

**TOWN OF DERRY, NEW HAMPSHIRE
PARKS & RECREATION DEPARTMENT**

POLICY: Park, Facility & Athletic Field Use

Purpose: To clearly define policies and procedures for overall use of Department park areas, facilities, and athletic fields.

Introduction:

- The Parks & Recreation Department has established the following comprehensive policies and procedures to ensure the safe and efficient use and equitable availability of the various facilities operated and managed by the Department. This is an updated version and replaces the policies and procedures manual adopted in 1999.
- The Town of Derry Parks & Recreation Department reserves the right to modify these policies and procedures and to develop and subsequently enforce additional rules and regulations to properly safeguard the parks, facilities, and athletic fields, as well as the patrons and/or organizations that reserve and/or utilize the park areas.
- Rules and regulations concerning the proper use of a park/facility, as well as a cancellation policy is also included within the confines of this policy.
- The Department has an extensive reservation policy and established criteria which it has incorporated into this policy.
- This policy will also outline acceptable field usage standards, guidelines, and closure procedures.
- This policy also details site specific park regulations and corresponding programming rules.

Definition, Criteria & Priorities for Facility Usage

Four priority categories of facility users are established and shall be considered in the allocation and/or scheduling of all park areas, facilities, and ball fields under the jurisdiction of the Department. The Parks & Recreation Department reserves the right to establish such priorities based upon factors that include the organization, residency status, number of participants, and any potential impact to a given facility and/or the residents of the Town of Derry.

- **Category 1: Internal/Department**
This category includes any and all programs directly administered by the Parks & Recreation Department and the Derry Cooperative School District. This category also includes all events and activities that are cosponsored by the Department with another organization, as well as contracted service programs under the coordination and/or subsequent sponsorship of the Department. This category also includes any other Town Departments and/or officially recognized Town Boards or entities.
- **Category 2: Athletic Leagues/Local Recreational Services Providers**
This category is defined as established non-profit, organizations and/or agencies that provide recreational opportunities for residents within the Town of Derry. All organizations must be resident based and recognized by the Department. Examples within this category include youth athletic leagues, such as Derry Little League, Derry Soccer Club, Derry Demons, Wolverines Football, Derry Youth Lacrosse, Derry Girls Lacrosse, Pinkerton Academy, etc. This also includes adult leagues such as Derry Men's Softball and Church League Softball. Other examples include Greater Derry Track Club, Pathfinder's Snowmobile Club, etc. It is important to note that due to availability, limited resources, and to prevent overuse, the Parks & Recreation Department will not reserve any athletic field to any non-resident based athletic league or team. A league's roster must be 75% Derry residents in order to be considered a resident program. The only exception to this policy is if a league is participating in a regional league and/or hosting a pre-approved tournament and/or sanctioned playoff games or finals.

- **Category 3: Resident Organizations / Non-profits**
This category shall include resident based civic organizations, clubs, and other assorted non-profit organizations, churches, and veterans groups. Specific examples in this category may include Rotary Clubs, boy/girl scout troops, educational entities, human service agencies/providers, etc.
- **Category 4: Businesses / Private Camps / Non-residents/ Political Entities**
This category shall include for profit businesses, organizations, athletic camps not sanctioned and/or sponsored by an established athletic league, and non-resident individuals and/or organizations.

Department Facilities

- For the purpose of this policy, Department facilities shall be defined and subsequently classified as any parcel of property under the direct management of the Parks & Recreation Department. This includes designated park areas, athletic fields, structures, playgrounds, and buildings. The Parks & Recreation Department also schedules and maintains the athletic fields adjacent to the schools under the jurisdiction of the Derry Cooperative School District.
- The following designated areas and/or facilities have established restrictions and are not subject to the facility reservation process:
 - The Parks & Recreation Department reserves Gallien's Town Beach and building for Department/Internal functions only. Requests to host 5K road races will be considered and authorized only if the race is approved by the Parks & Recreation, Police and Executive Departments.
 - The Parks & Recreation Department does not reserve the Dog Park for private functions and/or events.
 - The Parks & Recreation Department does not reserve the Derry Village Rotary pavilion at Don Ball Park for private functions and/or events.
 - Playground equipment and/or structures cannot be exclusively reserved
 - The outdoor basketball courts and street hockey rink at Hood Park cannot be privately reserved.
 - Indoor facilities and outdoor park areas cannot be exclusively reserved for private events and/or functions when it conflicts with Department programming and/or times when it is open to the general public.
 - Site specific policies pertaining to park operations and seasonal programming are also included and specified in order to maintain consistency, safety and clearly define standard operating procedures.

