

**PUBLIC EVENT PERMIT APPLICATION**  
**City of Somerville, Commonwealth of Massachusetts**

Date March 20, 2012

To the Honorable, the Board of Aldermen of the City of Somerville:

The undersigned requests permission to conduct the following event. This permission will only be effective for the listed location and time, and will be subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, and any conditions prescribed by the Board of Aldermen and/or City Departments. Any charges incurred will be the sole responsibility of the applicant and must be paid in full prior to the event.

Event name Somerville Little league OpeningDay Parade  
Description Parade of Little league Players from Somerville High to  
Conway Field. With opening day ceremonies at Conway Field  
Location Somerville High down Highland ave to Cedar st to Elm st  
to Somerville Ave to Conway Field  
Date and time April 28th, 2012 10am  
Rain date and time (if applicable) April 29, 2012 10am  
Estimated maximum attendance at any one time 200 in parade 400 at park  
Attendee fees or suggested donations \_\_\_\_\_

Organization name Somerville Little League  
Mailing address 67 Edgar Ave, Somerville, MA 02145  
Telephone 617-501-7114

Have you made any arrangements for:

Auxiliary Police? Yes xx No If yes, describe \_\_\_\_\_  
Security? Yes xx No If yes, describe \_\_\_\_\_  
Parking? Yes xx No If yes, describe \_\_\_\_\_  
Food? xx Yes      No If yes, describe Conway Concession Stand  
Restrooms? xx Yes      No If yes, describe At conway  
Liability Insurance? xx Yes      No If yes, describe Little League Insurance

Note the following Conditions:

1. The event must not obstruct or inhibit the flow of vehicles or pedestrians except for road closures or detours permitted herein, or as directed by Police Officers or Auxiliary Police Officers.
2. Any road closures or detours must be approved in advance by the Traffic and Parking Director, and must be implemented with traffic controls specified by the Traffic and Parking Department. Such controls, and any displays or items placed on any street, shall be movable at all times. Vehicles will not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit will be required to ensure that the signage is returned.

3. If the event is a road race, the applicant will provide race monitors where required by the Police. The applicant will not make permanent marks on the roadway or sidewalk using paint or other indelible materials. Use of chalk will be acceptable. The applicant will pay the cost of removing any indelible marks placed on the roadway or sidewalk.
4. If the event is a carning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. If the event includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, nor within 300 feet of any building from which an occupant asks that the performance desist.

The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature Michael Baxter Date 3/20/2012  
 Applicant name (print) Michael Baxter Applicant phone 617-501-7114  
 Event name (taken from page 1) Somerville Little League Parade

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>3/20/12</u> <u>[Signature]</u> Police Chief or Designee Conditions: <u>Need Aux. Police</u> <u>See Memo</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Chief Fire Engineer or Designee Conditions: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Traffic and Parking Director or Designee Conditions: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Health Inspector or Designee Conditions: _____
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Once signed, the Department should:

- ☐ Contact the applicant at the phone number above to arrange for pick-up.
- ☒ Fax the application (no cover page) to the following fax number: 617-300-8972.
- ☒ Fax the application to the City Clerk at 617 625-4239.

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**Thomas Pasquarello**  
Chief of Police

**City of Somerville  
Police Department**

220 Washington Street  
Somerville, MA 02143-1307  
(617) 625-1600  
[www.somervillema.gov/spd](http://www.somervillema.gov/spd)



# Memo

**To:** Chief Thomas Pasquarello

**From:** Lt. Stephen Carrabino *SC*

**Date:** 4/17/2012

**Re:** Somerville Little League Opening Day Parade on April 28<sup>th</sup> at 10 a.m. *MSC*

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In their prior application, the Little League had not yet contacted the Auxiliary Police for assistance, and I recommended disapproval of their permit. Since then, they have contacted Chief Carvalho of the Auxiliary Police, and he will be able to provide assistance.

In addition, I believe that Captain Trant is providing some support through the attendance of NPOs. Based on these factors, I would recommend approval of this permit.



March 20, 2012

To Whom it may concern:

Somerville Little League is having it's opening day parade on April 28, 2012. For this we need approval from the different supporting agencies within the city. Please fill out the corresponding box for your department and fax back to Somerville Little League and the city clerks office.

Your prompt assistance in this matter is greatly appreciated by the members of SLL and the children of the program!!

SLL FAX 617-300-8972

Sincerely,

A handwritten signature in cursive script that reads "Michael Baxter".

Michael Baxter  
President  
Somerville Little League

PO Box 45084  
Somerville, MA 02145  
Phone: 617-501-7114  
Fax: 617-300-8972  
littleleague.org