



# 2020 FIELD PERMIT APPLICATION

Approved 3/9/20

**Playground & Recreation Commissioners**

Maryellen Aspden – Chair

Bob Camara – Clerk

Stephen Boland

Kelly O'Brien

Joshua Darlington

Barry Fontaine – Recreation Director

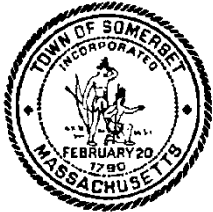
Dian Rego – Office Secretary

***Somerset Playground & Recreation***

140 Wood St.

508-646-2808

[www.townofsomerset.org](http://www.townofsomerset.org)



Director of Recreation  
Barry Fontaine

## Town of Somerset Playground & Recreation Dept.

140 Wood Street Somerset, MA 02726

Phone: 508-646-2808

Email: bfontaine@town.somerset.ma.us



**The Town of Somerset Recreation Commission realizes that we have a limited amount of resources that must be shared in an equitable manner by many user groups. This policy is designated to establish equitable use of prime time field slots and address contention over field space issues. The rules contained herein notwithstanding, the final decision for field allocation sits at the discretion of the Recreation Director with appeal to the Recreation Commission. Organizations requesting use are not guaranteed fields based on this policy. The Recreation Department will attempt to balance all requests so that no group will use these rules to prevent another group from having reasonable access to our limited field resources.**

**If you are interested in using fields or Recreation facilities in the Town of Somerset, you must adhere to the following procedures:**

1. Submit a completed facility use application.
2. Submit certificate of insurance naming the Town of Somerset as additionally insured. (see below)
3. Submit a copy of your schedule (where applicable)
4. Submit your check, made payable to the **Town of Somerset**, following the fee schedule below. All payments must be submitted prior to the field permit being issued.

Make up dates for rainouts or games cancelled for another reason will be allowed to be made up **if** fields are available, at the conclusion of the season, without any additional fees.

**Users of the Town of Somerset facilities are solely responsible for the fulfillment of the regulations of the following:**

- a. State Department of Public Safety
- b. State and Local Fire Laws
- c. State and Local Police Laws
- d. Internal Revenue Admission Laws
- e. State and Local Department of Public Health Laws

**Users are required to provide the following, at their expense, in order to use a Town of Somerset facility:**

- a. Liability Insurance Requirements

### Type of Coverage

### Amount of Coverage

- |   |             |
|---|-------------|
| 1. Commercial General Liability including products Liability and completed operation liability: |             |
| • General aggregate   | \$2,000,000 |
| • Products/completed  | \$2,000,000 |
| • Operations aggregate  |             |
| • Personal and Advertising Injury   | \$1,000,000 |
| • Each occurrence   | \$1,000,000 |
| 2. Automobile Liability for owned, hired, and non-owned vehicles:                               |             |
| • Bodily injury and property damage (each accident)   | \$1,000,000 |
| 3. Workers' Compensation  | Statutory   |
| 4. Employer's Liability   | \$1,000,000 |

Must list the *Town of Somerset* as additionally insured.

## FIELD USAGE RULES

1. No organized group or group of individuals is permitted to use O'Neill Field, South Complex, Pierce Beach Field, Village School Field, AM Vets Complex, Ashton Field, or Pottersville Field or any athletic facility without first obtaining the proper permit.
2. Permits for seasonal use of fields will be granted by the Somerset Recreation Department Director to those groups, associations, or leagues **who have met all requirements** imposed by said Director. When the number of requests exceeds the number of available fields or when a conflict arises over the use of any fields the Director will determine what groups may use what fields at any given times and dates. The Director will attempt to resolve any conflicts before a final decision is rendered.
3. **No permit** will be issued without prior receipt of the necessary fee. Fee payment must be sent to the Somerset Recreation Department, 140 Wood Street, Somerset, MA.
4. A "season" shall be considered to include the dates for the:
  - Spring as between April 1<sup>st</sup> and June 30<sup>th</sup>
  - Summer as between July 1 and August 31
  - Fall as between September 1 and October 31NO PERMITS WILL BE ISSUED FOR FACILITIES FROM November 1 – March 31
5. No group may use any field for any time or dates that are not included in the permit issued. Any change in time or date requires a new request for an additional permit.
6. Groups using field that has been permitted to them are not allowed to grant permission to another group to use that field permit.  
**-Violation of this may result in forfeiture of permit after a hearing with the Playground and Recreation Commission.**
7. NO Alcoholic beverages of any type are allowed on any field or spectator area at any time.
8. Groups granted permits are expected to ensure and maintain cleanliness of the field and surrounding area during their allocated and permitted time(s). Your group may be asked to pay for dumpster/trash pick services depending upon level of service needed.
9. No group, association or league will be allowed to change any locks or to use any additional locks on any recreational facility, building or gate that has not been issued by the Recreation Department.
10. The care and maintenance of any field take precedence over any permit that may have been issued. Ex: necessary maintenance, safety issues, etc. Due to extreme weather conditions, the Recreation Department may alter seasons of play and/or field permits.
11. Any permit may be revoked at any time at the Recreation Director's discretion.
12. NO PETS OR ANIMALS ALLOWED DURING PERMITTED/ALLOCATED TIMES.