Facility Reservation Process

- Any organization or resident must complete and submit a facility request application form to the Parks & Recreation Office prior to use for review and consideration. Potential availability will not be discussed and/or disclosed prior to the Department receiving this application. Internal/Department requests do not need to complete this form.
- The Parks & Recreation Department reserves and schedules the outdoor athletic fields and facilities contained on Derry Cooperative School District property.
- Established athletic leagues must submit their proposed schedule at least one (1) month in advance prior to the start of their respective season for review and subsequent approval. This schedule and all communication must be with the elected President or Chair of the league/organization and/or his/her appointed designee. The department will not make reservations with individual coaches, volunteers, and/or other representatives from within any given league.
- All applicants and/or onsite supervisors must be at least twenty-one (21) years of age.

- Once a facility request application is approved, it is put into a tentative status pending that the following conditions have been met:
 - A certificate of liability insurance is required for all individuals, leagues and organizations that reserve and/or utilize any Department facility.
 - Leagues, organizations, businesses and private camps must procure and meet the following standard insurance/coverage requirements:
 - Commercial General Liability with at least \$1,000,000 per occurrence combined limit for bodily injury and property damage.
 - The policy must name the Town of Derry, its officers, and employees as an additionally insured entity against any and all liability arising from the usage of the facility. Also, when applicable, a separate insurance certificate must be procured with the same stipulations and coverage listing the Derry Cooperative School District as an additionally insured entity.
 - All additions to the policy shall be in the form of an endorsement, a copy of which shall be added to the certificate of insurance evidencing proof of coverage.
 - The policy must contain the name(s) of the facility being reserved and the dates of use and/or duration of anticipated season.
 - This certificate must be received prior to approving a facility request application and/or use of any Department park, facility and/or athletic field.
 - Individual residents and/or non-residents must procure and meet the following standard insurance/coverage requirements :
 - General Liability with at least \$300,000 per occurrence combined limit for bodily injury and property damage.
 - The policy must name the Town of Derry, its officers, and employees as an additionally insured entity against any and all liability arising from the usage of the facility. Also, when applicable, a separate insurance certificate must be procured with the same stipulations and coverage listing the Derry Cooperative School District as an additionally insured entity.
 - All additions to the policy shall be in the form of an endorsement, a copy of which shall be added to the certificate of insurance evidencing proof of coverage.
 - The policy must contain the name of the facility being reserved and the dates of use.
 - This certificate must be received prior to approving a facility request application and/or use of any Department park, facility and/or athletic field.
- The applicant/organization/league will be held responsible for all actions, behavior, and conduct of all patrons, guests, and/or members associated with the league and/or event.
- In addition, the applicant/organization/league will be responsible for any property damages incurred directly as the result of use and agree to reimburse the Town of Derry for any loss or damage to property.
- Based upon the nature and/or circumstances of the event, a public gathering license may be required. The Parks & Recreation and Executive Departments will make this determination in accordance with the ordinance. The Department will notify applicants during the reservation process if this permit is required.
- Full payment must be received at least two (2) weeks prior to the scheduled use of the facility. Athletic leagues that incur multiple fees throughout the course of the season can be billed at the conclusion of their season. In that case, payment must be remitted to the Parks & Recreation Department within thirty (30) days from issuance.
- The organization/league/applicant also must agree to the terms as further specified in the facility use guidelines, site specific park rules and regulations, and cancellation policies contained in this policy hereafter.
- The Town of Derry Parks & Recreation Department reserves the right to decline facility request applications for any of the following reasons:

- Non-compliance to any of the above stipulations.
 - If the facility is not available.
 - If the Department has determined that the league/organization is not a viable, reputable program and/or organization.
 - Based upon a group or league's residency status.
 - If the proposed activity/event/league will adversely affect the established, organized Town, School, and other athletic leagues by duplication of existing programs or activities that would cause loss of use of a facility and/or financial hardship to other District/Town, or other established organizations.
 - If the league or organization has an unpaid balance.
 - If the activity/program and/or league would cause unnecessary wear, turf damage, and/or cause other logistical problems to a particular facility, property and adjacent abutters.
 - The Department further reserves the right to reject applications should it be deemed that the event, league, or activity is not in the best interest of the Department and Town of Derry.
- Site specific stipulations that are subject to the facility reservation process include the following:
 - A group and/or organization seeking to reserve Hood Park for an event and/or function that involves any aquatic activity will be required to secure an independent American Red Cross certified lifeguard at their own expense.
 - Any organization that reserves MacGregor Park for any activity, program and/or community event is not authorized nor permitted to utilize the Church of Christ Scientist parking lot. Authorization must be independently attained from the church for use of their parking facility. In addition, parking on Boyd Road is prohibited.
 - Once all of the above stipulations and conditions are met, the Department will officially approve and issue an official permit for authorized use for the requested facility.

Fees & Charges

- The current fee schedule adopted for both facility and scheduling fees, as well as program registration fees, as adopted by the Derry Town Council, shall be referred to in this section.
- Fees are subject to change upon the recommendation of the Parks & Recreation Department and subsequent approval of the Derry Town Council.
- Service charges, such as ball field line striping, will be calculated and added to an organization and/or league's permit at the conclusion of the season.
- Field lighting contributions from adult softball leagues are due to the Parks & Recreation Department prior to the commencement of their corresponding seasons.
- The Department will refer to adopt-a-field and/or long term lease agreements to govern fees owed as specified in any such agreement.

