

TOWN OF ALLENSTOWN

Recreation Commission

Volunteers Park Facilities Use Policy:

I. PURPOSE:

Volunteers Park was created to provide recreational facilities for the citizens of Allenstown and recognized youth/adult organizations. The facility is located on River Rd. at the intersection of Wall St. The Town of Allenstown through the Allenstown Recreation Commission (here in referred to as the commission) has developed a partnership with the Pine Haven Boys Center. The land which the facility is located on is owned by the Pine Haven Boys Center. This partnership allows the town to lease the land for one dollar per year. The facility was constructed by volunteers, resources donated from many sources and subsidized by taxpayer dollars. It is the intent of the commission through the operation of such facilities to improve the quality of life of the citizens of the community by providing facilities for recreational and entertainment purposes.

II. INTENT:

The intent of this policy is to provide for maximum utilization of the facilities with minimal demand on taxpayer dollars. The Allenstown Recreation Commission's goal is to work with youth and adult athletic organizations which would use the facility to meet this intent.

III. POLICY:

- (a) In addition to what is described below use of Volunteers Park is regulated by the Municipal Code of Ordinances, Chapter III, Parks & Recreation relative to the use of public parks & recreational facilities.
- (b) Organizations which desire to use the facilities must make a request through the Recreation Commission to allow for scheduling. The point of contact for the scheduling of facilities use is the Allenstown Police Department at 485-9500 (24/7).
- (c) A representative responsible for that organization must sign an acknowledgement of this policy and a waiver of liability prior to using the facilities.
- (d) It is the expectation of the commission that organizations using the facilities will participate in their maintenance to include but not limited to the following:
 - i. Mowing of grass
 - ii. Fertilizing the grass
 - iii. Raking of leaves in the fall, spring clean-up
- (e) All structures placed on the park property shall become the property of the Town of Allenstown whether paid for by town funds or donated funds. Further, the use of such structures shall be regulated by the commission.
- (f) Responsibilities of organizations using the facilities shall be as follows:
 - a. Organizations using the facilities must pay a portion of the cost of the porta-johns. This cost will be prorated based upon the amount of usage of the facilities.
 - b. At the end of any event the organization scheduled to use the facilities must ensure that all trash is picked up and placed in the proper receptacles provided by the commission.
 - c. Any and all damage to property or injury to persons in the park must be reported to the Commission immediately, through the Allenstown Police Department at 485-9500 (24/7).
- (g) Organizations planning to sell or distribute food or other items must receive authorization in advance from the commission for the season. Distribution, sales and preparation of food must be done in accordance with applicable federal, state and municipal health laws, ordinances, or regulations.

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- (h) Persons volunteering to work in the park must comply with all federal, state and municipal safety laws/ordinances/regulations. Persons operating machinery must do so in accordance with the manufacturer's recommendations to include wearing the appropriate clothing, safety goggles and protective equipment where applicable. It is the policy of the Town of Allenstown that all employees or volunteers operating town vehicles shall wear seatbelts where provided.
- (i) Any organization utilizing the facilities must provide proof of insurance in the amount of at least \$3 00,000 for general liability. This certificate of insurance must be provided to the commission prior to utilization of the fields by any organization unless waived by the commission.
- (j) Any organization construct lighting for the field or irrigation systems must receive authorization in advance from the commission. All such structures shall become the property of the Town of Allenstown. The cost of lighting the fields would have to be paid for by the organizations using the facilities without adding operational costs to the town. The cost of water usage fees would be the responsibility of the town to be covered under the operational budget of the Recreation Department.

This policy was adopted by the Allenstown Recreation Commission on: April 7, 2005

This policy was approved and added to the Town of Allenstown policy and procedures Section of the Municipal Code of Ordinances on: April 7, 2005

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TOWN OF ALLENSTOWN, NEW HAMPSHIRE
MUNICIPAL CODE OF ORDINANCES
CHAPTER III- PARKS & RECREATION
RELATIVE TO THE USE OF PUBLIC PARKS & RECREATIONAL FACILITIES
SECTION ANALYSIS

- 3.1.1. Definitions
- 3.1.2. Conduct Prohibited in Parks
- 3.1.3. Traffic Control
- 3.1.4. Regulated Uses
- 3.1.5. Enforcement and Penalties

SECTION 3.1.1 DEFINITIONS

Parks: The term Park or Parks unless specifically limited, Shall be deemed to include all parks, playgrounds, athletic fields, tennis courts, beaches, recreational area, cemeteries, along with all structures, entrances and approaches thereto. All other land or property structures under the jurisdiction of the Recreation Commission, now or hereafter owned or acquired by the town of Allenstown for parks and recreational purposes.

Excreta: Any useless matter eliminated from the bodily system such as, but not limited to, sputum, urine, or fecal matter.

Intoxication: A state of any person being drunk, inebriated or under the influence of alcoholic beverages or controlled substances.

Rules and Regulations: Any rules and regulations hereby or hereafter established by the Ordinance of the Town of Allenstown as promulgated by the Recreation Commission under authority herein contained.

