



Natick Recreation and Parks Department

"CREATE COMMUNITY THROUGH PEOPLE, PARKS & PROGRAMS"

Field Use Policy

Rental of Fields

This policy applies to all Town of Natick fields when scheduled by the Recreation & Parks Department or NHS Athletic Department. All guidelines included in this policy must be met or the Recreation & Parks Department or NHS Athletic Department has the right to revoke use of requested fields by applicants.

The Recreation & Parks Department will make every reasonable effort to treat all organizations, teams, and individuals using town fields in a fair and equitable manner when establishing priorities for use. Further, all players, coaches, and spectators are expected to abide by generally accepted standards of good sportsmanship, standards set forth by the user groups. User groups must allocate field usage so as not to discriminate on the basis of disability, gender, race or religion.

The Town of Natick due to the growing number of field requests by residents, organizations, leagues and companies will allocate fields only to those groups whose players consist of 80% Natick residents. Fields will be assigned with design and use patterns in mind.

Applications

The first step to securing a field is to complete a Field Use Application form available at the Cole Center, 179 Boden Lane or online at www.natickma.gov/recreation .



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Submitting applications:

1. For use of a field at the NHS Complex please complete the Field Use Application and submit to the NHS Athletic Director at 15 West Street.
2. For all other fields in town, please complete application and submit to the Recreation & Parks Department, 179 Boden Lane during normal business hours.
3. Applications will be accepted in person or via mail.
4. Telephone reservations will not be accepted, however, you may call (508) 647-6530 to check field or park availability.
5. All applicants must be at least 18 years of age and must be present throughout the entire use of the rental period.
6. Once your reservation request has been submitted – a certificate of insurance is due within 10 businesses days or no more than 10 days before the first permitted date.
7. No games/practices/events may begin before 8:00am or past dusk, with the exception of lighted fields that may be scheduled up to 10pm. The time stated on your application should be the actual time you wish to gain entry to the field/facility and the time you anticipate being cleaned-up and off the field.
8. Field permits may not be “sublet” to any other group than the one stated on the permit.
9. Groups must submit game schedules and lining plans 2 weeks prior to the start of field use.
10. Groups selling concessions must get approval (complete food permit before the season/event starts) through the local board of health 508 647-6460. All outside vendors must have a permit to operate in Natick. Please direct any questions to the Natick Board of Health.
11. There is no grilling of any kind allowed on our fields.
12. Applications are not confirmed until the applicant receives the field use permit. Just submitting an application does not guarantee use.
13. Tournament and events will require a plan detailing signage, parking, waste, restrooms and communications. The plan will be submitted and reviewed by the Recreation & Parks Director. Plans may need further approval by other town officials.



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User Priority

Reservations will be accepted on a first come first serve basis and will be considered for all reservations according to the following priority:

1. Recreation & Parks Department and Natick Public Schools.
2. Natick Youth Groups. *Natick Soccer Club, Natick Little League, Natick Lacrosse, Junior Redmen Football*
3. Natick Adult Sports Organizations. *Men's Slow Pitch Softball, Women's Slow Pitch Softball*
4. Natick Residents
5. Other Organizations: *Select teams, club teams, private clinics, tournaments, camps, private schools, non-residents, unaffiliated organizations, and other organizations.*

When to Apply

<u>Field Use:</u>	<u>Application Submitting Start Dates</u>
Spring Season	April 1(TBD) – June 30 February 1
Summer Season	July 1 – August 31 May 1
Fall Season	September 1 – November 30 (TBD) July 1



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Liability/Insurance

1. Liability insurance holding the Town of Natick harmless is required for all long term reservations and tournaments. All policies must name the Town of Natick as additionally insured.
2. The applicants will be responsible for any and all damage to the Town of Natick premises, equipment, and property. The applicant will be charged accordingly.
3. The applicant will be held responsible for all actions, behaviors, and damages caused by his/her guests/attendees (this includes visiting teams).
4. The Recreation & Parks Department or Natick Public Schools have the right to revoke any permit(s) issued due to the group causing damage to the field by inappropriate behavior or activities caused by the group's use of the field.

Security

The Recreation & Parks Department reserves the right to require a police detail at any event. The permit holder should arrange for the police detail with the Natick Police Department. Please make arrangements with the police department at least 60 days prior to an event. Permits will not be released until the officers are reserved. Cost of detail will be the responsibility of the field user.

Restrooms

Some parks do not have restrooms available. If you are renting a field at one of those parks, you may need to rent portable toilet facilities. The Recreation & Parks Department will coordinate this with you. Those fields that have restrooms and need to be opened will have additional charges for those Restrooms.

Field Lining and Maintenance

Field lining is a very important part of the permitting process. Please contact the Recreation & Parks Department to go over field lining schemes for seasonal permits. We will not line fields for short term permits. The Land Facilities Department may ask a user group to move or alter practices due to field lining and mowing.



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Field Fee Structure

This field fee structure is put together with Natick residents in mind. We look to provide high quality fields to the residents of Natick. There are costs associated with the upkeep and maintenance of the fields. The department looks to keep use of these fields affordable to all.

