

# TOWN OF DERRY, NEW HAMPSHIRE PARKS & RECREATION DEPARTMENT

## POLICY: PARK- FACILITY-COURTS- ATHLETIC FIELD USE

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## 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.

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, courts, 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 outlines acceptable field usage standards, guidelines, and closure procedures and details site specific park regulations and corresponding programming rules.

## Department Facilities

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, athletic courts, and buildings. The Parks & Recreation Department schedules, reserves, 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 are available for reservations:

*Alexander-Carr Lodge*

*Alexander-Carr Pavilion*

*Barka Field (Rectangular) \*Various designated game fields rented by Derry Sports Organizations*

*Bastek Field (Baseball)*

*Buckley (Softball)*

*Buckley (Baseball)*

*Buckley (Rectangular)*

*Don Ball Practice Field  
(Rectangular)*

The following 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 events such as 5K road races will

be considered and authorized only if the event/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 outside department organized events.
- The Parks & Recreation Department does not reserve the Derry Village Rotary pavilion at Don Ball Park for private functions and/or events outside department organized events.
- Playground equipment and/or structures cannot be exclusively reserved.
- The outdoor basketball courts, tennis courts, pickleball courts, and street hockey rink will be considered and authorized only if the event/program is approved by the Parks & Recreation and does not hinder the general public's access of use.
- Indoor facilities and outdoor park areas cannot be exclusively reserved for league or private athletic events, functions, and/or programs when it conflicts with Department programming and/or times when it is open to the 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

- Potential availability will be discussed only once the department receives the Facility Request Application which must be accompanied by a Certificate of Insurance and an hourly schedule (hourly fees as well as additional usage fees will apply).
- The Parks & Recreation Office will review and consider requests once the required documents are received. The department will notify the group designee regarding the status of their application within ten business days upon official receipt.
- Communication will only be with the group designee or with the elected President or Chair of the league/organization and/or their appointed designee. The department will not make reservations with individual coaches, volunteers, and/or other representatives from within any given league.
- Based upon the nature and/or circumstances of the event, a public gathering permit and/or hired personnel including but not limited to Parks & Recreation staff, may be required. The Parks & Recreation Department reserves the right to make this determination and will notify applicants during the reservation process if additional permits or fees apply.

### Insurance requirements

A certificate of liability insurance is required prior to the approval of a facility request application 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. The Town of Derry also needs be named as the “Certificate Holder” on the document.
- 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.

***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. The Town of Derry also needs be named as the “Certificate Holder” on the document.
- 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.

**Group Representative/Designee Responsibilities**

- All Group Representatives and/or onsite supervisors must be at least twenty-one (21) years of age.
- 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, program, and/or event.
- 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.
- 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 throughout 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.

**Declined Reservation**

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:***

- 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, shall be referred to in this section.

- Service charges, such as ball field line striping, Parks staff, field lighting fees, etc. will be calculated and added to an organization and/or league's permit and invoiced throughout the season.

### **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. Rescheduling is permissible once the organization has checked with Parks and Recreation.

- 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.

***There are two types of refunds available when a reservation meets the above requirements.***

- *The Department may recommend that a refund be processed and credited to the individual or organization’s account. Once the credit is issued, the league/organization has 365 days to utilize this credit for any other appropriate usage.*
- *The Department may recommend that a check reimbursement is preferred. At that time a refund voucher will be processed and submitted to the Town of Derry Finance Department for processing. In turn, the Town of Derry Finance Department 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, Hood Park and Gallien's beach. Smoking is also not allowed near 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. ATVs, gators and/or golf carts are not permitted on the playing fields.
- ❑ 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 has 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 unless pre-approved by the Parks & Recreation Director. Specific definitions of vendors include ice cream trucks, food carts, crafters, bake sales etc. 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

The Town of Derry has numerous athletic fields that are made available for established athletic leagues and residents to rent. 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.

Any damage(s) done to an athletic field through use following a Department closure and/or by non-compliance to the below standards and/or procedures may result in the field/facility being closed and damage fees charged. 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.

- 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.
- 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.

## Procedure for Field openings and closures

The Parks & Recreation Department shall have the authority to open fields for use during each designated season and/or close athletic fields whenever weather or field conditions dictate. No athletic league, team, or organization will be permitted to use any field until directly notified by the Parks & Recreation Director.

Throughout the season, the Parks & Recreation Director will make every effort to address and make determinations for field closures as timely as possible. If inclement weather should occur on weekends, after business hours, and/or should a designated department employee not be available to make this decision, each organization/league will be responsible to act accordingly, exercising good judgment and complying with these field closure expectations and mandated safety policies. Damage fees will be charged for use of the fields when leagues should have made the call to cancel or postpone games and/or practices due to poor field conditions.

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 line-stripping services.

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. Any subsequent lightning strike or thunder after the beginning of the 30-minute count should reset the clock and another 30-minute count should begin. 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 policy recommended by the National Federation of High School Sports 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.