Cancellation / Refund Policy

- The Parks & Recreation Department facility reservation cancellation policy has been developed to discourage last minute cancellations. Refunds for facility reservations are processed and approved on an individual basis with regards to the conditions and/or reasons behind the cancellation.
- Outdoor facility scheduling fees will be refunded should the activity and/or event be cancelled due to inclement weather and/or extenuating circumstances. In addition, fees will be refunded should the Department determine that the facility is unsafe and/or unusable due to turf conditions and/or other safety concerns.
- Refunds will not be issued unless advanced notification is received. Refunds will not be processed unless the Department receives forty-eight (48) hours formal notification. If advanced notification is not received, the group, individual and/or league is responsible for all scheduled payments.

- The Department will not process refunds for any fees associated with the cancellation of special league tournaments.
- If an athletic league cancels a scheduled practice due to inclement weather, it is up to the League President and/or designee to address and deal with team game/practice rescheduling. Leagues are not authorized to reallocate any unused and previously scheduled field/facility times to another league and/or organization.
- **Refund Process:** Should a refund be meeting the above criteria be authorized, there are two options available. The Department may recommend that a refund be processed and credited to the organization's account. Once the credit is issued, the league/organization has 365 days to utilize this credit for any other appropriate usage. If a check reimbursement is preferred, a refund voucher will be processed and submitted to the Town of Derry Finance Department for processing. In turn, the Town will remit payment to the league/organization directly within a net thirty (30) days.

Facility Use Guidelines

The Town of Derry Parks & Recreation Department reserves the right to implement policies, rules and regulations for the use of Department facilities in order to promote the overall safety of patrons, as well as to safeguard and protect these established park areas. In addition, the Department and its employees have the ability and jurisdiction to enforce these policies as outlined. Many of these rules are universal at all park systems within the Town of Derry; however, there are many site specific rules pertaining to certain facilities. The Department maintains the authority to remove individuals and/or organizations from the premises should any of the following facility use guidelines be violated. The Town of Derry Parks & Recreation Department reserves the right to suspend usage and scheduling/reservation privileges and/or permits if any league/organization/individual fails to comply with Department policies, any facility/site specific park rules and regulations, and/or all legal requirements.

Universal Guidelines pertaining to All Department Facilities

- All parks, playgrounds and fields are closed to the public between 10:00 pm – 7:00 am. Anyone on Town park areas between these hours are subject to fines.
- Per RSA 644:13, as stipulated in section 98-3 of the Town of Derry Code, Department parks and playgrounds have been formally designated; thus, the discharge of firearms and firecrackers is prohibited.
- Per RSA 175:1 it is unlawful to possess or consume alcohol and/or mind altering substances on Town property.
- Smoking is not permitted within twenty five (25) feet from all playground structures/apparatus, the Splash Pad, and beach areas at Hood Park and Gallien's beach. Smoking is also not allowed in close proximity to other park amenities, such as under pavilion structures, on deck areas, and by concession stand windows. Designated smoking areas are established at park facilities during peak seasons.
- Glass containers are not permitted on any Department premises.
- Vehicles are not permitted on any natural turf, grass, or ball field.
- Animals are not permitted within the confines of any designated playground structure, athletic field, or waterfront/beach facility.
- Commercial grade tents/shelters with stakes are not permitted on any park, field and/or facility that have an irrigation system. It is important to note that this includes MacGregor Park.
- Golf is not permitted to occur on any athletic field and park area.
- Hot air balloons are not permitted to launch nor land on any Department facility or park area.
- Site amenities at park locations, such as picnic tables, playground structures, gazebos, pavilions, etc. cannot be reserved for private functions. Refer to the policy pertaining to groups and private functions as it relates to the Splash Pad at Don Ball Park.
- All trash generated must be disposed of appropriately in designated receptacles. If receptacles are not available, it is the league/group/organization's responsibility to remove it upon leaving.

