

Town Council - Meeting Agenda

May 20th, 2025 @ 6:30pm Council Chambers - 1 Portland Avenue

www.oobmaine.com/town-council

*Members of the public wishing to view the meeting from home may tune into Local Access TV (Channel 3 or 1301 - check with your provider) or by clicking the Meeting Videos link on oobmaine.com.)
PLEDGE OF ALLEGIANCE:
ROLL CALL:
ACKNOWLEDGEMENTS:
2024 Annual report dedication
Corporal Sheehan swearing in – Chief Chard
Margaret Bayles acknowledgement - Council
GOOD & WELFARE:
PRESENTATION:

ACCEPTANCE OF MINUTES:	
Accept the minutes from the 5/6/2025 Regular Town the 5/7/2025 Budget Workshop.	n Council Meeting and
	Chair: Shawn O'Neill

:	PUBLIC HEARING - ORDINANCE AMENDMENTS:
,	Public Hearing : Shall the Town amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, Section 54-187, adding one handicap space on Atlantic Avenue, and no parking on Cascade Road, Portland Avenue and Ross Road.



Town Of Old Orchard Beach 1 Portland Ave, Old Orchard Beach, ME 04064 207.937.5626 tfleury@oobmaine.com www.oobmaine.com

Chapter 54, Traffic and Vehicles, Section 54-187

This agenda item adds a handicap parking space on Atlantic Avenue at the beach head as well as prohibits parking on Cascade Road, Ross Road, and Portland Avenue.

It was brought to the Police Chief's attention that there are no restrictions on parking on the aforementioned roads. This is a safety issue rectified by this ordinance amendment.

Thank you,

Tim Fleury

Executive Assistant to the Town Manager.

NOTICE OF PUBLIC HEARING MUNICIPAL OFFICERS OF THE TOWN OF OLD ORCHARD BEACH

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on May 20th, 2025 at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend the Code of Ordinances, Chapter 54, Traffic and Vehicles, Section 54-187, adding one handicap space on Atlantic Avenue, no parking on Cascade Road, Portland Avenue and Ross Road by adopting the underscored language and deleting the strikethrough language below:

Sec. 54-187. - Restrictions and prohibitions.

Atlantic Avenue. No vehicle shall be parked on Atlantic Avenue from West Grand Avenue to First Street; only diagonal parking, at designated parking spaces, between West Grand Avenue and the seawall (right side facing the ocean). There will be one handicap space in front of 3

Atlantic Avenue, MBL 313-4-1. No vehicle shall be parked on either side of Atlantic Ave. from First St. northwesterly for 100 feet.

<u>Cascade Road. No vehicle shall be parked on either side of Cascade Road from the intersection of</u>

Portland Avenue to the Saco line.

Portland Avenue. No vehicle shall be parked on Portland Avenue from Cascade Road to Old Orchard Street. the intersection of Old Orchard Street to the Saco line. No vehicle, except emergency or municipal vehicles, having a registered gross weight in excess of 30,000 pounds shall be operated or caused to be operated on or over Portland Avenue, from the Scarborough line to the Cascade Road.

Ross Road. No vehicle shall be parked on Ross Roa	ad from the Saco Line to th	<u>ne Scarborough</u>
<u>Line.</u>		
Per Order of the Municipal Officers this	day of	, 2025.
A True Copy Attest:		
Kim M. McLaughlin, Town Clerk		

Public Hearing: Shall the Town amend the Code of Ordinances, Chapter 42, Parks and Recreation, Section 42-256, Required, by allowing events at the Ballpark to be administratively approved.



Town Of Old Orchard Beach 1 Portland Ave, Old Orchard Beach, ME 04064 207.937.5626 tfleury@oobmaine.com www.oobmaine.com

Chapter 42, Parks and Recreation, Section 42-256

This agenda item removes references to the Ballpark Commission and removes the cap of 1000 people for administrative approval only.

The Recreation Department runs the Ballpark and organizes the events that draw more than 1000 people. This item streamlines the process. The Town Council retains the right to review events before a contract or agreement is signed.

Thank you,

Tim Fleury

Executive Assistant to the Town Manager.

NOTICE OF PUBLIC HEARING MUNICIPAL OFFICERS OF THE TOWN OF OLD ORCHARD BEACH

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on May 20th, 2025 at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend section 42-256, Required under Special Events, by adopting the underscored language and deleting the strikethrough language:

Sec. 42-256. Required.

No person may conduct a special event on public property without a special events permit issued by the town council pursuant to this subdivision. The application must be received at least 30 calendar days prior to the event.

Applications may be approved for up to three-years prior to the event; however, the applicant must meet with the department heads at least 60 days prior to the event for that year.

Bonfires, small gatherings, including weddings (less than 25 people), will require administrative approval only.

Events at the ballpark will require an approved contract or agreement with the ballpark commission Town of Old Orchard Beach and with final administrative approval only; for events of less than 1,000 people; however, the town council reserves the right to place the application on the town council agenda before a contract or agreement is signed.

A change in date may be granted administratively due to a cancellation because of rain, snow, piping plovers, conflict with another event, or other needs that may arise.

Per Order of the Municipal Officers this	s day of	, 2025.
A True Copy Attest:		
Kim M. McLaughlin, Town Clerk		

inute parking spaces			
		Chair: Shawn	O'Neill



Town Of Old Orchard Beach 1 Portland Ave, Old Orchard Beach, ME 04064 207.937.5626 tfleury@oobmaine.com www.oobmaine.com

Chapter 54, Traffic and Vehicles, Section 54-187

This agenda item adds two (2) free 30 minute parking spaces in front of 49 East Grand Avenue, MBLU-305-4-3.

There was a request from a business owner on East Grand Avenue for 30 parking similar to the spaces on Old Orchard Street to allow customers to park temporarily to pick up orders without paying for parking.

Thank you,

Tim Fleury

Executive Assistant to the Town Manager.

NOTICE OF PUBLIC HEARING MUNICIPAL OFFICERS OF THE TOWN OF OLD ORCHARD BEACH

The Municipal Officers of the Town of Old Orchard Beach, Maine hereby give Public Notice that there will be a Public Hearing held at the Town Hall, Council Chambers, on May 20th, 2025, at 6:30 p.m. to consider the following:

Shall the Town Council of the Town of Old Orchard Beach amend section 54-187, Restrictions and Prohibitions, East Grand Avenue, by adopting the underscored language:

Sec. 54-187. - Restrictions and prohibitions.

East Grand Avenue. No parking will be permitted on either side of East Grand Avenue from Old Orchard Street to the Scarborough line. Except that parking shall be allowed on the ocean side of East Grand Avenue from Kinney Avenue to Walnut Street. Loading and unloading only will be permitted at the locations defined by the chief of police and designated by proper signage. 15-minute parking spaces will be permitted on the west side (non-ocean side) of East Grand Avenue from the intersection of Walnut Street in a southerly direction for 85 feet.

Three five free 30-minute parking spaces will be allowed on the East Side (Ocean Side) of East Grand Avenue in front of the following addresses; Two spaces in front of 13 East Grand Avenue MBLU 306-3-2, and one space in front of 19 East Grand Avenue MBLU 306-4-3, and two spaces in front of 49 East Grand Avenue MBLU 305-4-3.

Per Order of the Municipal Officers this _	day of	, 2025.
A True Copy Attest:		
s/Kim M. McLaughlin		
Kim M. McLaughlin, Town Clerk		

PUBLIC HEARING - BUSINESS LICENSE & APPROVALS:

Dylan Doughty, (311-8-3), 36 Fifteenth Street, one (1) year-round short-term rental.

Nancy Sjoblom, (312-9-1), 38 West Old Orchard Avenue, one (1) year-round short-term rental.

James Skelton and Stacey Ladley, (322-3-1), 19 Massachusetts Avenue, one (1) year-round short-term rental.

J Fields Properties, Jason Field, (315–5–2), 27–33 Odessa Avenue, eight (8) year-round short-term rentals.

J Fields Properties, Jason Field, (315–5–4), 28 Reggio Avenue, one (1) year-round short-term rental.

James and Brian Fitzsimmons, (315-12-9), 30 Seaview Avenue, one (1) year-round short-term rental.

SJP LLC, Stan Corwall, (309-2-6-1, 309-2-6-2, 309-2-6-3), Washington Avenue units 1, 2 and 3, three (3) year-round short-term rentals.

Ocean Path Properties LLC, Matthew Atienza, three (3) year-round rentals.

Sarah Wolf, (314-9-1), 50 Park Avenue, one (1) seasonal short-term rental.

Robert Courville, (104-2-14-906), 135 Portland Avenue Unit #906, one (1) year-round short-term rental.

Brian Davis, (313-3-4), 95 West Grand Avenue, parking lot.

Norman and Denise Minor, (319-14-3), 2 Reggio Avenue, two (2) year-round short-term rentals.

Peter Beyther, (210-2-6-57), 18 Smithwheel Road Unit #57, one (1) year-round rental.

Emmanuel Sungubele, (207-2-13-305), 161 Saco Avenue Unit #305, one (1) year-round rental.

James and Stacey Skelton, (322–3–1), 19 Massachusetts Avenue, one (1) year-round short-term rental.

Sarem Al-Shawk, Istanbul Restaurant and Bakery, (206-31-9), 41 Old Orchard Street, victualer with prep and no alcohol.

Sarem Al-Shawk, (206-31-9), 41 Old Orchard Street, one (1) year-round short-term rental.

_	TOWN LAW COR DEPOSE	
T	TOWN MANAGER REPORT	
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NEW BUSINESS:

AGENDA ITEM # 8773

Discussion with Action: Authorize the Town manager to enter in a contract with Pine Tree Waste, Inc. d.b.a Casella Waste Services for municipal solid waste disposal services for a term of ten (10) years, effective July 1st, 2025 through June 30th, 2035, at a rate of \$107 per ton for year one of the contract and increasing annually by a percentage equal to the greater of (a) 5.0% or (b) the year-over-year percentage change in the Consumer Price Index for Garbage and Trash Collection from account #20163 – 50340 Waste Tipping Expense with a proposed FY 26 budget of \$365,000.