User Group Categories:

- Group 1 – Recreation & Parks & Natick Public Schools
- Group 2 – Natick Youth Sports Groups (Recognized)
- Group 3 - Natick Adult Sports Groups (Recognized)
- Group 4 – Natick Residents
- Group 5 – Other Organizations

User Group Costs:

- Group 1 – No Charge
- Group 2 - \$5/player/season
 - Additional \$5/player/season for artificial turf fields
- Group 3 - \$125/team/season
- Group 4 - \$10/Hour
- Group 5 - \$200/Field/Day
 - \$300/Turf Field/Day

Field lining, lighting, and synthetic field use may have additional costs. This will be reviewed when a permit is issued.



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Field Rules & Regulations

General Rules and Regulations

The Town of Natick and Director of Recreation & Parks, Land Facilities Supervisor, High School Athletic Director or an authorized representative retains the right to set conditions and requirements suitable for safe, reasonable, and orderly use of the parks and fields. Violation of rules and regulations may result in the field use permit being revoked.

1. Any person (s) violating the established Rules and Regulations or constituting a public nuisance may be required to leave the premises.
2. Permit holders are only to use those fields specifically designated on the permit. There may be another group following yours, so it is essential that the field is vacated by the scheduled ending time.
3. The reservation is for field use only. Field permits are issued "AS IS": bases, goals, balls and other equipment are not included in the permit.
4. All trash must be placed in proper receptacles. User groups are responsible for making sure the area is picked up at the end of their daily use period (this includes under bleachers and the perimeter of the field). We take pride in our green initiatives.
5. Drills that result in excessive wear shall be conducted outside of the marked playing surface. Please do not use lines for impact running drills.
6. User groups are expected to use good judgment to ensure unnecessary wear during non game time activities.
7. Vehicles may not be driven or parked on turf areas, sidewalks, service driveways, or emergency zones, no exceptions.
8. There is no alcohol or tobacco consumption allowed on Town owned property.
9. There is no subletting of any field or facility in the Town of Natick. Permit holder must be present on site during the field or facility usage.
10. Full responsibility and liability for property damage will be assumed by the user group.



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General Rules and Regulations Continued

11. The Town of Natick carries no medical insurance for users of its facilities. Users participate at their own risk of injury.
12. There is to be no trespassing on a butter's property for any reason.
13. There is no grilling (either gas or charcoal) allowed at the fields in town.
14. The Town of Natick asks that all pets be on leashes. Under no circumstances should pets be on playing surfaces.
15. Use of Lights, Bathrooms Facilities or PA System requires prior approval.

Please note the following field specific policies:

Synthetic Field and Track Use

- ✓ Proper foot wear at all times on both the track and synthetic field.
- ✓ No items of any kind should be placed on the track surface, including bags, tables, and goals.
- ✓ Walkway mats shall be used by all user groups to access the synthetic surface. The user group shall be responsible for rolling up the protective mat after each use. The mat shall be the only pathway to access the synthetic surface with cleats on.
- ✓ Water only, no other sport drinks or beverages allowed on track or synthetic surface.

Baseball and Softball

- ✓ Soft toss against fences shall not be allowed.
- ✓ Standing water SHALL NOT be shoveled, bucketed, or swept out in any fashion. Field grooming shall be conducted by the LFNR staff, or by approved individuals that have been properly instructed by the LFNR supervisor.
- ✓ Only those amendments approved by LFNR shall be used for water removal and infield conditioning.



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Rainy Days/Wet Fields

All fields (with the exception of artificial turf) in the Town of Natick are closed for use by anyone during the months of late November – through March. To prevent damage and for safety reasons, the fields are not to be used in rain, wet, frost or frozen conditions. Please do not allow your participants to play in any unsafe conditions and report such conditions (if necessary) to the Land Facilities Division at (508) 647-6558.

If there are questions as to whether or not a field can be played on, you should check the posting on the town website. Change in status due to changing weather conditions will be updated by 2pm for daily evening play and by 7am for weekend play.

Guidelines for cancellation of activity on Town/School fields:

1. If a footstep leaves an impression on the turf or if the grass is removed easily with a cleat, this is considered a wet field.
2. Standing puddles of water on a field, ground is water logged and/or squishy.
3. Footing is unsure and slippery.
4. Lightening or thunder is present or severe weather warnings are present.
5. Unsafe facility conditions – glass, exposed stones and rocks, etc.
6. Frost present or frozen fields.

Youth Group Field Coordinators Responsibilities

Although fields may be open for play, weather and field conditions may deteriorate by game time, in these situations, it is the responsibility of the field use coordinator to determine whether or not to resume play.

Closed or restricted areas:

A closed field area is at the discretion of the Director of Recreation & Parks, Land Facilities Supervisor, NHS Athletic Director or the Town's designee. Any section or part of any park, facility or field may be declared closed to the public at any time for any interval of time, either temporarily or at regularly scheduled maintenance intervals.

Knowledge of a group playing on or damaging turf may result in the immediate cancellation of that permit and/or fines imposed to repair such damage. Please call the Land Facilities Department to report damage immediately at 508 647-6558. **Refunds will not be issued for inclement weather but every effort will be made to reschedule the event.**