- Grills are not permitted at park/ballfield areas unless exceptions are made and subsequently approved as part of the facility request application process.
- The Parks & Recreation Department does not rent or loan out any Town owned equipment and/or amenities, such as folding tables, chairs, athletic/recreational equipment, games, and/or any other apparatus. Such items will exclusively be utilized for Department programming and facilities only, as well as made available for cosponsored community events, activities and programming.
- Destroying or defacing Town property by any individual, group, organization and/or athletic league or from other participating teams or their respective invitees or guests will result in exclusion from further use of the field and/or facility. The entity reserving any such facility shall be held liable and responsible for any such damages that are incurred as a result of a scheduled use and/or event. The Parks & Recreation Department shall reserve the right to seek reimbursement for the cost of any damages occurring during use. If damage occurs to the field, park, facility and/or to the surrounding area, the group or individual will be required to pay for damages.
- All managers, coaches, volunteers, or persons in charge of an organization and/or athletic league using any preapproved facility and/or field will be responsible for the conduct of all participants, spectators, and others connected with the activity, including visiting teams and opponents. The Department reserves the right to suspend, bar, or expel any organization, group of individuals, or individual from use of all town and school athletic facilities if their use of this field causes or may cause damage to the facility or harms or threatens to harm any individual.
- The Town is not responsible for any damages caused by a league during the course of a game, tournament, practice and/or scheduled event or activity to an abutter's property. The league is consequently responsible for any such related damages. The Town is not responsible for any damages sustained during any such event to any participant or spectator's personal property or parked vehicle while participating and/or attending an approved, recognized league game, tournament, or practice.
- Town of Derry Parks & Recreation Department reserves the right to suspend any activity and or eject/remove any patrons from the facility if engaging in disruptive, destructive, unruly, dangerous and/or illegal behavior/acts/conduct. The Parks & Recreation Department also reserves the right to enforce the above listed rules and regulations and maintains the authority to ask individuals who challenge or disregard the authority of Department personnel and/or in any way repeatedly violates any of the rules and regulations to leave/vacate the premises.

Vending / Solicitation on Department Facilities

- The Town of Derry Parks & Recreation Department reserves the right to manage and regulate the sale of all goods and services on Department property. All vending and other forms of commerce are not permitted. Specific definitions of vendors include ice cream trucks, food carts, crafters, bake sales etc. Any deviation from this policy must be pre-approved by the Parks & Recreation Director. Exceptions to this policy include Department managed concession stands and sponsored community events, such as the Summer Concert Series and Derryfest. In these instances, certificates of insurance are required. Athletic leagues and organizations reserving a facility for an event must attain permission for the sale of food and/or merchandise during the facility reservation process. Any approved commercial and/or food vendor must possess a valid State of New Hampshire Hawkers & Peddler's License, be licensed with the Town of Derry Bureau of Health, and procure a certificate of insurance naming the Town of Derry Parks & Recreation Department as an additionally insured.
- In addition, businesses, organizations and/or any other entities are not permitted to distribute, solicit donations, and/or post promotional materials, posters, informational brochures, coupons, etc. at Department facilities and/or in conjunction with any department program, activity or community event without prior approval from the Parks & Recreation Department.

Political Campaign Activities

- The Town of Derry Parks & Recreation Department does not authorize nor reserve the use of Department buildings, such as Veterans Hall, Alexander-Carr Lodge, etc. to host political campaigns, rallies, meetings, etc. The primary reason behind this policy is to avoid public perception of endorsing and/or assisting a particular candidate and/or campaign, as well as to avoid any citizen disruption to the delivery of services.
- Outdoor park facilities are allowed and are subject to both the Department's facility reservation policy and the Town's Public Gathering Ordinance.
- Representatives from political campaigns and/or candidates are not permitted to canvas, distribute materials, and/or conduct any other related business at any facility, unless the outdoor facility is reserved for a specific event, nor in conjunction with any Department or Internal program, activity, or special event.

Athletic Field Usage, Inclement Weather Policy & Field Closure Procedures

- The Town of Derry has numerous athletic fields that are made available for established athletic leagues and residents to utilize. The objective of this policy is to guide and regulate the use of all Department athletic fields, to prevent damage to the turf, playing surface, and player injuries. The Department has adopted an effective field maintenance program in order to keep the athletic fields safe and usable for all leagues and residents. All athletic leagues and organizations are required to adhere to the rules so that the Parks & Recreation Department can safeguard its facilities and protect participants and spectators at all times, especially during inclement weather.
- The Town of Derry Parks & Recreation Department reserves the right to cancel and/or suspend outdoor facility and athletic field reservations for games, practices, tournaments, and/or special events when field conditions could potentially result in turf damage and/or associated injuries to players.
- **Procedure:**
 - The Parks & Recreation Department shall have the authority to open fields for use during the spring season and/or close athletic fields whenever weather or field conditions dictate.
 - The Parks Division shall release athletic fields for overall use, practices and games at the beginning of each spring season. No athletic league, team, or organization will be permitted to use any field until directly notified by the Department.
 - Based upon the following conditions, athletic fields will be automatically closed if any of the following conditions exist:
 - The field is undergoing restoration and/or repairs.
 - There is standing water or snow on any portion of the field.
 - Heavy, severe rain or snow conditions occur.
 - There are dangerous conditions occurring, such as lightning and/or severe storm warnings are in effect.
 - Fields and all activity must be suspended if any individual hears thunder and/or lightning for a minimum of thirty (30) minutes from the last sound and/or visual. Once thirty minutes has passed without evidence of further thunder and/or lightning, the fields can be reopened and activity can resume. This is the national Federation of High School Sports policy and the Department endorses this regulation and any further modifications made hereafter.
 - The fields are saturated. Fields may be closed on a sunny day if substantial rainfall has preceded the day in question.
 - Large areas of soft turf and/or mud.
 - Other conditions that deem the field unsafe for utilization.

