

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 603-512-1976

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

(For Parades, Road Races and Walkathons Only - Please complete page 3 of this application)

2023 JUL 28 A 10:06

NAME OF EVENT: Newburyport Half Marathon

Date: Sun. Oct. 29, 2023 Time: from 9:15AM to 12:45PM

Rain Date: N/A Time: from _____ to _____

2. Location: Cashman Park (various streets and Clipper Rail Trail)

3. Description of Property: 13.1 mi road race on various streets & Clipper Railtrail Public Private _____

4. Name of Organizer: Millennium Running City Sponsored Event: Yes _____ No _____

Contact Person Eli Bailin / John Mortimer

Address: 138 Bedford Center Rd., Bedford, NH 03110 Telephone: 603-512-1976

E-Mail: jmortimer@millenniumrunning.com Cell Phone: John 603-512-1976 / Eli 978-270-2026

Day of Event Contact & Phone: John 603-512-1976 / Eli 978-270-2026

5. Number of Attendees Expected: 2,000

6. MA Tax Number: 35-2410359

7. Is the Event Being Advertised? Yes _____ Where? event website, email database, social media

8. What Age Group is the Event Targeted to? 16-99

9. Have You Notified Neighborhood Groups or Abutters? Yes No _____, Who? To be notified

ACTIVITIES: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments

A. Vending: Food Beverages Alcohol Goods _____ Total # of Vendors 4-5

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music DJ Radio/CD _____

Performers _____ Dancing _____ Amplified Sound Stage

C. Games /Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle _____

Other _____ Total # _____

Name of Carnival Operator: _____

Address: _____

Telephone: _____

D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).

Will you be conducting the clean-up for this event? Yes No _____

If yes:

- a) How many trash receptacles will you be providing? 5 totes + 10 yard dumpster
- b) How many recycling receptacles will you be providing? 5 totes + 10 yard dumpster
- c) Will you be contracting for disposal of : **Trash** Yes X No **Recycling** Yes X No
 - i. If yes, size of dumpster(s): **Trash** 10 yd dumpster **Recycling** 10 yd dumpster
 - ii. Name of disposal company: **Trash** TBD **Recycling** TBD
 - iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes No
 - iv. If no, where will the trash & recycling be disposed ?

If no:

- a) # of trash container(s) to be provided by DPS
- b) # of recycling container(s) to be provided by Recycling Office
- c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

All fees must be paid prior to the event. Check or money order is payable to the City of Newburyport.

E. Portable Toilets: (Each cluster of portable toilets must include at least one ADA accessible toilet)

1 per 75 ppl Standard # 1 ADA accessible

Name of company providing the portable toilets: United Site Solutions

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE X

WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon:
Millennium Running (John Mortimer, Eli Bailin)

2. Name, Address & Daytime Phone Number of Organizer:
John Mortimer (138 Bedford Center Rd., Bedford, NH 03110 - 603-512-1976)
Eli Bailin - 978 270 2026

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up
John Mortimer (138 Bedford Center Rd., Bedford, NH 03110 - 603-512-1976)

4. Date of Event: Sun. Oct. 29, 2023 Expected Number of Participants: 2,000

5. Start Time: 9:15AM Expected End Time: 12:45PM

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**):
Cashman Park, Sally Snyder Way, Merrimac St, Spofford St, Ferry Rd, Pine Hill Rd, Curzon Mill Rd, Hoyts Ln,
Storey Ave, Dennett Dr, Turkey Hill Rd, Hale St., Malcolm Hoyt Dr. Mulliken Way, Parker St, Clipper Rail Trail,
Interactive Map: <https://www.mapmyrun.com/routes/view/5272696006>

7. Locations of Water Stops (if any): 1) 504 Merrimac Street, 2) Maudslay Park, 3) 2 Plumber Spring Rd, 4) Opportunity Way, 5) Clipper Rail Trail

8. Will Detours for Motor Vehicles Be Required? Yes If so, where? Per police detail plans

9. Formation Location & Time for Participants: N/A

10. Dismissal Location & Time for Participants: N/A

11. Additional Parade Information:
- Number of Floats: N/A
 - Locations of Viewing Stations: N/A
 - Are Weapons Being Carried: Yes _____ No _____
 - Are Marshalls Being Assigned to Keep Parade Moving: Yes _____ No _____

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY.