Recreation Commission: The persons appointed by the Board of Selectmen to fulfill the prescribed duties of said commission.

SECTION 3.1.2 CONDUCT PROHIBITED IN PARKS

- (a) Disturbing the Peace: No person shall disturb the peace in any park by any act.
- (b) Immorality and Indecency: No person shall do any obscene or indecent acts in any park, or display, expose or distribute any picture, banner, or other object suggestive of sex in a lewd, indecent, or immoral way. No person shall dress or undress in any park except in dressing rooms provided for such purpose.
- (c) Unbecoming Language: No person shall use threatening, abusive, insulting, profane or obscene language or words in any park.
- (d) Intoxication: No person shall enter a park in an intoxicated condition; nor shall any person have in their possession or drink or use in any parks any alcoholic beverages, open or unopened.
- (e) Firearms, Weapons, Etc.: No person shall have in their possession, bring into or use in any park, whether carried, concealed or carrier open, any firearms, sling shots, firecrackers, fireworks, or other missile propelling instruments or explosives or arrows, or other dangerous weapons, which have such properties as to cause annoyance, alarm or, injury to any person or property.
- (f) Dangerous Conduct: No person shall interfere with, encumber, obstruct, or render dangerous any park or part thereof.

- (g) Excreta: No person shall emit, eject or cause to be deposited in any park excreta of the human body, except in proper receptacle designated for such purposes.
- (h) Disobeying Authorities and Signs: No person shall, in any park, disobey a proper order of a Police Officer or any park employee. Nor shall any person In any park disobey, disregard, or fail to comply with any rule or regulation, warning, prohibition, instrument or direction, posted or displayed by sign, notice, bulletin, cards, posters or when notified or informed as to its existence by a park employee, Police Officer, or other Authorized person.

SECTION 3.1.3 TRAFFIC CONTROL:

- (a) Repairs to Vehicles: No person shall in any park, clean, polish, grease, lubricate, or make repairs to any vehicle, except those of a minor nature and then only in cases of emergency.
- (b) Vehicles to be Operated on "Roadways and Parked in Approved Areas: No person shall operate any vehicle in any part of a park, except on roadways established for the operation of vehicles nor shall any person park any vehicle In any area except those specifically designated for parking purposes.

SECTION 3.1.4 REGULATED USES:

- (a) Games in Designated Areas: No person shall in any park, throw, casts, kick, play with, or strike any game-ball whatsoever or engage in any sport, game or competition except in places during the time designated there for. Nor shall a person engage in or play a game or other sport or contest of a nature different from the one for which the designated area was created for, except in such areas as are officially set aside for diversified games.
- (b) Hours of Operation: It shall be unlawful for any person to be in any Public park or cemetery between the hours of 8:00PM and 7:00AM without the prior written authorization of the Board of Selectmen, or in their absence, the Chief of Police.

SECTION 3.1.5 ENFORCEMENT AND PENALTIES

- (a) The enforcement of this ordinance shall be the responsibility of The Allentown Police Department.
- (b) The Chief of Police is hereby given the authority to designate additional individuals as Special Park Police to enforce the Rules and Regulations for the parks.
- (c) Any violation of this ordinance shall be considered a violation as prescribed in RSA 651:2; and shall upon conviction result in a fine being imposed in an amount up to and including \$1,000.00.
- (d) Any person, who because of their behavior or violations of this Ordinance may, upon notification to the Recreation Commission and/or the Chief of Police, be prohibited from re-entrance into any park for a period of up to 30 days.

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TOWN OF ALLENSTOWN
Volunteers Park Use Agreement

Name of Authorized Person _____ Today's Date: _____

Email Address: _____

Organization's Mailing Address: _____

Phone: _____
Daytime Evening Cellular

Description of Activities Planned: _____

Dates and Times Requested: _____

Profit Non Profit Not Applicable

Name of Organization: _____

Food: Will your organization be cooking at this event? YES NO
Will your organization be bringing in pre-packaged food to this event? YES NO

Indemnification:

In consideration for allowing the use of a Recreation Facility and in full recognition of the town's fiduciary responsibility to protect owned property and assets, the user hereby covenants and agrees at all times to indemnify and hold harmless the town; its officials and employees, to the fullest extent permitted by law, from any and all claims, damages, losses and expenses, including, but not limited to, reasonable attorneys' fees and legal costs, arising out of the use of a town recreation facility, by the user, employees, agents, representatives, contractors, customers, guests, and invitees.

Insurance:

As evidence of its financial ability to indemnify the town, during the term of this agreement, the permit holder shall obtain and pay premiums for Commercial General Liability insurance protecting the parties hereto, their agents, officers, elected officials, representatives, or employees of bodily injury, property damage, personal injury or products liability incurred by the parties in the performance of the terms of the agreement. The policy must provide limits of no less than \$300,000 per occurrence.

Indemnification Agreement Signed: _____
User Signature

Rules and Regulations Received: _____
User Signature

FOR OFFICE USE

Application Processed By: _____ Entered: _____ Expiration Date: _____