- Other conditions that a person, using a reasonable degree of care, would consider as dangerous or hazardous to participants.
 - Other criteria used to determine athletic field playability include the following factors:
 - **Baseball/Softball Fields with skinned infields:** If a Department employee and/or a League representative's foot sinks into the stone dust material at least ½ inch, the field(s) will be automatically deemed unplayable.
 - Should an infield sustain moisture and/or standing water, athletic leagues are not permitted to use any drying agents, sand, and/or stone dust in order to attempt to dry out the surface. This also includes dug out areas without concrete pads.
 - Leagues and/or volunteers are not permitted to broom or sweep standing water off skinned infields, base paths, and/or behind home plate. Often times, this does not substantially dry out the surface and can cause significant turf damage if water and infield mix material spills onto adjacent edged grass/turf areas.
 - **Turf Areas / Multipurpose Fields:** If there is excessive moisture, water, and exposed areas, particularly within the goal, centerline, and/or sidelines of the field(s), the fields will be deemed unplayable.
 - Should an infield sustain moisture and/or standing water, athletic leagues are not permitted to use any drying agents, sand, and/or stone dust in order to attempt to dry out the surface.
 - The Parks & Recreation Department will make every effort to address and make these determinations for field closures as timely as possible. On weekends and/or should inclement weather approach, should designated Department personnel not be available to make this decision, it is each organization/league's responsibility to act accordingly, exercising good judgment and comply with these field closure and mandated safety policies.
 - In the event that a scheduled game is cancelled, it is the League's responsibility to contact the Parks & Recreation Department to officially reschedule and request for linestripping services.
- The following additional field use guidelines have been adopted to ensure consistency and safeguard each athletic field for use:
 - **Maintenance:** The Parks & Recreation Department assumes the responsibility for all aspects of field and turf maintenance, including mowing, trimming, edging, dragging, and overall field setups. This is to be performed only by trained, designated Town personnel during established work hours. League representatives and/or volunteers are not permitted to coordinate or conduct any maintenance practices or techniques unless they are directly authorized by the Department. Volunteers are always well intentioned, but often times cause more damage to turf areas and/or skinned infields by using improper dragging techniques and/or adding material to the playing surface.
 - Leagues and/or volunteers are permitted to drag or sweep infields in between games and/or on weekends only to fill in holes in order to prevent player injuries. Infield mix/stonedust is not to be swept into the established grass turf areas, such as along base paths, outfield perimeter, etc.
 - **Linestripping Services:** Marking down lines, goal areas, and other aspects of field preparation for a game or event shall be approved in advance and/or mutually agreed upon by the League and Department. Athletic Leagues are not authorized to modify established field layouts independently and/or without Department authorization.
 - If a League does not opt for linestripping services, such as with the Adult Softball Leagues, they are responsible for dragging the infields independently after each scheduled game.

- **Practices:** The Parks & Recreation Department requests that individuals and/or leagues limit the use of high traffic areas, such as goal areas and sidelines, during practices regardless of weather conditions. It is recommended that routine practice drills be rotated and spread out over the playing surface. Repetitive drills and practices deteriorate turf conditions and make it difficult for the Parks Division to service, maintain, linestripe and safeguard participants from sustaining injuries.
- **Field Lighting:** If a league is authorized to utilize designated field lighting systems at any of the Town's facilities, the league and its representatives and/or authorized agents assume responsibility to deactivate all systems at the conclusion of any scheduled game or practice. If repeated infractions occur, the league will not be permitted to use the field lighting system and have their field permit revoked.
- **Sound Amplification / Announcing:** The Department will authorize leagues to use sound amplification at fields, as well as the press box at the Don Ball Game Field as long as sound/audio levels are monitored closely, maintained at reasonable, consistent levels, and, moreover, are respectful to abutters to respective park locations. Leagues who are approved to host games at the Don Ball Game Field will operate the press box and/or any other sound system within the following time schedule:
 - Monday – Thursday: 2:00 pm – 9:00 pm
 - Friday: 4:00 pm – 9:45 pm
 - Saturday: 8:00 am - 9:45 pm
 - Sunday: 10:00 am – 8:00 pm
 - Any deviation from the above time schedule must be approved by the Parks & Recreation Director.
- Soft toss of baseballs and softballs against any chain link fencing and/or backstop is not permitted.
- Construction, site improvements, renovations, modification, and/or any physical changes to any field/park are not permitted unless permission is granted from the Parks & Recreation Department.
- Any organization and/or athletic league shall attain prior approval from the Parks & Recreation Department before signs, banners, and pennants are erected, and that they do not deface public property.
- Unauthorized motorized vehicles are not permitted at any time on any athletic field. Vehicles, automobiles, motorized equipment must be legally parked in properly designated areas.
- Site amenities, such as bleachers or player benches, will not be moved and/or relocated by any organization/league without the consent of the Parks & Recreation Department.
- Any damage(s) done to an athletic field through use following a Department closure and/or by non-compliance to the above standards and/or procedures may result in the field/facility being closed. If repeated infractions should occur, scheduling privileges and permits may be revoked. If damages are significant, the Town of Derry Parks & Recreation Department reserves the right to hold the league and/or party responsible for all repair damages.