CITY MARSHAL		4 Green St.	FIRE CHIEF		0 Greenleaf St.
DEPUTY DIRECTOR		16A Perry Way	CITY CLERK		60 Pleasant St.

DEPARTMENT APPROVAL (for Committee Member use only):

It will be necessary for you to obtain permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event, and others may require advance payment.

<i>Approval Required</i>	Date: _____	Signature _____
___	1. Special Events: _____	
___	2. Police: _____	
	Is Police Detail Required: _____	# of Details Assigned: _____
___	3. Traffic, Parking & Transportation: _____	
___	4. ISD/Health: _____	
___	5. Recycling: _____	
___	6. ISD/Building: _____	
___	7. Electrical: _____	
___	8. Fire: _____	
	Is Fire Detail Required: _____	# of Details Assigned: _____
___	9. Public Works: <i>Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply</i>	
	<input type="checkbox"/> Yes: \$ _____ due on _____	<input type="checkbox"/> No Fee for Special Events applies
	Other requirements/instructions per DPS _____	
___	10. Recreation Department: _____	
___	11. License Commission _____	

The Departments listed above have their own application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual Departments.

Limitations

- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place the application on the regular City Council agenda. Upon following the procedures of the Council, as deemed appropriated in the sole judgment of the Council, the application will be considered approved if the Council votes favorably by majority. The event will name one person responsible on the application and shall provide contact information to include name, address and telephone number.
- (b) *"Exemptions"* Each event organizer or organization shall comply with this ordinance and no exemptions will be permitted.
- (c) *"Course map"*, All applications shall be accompanied by a course map showing the event route, water stops, refreshment stops, and so-called "porta-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by Police, Fire, Department of Public Services, Parks Commission and Harbormasters Departments prior to submission to the City Clerk.
- (d) *"Electronic Amplifier"* Electronic amplifiers, loudspeakers and bullhorn use shall be requested at time of application. Under no circumstances will they be used for public address announcements or music before 8:00 A.M. except for Sundays when electronic amplifiers, loud speakers or bullhorns will be used for public address announcements or music before 9:00 AM. This shall be deemed a requirement for all permitted events regardless of type or location.

- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents ten (10) days in advance that neighborhood roads will be closed if no alternate route is available to those residents.
- (f) *"Insurance"* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an insured. The policy shall be no less than two million dollars (\$2,000,000.00).
- (g) *"Event termination"* If in the judgment of the City Marshal, Fire Chief or Department of Public Services (DPS) Director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the Harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.
- (h) *"Event and traffic Security"* The City Marshal, Fire Chief, DPS Director or in the case of a triathlon, the Harbormaster can require special duty personnel to oversee the safety and security of the event. All special duty assignments will be paid by the event organizers.
- (i) *"Clean-up"* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

13-101 Enforcement

- (a) *"Regulations"* Consistent with this ordinance, the city shall promulgate regulations to enforce and otherwise implement the provisions of this ordinance upon passage by the City Council. Any event previously approved by City Council shall be deemed permitted.
- (b) *"Warning"* In the circumstance that this ordinance is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the City Clerk and City Council and may be used as a factor in future application approvals and denials.
- (c) *"Noncriminal Disposition"* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in Subsection 1-17 of Chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in 13-101(d)
- (d) *"Violation"* The non-criminal violation shall be \$100.00 for the first offense and \$250.00 for second and subsequent offenses. Any non-criminal citations issued for violation(s) will be reported to the City Clerk and City Council and shall be used as a factor in future application approvals and denials.

I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.