## PICNIC AREA RULES

1. No organized group or group of individuals is permitted to reserve the **"Picnic Area"** at Pierce Beach without first obtaining the proper permit.
2. **"Picnic Area"** permits for seasonal use only between Memorial Day and Labor Day will be granted by the Somerset Recreation Department Director to those groups, associations, or individuals **who have met all requirements** imposed by said Director. When the number of requests exceeds the number of available fields or when a conflict arises over the use of any fields the Director will determine what groups may use the **"Picnic Area"** on any given times and dates. The Director will attempt to resolve any conflicts before a final decision is rendered. However, certain permits may be considered on a case by case basis for pre-season and post-season.
3. **No permit** will be issued without prior receipt of the necessary fee. Fee payment must be sent to the Somerset Recreation Department, 140 Wood Street, Somerset, MA.
4. A "season" shall be considered to include the dates for the:  
Memorial Day to Labor Day
5. No group may use any field for any time or dates that are not included in the permit issued. Any change in time or date requires a new request for an additional permit.
6. Groups using the **"Picnic Area"** has been permitted to them are not allowed to grant permission to another group to use that field permit.  
**-Violation of this may result in forfeiture of permit after a hearing with the Playground and Recreation Commission.**
7. NO Alcoholic beverages of any type are allowed in the **"Picnic Area"** at any time.
8. Groups granted permits are expected to ensure and maintain cleanliness of the **"Picnic Area"** during their allocated and permitted time(s).
9. Any permit may be revoked at any time at the Recreation Director's discretion.
10. NO PETS OR ANIMALS ALLOWED DURING PERMITTED/ALLOCATED TIMES.

## 2020 FEE SCHEDULE

### CLASSIFICATIONS

#### YOUTH ORGANIZATIONS – Residents/Town Recreational Affiliated Leagues or Teams

NO CHARGE- in lieu of community service (ex. field maintenance) or at Recreation Director's discretion and approval of the Playground & Recreation Commission.  
Spring Season – Allowance of 10% of organization with non-residents on rosters  
Summer Season – Allowance for 25% of organization with non-residents on rosters  
Fall Season – No Resident requirements – But a fee of \$250 per team

#### YOUTH ORGANIZATIONS - Non- Residents or Unaffiliated Leagues or Teams

\$50 per game up to 4 hours, \$75 per games up to 4 hours with lights  
Plus a \$75 fee for a site coordinator.

### TOURNAMENTS

\$100 per day – up to four hours plus \$75.00 fee for site coordinator  
\$250 per day 8:00 am – dusk plus \$75.00 fee for site coordinator  
\$300 per day with lights up to **10:00 pm curfew** – Plus a \$75 fee for a site coordinator.

#### ADULT ORGANIZATIONS

20 games or less \$300 per team \*  
21 games or more \$350 per team \*  
*\*This includes lights if available*  
Plus a \$75 fee for a site coordinator.

#### NON PROFIT ORGANIZATIONS

\$50 without lights  
\$100 with lights  
*\*usage for up 4 hours*  
Plus a \$ 75.00 fee for a site coordinator

#### ONE TIME USE/SPECIAL EVENTS

\$100 without lights  
\$200 with lights  
*\*usage for up to 4 hours.*  
Plus a \$75 fee for a site coordinator.

#### SOMERSET SCHOOL DEPARTMENT

NO CHARGE

#### PIERCE BEACH/ POTTERSVILLE BASKETBALL COURTS

Various rental packages are available for Pierce Beach and/or basketball courts.

Pierce Beach – Picnic Area up to 5 hours – 30 people or less – Residents \$50  
Non-residents - \$100  
50 people or less – Residents \$100  
Non-residents - \$200

Basketball Courts – Up to 5 hours \$100 – no lights \$200 with lights

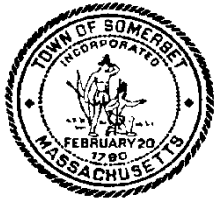
Please contact us for more information concerning your next party.

Some rentals may require an additional fee for trash removal (dumpster fee - \$50.00)

**\*Please note that organized use of any field or Recreation Facility in the Town of Somerset will require a rental permit.**

**\*All rentals must comply with our field usage policy. Failure to do so may result in forfeit of field permit for remainder of season, fine, and/or loss of use privileges for a period of time.**

**\*All fees are refundable with a minimum of two (2) weeks written notification prior to the rental period**



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# Town of Somerset Playground & Recreation Dept.

