30) plus \$1.75 for paypal and cc fees															
Estimated Installation Cost: labor cost donated with approximately \$200 in materials (sand).															
1995 4x8 bricks sold for \$60															
2018 4x8 bricks sold for \$50															

Webstore Sales - Spreadshirt

- Total proceeds from sales - \$284.40
- 38 sales (May 15 – present)
 - 34 T shirts, hoodies, kids clothes
 - 4 Mugs
 - 21 items with Friendship Park Logo



2018 Country Fair Recap and Fall Fest News

- Hosted Booth July 3rd – 4th
 - Sold face painting, t shirts, cotton candy and water
 - Collected donations

COUNTRY FAIR BOOTH

Revenue	\$230.00
Machine Rental & Supplies	-\$92.68
CASH ON HAND	\$137.32
Booth Fee	-\$85.00
Net Profit	\$52.32

- Fall Fair Booth
 - 9/22, 10am-3pm
 - Free booth with free face painting
 - Accepting donations, sales?



Other Fundraisers To Discuss

- Continue selling sponsorships
- Revamp GoFundMe
- Playground Photography Mini Sessions
 - Fall18 and Spring19
- American Academy of Dermatology Shade Grant
 - 2019 grant cycle opens early October
 - More shade for the 2-5 Area, Field side 12+ area, sandbox, swings
- New Tree Planting Plan
- More benches and tables



Shade Structure Rough Costs

- Single post shades with removable canvas
 - \$6,180 each delivered and installed (\$3,780/\$2,400 install)
 - 12' x 12' canvas life expectancy
 - Taken inside seasonally: decades
 - Left outside: 10-15 years
 - Can be placed inside sand box area (ASTM)
 - Est. \$1k canvas replacement cost
- Sail Structures
 - RI sample structure \$40k (35' x 18')
 - Estimated \$20k equip/\$20k install
 - ASTM guideline – 84" above structure
 - Require HUGE footings
 - 8' x 4' footing in some cases



New Trees Rough Costs

- From Jim Martin:
 - It would be **better to plant a smaller tree about 1 inch caliper** (trunk diameter) that will establish faster and get larger in the near run than starting with a larger 3-4 inch caliper.
 - The key is to have the tree planted properly and maintained properly.
 - As for cost, I will have to make a to of the head WAG, a **1 inch tree \$100-\$200**, a **4 inch tree \$500 to \$700**. Could be done this fall of next spring. Watering can be done at the same time as the other trees.
 - There are 15-20 potential tree locations in and around playground. (Total est \$10k)



Princeton American Elm
1" 8-10' - \$295, 2" 10'-12'- \$425

Treasurer's Report

Fundraising Activity and Value

• Sponsorships Sold	\$44,830
• Grants Received	\$2,979
• Buy A Brick Sales	\$49,200
• General Fund Donations	\$1,505
• In Kind Donations	\$10,200
• Preexisting Donations	<u>\$8,042</u>
Total Fundraising Value	\$116,756
• Less Purchases	\$21,664
• Less In Kind Donations	\$10,200
• Less Pending Deposits	\$4,537
• Less Preexisting Donations	<u>\$12,542</u>
Ledger Balance	\$67,813



Purchases Made

• Playground Signs	\$ 225
• Brick Deposit	\$ 25
• Community Build T Shirts	\$1,782.50
• Engraved Bricks 1	\$9,299
• Country Fair Booth	\$ 85
• Engraved Bricks 2	\$7,415.10
• Engraved Bricks 3	\$1,381.60
• Brick Yard Signs	\$ 190
• MA AG Registration	\$ 100
• MA A-2 Filing Fee	\$ 50
• Blank Bank Checks	\$ 18.58
• Playground Construction Signs	\$ 80
• 501(c)3 IRS Application	\$ 600
• Fundraising Brochures	\$ 118
• Brick Paypal Fees	<u>\$ 294.20</u>
Total Expenditures	\$21,664



Friendship Park Budget Estimate

DPW Budget (Prepared by: Steve Jahnle, Assistant Director DPW)				
			Total Est Cost	Sponsored
		Shade Structure	\$ 10,199	
		Wood chips	\$ 8,500	
		Border	\$ 11,000	
		tables	\$ 1,300	
		benches	\$ 1,500	\$ 500
		abutter screening	\$ 5,000	
		perimeter fence	\$ 15,000	
		walkways	\$ 12,000	
		O'Brien	\$ 381,160	
			<u>\$ 445,659</u>	



Friendship Park Budget Estimate

Not Budgeted (Prepared by Roberts Field Advisory Committee)						
		Est Cost	In kind	Sponsored		
Covered Bridge Entryway	\$	5,420	\$ 5,528	\$ 5,528	Timber Framed, Cedar Shake Roof	Heritage Construction Install
Sign and Seating Kiosk	\$	1,529	\$ 1,472	\$ 1,472	Timber Framed, Cedar Shake Roof	Heritage Construction Install
Playground Signage	\$	500		\$ 500	Bridge, rules, tackboard, History, Natural Play Area	Volunteer install
Permanent Sponsor Plaque & Stone	\$	3,500			Plaque = \$2500, Rock = \$1000	DPW Install
Natural Play Area						
5 Senses Garden 24" 55LF Stone Wall	\$	8,500			Town providing plantable soil	Earthscape and Lawn Install
5 Senses Garden Plants	\$	1,000			Paid and donated plants	Volunteer Install
Metal Kinetic Wind Sculpture	\$	500		\$ 500	Design TBD	Volunteer Install
Butterfly Garden 24" 25LF Stone Wall	\$	2,300			Town providing plantable soil	Earthscape and Lawn Install
Butterfly Garden Plants	\$	500			Paid and donated plants	Volunteer Install
Gazing ball(s) on Stone(s)	\$	350		\$ 350	20", 12", 10" stainless steel globes mounted on stones	
Stone dust pathways	\$	1,500			Town providing pack sublayer materials, Earthscape = other	Earthscape and Lawn Install
Animal Tracks and Bluestone	\$	750			Track stamps = \$250, bluestone, concrete and forms = \$500	Volunteer and Earthscape
Climbing Rocks			\$ 2,200	\$ 2,200	Approximately 12 glacier tilled stones (2 large, and stepping	Earthscape and Lawn Install
Granite Benches (6)	\$	2,400		\$ 2,400		
Engraved Brick Pathway	\$	10,960			estimated installation cost	DPW install
Buddy Bench	\$	-			Girls Scouts buidling and funding	Volunteer paid and install
Two Sandbox Diggers	\$	2,068				Volunteer install
Original Picnic Table Rehab		TBD				DPW install
Original Bench Rehab		TBD				DPW install
Total Budget		\$ 41,777	\$ 9,200	\$ 12,950		
Available For Payment		\$ 36,277				

Schedule Of Checks Payable To Town

- Determine amount and timing of funds to be released to Town
- Immediate check – pay for finalized work outside of Steve's budget
 - \$36,277 (\$37k?)
 - Brick Installation, Natural Play Area wall and pathways, Entryway, Signage, Gazing Balls, Animal Tracks, granite benches and sand diggers
- Schedule of next check release?
 - Currently about \$30k after first check and general fund

Next Meeting Date

- Next Steps: Bricks Part Two?, Other Fundraisers, Town Payment
- Identify Possible September Meeting Dates
 - Wk of 9/3
 - Wk of 9/10
 - Wk of 9/17
 - Wk of 9/24