Signed: _____ **Date:** 3/7/23

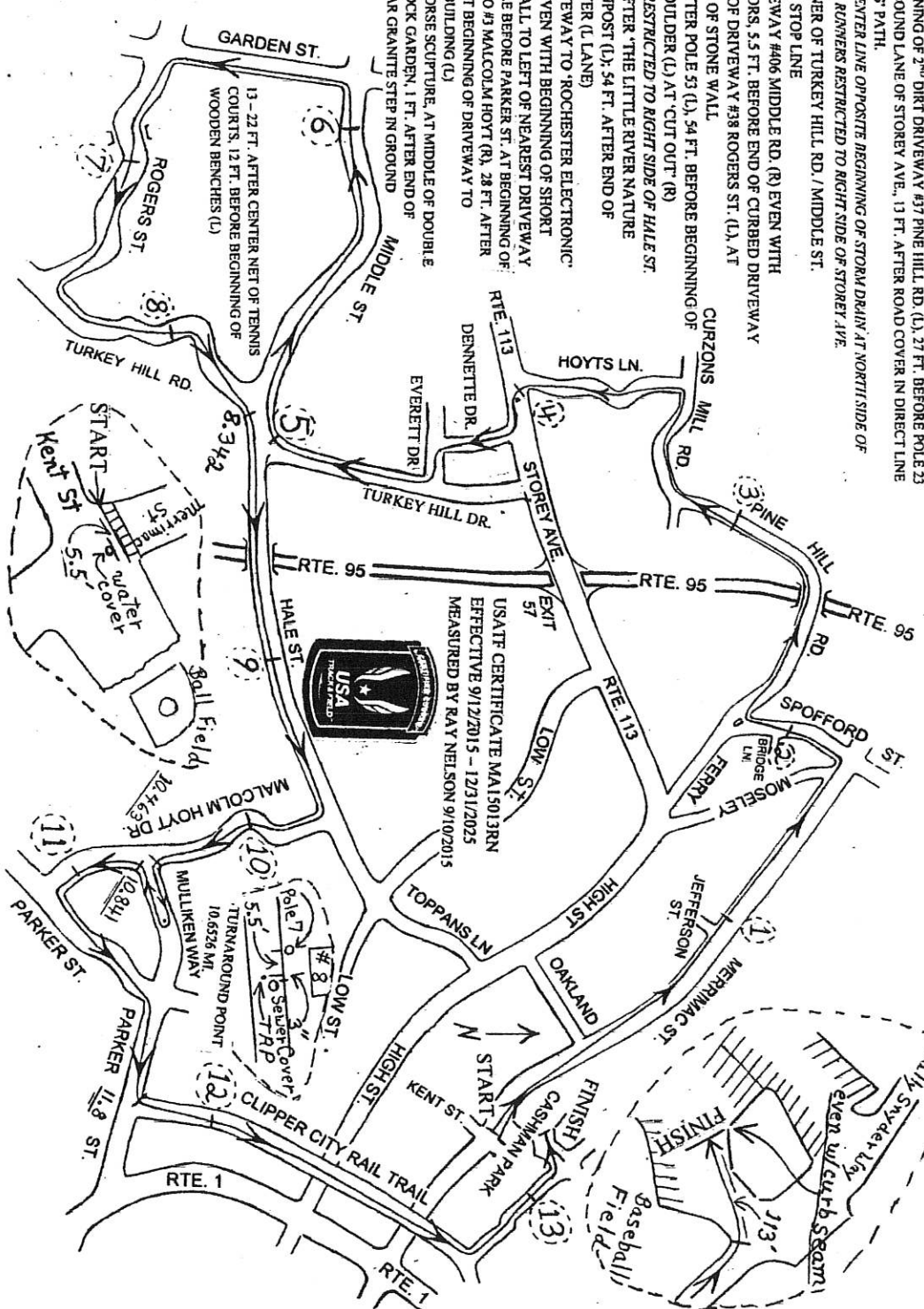
Newburyport Half Marathon
October 29, 2023

Mileage	Instruction	First Runner	Last Runner
0	Start - On in Cashman Park, Right on Merrimac Street	9:15 AM	9:18 AM
1.8	LEFT onto Spofford Street	9:35 AM	10:11 AM
2.13	RIGHT onto Ferry Road	9:39 AM	10:21 AM
2.45	CONTINUE onto Pine Hill Rd.	9:43 AM	10:30 AM
3.14	CONTINUE onto Curzon Mill Rd.	9:50 AM	10:51 AM
3.43	LEFT onto Hoyts Lane	9:54 AM	11:00 AM
3.99	LEFT onto Storey Avenue	10:00 AM	11:16 AM
4.1	RIGHT onto Dennett Drive	10:01 AM	11:20 AM
4.29	LEFT onto Everett Drive	10:04 AM	11:25 AM
4.33	RIGHT onto Turkey Hill Road	10:04 AM	11:26 AM
5	RIGHT onto Middle Street	10:12 AM	11:46 AM
6.1	LEFT onto Garden Street	10:24 AM	12:19 PM
6.65	LEFT onto Rogers Street	10:31 AM	12:35 PM
7.58	LEFT onto Turkey Hill Road	10:41 AM	1:03 PM
8.35	CONTINUE onto Hale Street	10:50 AM	1:26 PM
9.81	RIGHT onto Malcolm Hoyt Drive	11:07 AM	2:10 PM
10.5	LEFT onto Mulliken Way	11:15 AM	2:30 PM
10.6	U-TURN on Mulliken Way	11:16 AM	2:33 PM
10.8	LEFT onto Malcolm Hoyt Drive	11:18 AM	2:39 PM
11	LEFT onto Parker Street	11:20 AM	2:45 PM
11.5	RIGHT to stay on Parker Street	11:26 AM	3:00 PM
11.8	LEFT onto Clipper City Rail Trail	11:30 AM	3:09 PM
13.1	Half Marathon Finish	11:45 AM	3:48 PM