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## 2020 FIELD PERMIT APPLICATION

**FACILITY** ASHTON 1  ASHTON 2  ASHTON 3  PIERCE BB  VILLAGE TBALL   
 SOUTH COMPLEX SB1  SOUTH COMPLEX SB2  SOUTH COMPLEX BIG FIELD   
 SOUTH COMPLEX UPPER  SOUTH COMPLEX LOWER/LIGHTS  POTTERSVILLE BB  O'NEILL   
 AMVETS BOCCE  AMVETS BB  POTTERSVILLE BOCCE  LEAHY FIELD

**ISSUED TO:** \_\_\_\_\_

**SEASON:** SPRING (4/1-6/30)  SUMMER (7/1-8/31)  FALL (9/1 -10/31)

**DAY/DAYS OF THE WEEK:** SUN  M  TUE  WED  THU  FRI  SAT

**TIMES FOR EACH DAY**

**PRACTICE/GAME (P/G)**

**CONTACT PERSON:** \_\_\_\_\_ **TELEPHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CLASSIFICATION:** \_\_\_\_\_ **FEE:** \_\_\_\_\_ **DATE APPLIED** \_\_\_\_\_

**\*\*\*\*Proof of insurance must accompany request or permit WILL NOT be issued\*\*\*\***

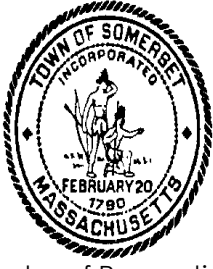
### **A COPY OF TEAM/LEAGUE ROSTERS MUST ACCOMPANY APPLICATION**

*Any changes to this application must be submitted in writing and a new application must be filed. A separate application must be filed for each field requested by your organization. Tournament dates should be submitted on a separate application. A separate permit will be issued to you when all conditions/payments have been met. You may make copies of this blank application for multiple requests. The Recreation Director reserves the right to revoke a field permit for misuse.*

*A field permit is subject to any restrictions, limitations, or cancellations imposed by the Town of Somerset or the Somerset Recreation Department.*

**APPLICANT** \_\_\_\_\_ **RECREATION DIRECTOR** \_\_\_\_\_

**DATE** \_\_\_\_\_ **DATE** \_\_\_\_\_



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**2020 PIERCE BEACH PICNIC AREA PERMIT**

ISSUED TO: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_ EVENT TIME: \_\_\_\_\_ (Maximum time is up to 5 hours)

EVENT TYPE: \_\_\_\_\_

Host organization/applicant \_\_\_\_\_

Address \_\_\_\_\_

City/Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

Alternate Contact \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email \_\_\_\_\_

CLASSIFICATION: \_\_\_\_\_ FEE: \_\_\_\_\_ DATE APPLIED \_\_\_\_\_

Pierce Beach – Picnic Area up to 5 hours – 30 people or less – Residents \$50

Non-residents - \$100

50 people or less – Residents \$100

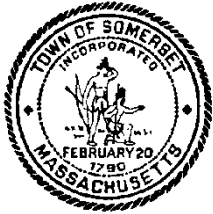
Non-residents - \$200

*Any changes to this application must be submitted in writing and a new application must be filed. A separate application must be filed for each field requested by your organization. Tournament dates should be submitted on a separate application. A separate permit will be issued to you when all conditions/payments have been met. You may make copies of this blank application for multiple requests. The Recreation Director reserves the right to revoke a field permit for misuse. A field permit is subject to any restrictions, limitations, or cancellations imposed by the Town of Somerset or the Somerset Recreation Department.*

APPLICANT \_\_\_\_\_ RECREATION DIRECTOR \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_



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All organizations/groups requesting to use the Pierce Beach Picnic Area in the Town of Somerset must compete and return the following application for a Picnic Area Permit. Please complete and return to:

Somerset Recreation  
140 Wood Street  
Somerset, MA 02726

### 2020 PIERCE BEACH PICNIC AREA PERMIT

ISSUED TO: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_ EVENT TIME: \_\_\_\_\_ (Maximum time is up to 5 hours)

EVENT TYPE: \_\_\_\_\_

#### EQUIPMENT ON SITE

3 PICNIC TABLES

2 CHARCOAL GRILLS

1 10 x 10 POP TENT

PARKING FOR GUESTS

#### LIST OF GUESTS TO BE PROVIDED ONE WEEK PRIOR TO EVENT

Any person not on the list will be asked to pay the daily rate for parking.

Music is allowed but no electricity is supplied to the site.

Music is allowed but played at a reasonable level.

Site will be monitored by a staff member.

Trash receptacles will be in the area and a dumpster is on site for the completion of the event.