

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL26-000055

File #: 25-010548

Event Name: BGB Fun Run

Business Name: Benjamin G Brown School

Location: 201 WILLOW AVE

Application Type: Public Event License

APPLICANT

Company Name:

Business Address:

Work Phone:

Email: katelyan22@gmail.com

of days: 1

Contact Name: Kate Ryan

Home Address:

168 Willow Ave
Somerville, MA 02144

Home Phone:

Does this event occupy a public space or significantly affect nearby residents?: Yes

Are you the party applying for the Public Event License?: Yes

Describe the location in detail: 3rd annual school fun run where students are encouraged to run/walk laps around the Benjamin G Brown school to encourage movement breaks and school spirit.

In the last 5 years, have you been found guilty, liable, or responsible, in any judicial or administrative proceeding, for any violation of the City Wage Theft Ordinance or any State or Federal laws or regulations regulating the payment of wages? [City Wage Theft Ordinance](#): No

Date: 05/22/2026

Event Setup Begins: 07:30 AM

Start Time: 09:00 AM

End Time: 02:30 PM

Event Cleanup Ends: 02:30 PM

Do You Have a Proposed Rain Date for Your Public Event?: Yes

Date: 06/05/2026

Start Time: 09:00 AM

End Time: 02:30 PM

Organization name; if none, your name: Brown School PTA

Describe any social or cultural benefits of this event for Somerville residents : School and community spirit

Describe any financial benefits of this event for Somerville businesses or organizations: none

What is the budget for this event?: \$300

Complete Mailing Address : 201 Willow Ave Somerville MA 02144

Contact name for follow-up questions (Will be available to the public): Kate Ryan

Email: katelyan22@gmail.com

Phone (Will be available to the public): 8587350786

Event Name : BGB Fun Run

Describe the Event: School fun run to encourage school spirit and movement breaks

Describe any Entertainment at the Event (if none, type None): music and bubbles

Describe any tents, inflatables, or other temporary structures to be used (if none, type None): balloon arch

Describe any accessibility features available to attendees/participants: none

Estimated maximum attendance at one time : 50

Estimated total number of people attending: 250

Estimated total number of Somerville residents attending : 250

Maximum number of attendees you will accommodate: 50

Attendee fees or suggested donations : none

Will this event be open to the public?: No

Will food be served?: No

Will a grill/open-flame device be used? : No

Will any streets be blocked? : Yes

If yes, describe:: We would like to close off Kidder between Josephine and Willow Ave for children's safety.

Road to be closed: Kidder Ave

Cross street where road closure will start: Willow Ave

Cross street where road closure will end: Josephine Ave

Will any sidewalks be blocked? : Yes

If yes, describe:: Students will run on sidewalks around school.

Will any public parks be used? : No

Has this event occurred in the last two years? : Yes

If yes, prior dates : 5/23/25

Police Detail : No

Parking for Attendees : No

Restrooms : No

Liability Insurance : No

Approval Conditions:

Reviewer: Kevin Roche, Engineering, Approved with Conditions

1. APPROVAL CONDITION Contact DPW to install saw horse barriers if parking lanes will be used for the event. Participants and spectators may not occupy parking lanes without physical barriers for protection from vehicles.

Reviewer: Charles Breen, Fire Prevention, Approved with Conditions

1. One lane of Kidder Avenue must remain passable for fire apparatus in the event passage through the event area is needed.

Reviewer: CS Mayor, Mayor's Office, Approved

Reviewer: Albert Bargoot, ISD Building, Approved

Reviewer: Eric Weisman, Public Works, Approved

Reviewer: Suzanne Rinfret, Traffic and Parking, Approved

Reviewer: Mackenzie Richardson, Police, Approved

Reviewer: Kimberly M. Wells, City Clerk, Approved