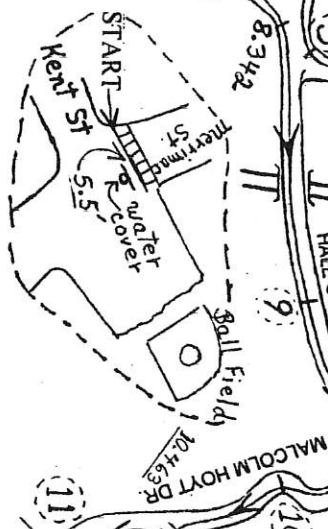
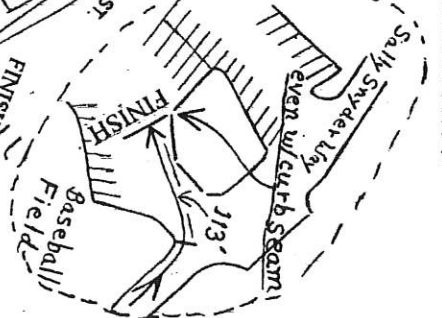
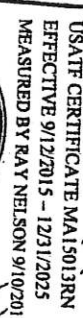
GREEN STRIDE NEWBURYPORT HALF MARATHON

NEWBURYPORT, MASSACHUSETTS

- 1 - ON MERRIMAC ST. @ 30 YD. AFTER JEFFERSON ST. AT BEGINNING OF DRIVEWAY #420 (R). 16 FT. AFTER POLE 9 (R)
- 2 - 3 FT. AFTER END OF DRIVEWAY #52 SPOFFORD ST. (R) - EVEN WITH GRANITE LAMPPOST IN YARD. 33 FT. BEFORE BEGINNING OF BRIDGE LN. (L)
- 3 - AT BEGINNING OF 2ND DIRT DRIVEWAY 437 PINE HILL RD. (L). 27 FT. BEFORE POLE 23
- 4 - IN WESTBOUND LANE OF STOREY AVE. 13 FT. AFTER ROAD COVER IN DIRECT LINE OF RUNNERS' PATH.
- *COME ON CENTER LINE OPPOSITE BEGINNING OF STORM DRAIN AT NORTH SIDE OF STOREY AVE. RUNNERS RESTRICTED TO RIGHT SIDE OF STOREY AVE.
- 5 - AT CORNER OF TURKEY HILL RD. / MIDDLE ST.
- 6 FT. AFTER STOP LINE
- 6 - IN DRIVEWAY #406 MIDDLE RD. (R) EVEN WITH END OF DOORS. 5.5 FT. BEFORE END OF CURBED DRIVEWAY
- 7 - AT END OF DRIVEWAY #38 ROGERS ST. (L). AT BEGINNING OF STONE WALL
- 8 - 69 FT. AFTER POLE 53 (L). 54 FT. BEFORE BEGINNING OF BIGGEST BOULDER (L) AT 'CUT OUT' (R)
- *RUNNERS RESTRICTED TO RIGHT SIDE OF HALES ST.
- 9 - 86 YD. AFTER THE LITTLE RIVER NATURE TRAIL SIGNPOST (L). 54 FT. AFTER END OF SEWER COVER (L LANE)
- 10 - IN DRIVEWAY TO ROCHESTER ELECTRONIC BLDG. (L). EVEN WITH BEGINNING OF SHORT CEMENT WALL TO LEFT OF NEAREST DRIVEWAY
- 11 - @ 0.1 MILE BEFORE PARKER ST. AT BEGINNING OF DRIVEWAY TO #3 MALCOLM HOYT (R). 28 FT. AFTER POLE 4 (R). AT BEGINNING OF DRIVEWAY TO BLUEGRAY BUILDING (L)
- 12 - AFTER HORSE SCULPTURE. AT MIDDLE OF DOUBLE CIRCULAR ROCK GARDEN. 1 FT. AFTER END OF RECTANGULAR GRANITE STEP IN GROUND
- 13 - 22 FT. AFTER CENTER NET OF TENNIS COURTS. 12 FT. BEFORE BEGINNING OF WOODEN BENCHES (L)



