

SOMERSWORTH PARKS & RECREATION

Millennium Park Information & Fact Sheet

Recreation Office is located on the upper floor at:

City Hall
1 Government Way
Somersworth, NH 03878
Phone # 692-9508

General Information on Park

1. Millennium Park is located at 99 Stackpole Road – Stackpole Rd. is located shortly after Wal-Mart, take right at set of lights by Redicare building.
2. **Park Hours:** Millennium Park is open from 7 a.m to 9 p.m. from April 1st to September 30 and from 7 a.m. to 7 p.m. from October 1st to March 31st.
 - Park closing hours may be extended until 11 p.m. in the case of private rentals at Millennium Park upon obtaining written consent from the City Manager or his/her designee.
3. The Park offers a softball field, 12 horseshoe pits, 2 regulation-sized volleyball courts, large parking lot, pavilion, picnic area, 3 barbecue grills, electricity, rest rooms and trash cans.
4. Equipment for horseshoes and volleyball available by request. Softball bases are also available by request, however, softball bats, balls and gloves must be provided by renter.
5. No telephone on premises.
6. The master electrical box is located near the front gate entrance (there are three electrical boxes, the small box is the master electrical box). An employee of Somersworth Recreation will open the box that activates the switch for the use of the lights for the softball field and horseshoe pit area. Use of the lights for the softball and horseshoe pit area is an additional cost to all rental fees.

Responsibility: An application must be filled out and signed by the responsible party. Fee for the use of the facility and a deposit must be made in order to reserve a renter's date of usage.

- No rental is considered confirmed until full payment is made.

Noise Ordinance: If a noise complaint is made to the police of excessive noise, the police will come and ask that the noise level be lowered. If a second complaint is made to the police and the people making the complaint are willing to testify in court, arrests could be made. Somersworth Recreation is not responsible for any complaints made against your group or party. No audio/speaker equipment will be used after 9:00 p.m.

NO GLASS CONTAINER OF ANY KIND ARE ALLOWED ON THE PARK PROPERTY.

Garbage: The renter is responsible for the removal of all garbage, trash bags, litter and debris created during the event. Trash is the responsibility of the renter. You must bring your own trash bags. Renter must bag garbage and then deposit bags in dumpster located in the parking area. Trash barrels are provided. We appreciate your efforts to leave the park clean for others to use. If the field is misused in any way, the renter/responsible party is fully responsible.

Dogs: Scoop and Leash laws apply. As per city ordinance, no person owning or responsible for a dog shall permit the dog to defecate on any public property or right of way or on any private property other than property owned and leased by the person owning or responsible for the dog.

No person responsible for a dog shall permit the dog to defecate upon any trail. It is a specific defense to a charge of violating this section that the person charged immediately removed the deposit and properly disposed of it.

Barbecues: Rentals are welcome to have barbecues. Please do not dump coals or grease in the park cans. Staff will empty out the grills when the coals have cooled.

Bonfires: Bonfires of any nature or size are prohibited within the confines of any city park unless an appropriate city permit has been attained.

Drugs: Drugs shall not be used, possessed, or sold in city parks.

Smoking: Per city ordinance, it is unlawful for any person to use any tobacco products in a city park at any time.

Alcoholic Beverages: Per city ordinance, no person in a park shall have brought liquor, nor shall any person drink liquor at any time, in any park area – including parking area. It is also unlawful for any person to enter or be in a park while under the influence of intoxicating liquor.

Cleaning/Security Deposit: Deposit will be refunded only when:

1. Millennium Park is left in the same condition it was in prior to usage.
2. Rules and regulations are followed.
3. All trash and debris picked up around park, bagged and deposited in dumpster.
4. All sports equipment accounted for and returned to storage bin in which it was located.
(If this applies)
5. Absolutely no glass containers are found on premises or around dumpster area.
6. All deposits will be mailed.

For your convenience a maintenance checklist will be supplied to make cleaning easier.

Refunds and Cancellation: A full refund is given if cancellations are made within a full four-week period prior to rental. In case of inclement weather and your event must be cancelled you may have the event the following day provided it is not already rented. Otherwise you may reschedule your event the next business day with the Recreation Office.

Any questions, concerns or need to report any damages please call the Recreation Office at 692-9508.

Rental Fee Sheet – Millennium Park

Before Memorial Day	Full Weekend Day All Amenities	\$100.00
and after Labor Day	Sat. & Sun. All Amenities	\$225.00
	Weekday All Amenities	\$75.00
	Weekday Softball Field	\$30.00
	Weekday Horse Shoe Pits	\$30.00
	Weekday Volleyball Court	\$30.00
Memorial Day	Full Day All Amenities	\$225.00
through Labor Day	Sat. & Sun. All Amenities	\$325.00
	Weekday All Amenities	\$100.00
	Weekday Softball Field	\$50.00
	Weekday Horse Shoe Pits	\$50.00
	Weekday Volleyball Court	\$50.00
Fee for use of ball field lights:	\$25.00 per hour	

Somersworth Parks & Recreation
APPLICATION
for the use of Facilities at Millennium Park

1. Fee: Make check payable to the City of Somersworth
* Please make out separate check for Maintenance/Security deposit.

2. Rental Date: _____ Rental Times: _____

3. Group Using Park: _____

(Name) _____

(Address) _____

(Phone) _____

Purpose of Rental: _____ # of people _____

5. Conditions of Rental:

- a. Application and Payment are due when scheduling rental.
- b. Renter is responsible for coordinating dates and times of event, with Somersworth Parks and Recreation.
- c. Renter is responsible for setting up, cleaning up and moving all litter to dumpster.
- d. Renter assumes liability for all damages to the park and it's facilities and equipment.
- e. If not an exclusive rental, only recreational facilities listed shall be used.

Waiver and Release: I agree to hold the City of Somersworth harmless from any and all claims for injury or damage to persons or property suffered in connection with the renter's activities unless such injury or damage is caused by the gross negligence of the City of Somersworth. I certify that the information contained in this application is true to the best of my knowledge. As a renter, I hereby agree to take responsibility to inform and assure that all parties follow the above rules.

Date: _____ Signed: _____

Failure to follow any of the policies or procedures stated in the Rental agreement may result in a loss of a portion or all of your deposit; at the discretion of the City of Somersworth Recreation Department.

For your convenience – Renter’s Maintenance Checklist

1. You will need to bring your own garbage bags to line garbage containers.
2. If you intend to play softball, you will need to bring bats, softballs and gloves.
3. You will need plastic or paper cups if you are serving any beverages.
NO glass containers/bottles in the park.

Clean-up and departure instructions:

1. Pick up all trash on premises.
2. Tie up garbage and leave by the dumpster.
3. Return all sports equipment owned by Somersworth Recreation, especially horse shoes and volleyballs, back in the bin in building.
4. Pick up softball bases and put the plugs back in the base space; return bases to the bin inside the building.
5. Pick up trash in bathrooms, tie up garbage bag and deposit in dumpster.
6. Clean table tops, seats and under tables (pavilion area).
7. Turn all water faucets off.
8. Call Somersworth Recreation Staff to close facilities, a number to call will be provided to you the day of your rental.

Notes:

Renters Name _____ Date of Rental _____