Site Specific Facility Policies & Procedures

Alexander-Carr Winter Sledding

These rules have been adopted and devised for the overall safety of all patrons using the Alexander-Carr Playground for winter sledding & snowboarding. These rules must be followed in order to ensure the safety and enjoyment of all citizens at this park facility.

- Anyone utilizing the park for winter activities, such as sledding and snowboarding, performs so at their own risk and in accordance to the State of New Hampshire Recreational Use Statute, RSA 508:14:
 - An owner, occupant, or lessee of land, including the state or any political subdivision, who without charge permits any person to use land for recreational purposes or as a spectator of recreational activity shall not be liable for personal injury or property damage in the absence of intentionally caused injury or damage.
- Sledding and snowboarding are only permitted within the Alexander-Carr hill.
- Downhill skiing is not permitted.
- When an employee sounds a whistle or horn, all activity must stop.
- Snowmobiles and/or other motorized equipment are not permitted.
- Moving and/or relocating hay bales are not allowed.
- For safety purposes, building/constructing jumps is not allowed.
- All sliders using the hill must walk up the hill in between the bales of hay.
- Upon completing a run/slide down the hill, all sledders/snowboarders are expected to exit to the sides and walkways designated by hay bales as soon as possible.
- Plastic sleds and inflatable snow tubes are acceptable and permitted for use. Sleds with metal blades, sleds constructed of any metal material(s) and toboggans are not allowed for use at any time.
- Sledders must be in a sitting position, positioning / extending feet forward, at all times. Sliding on any style sled headfirst is not permitted.
- Patrons must advance down the hill one sled at a time; holding onto other sleds and individuals, forming chains of multiple sleds going down the hill at the same time, is not allowed.
- Snowboarders must be aware of sledders at all times. In the event of large crowds, snowboarders may be restricted to a designated area for safety reasons.
- Children under the age of thirteen must be accompanied by an adult at all times.
- Please respect the property of others.
- Please be alert and conscious of other patrons on the hill.
- Please be courteous and respectful of other patrons.
- Please respect the authority of the Alexander-Carr personnel and/or Town employees who operate and maintain the facility and enforce the rules & regulations.
- The Town of Derry Parks & Recreation Department is not responsible for lost, damaged or stolen property.
- Dogs are not permitted on the sledding hill or within the playground area at any time.
- Smoking is not permitted within twenty five (25) feet from the designated playground area and not permitted on the porch.
- Town of Derry Parks & Recreation Department reserves the right to suspend any activity and or eject/remove any patrons from the facility if engaging in disruptive, destructive, unruly, dangerous and/or illegal behavior/acts/conduct. The Parks & Recreation Department also reserves the right to enforce the above listed rules and regulations and maintains the authority to ask individuals who challenges or disregards the authority of Department personnel and/or in any way repeatedly violates any of the rules and regulations to leave/vacate the premises.

Dog Park

These rules have been adopted and devised for the overall safety of all patrons and canines using the Derry Dog Park. These rules must be followed in order to ensure the safety and enjoyment of all citizens at this park facility.

- Users of this facility do so at their own risk. The Town will not be held liable for any injury or damage caused by any dog on Town property.
- Handlers must watch their dogs at all times.
- Handlers are responsible for any injuries caused by their dogs.
- Children 9 years or under are not allowed in the off-leash area.
- Children 10 to 16 must be accompanied & supervised by an adult.
- All handlers must be over 16.
- All dogs must wear current license and vaccination tags.
- Dogs must be leashed when exiting or entering the off-leash area.
- Handlers must “Scoop the Poop” and properly remove and dispose.
- No female dogs in season {heat}.
- No more than 2 dogs to 1 handler at any time.
- No glass containers are permitted inside the park.
- No food allowed in the park.
- No animals other than dogs are permitted.
- Please take turns and be considerate when using the facility.
- Apparatus in the park is for dogs only – patrons are not to climb or play on them.
- Handlers are responsible for filling in holes that their dog(s) dig.
- Please dispose of all litter properly.
- If your dog bites / impacts a human, then he/she is immediately and permanently expelled from the park.
- Patrons are not permitted to climb and/or sit on the agility and/or equipment in the park.
- Chemicals, such as bleach, pesticides, etc. are not to be sprayed at any time in the park
- The established small dog area is designed and/or limited to dogs that weigh twenty (20) pounds or less.
- Assistance from volunteers to perform routine maintenance, cleaning, and trash/waste removal is highly encouraged. Patrons are not allowed to independently complete any site and/or park improvement to the park and/or adjacent grounds without attaining permission from the Parks & Recreation Department.
- The Department is not responsible for any personal items left in the park, such as toys, water bowls, scoopers, pools, chairs, etc. Any such items left within the park will be removed and disposed of accordingly if deemed appropriate by the Parks & Recreation Department.
- The Parks & Recreation Department reserves the right to close the park to complete routine maintenance, improvements and/or in the event that a safety concern needs to be addressed.
- Town of Derry Parks & Recreation Department and/or Animal Control Officer reserve the right to suspend any activity and or eject/remove any patrons from the facility if engaging in disruptive, destructive, unruly, dangerous and/or illegal behavior/acts/conduct. The Parks & Recreation Department also reserves the right to enforce the above listed rules and regulations and maintains the authority to ask individuals who challenges or disregards the authority of Department personnel and/or in any way repeatedly violates any of the rules and regulations to leave/vacate the premises.