AGENDA ITEM # 8774

Discussion with Action: Approve the line item transfer of \$16,529.99 from account #20151-50452 Operating Equipment with a balance of \$64,945.76 to account #20151-50455 Electrical Repairs with a balance of \$3,210.01 for the purchase of Downtown Light Poles from Speclines in the amount of \$19,740.

purchase of Downtown Light Poles from Speclines in the amount of \$19,740. Chair: Shawn O'Neill



QUOTATION

DATE:

April 11, 2025

TO:

Town of Old Orchard Beach

ATTN:

April O'Neal

PROJECT:

Replacement Decorative Light Pole

PROJECT NO.:

We are pleased to offer the following quote:

Pole Only

Mfg: Spring City Electrical Mfg

Qty: 4

Desc: #ISBWSH-18-CB/SSH2F-G11-07.50-12.00-TN3.50-3.00-CB

12' Washington Iron/Steel Lamp Post, painted black with anchor bolts

Price Each: \$4,935.00 delivered

NOTES:

- 1. Pricing valid for orders entered and released within 30 days of quotation.
- 2. Allow 2-3 weeks for submittals, 16-18 weeks for fixtures and 24-26 weeks for poles
- 3. If anchor bolts pre-shipped, please add freight

PREPARED BY:

Peter Beane

Office: 617-837-6902
Web: speclines.lighting

AGENDA ITEM # 8775

Discussion with Action: To accept a Drainage and Access Easement from Stephan T. Earle for the purposes of installing a drainage pipe and for the collection, diversion, and flow of storm and surface waters on property located at 84 Seaside Avenue.

DRAINAGE AND ACCESS EASEMENT DEED

Stephan T. Earle, of Old Orchard Beach, County of York, Maine (hereinafter "Grantor") does hereby grant and convey unto the TOWN OF OLD ORCHARD BEACH, a Maine municipal corporation with a principal place of business and mailing address of 1 Portland Avenue, Old Orchard Beach, Maine 04064, its successors and assigns forever (hereinafter "Grantee"), the perpetual right and easement across that portion of the Grantor's land located at 84 Seaside Avenue, Old Orchard Beach, Maine ("the Property"), and being more particularly described as follows:

The easement shall be centered over the proposed drainage pipe, extending ten (10) feet from the centerline of the pipe in both directions, creating a total easement width of twenty (20) feet. The easement shall follow the alignment of the drainage pipe as it may be aligned within the easement area as depicted as "Drainage & Access Easement to Benefit the Town of Old Orchard Beach" (the "Drainage & Access Easement Area") on a plan entitled "Town of Old Orchard Beach, Sandpiper Road Drainage Improvements" made for The Town of Old Orchard Beach by Wright Pierce, dated and attached hereto as Exhibit A for the foregoing purposes:

1. <u>Drainage and Access</u>: The perpetual right and easement to Grantee for the collection, diversion and flow of storm and surface waters, and the construction, maintenance, repair and replacement of any storm water infrastructure and drainage pipes, with all necessary fixtures and appurtenances, from Sandpiper Road, together with a right of entry on foot or in vehicles, with all the equipment necessary or reasonably required to accomplish the purposes of this easement, over, on, across and under the "Property"

TO HAVE AND TO HOLD, the aforegranted rights and easements, with all the privileges and appurtenances thereof to the Grantee, its successors and assigns, to its and their use and behoof forever. And the Grantor does covenant with the Grantee, its successors and assigns, that Grantor is lawfully seized in fee of the premises; that they are free of all encumbrances; that it has good right to convey the easement to Grantee to hold as aforesaid; and that it and its successors and assigns shall and will warrant and defend the same to Grantee, its successors and assigns, forever against the lawful claims and demands of all persons.

IN WITNESS WHEREOF,, 20	has caused this instrument to be signed and sealed			
	NAME OF GRANTOR			
 _	By:			
Witness:	Name: Its:			
STATE OF MAINE COUNTY OF YORK, ss.				
Personally appeared before me, the foregoing to be his/her free act and of	the above named and acknowledged deed.			
	Notary Public/Maine Attorney-at-Law			
	Printed Name:			
	Commission Expiration:			

Exhibit A



AGENDA ITEM # 8776

Discussion with Action: Approve the Special Event Permit application for OOB365 to hold a Scottish Festival on Saturday, June 7th, 2025, June 6th, 2026 and June 5th, 2027; Set-up in the Park Friday starting at 6 a.m. Parade at 8:45 a.m. each Saturday from Town Hall, down Old Orchard Street, First Street to Memorial Park; event in Memorial Park on Saturday from 8 a.m. to 8 p.m., to include takedown. Four Downeaster parking spaces are to be provided; access available to Chamber of Commerce; accommodations for Shuttlebus riders by assisting them with passage through the event; First Street closed on each Saturday from 8 a.m. to 8 p.m. Any liquor must be on the library property, with permission from the library—Liquor Liability insurance, listing Town as additionally insured, to be provided by the liquor provider, as well as the Liquor provider providing private door security; Applicant to work with Flag Raising Committee for Flag Raising at 6:30 p.m. each night there is a flag raising. One week before each event applicant to walk the area with Public Works.

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

Name of applicant OOB 365 - Sharri MacDonald
Address of applicantPO Box 1124, Old Orchard Beach, ME 04064
City State Zip
Phone number of applicant ()207-590-4201 Fax ()
Cell phone ()
On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
OOB 365
Website address (if an Organization, Firm or Corporation) oob365.com
Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☐ Parade/March ☐ Other – Please specify
Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
OOB 365 Scottish Festival, first Saturday in June, to help spark the economy in the offseason with a cu
and fun event for all ages.
Will you be using tents?YESNO
If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the
tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

	Will you be using staging?	YES	NO				
	If yes, the following items will Ճ Amplified Music ☐ Bleac ☑ Loud Speaker(s) ☑Micro	her(s) 🛛	vent (Please mai Dance Floor(s) Stadium(s)		Entertair	nmer	nt
	☐ Other:						
	Note: If any of the above item Plan/Map. Use of the above it						
3.	Chairperson and/or responsible (Include information how this parties)				ng the eve	ent).	
	Name Sharri MacDonald		Work Pho	ne ()			
	Address 23 Ross Road, OOB,	ME 04064					
	,		City	State	Z	ip.	
	Cell phone () 207-590-420	01	_ Fax ()				
	E-mail						
4.	First We SET-UP Date for Event 2025, 2	eek in June 026, 2027 Day o	of Week FRI	from	6AM	to_	9PM
	Date of Event 6/7/2025	Day of Week	SAT	from _	8am	_ to	8pm
	Date of Event 6/6/2026	Day of Week	SAT	from _	8 am	_ to	8 pm
	Date of Event 6/5/2027	Day of Week	SAT	from _	8 am	_to	8 pm
	Date of Event	Day of Week		from _		_ to _	
	TAKE-DOWN date	Day of Week_		from _		_to _	
	RAIN DATE(s)		Times				
	(if rain date listed, insurance me)				
5.	Location of the Event Memo			used, or pa	arade rou	ıte)	-
ô.	The estimated number of parti	cipants in the ev	rent				
	0-150;150-500;	× 500-100	00;1,000	+			

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.					
	Pipe band parade from behind Town Hall to the event on Saturday. Old ORchard Street will be closed					
	for one hour max. Parade leaves Town Hall at 8:45 am and the pipers march to First Street.					
8.	Will the sale of food and/or beverages occur at the event? X If yes, describe the commodities to be sold. ☑ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items ☐ Professional Catering ☑ Non-Profit Food Vendors ☑ Retail Food Vendors					
	Scottish foods will be on the menu: scones, haggis, scotch eggs, etc. We will also be having Scottish whisk					
	tasting Tent, as has been done in the past, so people can sample traditional Scottish whisky.					
9.	Will there be merchandise sold at the event?XYESNO					
	Description of merchandise Scottish artisans will fill the park.					
10	Is the event a Charitable event?NO					
	Is this event co-sponsored by the Town of Old Orchard Beach? $_$ YES $_$ NO					
	If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).					
11.	If the event is charitable, name the beneficiary of the proceeds from the event:					
	OOB 365					
12.	List any Event Sponsors:					
	Past sponsers include: Alouette Beach Resort, Aquaboggon, Crown Nest Resort, MacDonald's Excavation					
	MacDonald's Garage, Seacoast RV, Seacliff House, The Brunswick, and Dickinson's Candy					
	Will admission be charged for the event?X YESNO Will participants be charged for parking? YES X NO					

YES (if yes, plea	e list dates):First Sat in June
25 (ii yes) pied	e list dates).
NO	
peace? Describe your p if necessary). Security they have final say in a	oing to ensure the event will not endanger the public safety or disturb the ans for security at your event, including crowd control (attach additional slan will need final approval by the Old Orchard Beach Police Department apropriate number and type of security personnel required. Must include a each Police Officer, if security is required. Costs associated with security af the event organizer.
	urity plan (including your plans for controlling ingress/egress of all person d Emergency Medical Services):
Volunteers	esence provided by:Off-Duty Police Officers; Private Security; How many?
Volunteers Times:	How many?
Volunteers Times:	
Volunteers Times: If you have already madenumber:	How many? e contact with someone about security, provide the contact name and
Volunteers Times: If you have already madenumber:	How many?
Volunteers Times: If you have already madenumber:	How many? e contact with someone about security, provide the contact name and
Volunteers Times: If you have already made number: Name: Please list any items the details for personal pro	How many? How many? Provide the contact name and Phone Number: will be left overnight. If equipment will be left on-site overnight, provide erty safety and security of site: (Note that the event organizer is solely ton the property. The Town assumes no responsibility for items of person
Volunteers Times: If you have already made number: Name: Please list any items the details for personal profesponsible for items le property at the location	How many? How many? Provide the contact name and Phone Number: will be left overnight. If equipment will be left on-site overnight, provide erty safety and security of site: (Note that the event organizer is solely ton the property. The Town assumes no responsibility for items of person

	Stage will have amplified music						
	Where will the event attendees/participants park?						
2	Approved Town parking areas						
550.5	Will a shuttle service be provided from parking areas to the event site?YES $_$ NO						
	If yes, please describe shuttle plan, and name of company provided service:						
,	Will you require special parking (RV's, trailers, trucks)?YESX_NO						
ı	f yes, give details:						
6	Describe your plans for waste disposal at your event. What arrangements have you made for remove and disposal of trash generated by your event? Please supply details of numbers and type of contain and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.						
_	Town trash barrels already in park and would appreciate if more were available.						
	s the use of barricades necessary/requested for this event?Yes						
l:	f yes, number needed and location Close First Street and for parade Saturday morning						
ŀ	Vill it be necessary to cover street and/or parking signs for this event, or place no parking signs?						