USA TRACK & FIELD
 USA STATE CERTIFICATE MA15013RN
 EFFECTIVE 9/12/2015 - 12/31/2025
 MEASURED BY RAY NELSON 9/10/2015





Road Running Technical Council
USA Track & Field
Measurement Certificate



Name of the course Green Stride Newburyport Half Marathon Distance 21.0975 km
 Location (state) Massachusetts (city) Newburyport
 Type of course: road race calibration track Configuration: one loop
 Type of surface: paved 100 % dirt _____ % gravel _____ % grass _____ % track _____ %
 Elevation (meters above sea level) Start 4 Finish 1 Highest 31 Lowest 1
 Straight line distance between start & finish 142 meters Drop 0.07 m/km Separation 0.34 %
 Measured by (name, address, phone & e-mail) Ray Nelson, 23B Aborn St., Cranston, RI 02905
401-270-2835 raynelson223@cox.net
 Race contact (name, address, phone & e-mail) Eli Bailin, 55 Prospect St., Amesbury, MA 01913
978-270-2026 elibailin@hotmail.com
 Measuring Methods: bicycle steel tape electronic distance meter
 Number of measurements of entire course: 2 Date(s) when course measured: September 10, 2015
 Race date: October 25, 2015 Course certification effective date: September 12, 2015
 Certification code: MA15013RN

Notice to Race Director: Use this Certification Code in *all* public announcements relating to your race.

Be It Officially Noted That

Based on examination of data provided by the above named measurer, the course described above and in the map attached is hereby certified as reasonably accurate in measurement according to the standards adopted by the Road Running Technical Council. If *any* changes are made to the course, this certification becomes void, and the course must then be recertified.

Verification of Course — In the event a National Open Record is set on this course, or at the discretion of USA Track & Field, a verification remeasurement may be required to be performed by a member of the Road Running Technical Council. If such a remeasurement shows the course to be short, then all pending records will be rejected and the course certification will be cancelled.

This certification expires on December 31 in the year **2025**

AS NATIONALLY CERTIFIED BY:

