

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL25-000148

File #: 25-022518

Event Name: 5th Annual Halloween Family Bike Ride

Business Name: Family Bike Ride

Application Type: Public Event License

Location: 350 Assembly Row

APPLICANT

Company Name:

Contact Name: Paul Morgan

Business Address:

54 Warwick St
Somerville, MA 02145

Home Address:

54 Warwick St
Somerville, MA 02145

Work Phone:

Home Phone: (617) 501-4831

Email: mail2morg@gmail.com

of days: 1

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: Assembly Row street between Revolution Drive and Foley St, adjacent lawn and gravel open space areas, all privately owned by Federal Realty Investment Trust

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: 10/26/2025

Event Setup Begins: 09:00 AM

Start Time: 12:30 PM

End Time: 03:00 PM

Event Cleanup Ends: 04:00 PM

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

Date: 11/02/2025

Start Time: 12:30 PM

End Time: 01:00 PM

Organization name; if none, your name: Family Bike Ride/Assembly Connect/Federal Realty

Describe any social or cultural benefits of this event for Somerville residents : Promotion of Assembly Row business area, and bike safe routes to it.

Describe any financial benefits of this event for Somerville businesses or organizations: Bringing people from other towns to Assembly Row that day, teaching them how to bike there safely so that they may do it again in perpetuity on their own and tell friends about how to do it.

What is the budget for this event?: 3000

Complete Mailing Address : 54 Warwick St Somerville MA 02145

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

Email: Hello@FamilyBikeRide.org

Phone (Will be available to the public): 617.501.4831

Event Name : 5th Annual Halloween Family Bike Ride

Describe the Event: Bike Ride from Medford crossing into Somerville near the Blessing of the Bay Boathouse, continuing on Mystic River paths and ending at Assembly Row, where there will be kids crafting, play and trick or treating activities.

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

Describe any tents, inflatables, or other temporary structures to be used (if none, type None): There will be folding tables and chairs for crafts activities

Describe any accessibility features available to attendees/participants: Property has no stairs

Estimated maximum attendance at one time : 500

Estimated total number of people attending: 400

Estimated total number of Somerville residents attending : 200

Maximum number of attendees you will accommodate: 500

Attendee fees or suggested donations : Free, we accept donations, amount not suggested

Will this event be open to the public?: Yes

Will food be served?: Yes

If yes, describe:: Giving out candy for trick or treating

Will the event be catered?: No

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

Will any streets be blocked? : No

Will any sidewalks be blocked? : No

Will any public parks be used? : No

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

If yes, prior dates : In Somerville we have had licensed events: PEL24-000172 October 20, 2024; PEL24-000056 June 8 2024; PEL23-000102 August 19th 2023; PEL23-00005 We also have had events in other municipalities as we rotate locations/routes.

Police Detail : Yes

If yes, describe:: Will request for crossing of Revolution Drive

Parking for Attendees : No

Restrooms : Yes

If yes, please describe the restrooms being provided, and if you are providing portable toilets, state how they will be delivered and removed:: Existing restrooms in buildings at Assembly Row

Liability Insurance : Yes

If yes, describe:: General liability 1M per occurrence aggregate 5M, attached

Approval Conditions:

Reviewer: CS Mayor, Mayor's Office, Approved

Reviewer: Kevin Roche, Engineering, Approved

Reviewer: CS Traffic and Parking, Traffic and Parking, Approved

Reviewer: Eric Weisman, Public Works, Approved

Reviewer: Jesse Moos, Engineering, Complete

Reviewer: Charles Breen, Fire Prevention, Approved

Reviewer: Mackenzie Richardson, Police, Approved

Reviewer: Kimberly M. Wells, City Clerk, Approved