	Is any other public works assistance needed? Put up orange snow fencing like in years past.
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
16	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no pain or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class date as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.
	If yes, explain:Grill for hotdogs, burgers, and haggis
	n yes, explain.
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage. We put up Scottish and OOB 365 flags in the park along the street. Request the event to be placed on To
	owned and operated digital signs for two weeks prior tot he event to help spread the word.
	Will this event be posting a banner on public property?YES $\ _ imes$ _NO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured): X YES NO

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
	Scottish whisky tasting tent. No issues in years past and will continue to operate it exactly the same way.
19	. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedXNo
20	. Will the event involve professional fireworks?YESXNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?
	(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES \times NO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1^{st} through August 31^{st} of each year. Will this event occur on the beach?YESX_NO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat : The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. <i>However, projects must be reviewed by MDIFW before Town approval.</i>

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	On File Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

١,	Sharri MacDonald on behalf of OOB 365
(Pi	int Applicant Contact Name) (Print Organization/Group Name)
Ag	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. SM (initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

	 The facility/area is provided in an "as is" conditions security and safety of all participants and spectal 		
	 I understand that the Town of Old Orchard Beach personal property at the location at any time. 	n has no resp	onsibility for equipment and/or items of
	Any misrepresentation or deviation from the fina the permit and halting of the event.	ıl permit cond	ditions will result in immediate revocation of
	13. Events are considered rain/shine. Refunds are no	ot issued if th	e event does not occur.
	14. The permit does not authorize alcohol on any pul Memorial Park, streets and sidewalks.	blic property,	including, but not limited to the beach,
	15. Consumer Fireworks are illegal in Old Orchard Be	ach.	
I have i	read and understand the Special Events Permit Agreen and conditions. I certify that the information I provide	nent terms ar	nd conditions and I agree to be bound by said to the best of my knowledge.
	Signature:	Date:	5/12/2025
	(authorized representative)		

Print name: Sharri MacDonald

Print Organization Name (if applicable): OOB 365

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location					
Event Coordinator's Booth					
Tents/Stages/Grandstands					
Porta Potties/Rest Rooms					

Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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 INS

PR	f SUBROGATION IS WAIVED, subhis certificate does not confer right				CONTA NAME:	СТ	·)·		-	
Maury, Donnelly & Parr, Inc. 24 Commerce St. Baltimore, MD 21202					PHONE				AX A/C, No): (410)	COE 2074
					E-MAIL ADDRE	SS:		1 (4	VC, No): (4 10)	000-30/1
						IN	SURER(S) AFFO	RDING COVERAGE		NAIC#
INSURED					INSURER A : Continental Casualty Company				20443	
OOB365 P.O. Box 1124 Old Orchard Beach, ME 04064						RB:				
						RC:				
						INSURER D :				
					INSURE					
	VERAGES CE	RTIF	ICAT	E NUMBER:	INSURE			DEMOION NO.		1
E)	IIS IS TO CERTIFY THAT THE POLIC DICATED. NOTWITHSTANDING ANY ERTIFICATE MAY BE ISSUED OR MA ICLUSIONS AND CONDITIONS OF SUC	REQU Y PE	OF IN JIREM RTAIN ICIES	SURANCE LISTED BELOW IENT, TERM OR CONDITIO I, THE INSURANCE AFFOR LIMITS SHOWN MAY HAVE			OI OIL OTTILI	POCOMENIA ANTH	FOR THE DO	LICY PERIOD WHICH THIS THE TERMS,
LTR	TYPE OF INSURANCE	INS	L SUBF	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)		LIMITS	
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ŀ		-						MED EXP (Any one person		10,000
1	GEN'L AGGREGATE LIMIT APPLIES PER:	-						PERSONAL & ADV INJU		1,000,000
ı	X POLICY PRO- LOC					,		GENERAL AGGREGATE		2,000,000
	OTHER:							PRODUCTS - COMP/OP	AGG \$	2,000,000
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIM	S S	
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V	ORKERS COMPENSATION ND EMPLOYERS' LIABILITY							DED 1 10	\$	
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	NY PROPRIETOR/PARTNER/EXECUTIVE FFICER/MEMBER EXCLUDED?	N/A			1	1		E.L. EACH ACCIDENT	\$	
D I	yes, describe under ESCRIPTION OF OPERATIONS below				- 1			E.L. DISEASE - EA EMPLO		
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rtific	PTION OF OPERATIONS / LOCATIONS / VEHICL ate holder is listed as an additional ii	.ES (A nsure	d	101, Additional Remarks Schedule	, may be a	ttached if more	space is require	d)		
RTI	FICATE HOLDER				CANCE	LATION				
	The Town of Old Orchard Bea 1 Portland Ave Old Orchard Beach, ME 04064				SHOUL THE E ACCOR	DANCE WITH	THE POLICY	SCRIBED POLICIES BI REOF, NOTICE WIL PROVISIONS.	E CANCELLE L BE DELI	D BEFORE VERED IN
		1 4	AUTHORIZED REPRESENTATIVE							
				17		The Reserve	Alive			

AGENDA ITEM # 8777

Discussion with Action: Approve the Special Event Permit Application for OOB365 to hold "Back to the Beach" Corvette Weekend, Saturday, June 14th, 2025, June 13th, 2026 and June 12th, 2027 to include closing Old Orchard Street from 9 a.m. to 1 p.m., with a parade to follow. A 20-foot fire lane must be provided down the center of Old Orchard Street for fire apparatus. Fire pits on the beach in front of the Atlantis Motel on each Friday, June 13th, 2025, June 12th, 2026 and June 11th, 2027, from 7 p.m. to 10 p.m. Burn permit must be obtained from the Fire Department on the day of each bonfire. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided to the Town Clerk's Office one month before each event. Insurance for 2025 already provided.

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

	Name of applicant Sharri MacDonald
	Address of applicantPO Box 1124, Old Orchard Beach, ME 04064
	City State Zip
	Phone number of applicant ()207-590-4201 Fax ()
	Cell phone () E-mail smacdonald@maine.rr.com
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
	OOB 365
	Website address (if an Organization, Firm or Corporation) oob365.com
	Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☐ Parade/March ☑ Other – Please specify Corvette Rally
	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
	Back to the Beach Corvette Weekend - Old Orchard Street Corvette lineup Saturday, 9am to 1pm
	2 fire pits in front of Atlantis Motel on Friday from 7pm to 10pm
1	Will you be using tents?YESX_NO
1	f yes, list size of tent and supplier, as well as what portion of the event will be taking place under the ent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.
_	

	Will you be using staging?	YES>	<_no			
	If yes, the following items will be a Amplified Music □ Bleach □ Loud Speaker(s) □ □ Microp	ner(s)	ance Floor(s)	□Live E	ntertainmen	t, ;
	☐ Other:					
	Note: If any of the above items Plan/Map. Use of the above ite					
3.	Chairperson and/or responsibl (Include information how this p				the event).	
	Name Sharri MacDonald		Work Phon	e ()		
	Address 23 Ross Road, OOB,	ME 04064				
			City	State	Zip	
	Cell phone ()207-590-4201		Fax ()			
	E-mailsmacdonald@maine.	rr.com				
1	Saturda SET-UP Date for Event Scottish		Wook SAT	from 0	lam to	1 pm
4.						
	Date of Event6/14/2025	Day of Week	SAT	from	9 am to _	1 pm
	Date of Event6/13/2026	Day of Week	SAT	from	9 am to _	1 pm
	Date of Event6/12/2027	Day of Week	SAT	from	9 am _ to _	1 pm
	Date of Event	Day of Week	Tar e	from	to _	
	TAKE-DOWN date	Day of Week		from	to	
	RAIN DATE(s)		Times			
	(if rain date listed, insurance mu	ust list rain date)				
5.	Location of the Event (if applicable, a map or c	diagram showing t	the area to be u	sed, or par	rade route)	
5.	The estimated number of partic	cipants in the eve	nt			
	0-150; <u>X</u> 150-500;	500-1000	; 1,000+			

	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	The Corvettes display on Old Orchard Street than parade around town with a police escort.
3.	Will the sale of food and/or beverages occur at the event? No If yes, describe the commodities to be sold.
	☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items ☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors
•	Will there be merchandise sold at the event?YESXNO
	Description of merchandise
n	Is the event a Charitable event?XYESNO
Ο.	Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO
	If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
	If the event is charitable, name the beneficiary of the proceeds from the event:
L.	
1.	COmmunity Food Pantry - participants bring in items for the pantry for people in need
	COmmunity Food Pantry - participants bring in items for the pantry for people in need

13.	Has this event been held previously in Old Orchard Beach?
	X YES (if yes, please list dates):Last 17 years
	NO
	What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional shee if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.
	Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services):
	Security is not needed as it is a day event. Police block traffic.
	Additional Uniformed presence provided by:Off-Duty Police Officers; Private Security;Volunteers
0.0	Times: How many?
	If you have already made contact with someone about security, provide the contact name and number:
	Name: Phone Number:
1	Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)
-	

Whe	re will the event attendees/participants park?
NiⅡ	a shuttle service be provided from parking areas to the event site?YESX_NO
f ye	s, please describe shuttle plan, and name of company provided service:
Vill	you require special parking (RV's, trailers, trucks)?YESXNO
f ves	s, give details:
, ,	, b. 10 dectarior
Desc	ribe your plans for waste disposal at your event. What arrangements have you made for re
	lisposal of trash generated by your event? Please supply details of numbers and type of cor upplier of containers that will be used. (Attach additional sheets if necessary) Costs
ssoc	iated with waste disposal are the sole responsibility of the event organizer. Disposal in Tov
rash	receptacles is NOT an accepted means of disposal, and is prohibited.
No	trash is generated at this event.
the	use of barricades necessary/requested for this event?Yes
yes	, number needed and locationClose Old Orchard Street at the Top and Bottom
	be necessary to cover street and/or parking signs for this event, or place no parking signs?
∕ill i	
	YESNO If yes, please describe:

	t PD in closing down Old Orchard Street	
	t Street or Memorial Park Parking Lot, has the	applicant reserved two spaces for Amtrak
pit/bonfire or nails; th noticeable "keep fire the date sp as listed by Forestry Co allowed in area is clear	pe any use of fire (i.e. tiki torches, grills, barbe must be pre-approved for use by the Fire Dep portable pit or bonfire can be removed or fill mpact; a small water extinguisher and shovel vatch" at all times. Note a burn permit must a ecified on the date of the event. The Fire Dep the Maine Forest Service. Permission may be mmission (governing body) declares a "Red Flater zone. A \$100 cash deposit is required for need to the satisfaction of the public works dep	artment; the wood to be burned has no pair ed in after the event <u>leaving no residue or</u> are present; at least one adult be assigned to also be obtained from the Fire Department for artment will issue a permit based on class do refused or revoked if the Maine State ag" day on which NO open fires may be all fires to be returned to the applicant if the
If ves expl	in: 2 small fire pits on the beach in front of the	Atlantis Motel on Friday night of the event
п усэ, схра		ars. The Atlantis Motel sponsers this event.
	ur plans for all signage and/or decorations for description of verbiage being posted on sign	
be used, ar	d description of verbiage being posted on sign	
Will this ev	d description of verbiage being posted on sign	YES _X_NO
Will this ev	nt be posting a banner on public property?	YES _X_NO

	Will the alcohol be:Sold;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
19	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedXNo
20.	Will the event involve professional fireworks?YESXNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?
	(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES_XNO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1^{st} through August 31^{st} of each year. Will this event occur on the beach?XYESNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before

Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
On File Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

(Print Organization/Group Name)

ı, Sharri MacDonald on behalf of OOB 365

(Print Applicant Contact Name)

Ag	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. SMD (initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

	10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
	11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
	Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
	13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
	14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
	15. Consumer Fireworks are illegal in Old Orchard Beach.
I have terms	read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said and conditions. I certify that the information I provided is accurate to the best of my knowledge.