**Additional determinations for closing of fields**

***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.

**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 on the town fields. Leagues are responsible for the hiring of Parks employees on evening and weekends if additional maintenance on the field is required.

Leagues and/or volunteers are NOT permitted to drag or sweep infields in between games and/or on weekends. The only exception is to fill in holes in order to prevent player injuries. Infield mix/stone dust is not to be swept into the established grass turf areas, such as along base paths, outfield perimeter, etc.

**Line-stripping Services**

Marking down lines, goal areas, and other aspects of field preparation for a game or event shall be the sole responsibility of the Parks and Recreation Department and should 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.

If a League does not opt for line-stripping services, they are NOT permitted to drag the infields independently in between games.

### **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, line-stripe 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. Lighting fees will apply. 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 in written approval from the Derry Parks & Recreation Director.

## **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 with 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 Town employees who may be operating, maintaining and enforcing the rules & regulations at the facility.
- 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.

## Derry Dog Park

The following rules have been adopted and developed 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.

*The Parks & Recreation Department reserves the right to close the park to complete routine maintenance, improvements and/or if a safety concern needs to be addressed. In addition, the 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 and also reserves the right to enforce the below listed rules and regulations. The Town of Derry Parks & Recreation Department and/or Animal Control Officer maintains the authority to ask individuals who challenge or disregard the authority of Department personnel and/or in any way or violates any of the rules and regulations, to leave/vacate the premises.*

### **Dog Park Rules**

- 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.
- Aggressive dogs must be removed immediately
- If your dog bites / impacts a human, then he/she is immediately and permanently expelled from the park.
- Handlers are responsible for any injuries caused by their dogs.
- Children 11 years or under are not allowed in the off-leash area.
- Children 12 to 16 must be accompanied and supervised closely 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.
- No food allowed at any time.
- 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.
- 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 -five (25) pounds or less.

- 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. Personal property needs to be removed daily. Any items left within the park will be removed and disposed of accordingly by the Parks & Recreation Department.

## Gallien's Town Beach

The following rules have been adopted for the overall safety and regulation of this seasonal waterfront facility. *The Parks & Recreation Department reserves the right to enforce the below 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.*

### **Residency / Entrance Requirements:**

- Gallien's Town Beach is considered restricted and during summer operations open to Derry residents only, with corresponding fees\*. \*The exception to this rule is that a resident can bring up to two guests who will need to pay an additional entrance fee.
- A resident shall be defined as having as having primary residency in the Town of Derry with legal, mailing address and/or own a parcel of property within the Town of Derry.
- Proof of residency is required upon entering the park for each member in your party. For clarification on acceptable documents, contact the parks and recreation office.
- If a resident is disabled and medically requires a personal aid and/or caretaker, the associated care provider for that individual will not be charged an admittance fee.

### **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 swimmyies or water wings 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\*.
- Children under the age of sixteen 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 are not limited to jeans, pants, cargo shorts, sweatshirts, etc.
  - If and when docks are in use, 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 (when docks are in use).

- Feeding waterfowl 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, boats, and/or waterfront.
- Swim diapers are required for all children under 3 years of age

#### **Boating Regulations:**

The Department offers kayak, paddleboard, and boating rentals to the public during hours of operation when staffing and weather permit.

- Interested patrons must register and pay the established fee.
  - For safety purposes, all patrons must wear a US Coast Guard Lifejacket and must remain within the confines of the designated boating area while operating the watercraft.)
- Participants must be over the age of 16 years of must ride with a parent/ guardian. \*Only one person allowed on the paddle board at a time.
- Tandem & Canoe renters must be family or members of the same household
- Participants must stay in the area outlined by the Gallien's Town Beach Staff
- Participants must stay in view of lifeguards at all times.
  - If you are in a kayak or canoe and need assistance, raise your paddle above your head to alert lifeguards
  - Participants must remain in the watercraft at all times. Purposely jumping off, tipping over or flooding your watercraft is dangerous and could seriously injure you or staff. We ask that you refrain from any of those actions.
- If a lifeguard should blow a whistle 3 times, all boaters should quickly return to the shore and safely exit the watercraft.
- Fishing is not permitted on any of the watercrafts
- Once you return to shore, please return your borrowed PDF to the sanitation station and wash/sanitize your hands.
- Due to restricted parking, patrons are encouraged to utilize the adjacent State boat launch located on Water Street to launch personal watercrafts including but not limited to, non-motorized boats, such as canoes and kayaks instead of Gallien's Beach.

#### **Additional Regulations:**

- 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.
- Fishing is permitted in the designated area within the park.
- In the event of inclement weather and/or a thunderstorm, all patrons must exit the water immediately and take appropriate shelter.
- In the event of inclement weather or the prediction of inclement weather, the Department reserves the right to delay opening or 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 seasons. 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.

## Hood Park

The following rules have been adopted for the overall safety and regulation of the park. Swimming and entry of any pets is NOT permitted in the pond at Hood Park.

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.

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.