

110 (12) 7/6/2015



**Town of Acton Recreation Department**

472 Main Street

Acton, MA 01720

Phone: 978-264-9608

Fax: 978-264-9630

Email: [recreation@acton-ma.gov](mailto:recreation@acton-ma.gov)

Website: [www.acton-ma.gov](http://www.acton-ma.gov)

Cathy Fochtman, Recreation Director

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Date: June 9, 2015

To: Steve Ledoux, Town Manager

From: Cathy Fochtman, Recreation Director

RE: Waiver of Fees for Bridge to Turkey Fund Raising Race, Sunday, Sept. 13, 2015, 10:30AM-2:30PM

I recommend that the Board of Selectmen support Hakan Inanoglu's attached request for a waiver of fees, with the exception of out-of-pocket expenses, for a fundraising event at NARA to benefit children in Turkey. The rental fees that are to be waived total \$260.00.

- Bridge to Turkey will provide a certificate of insurance liability with "Town of Acton" listed as an additional insured
- Volunteers will chaperone participants and clean up all trash.

Thank you for your consideration.

June 6, 2015

Town of Acton, Board of Selectman

472 Main St, Acton, MA 01720

Re: Bridge to Turkey Fund Raising Race at Nara Park on September 13, 2015

Dear Board of Selectman members,

Bridge to Turkey is a non-profit organization aims to raise money to empower under-served children of Turkey for a better future. As Boston circle, we organized 5K run/walk races at Nara park in last three years to raise money to be spent towards the education of under-privileged girls in Turkey. We plan to organize the fourth race on September 13<sup>th</sup>, 2015.

We are asked to get insurance that will increase the cost that means less money will be spent for the cause. In order to reduce our cost, I would appricate if the rental fee for the Pavillion and the walk path to be waved this year. We appriciate that you waved the rentals for last year.

Please visit <http://www.bridgetoturkiye.org/> and <http://www.bridgetoturkiye.org/run4girls/> for more information.

Best Regards,

Hakan Inanoglu

59 Fort Pond Road, Acton, MA, 10720

Phone: 978-852-9139

Email: hakan\_inanoglu@yahoo.com



**TOWN OF ACTON  
RECREATION DEPARTMENT**  
Mailing Address:  
472 Main Street  
Acton, Massachusetts, 01720

**Recreation Department Location:**  
33 Nagog Park  
Acton, Massachusetts, 01720  
Telephone: (978) 929-6640  
Fax: (978) 929-6333  
E-mail: recreation@acton-ma.gov  
Website: www.acton-ma.gov/recreation

**2015 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: 05/14/2015 E-mail Address: hakan-inanoglu@yahoo.com  
Name of Organization: Bridge to Turkey Fund (BTF)  
Contact Person: Hakan Inanoglu Phone: Home (978) ~~266-3479~~ 266-3479  
Address: 59 Fort Pond Road Cell: (978) 852-9139  
Town/City: Acton State: MA Zip Code: 01720  
Organization: Acton Non-Resident Number of Participants: 100  
Describe Activity: Dr Run and Walk Race for ~~unprivileged~~ unprivileged girls education in Turkey

**SECTION II**

**DATE REQUESTED:** We do not offer rain dates; you must request an additional permit for requested alternate date.

1<sup>st</sup> Choice 9/13/15 Time Requested: Start Time: 10:30 AM End Time: 2:30 PM  
2<sup>nd</sup> Choice \_\_\_\_\_ Time Requested: Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

**FACILITY/ FIELD REQUESTED: (PLEASE CHECK)**

**NARA Park (25 Ledge Rock Way):**

- Amphitheater
- Walking Trail (1 mile) + bathrooms
- New Picnic Pavilion (Please choose below):
- Full Pavilion (20 picnic tables) \_\_\_\_\_
- Wing #2 (Closest to playground) \_\_\_\_\_ Add Dancefloor \_\_\_\_\_
- Wing #3 (Closest to pond) \_\_\_\_\_ Add Dancefloor \_\_\_\_\_
- \_\_\_\_\_ Bathhouse Pavilion (9 picnic tables)
- \_\_\_\_\_ Patio Tent (4 picnic tables)
- \_\_\_\_\_ Picnic Pod (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)
- \_\_\_\_\_ Gaga Court

**Elm Street Fields (21 Elm Street):**

- \_\_\_\_\_ Soccer Field
- \_\_\_\_\_ Softball Field
- \_\_\_\_\_ Tennis Court, 1 or 2 (Please Circle)

**Concord Road (104 Concord Road):**

- \_\_\_\_\_ Soccer Field

**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)

**Gardner Field (Route 111 near Kinsley Road):**

- \_\_\_\_\_ Recreational Field or Playground

**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 are not available for rental during the NARA Summer Camp hours (7:30 AM – 5:30 PM, Monday –Friday, excluding Thursdays: June 22 – Aug. 28, 2015). Permits will not be available at NARA Park for these dates in 2015: July 3-4, and dates that have sponsored recreation events.