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

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	+



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/21/2024

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). CONTACT NAME: Maury, Donnelly & Parr, Inc. PHONE (A/C, No, Ext): (410) 685-4625 24 Commerce St. Baltimore, MD 21202 FAX (A/C, No): (410) 685-3071 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Continental Casualty Company 20443 INSURED INSURER B: OOB365 INSURER C: P.O. Box 1124 INSURER D: Old Orchard Beach, ME 04064 INSURER E : INSURER F : COVERAGES CERTIFICATE NUMBER: **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 VITH 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 ADDL SUBR INSD WVD TYPE OF INSURANCE POLICY NUMBER POLICY EFF POLICY EXP (MM/DD/YYYY) X COMMERCIAL GENERAL LIABILITY Α 1,000,000 EACH OCCURRENCE CLAIMS-MADE X OCCUR X 4025932652 DAMAGE TO RENTED PREMISES (Ea occurrence) 7/1/2024 7/1/2025 1.000,000 MED EXP (Any one person) 10,000 1,000,000 PERSONAL & ADV INJURY GEN'L AGGREGATE LIMIT APPLIES PER: 2,000,000 GENERAL AGGREGATE X POLICY PRO-JECT LOC 2,000,000 PRODUCTS - COMPIOP AGG OTHER **AUTOMOBILE LIABILITY** COMBINED SINGLE LIMIT (Ea accident) ANY AUTO BODILY INJURY (Per person) OWNED AUTOS ONLY SCHEDULED AUTOS BODILY INJURY (Per accident)
PROPERTY DAMAGE
(Per accident) HIRED AUTOS ONLY NON-OWNED UMBRELLA LIAB OCCUR EACH OCCURRENCE EXCESS LIAR CLAIMS-MADE AGGREGATE RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY STATUTE ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) E.L. EACH ACCIDENT f yes, describe under DESCRIPTION OF OPERATIONS below E.L. DISEASE - EA EMPLOYER E.L. DISEASE - POLICY LIMIT DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is listed as an additional insured CERTIFICATE HOLDER CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. The Town of Old Orchard Beach 1 Portland Ave Old Orchard Beach, ME 04064 AUTHORIZED REPRESENTATIVE

AGENDA ITEM #8778

Discussion with Action: Approve the Special Event Permit application for the Chamber of Commerce to hold their Annual Beach Olympics on Thursday, August 14th, 2025, delivery of flatbed to square after midnight, and the event from 4:00 p.m. to 9:00 p.m., Friday, August 15th, 10:00 a.m. to 9:00 p.m., and Saturday, August 16th, 10:00 a.m. to 9:00 p.m., 2025, to include activities and music on the beach, the Square, and Memorial Park Basketball Courts. Request to close the Square for the event, and to have voluntary tolls at the intersection of East and West Grand Avenues. Insurance, listing the Town as additionally insured, to be submitted to the Town Clerk's Office at least one month prior to the event. Applicant to check with Public Works before the event, reference federally protected Piping Plovers.

Chair: Shawn O'Neill

APPLICATION INFORMATION

ΡL	EASE SUBMIT A <u>COMPLETE</u> APPLICATION A MINIMUM OF <u>30 CALENDAR DAYS</u> PRIOR TO THE EVENT.
1.	Name of applicant Kin Howard - Old Orchard Beach Commerce
	Address of applicant 11 First St, Old Orchard Beach, ME 04064 City State Zip
	Phone number of applicant (207) 934 - 2500 Fax (207) 934 - 4994
	Cell phone B471 743 3605 E-mail kinh @ old orchard beach maine . Com
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable)
	Special Olympics Maine
	Website address (if an Organization, Firm or Corporation) www. oldorchard beachmaine. Com
	Type of Event: Festival/Fair Race/Walk/Bike Ride Concert Parade/March Other - Please specify Events in Town Square, on the beach of basketball courts - Manager Park
	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)
٠	Opening Cevenous of torch lighting, juggling act of voluntary 8/14/ Children's activities live music + voluntary tolls - 8/15/25 Children's activities on the beach Town Square of basketball Will you be using tents? Voluntary tolls - 8/16/25
	If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.
	The canopy in Town Square For 8/14-8/16/25- to be set up by Special Olympics Maine.

	Will you be using staging?YESNO
	If yes, the following items will be used at the event (Please mark all that apply): ☐ Amplified Music ☐ Bleacher(s) ☐ Dance Floor(s) ☐ Live Entertainment ☐ Loud Speaker(s) ☐ Microphone(s) ☐ Stadium(s) ☐ Stage(s) — Flood fruck
	□ Other:
	Note: If any of the above items will be used, please indicate their location on your attached Site Plan/Map. Use of the above items may require the Event Organizer to meet ADA regulations.
	Town Square - 8/14-8/16/25
3.	Chairperson and/or responsible party for the event, if other than above:
	(Include information how this person may be contacted at any time during the event).
	Name Kin Howard Work Phone RO7, 934-2500
	Address 11 First St Old Orchard Beach ME 04064 City State Zip
	City State Zip
	Cell phone (347) 743-3605 Fax (200) 934- 4994
	E-mail Kimb @Old orchardbeachmaine. Com
4.	E-mail Kinh @Old orchardbeach maine. Com Delivery of Flatbed SET-UP Date for Event 8/14/2125 Day of Week Thursday from a fter 12 arto
	Date of Event 8/14/2025 Day of Week Thursday from 4:00pm to 9:00pm
	Date of Event 8/15/2025 Day of Week Friday from 10:00 acto 9:00 pm
	Date of Event 8/16/2025 Day of Week Saturday from 10:00 anto 9:00 pm (*) Date of Event Day of Week from to MAPS TAKE-DOWN date Day of Week from to Race
	Date of Event Day of Week from to B.Casho set
	TAKE-DOWN date Day of Week from to Received
	RAIN DATE(s) Times (if rain date listed, insurance must list rain date)
5.	(if applicable, a map or diagram showing the area to be used, or parade route) Basketbali Courts The estimated number of participants in the event Basketbali Courts Memorial Participants
6	The estimated number of participants in the event
٥.	
	0-150; 150-500; 500-1000; 1,000+

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	Will occupy Town Square
8.	Will the sale of food and/or beverages occur at the event?
9.	Will there be merchandise sold at the event?
10	Is the event a Charitable event?YESNO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESNO If this event a Regional School Unit #23 event?YesNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).
11	If the event is charitable, name the beneficiary of the proceeds from the event:
	Special Olympics Maine
12	List any Event Sponsors:
	Various businesses in ODB
	Will admission be charged for the event?YESNO Will participants be charged for parking?YESNO

13. Has this event been held previously in Old Orchard Beach?
YES (if yes, please list dates): past 41 years
NO
14. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.
Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services):
OOB Police presence in Town Square, to Town Square
Additional Uniformed presence provided by:Off-Duty Police Officers; Private Security;Volunteers
Times: 8/14-8/16/25 How many? = 30 Volunteers
If you have already made contact with someone about security, provide the contact name and number:
Name: Phone Number:
Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)
Flatbed truck for Stage W/ Conopy: tables 4

	Will audible devices be used at this event?YESNO If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).
3	Speakers 4 microphones for Opening Ceremony on 8/14
	Where will the event attendees/participants park? Public 10ts 9 side Streets
	voluteers will need parking passes.
	Will a shuttle service be provided from parking areas to the event site?YESNO
	If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESNO If yes, give details: Flat bed Stage in Town Square
15 .	Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.
	Is the use of barricades necessary/requested for this event?
	If yes, number needed and location Extrance & exit of Town Square - barricos 4 PW concs on basketball Courts for 8/16/25 Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?
	YESNO If yes, please describe:
	No parking in Town Square bojinning @ 12 and n 8/14/25 through 8/18/25 @8an (Flatbed truck
	17/20 through 1/10/20 Gran Ltickbed truck

	Is any other public works assistance needed? Cones at basked ball courts
	Is any other public works assistance needed? Cones at basked ball courts; barricades at entrance/exit in Town Square
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
16.	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 Cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.
	If yes, explain: Olympic butane torch in Town Square on
17	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage. Charber Y Special Olympics Mt. bonners in Town Square on Flatbead A-France Signage on East Y Will this event be posting a banner on public property?YESNO If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
18	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):YESNO

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
	N/A
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20.	Will the event involve professional fireworks?
	(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES VO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur or the beach?NO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all

Town approval.

projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach <u>MUST</u> be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

	SPECIAL EVENT PERMIT AGREEMENT
I, (Pr	Kin Howard on behalf of Old Orchard Beach Commerce (Print Organization/Group Name)
Agı	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. (initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services

9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

provided by the Town of Old Orchard Beach, in support of said event.

invitees or other sponsor in connection with said event.

