

## Wilmington Recreation Department

### Yentile Farm Recreational Facility

#### Use Policy

The Yentile Farm Recreational Facility was built for the enjoyment of Wilmington residents. All areas are considered "Common Areas" with the exception of the Multi-Use Turf Athletic Field and the Concession Stand. Common Areas are not to be permitted, with a first-come, first-served policy for use. The "Event Lawn" is intended for passive recreation use only. There are no "reservations" of any Common Areas allowed with signs, placeholders, decorations or the like. No personal property or equipment may be left on site except as noted for permit holders.

Trash Policy - This is a "Carry In, Carry Out" Facility. Users are expected to leave no trash behind. No trash barrels will be provided on the premises.

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

No grilling is allowed in common areas; grilling is only allowed at the Concession Stand by Permittees with a permit from the Board of Health.

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

Feeding of wildlife is not permitted.

The Facility is open from Dawn to 10 p.m., unless the Turf Field has been permitted for a later event.

Vehicles must park in marked parking spaces only. No events may be held where parking needs would exceed the parking spaces (109) 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 on Cross Street only.

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.

#### **Permit Application Process**

All applicants must be at least 21 years old, and a Wilmington resident. The Yentile Field Permit Request Form must be filled out completely, and submitted to the Wilmington Recreation Department. The Permit Request Form is available on the Recreation Department website at [www.wilmingtonma.gov/recreation](http://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 rental. The Permittee is responsible for ensuring that all members of their organization abide by the rules and regulations set herein.

A Certificate of Liability Insurance must be submitted by all applicants naming the "Town of Wilmington" as an "additional insured", certifying a minimum of \$1,000,000 (single)/\$2,000,000 (aggregate) public liability and \$1,000,000 personal injury insurance. All costs of insurance will be paid for by the applicant.

Any unincorporated and/or informal group using the facility without a Certificate of Liability Insurance must submit a letter to the Recreation Director stating the lack of insurance. Those groups will be required to sign a statement releasing and forever discharging the Town of Wilmington and all their offices, agents and employees from liability.

### **Turf Athletic Field**

Permits for the Turf Field will be issued by the Wilmington Recreation Department.

The Permittee should have the original permit on hand at events.

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

- 1) Wilmington Recreation Department Programs
- 2) Wilmington Youth Sports Groups – must be a non-profit Wilmington organization benefitting Wilmington children
- 3) Wilmington resident groups
- 4) Other Wilmington Non-Profit Community Groups (with 60% or more Wilmington residents)
- 5) Wilmington Public Schools
- 6) Wilmington residents with requests for non-profit organizations with Wilmington members (with 25% or more Wilmington residents)
- 7) Non-profit groups with fewer than 25% Wilmington residents
- 8) For-profit entities with fewer than 25% Wilmington residents

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.

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.

When two or more permits are requested for the same season, priority will be given as follows:

Fall:	Soccer, Field Hockey, Lacrosse, Football, Other
Spring:	Lacrosse, Soccer, Other
Summer:	Soccer, Other

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 and to maximize usage. 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 (April 1 (approximately) – June 30)

DPW will determine the start date each year

March for Summer (July 1 – August 31)

May for Fall (September 1 – November 30)

Permittees for the turf field are not allowed to use the Event Lawn for warm-ups or practices.

Nets and or goals are to be provided by the permitted entity and may be stored outside, on site, although the Town does not assume responsibility for maintenance of or damage to equipment stored on site. Nets are to be stored behind the Maintenance Shed only.

Turf Field Rules – Permittee is responsible for ensuring that all rules are followed for the turf field.

Only players, coaches and officials are allowed on the field.

No dogs or other animals are permitted on the field at any time.

No food or beverages (except water) are allowed. No gum or sunflower seeds are allowed.

Only turf-approved footwear (molded cleats or athletic shoes) may be used.

No bicycles, scooters, rollerblades, skateboards or other such devices are allowed.

No staking is permitted on the field, including tent stakes, corner flags or other sharp objects.

No flammable devices are allowed.

Approved athletic equipment only. All players should be discouraged from wearing any jewelry or bobby pins.

### **Concession Stand**

The Concession Stand may only be used by groups with a permit. The Concession Stand may be permitted with the Turf Field or on its own.

Entities permitting the Turf Athletic Field may elect to include the Concession Stand with their permit.

Permitted entity must abide by the Carry In, Carry Out policy and clean up the Concession Stand after each use. At the end of each day, the Permittee must empty the Concession Stand of all food, supplies and equipment brought in. The Permittee is responsible for unlocking and relocking the door after use.

If a permitted organization is serving food, it is their responsibility to obtain any necessary Board of Health permits prior to the event, and follow Board of Health rules and procedures.

**Penalties**

The Permit Holder will be held responsible for all damages. If damage occurs, the Permittee will be assessed at 100% of the cost to repair or replace the damaged property.

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

Adopted by the Wilmington Board of Selectmen: 2/27/2017