

Wilmington Recreation Department

Recreational Fields

Use Policy

This policy is intended for use at fields permitted by the Recreation Department. They include:

Aprile Field at Town Park
Palmer Field at Town Hall
Rotary Park Baseball Field
Whitefield Field

Field Use

Permits for the Fields will be issued by the Wilmington Recreation Department. The Permittee should have the original permit on hand at events. All equipment is to be provided by the permitted entity.

Permits will be issued according to the following User Priority List:

- 1) Wilmington Public Schools
- 2) Wilmington Youth Sports Groups – must be a non-profit Wilmington organization benefitting Wilmington children
- 3) Wilmington Recreation Department Programs
- 4) Wilmington Non-Profit Community Groups (with 60% or more Wilmington residents or adults that work in Wilmington)
- 5) Wilmington Non-profit Community Groups (with between 25% and 59% Wilmington residents or adults that work in Wilmington)
- 6) Wilmington For-profit Entities (with 25% and more Wilmington residents or adults that work in Wilmington)

Permits will not be issued during scheduled maintenance or improvements, or will not be valid if there are hazardous field conditions (i.e. snow, debris, adverse weather, etc.) as determined by the DPW. These natural fields need to be rested. They will not necessarily be permitted for non-stop activity.

Spring permit holders may not access the field until the Director of Public Works has opened the field for the season and fall permits will end at the date determined by the Director of Public Works or November 30.

Permits will be given at the discretion of the Recreation Department in an attempt to be as fair as possible within the User Priority List. Consideration will be given to intended use of the field, size of the organization and alternative sites available to organizations.

Permit requests will be accepted by the Recreation Department as follows:

January for Spring (seasons beginning between April 1 (approximately) and June 30)

DPW will determine the start date each year

March for Summer (seasons beginning between July 1 and August 31)

May for Fall (seasons beginning after September 1)

Permitted groups must yield to Wilmington High School sports teams if directed – permitted groups can be “bumped”.

Permit Application Process

All applicants must be at least 21 years old, and a Wilmington resident. A Field Permit Request Form must be filled out completely, and submitted to the Wilmington Recreation Department. The Permit Request Form will be available on the Recreation Department website at www.wilmingtonma.gov/recreation. The person submitting the request will be the primary contact for the program, and will be held responsible for understanding and accepting all rules and regulations and payment of any fees. Permits are not transferrable and cannot be shared with other groups. The facility is to be used only on the dates and times specified on the permit. A permit can be canceled without notice if its provisions or intent are violated in any way.

The Permittee assumes full responsibility and liability for injury to any person or persons and damages to or loss of private property during the period of the permit. The Permittee is responsible for ensuring that all members of their organization abide by the rules and regulations set herein.

Field Rules

Trash Policy – Permitted users are expected to clean the site daily, and leave no trash behind. Groups may contact the Recreation Department for permission to use a town dumpster for trash disposal.

No smoking of tobacco products (including electronic or vapor type cigarettes) is allowed. No alcohol is allowed.

No grilling is allowed.

No dogs or other domestic animals are allowed on the premises.

Feeding of wildlife is not permitted.

No personal property or equipment may be left on site except as noted for permit holders.

The fields are open from dawn to dusk, unless the field has been permitted for a later event. The Town of Wilmington Inhabitant By-Law on the Curfew in Public Parks, Playgrounds and Fields (Chapter 5, Section 52) shall apply to these fields.

Vehicles must park in marked parking spaces only. No events may be held where parking needs would exceed the parking spaces at the Facility. No overnight parking is permitted. No “off-road” vehicles or unregistered vehicles are allowed. All motorized vehicles and other motorized devices must be in the parking lot and/or the designated parking spaces only. No idling of parked vehicles is allowed.

Most maintenance will occur on weekdays. Users are required to yield to maintenance personnel and equipment.

No fundraising activities by for-profit organizations are allowed.

Penalties

The Wilmington Recreation Department and/or the Wilmington Town Manager reserve the right to revoke a permit at any time.

Falsification of any information provided in the permit request is grounds for a permit to be revoked.