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Date: 05/09/2025

(authorized representative)

Print name: Kin Howard

Print Organization Name (if applicable): Old Orchard Beach Chamber of Commerce

In the space below, please provide the following information. Attach a separate map if necessary. General Map of Location **Street Closures/Parking Information Vendor Locations Event Coordinator's Booth** Water/Electricity Sources **Garbage Cans** Loudspeakers Tents/Stages/Grandstands **Water Sources** Porta Potties/Rest Rooms

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)

AGENDA ITEM # 8779

Discussion with Action: Approve the Special Event Permit applications for the 2025 annual Ocean Park Association events, as follows: 1) a sand sculpture contest on the beach between Randall and Winona Avenues on Thursday, July 3rd, set up from 12-1 p.m., event and takedown 1-4 p.m.; 2) an Independence Day Parade, starting on Temple Avenue, on Friday, July 4th, set up from 9-10 a.m., event and take down 10-noon, pending police officer availability for traffic control; 3) Square and Line Dancing on Temple Avenue between West Grand Avenue and Seaside Avenue, Friday, July 4th from 5-9 p.m., including set-up and takedown, request to close that section of Temple Avenue; 4) Ocean Park 5k Race on Friday, July 25th, set up from 3-5 p.m., event and take down from 5-8 p.m. in Ocean Park; 5) Illumination Night, Saturday, August 2nd, event set-up 2-5 p.m., event and takedown, 5-10:30 p.m., candles removed from beach early morning of August 3rd; 6) Kids Fun Run, back streets of Ocean Park, Saturday, July 26th, set-up from 9-10 a.m., event and takedown from 10-11 a.m.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1.	Name of applicant Ocean Park Association	n		
	Address of applicant 14 Temple Ave	Ocean Park	ME	04063
		City	State	Zip
	Phone number of applicant (207) 934-9068	3	_ Fax ()	
	Cell phone ()	E-mail director@d	oceanpark.or	g
	On whose behalf is this event being conduc	ted? (Organization,	Firm, Corpora	ition, if applicable)
	Ocean Park Association			
	Website address (if an Organization, Firm o	r Corporation) <u>ww</u> v	v.oceanpark.c	org
	Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☐ Parade/March ☐ Other — Please specify Road Race			
2.	Event Description (name all vendors who wiprovided)	ill provide entertain	ment and the	type of entertainment
	Ocean Park 5K Race			
	Will you be using tents?YES _X If yes, list size of tent and supplier, as well astent (i.e. cooking, sales, picnic tables, chairs,	NO s what portion of th	e event will be ent will be se	e taking place under the

	Will you be using staging?	YES _	X	_NO		
	☐ Loud Speaker(s) ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	cher(s)	☐ Dane	ce Floor(s)	Tlive Enter	
	☐ Other:					
	Note: If any of the above item Plan/Map. Use of the above it	ns will be used, tems may requ	please ire the	indicate thei Event Organi	ir location on y izer to meet AE	our attached Site OA regulations.
3	Chairperson and/or responsib (Include information how this	le party for the person may be	event,	if other thar ted <u>at any tir</u>	n above: <u>me</u> during the (event).
	Name Scitt Belanger				e ()	
	Address PO BOX 7088,2	7 mass Ave.	Octa	n Park	M E State	04063
	Cell phone 201, 233 - 80		_	,	State	ZIP
	E-mail Sbelange Om	aine pro	iom			
4.	SET-UP Date for Event 7 25	wis Day	of Wee	k Frdy	from 31n	to Sem
	Date of Event 7 25 2025	Day of Week	Fri	dax	from 5pm	to 8, m
	Date of Event	_ Day of Week	·		_ from	to
	Date of Event	_ Day of Week	i		_from	to
	Date of Event	_ Day of Week			from	to
	TAKE-DOWN date	_ Day of Week			_from	to
	RAIN DATE(s) (if rain date listed, insurance mu	 Ist list rain date	Tii e)	mes		
5.	Location of the Event See attach	ned map				
	(if applicable, a map or d			ea to be use	d, or parade ro	oute)
6.	The estimated number of partic					
,	0-150;150-500; _	X 500-100	00;	1,000+		

See attached map.
Will the sale of food and/or beverages occur at the event? No If yes, describe the commodities to be sold.
□ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) □ Pot Luck Items □ Professional Catering □ Non-Profit Food Vendors □ Retail Food Vendors
Will there be merchandise sold at the event?YESXNO
Description of merchandise
Description of merchandise
Is the event a Charitable event?XYESNO Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co
Is the event a Charitable event?XYESNO Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
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N/A	IN/A	N/A	

	A portable megaphone will be used during the event.
	Where will the event attendees/participants park? Many of the participants and spectators are from Ocean Park and
	the race. Others use on-street parking or public transportation.
	Will a shuttle service be provided from parking areas to the event site? $\underline{\hspace{1cm}}$ YES $\underline{\hspace{1cm}}$ NO
	If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESXNO
	If yes, give details:
	Describe your plans for waste disposal at your event. What arrangements have you made for remo and disposal of trash generated by your event? Please supply details of numbers and type of contain and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.
	We clean up any items associated with the event and OPA-supplied trash receptacles are located throughout village square. 8 cans are located as follows: Two at Temple Ave. with the remaining six on Temple Ave. between Grand Ave and Seaside Ave. and on Seaside Ave. between Colby Ave. and Randall Ave.
1	Is the use of barricades necessary/requested for this event? No
	If yes, number needed and location
	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?
	Signs in the event, or place no parking signs:

If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? N/A.
6. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no pain or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class dates as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YES _XNO
If yes, explain:
n yes, explain.
. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.
Simple posters announcing the event in our kiosks, privately owned sign boards (to be placed on the Library lawn and at the entrance to Ocean Park on Temple Ave at the edge of Guild Park on the County of County Indiana.
Park on Temple Ave at the edge of Guild Park near the railroad tracks - both OPA properties. An a-frame sign will be placed in front of the administration building We request that day of event signage be allowed to be posted on selected telephone poles near the village square on the day of the event.
Will this event be posting a banner on public property?YES _XNO
If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
19	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20	Will the event involve professional fireworks?YESXNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES $_{ extsf{X}}$ NO
	If so, please indicate the location of the animals on the Site Plan/Map.
	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur on the beach?YESXNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
; ;	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter in Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

١,	Stuart Mac Millan on behalf of Ocean Park Association
(P	rint Applicant Contact Name) (Print Organization/Group Name)
A٤	gree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability

invitees or other sponsor in connection with said event.

from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

	1 1		A CO LITE DESCO	my know	vicuge.
Signature: _	Sifel	Date:	Spil	29	2025.
	(authorized representative)				
Print name:	SA MACHILLA			_	
Print Organi	vation Name (if applicable):	PARIC	ASSOC	AUO	W

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator) In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

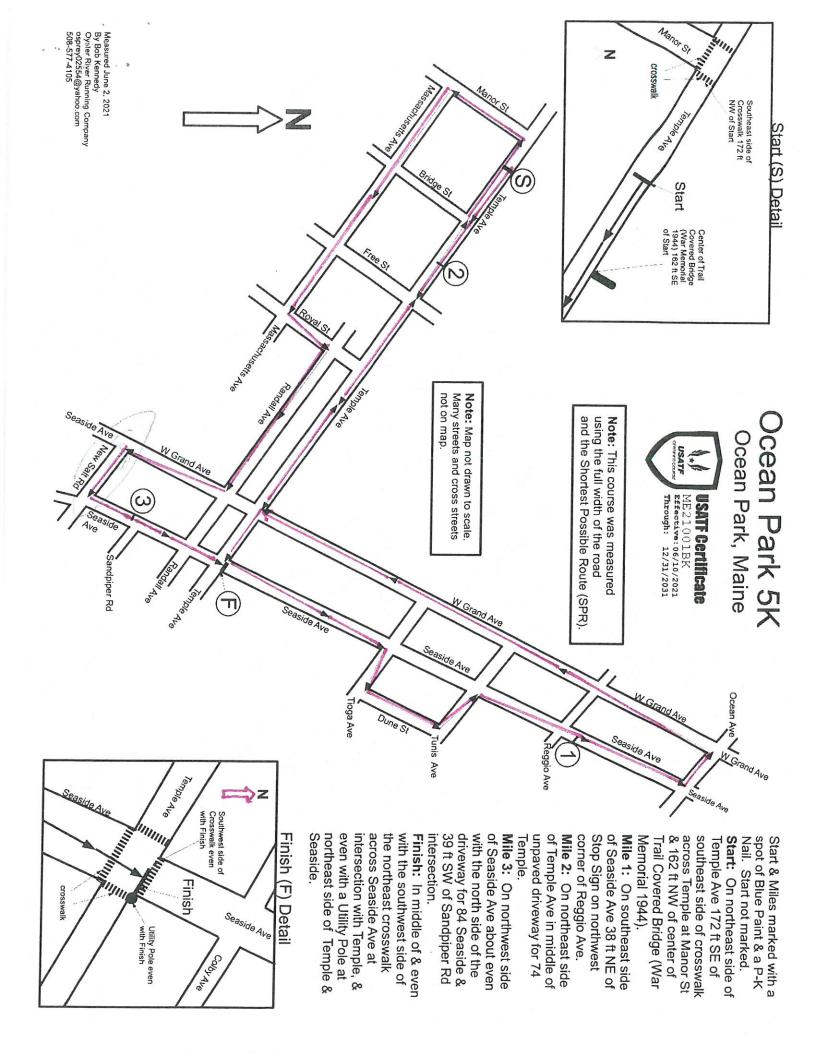
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5K RACE ROAD CLOSURES

- > Temple Ave. will be closed 6:50 pm through 7:15 pm, then limited traffic is able to pass
- West Grand from the Laundromat to the Pump Station is closed 6:50 pm 7:45 pm
- ➤ The Village Square is closed 6:55 pm 7:45 pm

1K KIDS' FUN RUN

- ▶ Very limited access and temporary closures 9:45 am 10:30 am on Colby (between Free and Fern)
- ➤ Closed on Fern between Colby and Winona 10:00 am 10:20 am
- Closed on Winona between Free and Fern 10:00 am 10:20 am
 Closed on Free between Temple and Winona 10:00 am 10:20 am



ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/3/2025

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

CONTRACT
NAME:

PRODUCER Clark Insurance, a Marsh & McLennan Agency, LLC company 1945 Congress Street, Bldg A PO Box 3543 Portland, ME 04104-3543	CONTACT NAME: PHONE (A/C, No, Ext): (207) 774-6257 E-MAIL ADDRESS: info@clarkinsurance.com			
	INSURER(S) AFFORDING COVERAGE	NAIC #		
	INSURER A: Church Mutual Insurance Company, S.I.			
INSURED	INSURER B: Maine Employers Mutual Ins Co	11149		
Ocean Park Association P O Box 7296 Ocean Park, ME 04063	INSURER C:	11110		
	INSURER D:			
	INSURER E :			
	INSURER F:			

COVERAGES

CERTIFICATE 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.