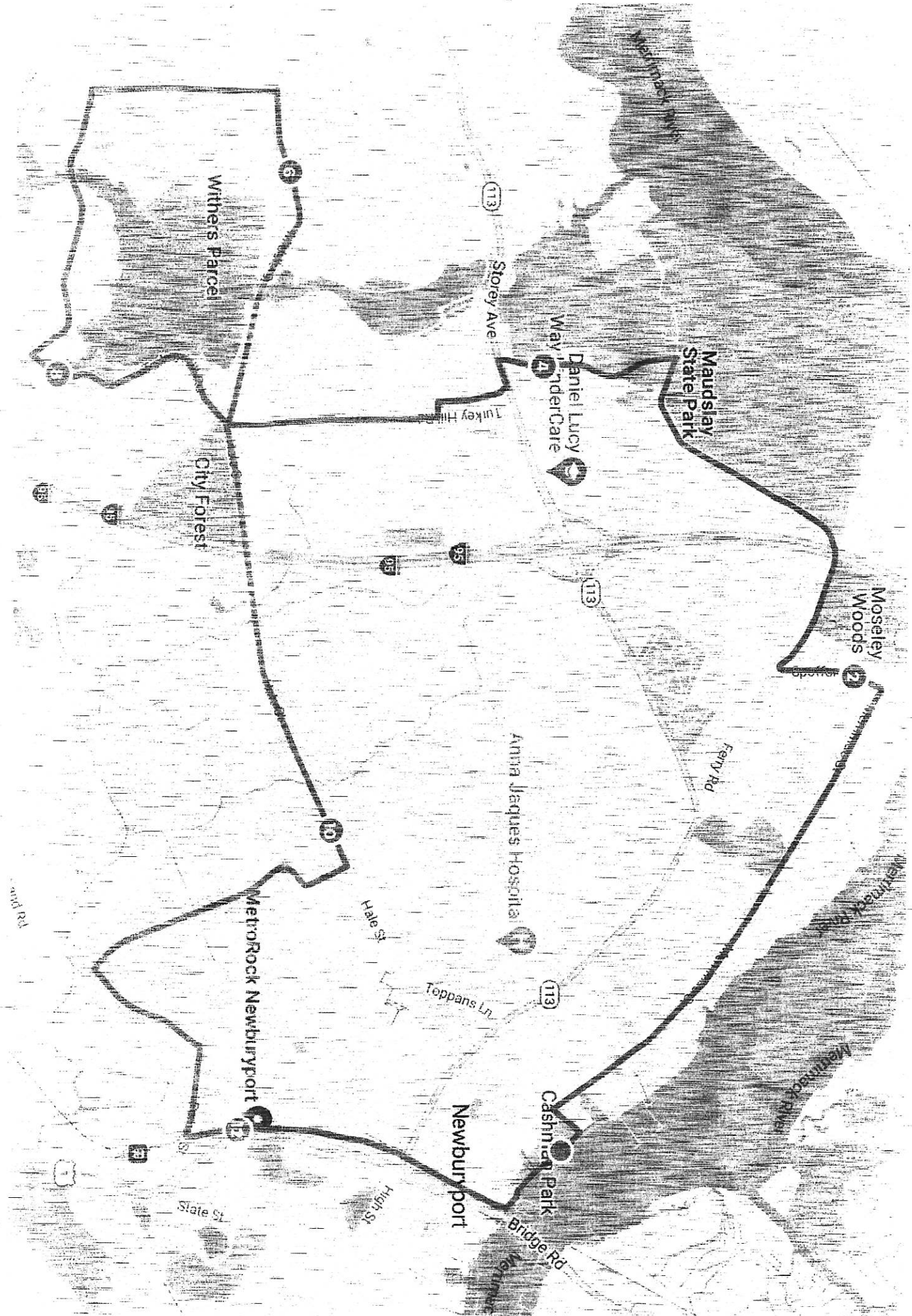
Ray Nelson

Date: Sept. 12, 2015

Ray Nelson – USATF/RRCA Certifier
 23B Aborn St., Cranston, RI 02905 • Phone: 401-270-2835 • Email: raynelson223@cox.net

ABPT Mt H Washin

October 29, 2023





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/06/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Group 12730 Coldwater Rd Ste 103 Fort Wayne IN 46845	CONTACT NAME: Liz Painter PHONE (A/C, No, Ext): (260) 240-4792 E-MAIL ADDRESS: lpainter@insmgt.com	FAX (A/C, No): (260) 240-4792
	INSURER(S) AFFORDING COVERAGE	
INSURED Road Runners Club of America/2023 and Its Member Clubs 1501 Langston Boulevard, Suite 140 Arlington VA 22209	INSURER A: National Casualty Company NAIC #: 11991	
	INSURER B: Nationwide Life Insurance Company NAIC #: 66869	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES **CERTIFICATE NUMBER:** 2023 \$1M A.I. **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Legal Liability to <input type="checkbox"/> Participant \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: For Event Basis			KRO0000009332900	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse and Molestation \$ 500,000
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			KRO0000009332900	12/31/2022	12/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Excess Medical & Accident (\$250 Deductible/Claim)			BAX0000031991400	12/31/2022	12/31/2023	Excess Medical \$10,000 AD & Specific Loss \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Newburyport is an additional insured. DATE OF EVENT(S): 10/29/23 Newburyport Half Marathon INSURED RRCA CLUB/EVENT MEMBER: Millennium Running ATTN: Cullen Madden, 138 Bedford Center Road, Bedford NH 03110 Processed by RMV

Effective 07/19/23 this voids and replaces any previously issued certificates.

CERTIFICATE HOLDER

CANCELLATION

10/29/23 City of Newburyport, MA
 60 Pleasant Street

 Newburyport MA 01950

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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