

**From:** jlong@somervillema.gov  
**Sent:** 08/12/2015 - 09:36 PM  
**To:** baevents@aol.com  
**CC:**  
**Subject:** BOA Interim Approval

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To Whom It May Concern:

BA Event Promotions has requested permission to conduct the Memphis Soul 5K BBQ Run at Davis Square/West Somerville, on 8/23/2015, from 11 AM to 4 PM. Setup will begin no earlier than 7 AM, and cleanup will end no later than 6 PM.

The appropriate city departments have all signed off on the appropriate documents, which are now at City Hall awaiting the next meeting of the Board of Aldermen.

The President of the Board of Aldermen, the Chair of the Board's Committee on Licenses and Permits, and the appropriate Ward Aldermen have also indicated their interim approval. This email will confirm interim approval by the Board of Aldermen, so this Public Event may proceed as long as the following conditions are observed:

**Reviewer:** CS Fire, Fire Prevention, Approved with Conditions

1. Please contact the Fire Prevention office regarding fire details
1. If you request a rain date, you may use it only if you notify the City Clerk with a voicemail or email (617-625-6600 x4110 or cityclerk@somervillema.gov) immediately after cancelling your event due to weather. Failure to notify the City Clerk will result in the loss of the rain date.
2. Your event must not obstruct or inhibit the flow of vehicles or pedestrians except for any street/sidewalk closures or detours described in this application or conditions. All street closures or detours must be created with devices specified by the Traffic and Parking Department. Vehicles must not be used to block streets. Anything placed on any streets must be movable by city employees whenever necessary.
3. If any streets are closed, you must contact the MBTA so they can review and adjust their bus routes as needed. Contact the city's Traffic and Parking Department for MBTA contact information.
4. If any streets are closed, you must provide written notice to each resident and business that abuts the area to notify them of the date and time of the event, and provide them with contact information for the event organizer(s) in case they have questions.
5. You must not make permanent markings on the street or sidewalk using paint or other indelible materials, or else you will be held liable for the cost of removing those markings. The use of chalk is acceptable for street or sidewalk markings.
6. If your event is a neighborhood block party, you must keep a fire extinguisher available near any grille in use, and you must not consume or carry alcohol on any public street or sidewalk.

7. Any fees charged by the city are your responsibility and must be paid in full prior to the event.
8. If you find more attendees signing up for or attending your event than you indicated on the application, you must contact the Police Department immediately to notify them.
9. This permit is valid only for the listed location and time, and is subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, any city officials, and the Board of Aldermen.
10. You hereby agree to release, discharge, indemnify and hold harmless, the City of Somerville, a municipal corporation of the Commonwealth of Massachusetts, and its officers, employees, agents and servants from all actions, causes of action, claims, demands, damages, costs, loss of services, expenses and compensation associated with this event or your conduct arising from the event.

If you have any questions, please contact John J. Long, City Clerk.

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John J. Long, City Clerk  
City of Somerville  
93 Highland Avenue  
Somerville, MA 02143  
617 625-6600 x4110  
FAX 617 625-4239  
[www.somervillema.gov](http://www.somervillema.gov)  
[jlong@somervillema.gov](mailto:jlong@somervillema.gov)

**PUBLIC EVENT PERMIT APPLICATION**  
**City of Somerville, Commonwealth of Massachusetts**  
**Application #: PEL15-000133**  
**File #: 15-007953**

**Organization name:** BA EVENT PROMOTIONS

**Description:** 5K RUN/WALK ROAD RACE

**Date(s):** AUGUST 23 2015

**Setup starts at (time):** 7AM

**Cleanup after the event ends at (time):** 6PM

**Attendees:**

Max attendance at one time: 1000

Maximum attendees accommodated: 1500

**Attendee fees or suggested donations:** 35.00  
ENTRY FEE

**Social or cultural benefits:**

PROMOTING HEALTH AND FITNESS IN KEEPING WITH MAYOR CURTATONE EMPHASIS ON FITNESS

**City Contact:** Alderman at large JACK CONNOLLY and DPW COMMISSIONER, TRAFFIC DIRECTOR AND TRAFFIC ENGINEER, CHIEFS OF REGULAR AND AUX. POLICE AND JACKIE ROSSETTIN IN MAYORS OFFICE  
RACE APPLICATION AND INFO AVAILABLE AT BA EVENTS.COM

**Organization mailing address:**

B.A. EVENTS PROMOTIONS  
C/O PAUL COLLYER  
133 WALNUT STREET SOMERVILLE MA 02145

**Event name:** MEMPHIS SOUL 5K BBQ RUN

**Location:** 247 Elm St Memphis Soul BBQ 5k

**Rain date(s):** NONE

**Event starts at (time):** 11AM

**Event ends at (time):** 4PM

Total people attending: 1000

Total Somerville residents attending: 300

**What is your budget for this event:** 50,000

**Financial benefits:**

SUBSTANTIAL PROCEEDS OF THIS EVENT BENEFITS RESEARCH AND TREATMENT OF MULTIPLE SCLEROSIS RESEARCH

**Contact person:**

PAUL COLLYER  
Telephone: 617-283-3292  
Email: BAEVENTS@AOL.COM

<b>Event Information</b>	<b>Yes/No</b>	<b>If yes, Describe</b>
Food served?	Yes	FOOD PREPARED AND SERVED IN REAR PARKING LOT BY THE BURREN MANAGEMENT AS PER PRIOR PRACTICE
Alcohol served?	Yes	IN CONTAINED AREAS BY TIPS CERTIFIED bar staff as per prior practice
Grill/open-flame device used?	Yes	barbeque grill fueled by propane tank as per prior practice
Streets blocked?	Yes	see course map: portions of course to be closed temporarily while participants run the course as per prior practice
Sidewalks blocked?	No	
<b>Arrangements:</b>		
Auxiliary Police?	Yes	as per prior practice with chief J. Carvalho and chief David Fallon
Police Detail:	Yes	as per prior practice with chief David Fallon or designee
Parking (for Attendees)?	No	
Restrooms?	Yes	portable toilets contracted by BA Events as per prior

Liability Insurance?	Yes	practice US amateur athletic union policy in effect as per prior years
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	2014. 2013, 2012
Alcohol License?	Yes	Burren 240 Elm Street Tom Mccarthy owner/operator current licensee

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**Approval Conditions:**

**Reviewer:** John J. Long, City Clerk, Approved

**Reviewer:** CS Mayor, Mayor's Office, Approved

**Reviewer:** CS Police, Police, Approved

**Reviewer:** CS Auxiliary Police, Auxiliary Police, Approved

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

**Reviewer:** Christine Morin, Public Works, Approved

**Reviewer:** CS Fire, Fire Prevention, Approved with Conditions

**Reviewer:** Elise Collins, ISD Health, Approved

**Reviewer:** Lori Batzek, City Clerk, Approved

**Reviewer:** John J. Long, City Clerk, Complete

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