NSR TR	TYPE OF INSURANCE	ADDL	SUBR WVD POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	rs	
Α	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR	x	0444408 25-845334	10/15/2024	10/15/2025	EACH OCCURRENCE	\$	1,000,00 100,00
						PREMISES (Ea occurrence) MED EXP (Any one person)	\$	
						PERSONAL & ADV INJURY	\$	1,000,00
	GEN'L AGGREGATE LIMIT APPLIES PER:					GENERAL AGGREGATE	\$	2,000,00
	X POLICY PRO- OTHER:		la di			PRODUCTS - COMP/OP AGG	\$	2,000,00
Α	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,00
	ANY AUTO OWNED SCHEDULED		0444408 09-846274	10/15/2024	10/15/2025	BODILY INJURY (Per person)	\$	
-	X HIRED AUTOS ONLY AUTOS ONLY AUTOS ONLY					BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$	
			Let Let			(Per accident)	\$	
A	X UMBRELLA LIAB X OCCUR		0444408 85-845574	40/45/0004	4014-1	EACH OCCURRENCE	\$	2,000,00
1	DED X RETENTION \$ 10,000		U444406 65-645574	10/15/2024	10/15/2025	AGGREGATE	\$	2,000,000
В	WORKERS COMPENSATION					X PER OTH-	\$	
	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A	1810103861	10/15/2024	10/15/2025	E.L. EACH ACCIDENT	\$	500,000
	f ves, describe under			24 44		E.L. DISEASE - EA EMPLOYEE	\$	500,000
	DÉSCRIPTION OF OPERATIONS below					E.L. DISEASE - POLICY LIMIT	S	500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: 2025 Events/ The Certificate holder (Town of Old Orchard Beach) is additional insured with regards to Commercial General Liability for ongoing operations if required by written contract.

CERTIFICATE HOLDER	CANCELLATION

Town of Old Orchard Beach 1 Portland Avenue Old Orchard Beach, ME 04064 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

Heige ath

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1.	Name of applicant Ocean Park Associatio	n		
	Address of applicant 14 Temple Ave	Ocean Park	ME	04063
		City	State	Zip
	Phone number of applicant (207) 934-9068	3	Fax ()	
	Cell phone ()	E-mail director@	oceanpark.or	g
	On whose behalf is this event being conduc	ted? (Organization	, Firm, Corpora	tion, if applicable)
	Ocean Park Association		-	
	Website address (if an Organization, Firm o	r Corporation) <u>ww</u>	w.oceanpark.o	rg
	Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☐ Parade/March ☑ Other — Please specify Kids Fun Run Road Race			
2.	Event Description (name all vendors who wi provided)	ill provide entertair	nment and the	type of entertainment
	Kids Fun Run Road Race			
	Will you be using tents?YES _X If yes, list size of tent and supplier, as well as tent (i.e. cooking, sales, picnic tables, chairs,	s what portion of th	ne event will be tent will be sec	e taking place under the cured.
٠				

	Will you be using staging?	YES	XNO		
		her(s)	vent (Please mark Dance Floor(s) Stadium(s)	□Live Enterta	inment
	- Other.				2
	Note: If any of the above item Plan/Map. Use of the above it				
3.	Chairperson and/or responsib (Include information how this				vent).
	Name Scott Belanger		Work Phone	2 ()	
	Address P. V. Box 7088 2				
	Cell phone (207 233 - 89				
	E-mail Sbelange One	ine VV. UM			
4.	SET-UP Date for Event July 2				
	Date of Event July 26, 2				
	Date of Event	Day of Week _	90.	_ from	to
	Date of Event	Day of Week _		from	to
	Date of Event	Day of Week _		_ from	to
	TAKE-DOWN date	Day of Week		_from	to
	RAIN DATE(s) (if rain date listed, insurance m	ust list rain date)	Times		
5.	Location of the Event See attac		the area to be us	ed, or parade ro	oute)
6.	The estimated number of parti			•	·
	X 0-150; 150-500;	500-1000	D;1,000+		

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	See attached map.
8.	Will the sale of food and/or beverages occur at the event? No If yes, describe the commodities to be sold. □ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) □ Pot Luck Items □ Professional Catering □ Non-Profit Food Vendors □ Retail Food Vendors
9.	Will there be merchandise sold at the event?YESXNO
	Description of merchandise
10.	Is the event a Charitable event?YESXNO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO
	If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
11.	If the event is charitable, name the beneficiary of the proceeds from the event:
	Ocean Park Association
12.	List any Event Sponsors:
	Ocean Park Association
	Will admission be charged for the event?YESX NO Will participants be charged for parking?YESX NO

13.	Has this event been held previously in Old Orchard Beach?
	X YES (if yes, please list dates): 7/27/24, 7/29/23, 7/30/22, 7/30/21, 7/24/20
	NO
14.	What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.
	Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services): This simple race will take place on the back streets of Ocean Park (Colby Ave, Clove Ave, Winona Ave and Free St) on a Saturday morning. Volunteers will be stationed at all intersections and the impact on traffic will be minimal. Therefore, a police presence will not be necessary. And, in reality, once he kids complete a turn at an intersection, the area will once again be open to vehicular traffic. No additional security will be needed and there will be unfettered access to the streets for emergency vehicles should they be called to the area.
	Additional Uniformed presence provided by:Off-Duty Police Officers; Private Security;Volunteers
	Times: How many?
	If you have already made contact with someone about security, provide the contact name and number:
	Name: Phone Number:
ı	Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)
0.0	N/A

	A portable megaphone will be used during the event.
	Where will the event attendees/participants park? The great majority of the partipants and spectators are from Ocean
	Park and walk to the race. Others use on-street parking.
	Will a shuttle service be provided from parking areas to the event site?YES _X _NO
	If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESX NO
	If yes, give details:
	Describe your plans for waste disposal at your event. What arrangements have you made for rem and disposal of trash generated by your event? Please supply details of numbers and type of conta and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.
1	Waste disposal will not be an issue for this event. Any trash generated will be disposed using existing OPA garbage cans located at the Temple.
١	Is the use of barricades necessary/requested for this event? No
l	f yes, number needed and location
1	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?

	Is any other public works assistance needed? No
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? N/A.
16	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be
	allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YES _XNO
	If yes, explain:
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage. Simple posters announcing the event in our kiosks, privately owned sign boards will be used to announce this event.
	Will this event be posting a banner on public property?YES _X _NO
	If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more than two weeks prior to the event):
	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured): YES X NO

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
19	. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20	Will the event involve professional fireworks?YESXNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
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	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1^{st} through August 31^{st} of each year. Will this event occur or the beach?YES _XNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
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	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

١, .	Stuart MacMillan on behalf of Ocean Park Association
(Pr	int Applicant Contact Name) (Print Organization/Group Name)
Ag	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and

invitees or other sponsor in connection with said event.

hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Print Organization Name (if applicable): Ocean Park Association

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

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5K RACE ROAD CLOSURES

- > Temple Ave. will be closed 6:50 pm through 7:15 pm, then limited traffic is able to pass
- West Grand from the Laundromat to the Pump Station is closed 6:50 pm 7:45 pm
- > The Village Square is closed 6:55 pm 7:45 pm

1K KIDS' FUN RUN

- Very limited access and temporary closures 9:45 am 10:30 am on Colby (between Free and Fern)
- ➤ Closed on Fern between Colby and Winona 10:00 am 10:20 am
- Closed on Winona between Free and Fern 10:00 am 10:20 am
- > Closed on Free between Temple and Winona 10:00 am 10:20 am



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/3/2025

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.

Surance, a Marsh & McLennan Angress Street, Bldg A 3543 I, ME 04104-3543 Ocean Park Association P O Box 7296 Ocean Park, ME 04063	genc	y, LLC company	INSURER A : Church INSURER B : Maine INSURER C :	arkinsurand SURER(S) AFFOI n Mutual Ins	ce.com RDING COVERAGE SURANCE Company, S.	(207) 774-2994 NAIC #	
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ACORD 25 (2016/03)

Town of Old Orchard Beach 1 Portland Avenue

Old Orchard Beach, ME 04064

AUTHORIZED REPRESENTATIVE

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1.	Name of applicant Ocean Park Association	on		
	Address of applicant 14 Temple Ave	Ocean Park	ME	04063
		City	State	Zip
	Phone number of applicant (207) 934-906	8	Fax ()	
	Cell phone ()	E-mail director@	oceanpark.or	g
	On whose behalf is this event being condu	cted? (Organization,	Firm, Corpora	tion, if applicable)
	Ocean Park Association			
	Website address (if an Organization, Firm of	or Corporation) WW	w.oceanpark.o	rg
	Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☑ Parade/March ☐ Other — Please specify			
2.	Event Description (name all vendors who w provided)	vill provide entertair	nment and the	type of entertainment
	Community Independence Day Parade		<u> </u>	
	Will you be using tents?YES _XYES _XYESXYESXYESXYESXYESXYESXYESXYESXYESXYESXXXYESXXXXXXXXX	NO	ne event will be	e taking place under the
	tent (i.e. cooking, sales, picnic tables, chair			

	Will you be using staging?	YES	X_NO		
	If yes, the following items will b ☐ Amplified Music ☐ Bleach ☐ Loud Speaker(s) ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	er(s)	Dance Floor(s)	☐Live Entert	ainment
	Other:				
	Note: If any of the above items Plan/Map. Use of the above ite				
3.	Chairperson and/or responsible (Include information how this per				event).
	Name Frank Gulth	ney	Work Phone	e ()	
	Address 20 Main Av1.		Ocean Purk City	ME (7 <u>4063</u> Zip
	Cell phone (85) 845 - 55	531	Fax ()		10 10
	E-mail gwalthney o				
4.	SET-UP Date for Event 142	Day o	of Week Widy	from gan	_to_loan
	Date of Event 7 4 2025	_ Day of Week	Friday	from baw	to Noon
	Date of Event	_ Day of Week		from	to
	Date of Event	_ Day of Week		from	to
	Date of Event	_ Day of Week		from	to
	TAKE-DOWN date	_ Day of Week		_from	to
	RAIN DATE(s) (if rain date listed, insurance mu		Times		
5.	Location of the Event See Atta		g the area to be us	ed, or parade r	route)
õ.	The estimated number of partic	cipants in the e	vent		
	0-150;150-500; _	500-100	00; X 1,000+		

