

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL25-000149

File #: 25-023386

Event Name: Harvest Festival

Business Name: Groundwork Somerville

Location: 138 South St.

Application Type: Public Event License

APPLICANT

Company Name: Groundwork Somerville

Contact Name: Leah McCarthy

Business Address:

337 Somerville Ave
Somerville, MA 02143

Home Address:

Work Phone:

Home Phone:

Email: Leah@groundworksomerville.org

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: 138 South St. is the location of our educational urban farm, South St. Farm. It consists of a quarter acre of growing space, and is otherwise paved asphalt. There is a greenhouse and two small sheds.

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: 10/04/2025

Event Setup Begins: 09:00 AM

Start Time: 12:00 PM

End Time: 04:00 PM

Event Cleanup Ends: 06:00 PM

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

Date: 10/05/2025

Start Time: 12:00 PM

End Time: 04:00 PM

Organization name; if none, your name: Groundwork Somerville

Describe any social or cultural benefits of this event for Somerville residents : This event is our annual Harvest Festival, a community-centered educational event with multiple hands-on workshops where participants can use produce from our urban farm to learn things such as hot sauce making, fermentation, and how to make their own calendula balm. There also will be live music, and community art projects.

Describe any financial benefits of this event for Somerville businesses or organizations: We are right across the street from Portico Brewing and will be collaborating with them on the event. We also have invited over 15 community organizations to table at the event, including some city departments such as SOIA, OFAHC, and OSE, as well as other local nonprofits, such as the SCLT, MRWA, and the Growing Center

What is the budget for this event?: \$1000

Complete Mailing Address : 337 Somerville Ave 2B Somerville, MA 02143

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

Email: leah@groundworksomerville.org

Phone (Will be available to the public): (585)981-0736

Event Name : Harvest Festival

Describe the Event: This year's Harvest Festival will be not only our usual celebration of another successful season of growing food for our community and employing teens from around Somerville, but also a celebration of the 25th anniversary of Groundwork Somerville! Participants will be able to interact with our farm through educational workshops that use our produce, community art projects that will be displayed on the farm, and exploration of the space. There will be live music with local bands, and free food! This is a family-oriented event, and will encourage community building and connecting all attendees to resources around Somerville, as well as to each other.

Describe any Entertainment at the Event (if none, type None): There will be live music as well as hands-on activities and art projects. There will also be street games such as sidewalk chalk and corn hole.

Describe any tents, inflatables, or other temporary structures to be used (if none, type None): There will be 10 x 10 shade tents for the tables

Describe any accessibility features available to attendees/participants: There will be live interpretation into Spanish and Portuguese, and hopefully into Chinese, Haitian Creole, and Nepali as well if we can secure it with SOIA. The space is entirely paved, and we will maintain 3 foot pathways throughout the event for wheelchair access.

Estimated maximum attendance at one time : 75

Estimated total number of people attending: 200

Estimated total number of Somerville residents attending : 175

Maximum number of attendees you will accommodate: 250

Attendee fees or suggested donations : The event is entirely free but we will accept donations.

Will this event be open to the public?: Yes

Describe your outreach/publicity: We will post on our social media, send the event information out to our community partners, email everyone on our listserv, and post the physical flyers around Somerville.

Will food be served?: Yes

If yes, describe:: We are working with local restaurants to see if they can donate free food for the event. If we can secure these donations (which are, as of the date of application unconfirmed) we will have food served by trained volunteers, using butane food warmers where needed, gloves, and hair nets.

Will the event be catered?: No

Will a grill/open-flame device be used? : Yes

If yes, describe:: We will have a small camp stove set up for one of the workshops.

Will any streets be blocked? : Yes

If yes, describe:: We are hoping to close the block of South St. that the farm is on, between Windsor and Willow streets. This will be for all the community tables, chalk drawing, and to ensure the farm does not get too crowded. There are no bus routes that go through the street, and the entire area is still accessible, cars will just have to drive around the building. Also, due to the industrial nature of the area, it is largely vacant on weekends, so a street closure should cause minimal disruption.

Road to be closed: South St.

Cross street where road closure will start: Windsor St.

Cross street where road closure will end: Willow St.

Will any sidewalks be blocked? : No

Will any public parks be used? : No

If yes, name of park(s) : Boynton Yards

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

If yes, prior dates : August 27, 2023 12-5PM

Police Detail : No

Parking for Attendees : Yes

If yes, describe:: We will ask Boynton Yards, the development across the street if we could use their parking lot. Because the event is on a weekend, there should be enough space for all attendees who need to drive.

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:: Portico, the bar across the street from the farm will allow event attendees to use their restrooms, including an ADA accessible restroom.

Liability Insurance : Yes

If yes, describe:: We have insurance for the farm, which covers community use of the space.

Approval Conditions:

Reviewer: Maureen Lee, ISD Health, Approved with Conditions

1. ISD Health has approved with the condition the following documents are submitted: (1) Coordinators checklist submitted 30 days prior to the event. (2) Food Establishment Vendors License Application 21 days prior to the event. Contact Arturo Vazquez if assistance is needed. avazquez@somervillema.gov.

Reviewer: Kevin Roche, Engineering, Approved with Conditions

1. APPROVAL CONDITION KTR 250910: Applicant must confirm that Archibald Query Way may be used for detour during event. Private way is owned by Leggat McCall. Provide written notification from Leggat McCall or facilities manager acknowledging the detour.

Reviewer: Eric Weisman, Public Works, Approved with Conditions

1. Please submit a 311 request for the barriers.

Reviewer: Charles Breen, Fire Prevention, Approved with Conditions

1. The stove must be kept 10 feet from any combustibles and an extinguisher kept on site. Fire apparatus must be able to pass through in event of an emergency. Obstructions must be kept out of at least one travel lane through the event area.

Reviewer: Mackenzie Richardson, Police, Approved with Conditions

1. Allow access for Emergency Vehicles

Reviewer: CS Mayor, Mayor's Office, Approved

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

Reviewer: Jesse Moos, Engineering, Complete

Reviewer: Yianny Tsirigotis, Recreation, Approved

Reviewer: Kimberly M. Wells, City Clerk, Approved