



3/18 (12)
Town of Acton Recreation Department
472 Main Street
Acton, MA 01720
Phone: 978-264-9608
Fax: 978-264-9630
Email: recreation@acton-ma.gov
Website: www.acton-ma.gov

Cathy Fochtman, Recreation Director

To: Steve Ledoux, Town Manager
From: Cathy Fochtman, Recreation Director
Re: Acton 5K Road Race at NARA Permit, May 26, 2013
Date: 3/6//2013

Mr. Mark Coddair is again coordinating the annual Acton 5K Road Race at NARA Park. The Acton 5K is a certified Road Race that originates at Ledge Rock Way, outside the entrance to the lower parking lot at NARA, circles the NARA walking loop, exits NARA's upper parking lot to the Town Forest trail, and turns around on Nagog Park Drive, returning back to NARA. Mr. Coddair respectfully requests that permit fees of \$400 for use of NARA be waived for this event. I support his request.

He has an extraordinary resume in organized running and most importantly, he is an Acton businessman involved in the support of local youth running groups in the Acton community. Mr. Coddair is a respected colleague of the Acton-Boxborough Regional High School Track and Cross Country Coaching staff.

The safety aspects of this race will be addressed as stated in Mr. Coddair's letter via the hiring of a police detail. As recommended by the Town Finance Director and MIIA, Marx Running will obtain a Certificate of Liability Insurance with limits of \$1,000,000 Per Occurrence and \$3,000,000 General Aggregate, with Town of Acton, Marx Running and its organizers named as insured parties.

The Acton Family Network (AFN), a vibrant community group that offers activities for young families, is supporting this event. The inclusion of a Youth Division Mile Race and a Kid's Tot Trot demonstrates the appeal this event will have for an adult runner with young family members.

I look forward to a successful race on Sunday, May 26 and our ongoing partnership with Marx Running and the local running community through this race.



www.marxrunning.com
423C Great Rd
Acton MA 01720
978-263-5510

Feb 26, 2013

Town of Acton, Board of Selectman
472 Main Street
Acton, MA 01720

Dear Board of Selectman,

On behalf of the Acton 5K Road Race, I am requesting the fees for the use of Nara Park be waived. The event is scheduled to be held on Sunday May 26th is completely self-funded with some sponsorship donations and proceeds benefiting local youth running programs.

The event is intended to be a family event and will include a 5K Road Race, a youth division Mile race and kids tot trot. The event is being managed by Marx Running & Fitness and supported by Acton Family Network. We estimate that we will attracted over 200 participants to this family event.

We have discussed the safety requirements with the Acton Recreation Department as well as the police Department and will be hiring two detail officers for four hours for traffic and event control. The town finance director has been consulted regarding insurance requirements and the event will carry insurance binders through USA Track & Field naming the Town of Acton, Marx Running and its organizers as insured parties.

Any consideration to waive the park user fees for this community event would be greatly appreciated.

Sincerely,

Mark Coddair
Race Director
Acton 5K

glrrmc@aol.com
867-263-5510



TOWN OF ACTON
RECREATION DEPARTMENT

472 Main Street
Acton, Massachusetts, 01720
Telephone: (978) 929-6640
Fax: (978) 929-6340

E-mail: recreation@acton-ma.gov
Website: www.acton-ma.gov/recreation

2013 APPLICATION FOR USE OF RECREATION FACILITIES

Complete Sections I & II only, signature required on page 2. File application with the Acton Recreation Department at least TWO WEEKS prior to the date desired. Adult and Youth Organizations must provide a current Certificate of Liability Insurance and sign the Acton Recreation Field Use Permit and Weather Policy (available online or at the Rec. Dept.) for a Permit to be granted. Incomplete applications will be returned. Please allow up to two weeks for your application to be processed. Upon approval of application, you will be contacted via email first, payment is due to secure your facilities rental and permit will be issued.

SECTION I

Application Date: 2/24/13 E-mail Address: GLRRMC@aol.com
Name of Organization: TEAM RUNT MARX RUNNING
Contact Person: MARK Codelaine Phone: Home (978) 263-5510
Address: 423C GREAT RD Work (978) 888-2714
Town/City: ACTON MA State: MA Zip Code: 01720
Organization: Acton Non-Resident Number of Participants: _____
Describe Activity: ROAD RACE

SECTION II

FACILITY/ FIELD REQUESTED: (PLEASE CHECK)

- NARA Park (25 Ledge Rock Way):
 Amphitheater
 Walking Trail (1 mile)
 Bathhouse Pavilion (5 picnic tables)
 Patio Tent (4 picnic tables)
 Large Picnic Area (8 picnic tables)
 Small Picnic Area (4 picnic tables)
 Picnic Pod (near volleyball courts;
 2 picnic tables)
 Group Swim Passes, # needed: _____
 Large Soccer Field, # fields: _____
 Small Soccer Field, # fields: _____
 Miracle Field
 Softball Field
 Volleyball Court 1 or 2 (Please Circle)
Elm Street Fields (21 Elm Street):
 Soccer Field
 Softball Field
 Tennis Court, # of courts needed:
 1 or 2 (Please Circle)
School Street Fields (343-347 School Street):
 Small Soccer Field, # of fields: _____
 Large Soccer/Lacrosse Field, # of fields: _____

- Veterans Fields (655 Main Street):
 Little League Fields, 1 or 2 (Please Circle)
Concord Road (104 Concord Road):
 Soccer Field
Gardner Field (Route 111 near Kinsley Road):
 Recreational Field
Great Hill (54 School Street):
 Soccer Field, 1 or 2 (Please Circle)
 Little Great Hill Field
Hart Field (80 Taylor Road):
 Little League/Softball Diamond
MacPherson Field (80 Taylor Road):
 Little League/Softball Diamond
Jones Field (Martin Street & Stow Road):
 Full Size Baseball/Lacrosse/Football Field
Robbins Mill Recreation Area (61 Canterbury Hill Road):
 Small Soccer Field
 Basketball Court
T.J. O'Grady Skate Park (66 Hayward Road):
 Skate Park

* The NARA Picnic Areas, Patio Tent, and Bathhouse are not available for rental during the NARA Summer Camp hours (7:30 AM – 5:30 PM, Monday –Friday, excluding Thursdays: June 17 – Aug. 23, 2013). Permits will not be available at NARA Park for these dates in 2013: July 4-5, and dates that have sponsored recreation events.