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	See Attached Map
8.	Will the sale of food and/or beverages occur at the event? No If yes, describe the commodities to be sold. □ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) □ Pot Luck Items
	☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors
9.	Will there be merchandise sold at the event?XYESNO
	Description of merchandise Buttons
10.	Is the event a Charitable event?YESXNO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO
	If this event a Regional School Unit #23 event?Yes $\underline{\hspace{1cm}}$ NO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
11.	If the event is charitable, name the beneficiary of the proceeds from the event:
12.	List any Event Sponsors:
	Ocean Park Association
	Will admission be charged for the event?YESX NO Will participants be charged for parking? YES X NO

13. Has this event been held previously in Old Orchard Beach?	
X YES (if yes, please list dates): Same date over the last 70+ years	
NO	
4. What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheet if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.	S
Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services): As is our custom, prior arrangements will be made with the OOB Police Department to stop traffic and position offit to aid in the smooth flow of the parade. There have been no crowd control issues in the past and none are expect Year. There is a police presence and pre-arranged road closures to address any safety issues that may arise.	cers ed th
Additional Uniformed presence provided by:Off-Duty Police Officers; Private Security;Volunteers	
Times: How many? Discretion of OOB Police Dept.	
If you have already made contact with someone about security, provide the contact name and number:	
Name: Phone Number:	
Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely responsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)	
N/A	

Will audible devices be used at this event? X YES NO If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).	
Post parade activities (30 minutes between 11:30 am and 12 Noon) will take place at the	
Bandstand located at 11 Temple Ave. The Bandstand's sound system will be used.	
Where will the event attendees/participants park? Many of the participants and spectators are from Ocea	ın
Park and walk to the parade. Others use on-street parking or public transportation.	
Will a shuttle service be provided from parking areas to the event site?YESXNO	
If yes, please describe shuttle plan, and name of company provided service:	
Will you require special parking (RV's, trailers, trucks)?YESXNO	
If yes, give details:	
15. Describe your plans for waste disposal at your event. What arrangements have you made for remove and disposal of trash generated by your event? Please supply details of numbers and type of container and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited. We clean up any items associated with the event and OPA-supplied trash receptacles are located throughout the village square. 8 cans are loc follows: Two at Temple Ave. with the remaining 6 on Temple Ave. between West Grand Ave. and on Seaside Ave. between Colby Ave. and Ra	ers
Is the use of barricades necessary/requested for this event? Yes	
4 - 2 at each intersection of West Grand Ave. and Temple Ave. and again at Te If yes, number needed and location and Seaside Ave.	mple Ave
Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?	
YES _XNO If yes, please describe:	
	_

	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? N/A.
.6.	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no pain or nails; the portable pit or bonfire can be removed or filled in after the event <i>leaving no residue or noticeable impact</i> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class date as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be
	allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YES X _NO
	If yes, explain:
	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.
	be used, and description of verbiage being posted on signage.
	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage. Parade walkers will be carrying banners announcing our corporate sponsor, the Ocean Park Band, and the Ocean Park Kazoc band.
	be used, and description of verbiage being posted on signage. Parade walkers will be carrying banners announcing our corporate sponsor, the Ocean Park Band, and the Ocean Park Kazor
	be used, and description of verbiage being posted on signage. Parade walkers will be carrying banners announcing our corporate sponsor, the Ocean Park Band, and the Ocean Park Kazoo band.

	Will the alcohol be:Sold;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
L9.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20.	Will the event involve professional fireworks?YESXNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) \underline{x} YES \underline{N} NO
	If so, please indicate the location of the animals on the Site Plan/Map. Dogs will be decorated and walk in the parade. Bandanas, balloons and poop bags will be provided. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur on the beach?YES _XNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

١, .	Stuart MacMillan on behalf of Ocean Park Association
	int Applicant Contact Name) (Print Organization/Group Name)
Ag	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.

invitees or other sponsor in connection with said event.

9. For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature:	500	Date:	April 29	12025
	(authorized representative)		,	
Print name:	SA MACHILLA			
Print Organi	zation Name (if applicable): Ocean Par	k Associa	ition	

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

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July 4th Parade Map Porter Hall 0 E U START ROYAL ST. FINISH)ining Hall Jordan Hall RANDAL JC OCEANWOOD OCEANA AVE. Tennis Courts Shuffleboard WEST GR *ibrary* **Post Office** Kinney Shores, / View Ferry Beach. SEASIDE I Camp SANDPIPER 000 **OPA Administrative** PORTER Office/ Jakeman Hall THE BEACH



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/3/2025

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).

t	f SUBROGATION IS WAIVED, subject his certificate does not confer rights to	t to	cert	terms and conditions of ificate holder in lieu of su	the policy, certain ich endorsement(s CONTACT NAME:).	require an end	orsemer	nt. A s	statement on
Cla 194	DDUCER rk Insurance, a Marsh & McLennan Ag I5 Congress Street, Bldg A	ency	, LL	C company	PHONE (A/C, No, Ext): (207)			FAX (A/C, No):	(207)	774-2994
	Box 3543 tland, ME 04104-3543				E-MAIL ADDRESS: info@cl					
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INS	URED				INSURER B : Maine	Employers	wutuai ins Co			11149
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	Ocean Park, ME 04063				INSURER D :					
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	X POLICY PRO-						PRODUCTS - COM	P/OP AGG	\$	2,000,000
^	OTHER:						COMBINED SINGLE	LIMIT	\$	1,000,000
Α	AUTOMOBILE LIABILITY			0444400 00 040074	40/45/0004	40/45/0005	(Ea accident)		\$	1,000,000
	ANY AUTO OWNED AUTOS ONLY X HIRED ONLY X NON-OWNED			0444408 09-846274	10/15/2024	10/15/2025	BODILY INJURY (Pe		\$	
					PROPERTY DAMAG (Per accident)	er accident) SE	100			
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						(Per accident)		\$	
Α	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE		\$	2,000,000
	EXCESS LIAB CLAIMS-MADE			0444408 85-845574	10/15/2024	10/15/2025	AGGREGATE	OE_	\$	2,000,000
	DED X RETENTION\$ 10,000						,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		\$	
В	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE	OTH- ER		
		NI / A		1810103861	10/15/2024	10/15/2025	E.L. EACH ACCIDE	NT	\$	500,000
	(Mandatory in NH)	N/A	2.44			111,111	E.L. DISEASE - EA I	EMPLOYEE	\$	500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POL	ICY LIMIT	\$	500,000
							10			
DES RE: ope	CRIPTION OF OPERATIONS / LOCATIONS / VEHICL 2025 Events/ The Certificate holder (Tow rations if required by written contract.	ES (A	Old	0 101, Additional Remarks Schedu Orchard Beach) is addition	le, may be attached if mo nal insured with reg	ire space is requi ards to Comn	∣ ^{red)} nercial General L	iability fo	or ong	oing
CE	RTIFICATE HOLDER				CANCELLATION					
	Town of Old Orchard Beach 1 Portland Avenue Old Orchard Beach, ME 0406	Δ				N DATE TH	ESCRIBED POLICE HEREOF, NOTICE CY PROVISIONS.			
Old Orbital d Deabli, III. 07007					AUTHORIZED REPRESENTATIVE					
					House noth					

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1.	Name of applicant Ocean Park Association			
	Address of applicant 14 Temple Ave	Ocean Park	ME	04063
		City	State	Zip
	Phone number of applicant (207) 934-9068		Fax ()	
	Cell phone () E-n	nail director@o	ceanpark.org	
	On whose behalf is this event being conducted?	Organization, I	irm, Corporati	on, if applicable)
	Ocean Park Association			
	Website address (if an Organization, Firm or Co	rporation)	oceanpark.org	9
	Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☐ Parade/March ☐ Other — Please specify A recreational and entertainment event consisting of	of square and line	dancing.	
2.	. Event Description (name all vendors who will pr provided)	ovide entertainr	ment and the t	ype of entertainment
	Community Square and Line Dancing			
		=		
	Will you be using tents?YES _XN	0		
	If yes, list size of tent and supplier, as well as whetent (i.e. cooking, sales, picnic tables, chairs, etc.)			
		W 417		

	Will you be using staging?	YESX	NO		
	If yes, the following items will be ☐ Amplified Music ☐ Bleach ☐ Loud Speaker(s) ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	er(s) \square D	ance Floor(s)	☐Live Entert	
	☐ Other:				
	Note: If any of the above items Plan/Map. Use of the above ite	The second secon			
3.	Chairperson and/or responsible (Include information how this po				event).
	Name Blake Edmunds		Work Phone	e (<u>207</u>) <u>934-906</u>	8
	Address 14 Temple Ave		Ocean Park	ME	04064
			City	State	Zip
	Cell phone (<u>(11)</u> 429 - 644	15	Fax ()		
	E-mail Opablake Ogm	ail. com			
4.	SET-UP Date for Event July 4, 20	025 Day of	Week Friday	_from <u>5 PM</u>	to <u>7 PM</u>
	Date of Event July 4, 2025	_ Day of Week _F	riday	_ from 7 PM	to 9 PM
	Date of Event	_ Day of Week		from	to
	Date of Event	_ Day of Week		from	to
	Date of Event	_ Day of Week		from	to
	TAKE-DOWN date	_ Day of Week		from	to
	RAIN DATE(s) (if rain date listed, insurance mu	st list rain date)	Times		
5.	Location of the Event On Temple (if applicable, a map or d				
6.	The estimated number of partic	cipants in the eve	nt		
	X0-150;150-500; _	500-1000	; 1,000+		