Will Food/Beverages be Served? Y If Yes, be specific Food Truck  
 Will Alcohol be Served? No If yes, has a permit been obtained by the Board of Selectmen? \_\_\_\_\_

\*\*A separate application and fees for liquor license is obtained through the Town Manager's Office—please note this application is filed with the Board of Selectmen and is needed no less than one month prior to your event.

**Picnic table availability is noted for each area. Additional tables are not provided by the Town of Acton.**

You are welcome to bring your own charcoal or propane grill. All coals must be discarded in ash can. NARA Park bathrooms are open during normal beach operation hours. A portable toilet is onsite at the lower beach area.

**CANCELLATION POLICY: If you cancel a facility/field reservation, you get a 50% refund; if less than 30 days notice, no refund will be issued. Group swim passes are not refundable. Refunds are not issued due to weather related conditions.**

The Lessee or user of the facility/field will hold the Town of Acton and all its agents harmless from any problem resulting from the leasing or utilization of the premises. The Town of Acton reserves the right to cancel any permission, whenever, in its discretion, such cancellation seems advisable, and permits are subject to change. Picnic tables available are noted on form, additional tables needed are the responsibility of the renter.

[Signature]  
 (Representative's Signature)

05/14/2015  
 (Date)

**SECTION III**  
 For Office  
 Use Only

**REQUIRED SERVICES ASSIGNED:**

- \_\_\_\_\_ Fire – All commercial use of propane tanks need permit. (Over 50 gallons)  
 Contact the Acton Fire Dept. 978-264-9645
- \_\_\_\_\_ Police
- \_\_\_\_\_ Health Department Permit (Obtained at the Board of Health-separate fee with BOH)
- \_\_\_\_\_ Swimming—all swim passes must be purchased at time of permit issuance. Additional passes may be purchased at the group rate onsite if permit holder has received permission in advance from Recreation Director.
- \_\_\_\_\_ Portable Toilets Required Location Required: \_\_\_\_\_
- \_\_\_\_\_ Dumpster required
- \_\_\_\_\_ Liquor License (see Section II) Approved Denied

Walking Trail = \$100  
 New Pavilion = 160  
 \$260  
 Bathrooms = 25

**ESTIMATED RENTAL FEES:**

Bldg. Rental \$ \_\_\_\_\_ Field Rental \$ \_\_\_\_\_ Swimming Fee \$ \_\_\_\_\_  
 Electrical Fee \$ \_\_\_\_\_ Security Deposit (required) \$ \_\_\_\_\_

**PERMIT FOR USE OF RECREATION FACILITIES:**

- ( ) THIS APPLICATION IS APPROVED FOR USE OF FACILITIES AS SCHEDULED.
- ( ) THIS APPLICATION IS DENIED FOR THE FOLLOWING REASONS: \_\_\_\_\_

Permit Issued By: \_\_\_\_\_ Date \_\_\_\_\_  
 Recreation Department Signature

Special Instructions: \_\_\_\_\_

Additional Notes Attached: Yes No

**COPY TO:**

- \_\_\_\_\_ Grounds (Shawn O'Malley)
- \_\_\_\_\_ Health Department
- \_\_\_\_\_ Authorized Rep.
- \_\_\_\_\_ Police
- \_\_\_\_\_ Fire
- \_\_\_\_\_ Town Manager
- \_\_\_\_\_ Lifeguards
- \_\_\_\_\_ Finance

**Office use only:** Application Received on: 5 / 15 By: MR  
 Application Approved / Denied on: \_\_\_ / \_\_\_ / \_\_\_ Withdrawn on: \_\_\_\_\_  
 Applicant Contacted on: \_\_\_ / \_\_\_ / \_\_\_ By: Phone Email Mail  
 Second Contact on: \_\_\_ / \_\_\_ / \_\_\_ By: Phone Email Mail  
 Payment by: Cash Money Order Check #: \_\_\_\_\_  
 Amount Paid \$ \_\_\_\_\_ Date Paid \_\_\_ / \_\_\_ / \_\_\_ Received By: \_\_\_\_\_