

## Middleton Field Use Policy

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

Memorial Hall/Tragert Common Field  
Emily Maher (Natsue Way) Field  
Rubchinuk Park  
Howe Manning Field  
Fuller Meadow Fields

### Field Use

Permits for the Fields will be issued by the Middleton DPW. 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) Middleton Public Schools
- 2) Middleton Youth Sports Groups – must be a non-profit Middleton organization benefitting Middleton children
- 3) Middleton Recreation Department Programs
- 4) Middleton Non-Profit Community Groups (with 60% or more Middleton residents or adults that work in Middleton)
- 5) Middleton Non-profit Community Groups (with between 25% and 59% Middleton residents or adults that work in Middleton)
- 6) Middleton For-profit Entities (with 25% and more Middleton residents or adults that work in Middleton)

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. The DPW Superintendent has the authority to disallow use at any point in time. 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 DPW Superintendent has opened the field for the season and fall permits will end at the date determined by the DPW Superintendent or November 30.

Permits will be given at the discretion of the DPW 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 DPW 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)

## **Permit Application Process**

All applicants must be at least 21 years old, and a Middleton resident. A Field Permit Request Form must be filled out completely, and submitted to the Middleton DPW. The Permit Request Form will be available on the DPW section of the town website: <https://middletonma.gov/FormCenter/Public-Works-6/Field-Use-Request-64> 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.

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.

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.

Participants are encouraged to assist in field maintenance when possible (such as raking infield clay, cleaning debris, etc.).

**Penalties**

The Middleton DPW and/or the Middleton Town Administrator 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.

**Contact**

Permit Request Form available at: <https://middletonma.gov/FormCenter/Public-Works-6/Field-Use-Request-64>

Questions should be directed to the DPW at 978-777-0407.