Gallien's Town Beach

The following rules have been adopted for the overall safety and regulation of this seasonal waterfront facility.

- **Residency / Entrance Requirements:**

- Gallien's Town Beach is considered restricted and during summer operations open to Derry residents only, with corresponding fees in accordance with the pre-established fee schedule.
- A resident shall be defined as having a legal, mailing address and/or own a parcel of property within the Town of Derry.
- Proof of residency is required upon purchasing a family season pass and/or upon entering the facility for the day. Such documentation includes a valid driver's license, a tax bill, vehicle registration and/or current utility bill that clearly states a legally recognized address within the Town of Derry. Any combination of these documents will prove residency as long as it is accompanied by a photo ID.
- Family passes will be issued only to immediate members of the family who legally reside within the same household. Every adult residing within the household that is over the age of fifteen must show proof of residency in order for passes to be issued. Children between the ages of four and thirteen will be issued their own pass. Children under the age of three years will be listed on the appropriate parent and/or guardian's individual pass. Once passes are approved and subsequently issued, they must be shown each time any member of the family enters the facility.
- A family containing six or more members must purchase passes at the Parks & Recreation Office.
- Senior citizen passes will be issued to any resident over the age of fifty years. As outlined above, these passes will only be issued once residency criteria have been met.
- Guests are allowed to accompany Derry residents to the facility. Each Derry resident may bring two guests into the park daily and are subject to the established guest fee rate regardless of age.
- In the event that a resident is disabled and medically requires a personal aid and/or caretaker, the associated care provider for that individual will not be charged any associated entrance fee.
- Due to other seasonal waterfront facilities and opportunities, fees for family season passes and/or daily walk-in fees will not be waived for any hardship/financial cases. Scholarships will also not be awarded for the purchase of any season pass and/or walk-in fee utilizing funds from PLAY Fund.

- **Park / Waterfront Policies:**

- All patrons must remain inside the designated swim area
- Parents, guardians, and/or recognized caretakers must actively supervise and monitor children at all times.
- Youth water arm swimmies, water rings, or tubes are not permitted at any of the Town of Derry's waterfront facilities.
- All lifejackets or personal floatation devices worn by patrons must be endorsed by the US Coast Guard*. The Department has additional PFD's that can be loaned out to any patron who is in need of a US Coast Guard recognized lifejacket.
- Water tubes, floats and/or boogie boards are only permitted on Tuesdays and Thursdays.
- Children under the age of thirteen must be accompanied by an adult (at least 18 years of age) at all times.

- Appropriate swimwear is required. For safety purposes, patrons cannot swim in street clothes, which include, but not limited to in jeans, pants, cargo shorts, sweatshirts, etc.
- Diving or performing any sort of flip is not permitted at any time. Jumping off the docks or raft must be feet first.
- Running is not permitted on the docks or raft at any time.
- Feeding water fowl is prohibited.
- Smoking is not allowed on beach/waterfront areas. Smoking is only permitted in the designated area within the park.
- Grills are not permitted.
- Dogs / animals are not permitted inside the park
- Swim diapers are required for all children under 3 years of age
- Site amenities, such as picnic tables, benches and tent areas cannot be reserved. Private functions, such as birthday parties, are not permissible due to size and space restrictions within the park.
- Private and/or non-profit organizations, including day cares and/or other church, civic, or social groups, are not allowed access due to park limitations.
- The Department offers kayak and boating rentals to the public during hours of operation. Interested patrons must register and pay the established fee. For safety purposes, all children renting and/or utilizing a boat must pass a swim test with a staff certified lifeguard prior to use. All patrons must wear a US Coast Guard Lifejacket and must remain within the confines of the designated boating area while operating the watercraft.
- Patrons are allowed to bring and launch non-motorized boats, such as canoes and kayaks, from the designated launch area. Patrons must abide by the residency policy and pay the associated fees in order to use this and any facet of the park. In doing so, patrons will be required to wear a US Coast Guard Lifejacket and must remain within the confines of the designated boating area while operating their personal watercraft.
- Fishing is permitted in the designated area within the park.
- In the event of inclement weather and/or a thunder storm, all patrons must exit the water immediately and take appropriate shelter. In the event that inclement weather persists, the Department reserves the right to close the facility for the safety and protection of all patrons and staff. In the event that the facility closes for the day prior to 3:00 pm, rain tickets will be issued to all daily walk-in patrons present. These tickets can be used and/or redeemed at any time prior to the official closing of the season. Consequently, the facility may have a delayed opening in the event that inclement weather is occurring upon scheduled opening time. The Parks & Recreation Office will make a determination if the facility will remain closed for an entire day due to inclement weather by 1:00 pm.
- The Parks & Recreation Department operates the beach/waterfront in compliance with all NH Department of Environmental Services administrative rules and subsequent policies. Department staff will routinely collect water samples and have them tested throughout the summer season. In the event that there are elevated and/or inconclusive levels of e-coli and/or evidence of any other bacterial matter as specified by NHDES, the area will be placed under advisory, posted, and is subject to public closure if deemed necessary.
- Town of Derry Parks & Recreation Department reserves the right to suspend any activity and or eject/remove any patrons from the facility if engaging in disruptive, destructive, unruly, dangerous and/or illegal behavior/acts/conduct. The Parks & Recreation Department reserves the right to enforce the above listed rules and regulations and maintains the authority to ask individuals who challenge or disregards the authority of Department personnel and/or in any way repeatedly violates any of the rules and regulations to leave/vacate the premises.

Hood Park

The following rules have been adopted for the overall safety and regulation of the park and seasonal waterfront facility.

- Hood Park is considered an open park that does not have any residency restrictions placed upon it.
- Smoking is not permitted within twenty five (25) feet from the designated playground area and equipment. Smoking is not allowed on the porch and/or on any part of the beach area.
- The basketball courts and street hockey rink area cannot be exclusively reserved for private functions and/or rentals. The Parks & Recreation Department reserves the right to schedule internal and/or Department sponsored programming and events on these amenities.
- The park may be available for community organization rentals during non-programming hours and subject to the facility request application process.
- **Park / Waterfront Policies:**
 - During the summer season, designated open swim times are posted. It is important to note that during swim lessons, the public cannot access the waterfront for open swim.
 - All patrons must remain inside the designated swim area
 - Parents, guardians, and/or recognized caretakers must actively supervise and monitor children at all times.
 - Youth water arm swimmies, water rings, or tubes are not permitted at any of the Town of Derry's waterfront facilities.
 - All lifejackets or personal flotation devices worn by patrons must be endorsed by the US Coast Guard*. The Department has additional PFD's that can be loaned out to any patron who is in need of a US Coast Guard recognized lifejacket.
 - Water tubes, floats and/or boogie boards are only permitted on Tuesdays and Thursdays.
 - Children under the age of thirteen must be accompanied by an adult (at least 18 years of age) at all times.
 - Appropriate swimwear is required. For safety purposes, patrons cannot swim in street clothes, which include, but is not limited to, jeans, pants, cargo shorts, sweatshirts, etc.
 - Diving or performing any sort of flip is not permitted at any time. Jumping off the docks or raft must be feet first.
 - Running is not permitted on the docks or raft at any time.
 - Feeding water fowl is prohibited.
 - Smoking is not allowed on beach/waterfront areas. Smoking is only permitted in the designated area within the park.
 - Grills are not permitted.
 - Dogs / animals are not permitted within the confines of the beach and playground areas
 - No glass containers or breakable objects are allowed
 - Swim diapers are required for all children under 3 years of age
 - Fishing is not allowed in the swim area, but allowed in the designated area only.
 - Site amenities, such as picnic tables, benches and porch areas cannot be reserved during summer hours of operation.
 - The Department allows patrons to make use of the kayaks onsite during the posted open swim hours only. Interested patrons must register and kayaks are made available on a first come first serve basis. For safety purposes, all children renting and/or utilizing a boat must pass a swim test with a staff certified lifeguard prior to

use. All patrons must wear a US Coast Guard Lifejacket and must remain within the confines of the designated boating area while operating the watercraft.

- In the event of inclement weather and/or a thunder storm, all patrons must exit the water immediately and take appropriate shelter. In the event that inclement weather persists, the Department reserves the right to close the facility for the safety and protection of all patrons and staff.
- The Parks & Recreation Department operates the beach/waterfront in compliance with all NH Department of Environmental Services administrative rules and subsequent policies. Department staff will routinely collect water samples and have them tested throughout the summer season. In the event that there are elevated and/or inconclusive levels of e-coli and/or evidence of any other bacterial matter as specified by NHDES, the area will be placed under advisory, posted, and is subject to public closure if deemed necessary.
- The waterfront may be closed to the public in order to perform routine maintenance and/or to install and remove the seasonal docks.
- Town of Derry Parks & Recreation Department reserves the right to suspend any activity and or eject/remove any patrons from the facility if engaging in disruptive, destructive, unruly, dangerous and/or illegal behavior/acts/conduct. The Parks & Recreation Department reserves the right to enforce the above listed rules and regulations and maintains the authority to ask individuals who challenge or disregards the authority of Department personnel and/or in any way repeatedly violates any of the rules and regulations to leave/vacate the premises.