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (i yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
8.	Will the sale of food and/or beverages occur at the event? No If yes, describe the commodities to be sold.
	☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items ☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors
9.	Will there be merchandise sold at the event?YESXNO
	Description of merchandise
10.	Is the event a Charitable event?YESXNO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO
	If this event a Regional School Unit #23 event?Yes $\underline{\hspace{1cm}}$ Yes $\underline{\hspace{1cm}}$ NO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
1.	If the event is charitable, name the beneficiary of the proceeds from the event:
۱2.	List any Event Sponsors:
	Ocean Park Association
	Will admission be charged for the event?YESX NO Will participants be charged for parking?YESX NO

	been neid previously in Old Orchard Beach?
X YES (if	yes, please list dates): July 4, 2023, July 4, 2022
NO	
peace? Describ if necessary). S they have final least one Old O	oplicant doing to ensure the event will not endanger the public safety or disturb the person plans for security at your event, including crowd control (attach additional shee Security plan will need final approval by the Old Orchard Beach Police Department and say in appropriate number and type of security personnel required. Must include at Orchard Beach Police Officer, if security is required. Costs associated with security are assibility of the event organizer.
vehicles, equip	e your security plan (including your plans for controlling ingress/egress of all persons, ment, and Emergency Medical Services): no public safety or disturbance issues with the dances in the past and none are anticpated for the second control of the past and none are anticpated for the past and none are a
Therefore no ad-	ditional security measures are needed.
Inerelore, no aud	ditional security measures are needed.
Additional Unit	formed presence provided by:Off-Duty Police Officers; Private Security;
Times:	How many?
If you have alre	eady made contact with someone about security, provide the contact name and
Name:	Phone Number:
details for pers responsible for	tems that will be left overnight. If equipment will be left on-site overnight, provide onal property safety and security of site: (Note that the event organizer is solely items left on the property. The Town assumes no responsibility for items of personal location at any time)
property at the	

	Will audible devices be used at this event? X YES NO If yes, what type of devices will be used? What time will they be used? (Decibel level limits are in Chapter 26 of the Code of Ordinances).
	Recorded square dance music will be played for people to dance to using portable hi-fi speakers. The decibel
	level is unknown, but we have not received negative feedback in the past
	Where will the event attendees/participants park? Many of the participants and spectators are from Ocean
	Park and walk to the parade. Others use on-street parking or public transportation.
	Will a shuttle service be provided from parking areas to the event site?YESXNO
	If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESXNO
	If yes, give details:
We	Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited. clean up any items associated with the event and OPA-supplied trash receptacles are located throughout the village square. 6 cans are located ows: Temple Ave. between West Grand Ave. and on Seaside Ave. between Colby Ave. and Randall Ave.
	Is the use of barricades necessary/requested for this event? Yes In the past, a set of four baracades have been delivered by DPW to OPA's administration office for use throughout the summer for special events.
	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?
	XYESNO If yes, please describe:
	OPA posts no parking signs earlier in the day on the date of the dances to alert motorists that the street will be closed early
	evening. This method has worked well in the past and we intend on doing the same this year.

	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? N/A.
6.	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class datas listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YESXNO
	If yes, explain:
7.	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.
7.	., 0 0
7.	
7.	be used, and description of verbiage being posted on signage. Other than simple posters announcing the event in our kiosks and sign boards and A-frame sign in front of the administration
7.	be used, and description of verbiage being posted on signage. Other than simple posters announcing the event in our kiosks and sign boards and A-frame sign in front of the administration building, no additional signage will be posted at this event.
7.	be used, and description of verbiage being posted on signage. Other than simple posters announcing the event in our kiosks and sign boards and A-frame sign in front of the administration building, no additional signage will be posted at this event. Will this event be posting a banner on public property?YESX_NO If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20.	Will the event involve professional fireworks?YESXNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company? (If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES_X_NO
	If so, please indicate the location of the animals on the Site Plan/Map. Dogs will be decorated and walk in the parade. Bandanas, balloons and poop bags will be provided. Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur on the beach?YESXNO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach <u>MUST</u> be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESXNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

l,	Stuart MacMillan on behalf of Ocean Park Association
	rint Applicant Contact Name) (Print Organization/Group Name)
Ag	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included(initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents, invitees or other sponsor in connection with said event.

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

CO 00

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature:		1		Date:	Hal	2
	(authorize	d representative)			
Print name:	5A	MACMIL	LAJ			
Print Organi	ization Nam	e (if applicable):	Ocean Park	Associ	ation	

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location
Event Coordinator's Booth
Tents/Stages/Grandstands
Porta Potties/Rest Rooms

Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

ROYAL ST. Inling Hall CE OCEANWOOD Tennis Shufflebo	Park VAN COURTS Park Pa
Kinney Shores, View, Ferry Beach, Camp Ellis 日本日本日本日本日本日本日本日本日本日本日本日本日本日本日本日本日本日本日本	Libery Post Office SEASIDE CPA Administrative Office/ Jakeman Hall THE BEACH



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/3/2025

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.

If	IPORTANT: If the certificate holds SUBROGATION IS WAIVED, subje is certificate does not confer rights	ct to	the	terms and conditions of the ficate holder in lieu of suc	ne po h end	licy, certain lorsement(s)	policies may			
PROI	DUCER			S.	CONTAC	СТ				
	Clark Insurance, a Marsh & McLennan Agency, LLC company 1945 Congress Street, Bldg A PO Box 3543					PHONE (A/C, No, Ext): (207) 774-6257 FAX (A/C, No): (207)				
						E-MAIL ADDRESS: info@clarkinsurance.com				
Port	land, ME 04104-3543					INS	SURER(S) AFFOR	RDING COVERAGE		NAIC#
				li li	NSURE	RA: Church	Mutual Ins	urance Company, S.I.		
INSU	RED			li li	NSURE	кв: Maine E	Employers I	Mutual Ins Co		11149
	Ocean Park Association				NSURE					
	P O Box 7296			II.	NSURE	RD:				
	Ocean Park, ME 04063			I	INSURER E:					
				11	NSURE	RF:				
CO	/ERAGES CEF	RTIFIC	ATE	NUMBER:				REVISION NUMBER:		
IN	IIS IS TO CERTIFY THAT THE POLICI DICATED. NOTWITHSTANDING ANY F ERTIFICATE MAY BE ISSUED OR MAY ICLUSIONS AND CONDITIONS OF SUCH	REQUIP	REME AIN,	ENT, TERM OR CONDITION THE INSURANCE AFFORDE	OF A	NY CONTRAC	CT OR OTHER	R DOCUMENT WITH RESPEC	OT TO	WHICH THIS
INSR LTR	TYPE OF INSURANCE	ADDL:	SUBR	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP	LIMITS		
Α	X COMMERCIAL GENERAL LIABILITY					***************************************	-	EACH OCCURRENCE S	5	1,000,000
	CLAIMS-MADE X OCCUR	х		0444408 25-845334		10/15/2024	10/15/2025	DAMAGE TO RENTED PREMISES (Ea occurrence) \$	5	100,000
								MED EXP (Any one person) \$	<u> </u>	
							444	PERSONAL & ADV INJURY \$	5	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$	5	2,000,000
	X POLICY PRO-							PRODUCTS - COMP/OP AGG \$	5	2,000,000
	OTHER:		1							

OTHER: COMBINED SINGLE LIMIT (Ea accident) 1,000,000 AUTOMOBILE LIABILITY ANY AUTO 0444408 09-846274 10/15/2024 10/15/2025 BODILY INJURY (Per person) OWNED AUTOS ONLY SCHEDULED AUTOS BODILY INJURY (Per accident)
PROPERTY DAMAGE
(Per accident) HIRED AUTOS ONLY NON-OWNED AUTOS ONLY 2,000,000 X UMBRELLA LIAB OCCUR EACH OCCURRENCE 10/15/2024 10/15/2025 0444408 85-845574 2,000,000 **EXCESS LIAB** CLAIMS-MADE AGGREGATE 10,000 DED X RETENTION\$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY X PER STATUTE 1810103861 10/15/2024 10/15/2025 500,000 ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) E.L. EACH ACCIDENT 500,000 E.L. DISEASE - EA EMPLOYEE \$ If yes, describe under DESCRIPTION OF OPERATIONS below 500,000 E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: 2025 Events/ The Certificate holder (Town of Old Orchard Beach) is additional insured with regards to Commercial General Liability for ongoing operations if required by written contract.

CERTIFICATE HOLDER	CANCELLATION
Town of Old Orchard Beach 1 Portland Avenue	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Old Orchard Beach, ME 04064	AUTHORIZED REPRESENTATIVE HEUSE OALL



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/08/2025

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(les) 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).

	L CONTACT CONTACT	
PRODUCER	CONTACT SEAN ONEILL	
CHESTERFIELD INSURANCE AGENCY, INC.	PHONE (A/C, No. Ext):(330) 896-9777 EXT. 8123 FAX (A/C, No): 330-89	6-6548
CHESTERFIELD INSURANCE AGENCY, INC.	ADDRESS: SEAN.ONEILL@TPA4TSA.COM	
P. O. BOX 237	insurer(s) affording coverage	NAIC#
GREEN, OH 44232-0237	INSURER A: ZURICH AMERICAN INS. CO.	16535
INSURED	INSURER B : THE SALVATION ARMY RISK TRUST	
THE SALVATION ARMY, A NEW YORK CORP.	INSURER C: THE SALVATION ARMY, A NY CORP.	
440 WEST NYACK ROAD	INSURER D : AMERICAN ZURICH INS. CO.	40142
WEST NYACK, NY 10994-1739	INSURER E :	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 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 SUE		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	\$
С	X COMMERCIAL GENERAL LIABILITY		SELF INSURED	01/01/24	01/01/25	EACH OCCURRENCE DAMAGE TO RENTED	\$ 500,000
	CLAIMS-MADE X OCCUR		RETENTION			PREMISES (Ea occurrence)	\$ 500,000
l			İ	ĺ		MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 500,000
	GEN'L AGGREGATE LIMIT APPLIES PER:			ļ		GENERAL AGGREGATE	\$ 500,000
	POLICY PRO X LOC					PRODUCTS - COMP/OP AGG	\$ 500,000
	OTHER:				 	COMBINED SINGLE LIMIT	\$ 400.000
Α	AUTOMOBILE LIABILITY ANY AUTO		BAP 8978527-28	01/01/24	01/01/25	(Ea accident) BODILY INJURY (Per person)	\$ 100,000
	OWNED SCHEDULED					BODILY INJURY (Per accident)	\$
	AUTOS ONLY AUTOS NON-OWNED					PROPERTY DAMAGE	\$,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	X AUTOS ONLY X AUTOS ONLY					(Per accident)	\$
В	UMBRELLA LIAB X OCCUR		TRUST#19578500	01/01/24	01/01/25	EACH OCCURRENCE	\$ 7,000,000
٦	X EXCESS LIAB CLAIMS-MADE		INCL PROF LIABILITY	01/01/21	01101120	AGGREGATE	\$ 7,000,000
	DED X RETENTION \$ 500,000				<u> </u>		\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		WC 8978533-28	01/01/24	01/01/25	X PER STATUTE ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	(Mandatory in NH)				Ì	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
	if yes, describe under DESCRIPTION OF OPERATIONS below	ļ				E.L., DISEASE - POLICY LIMIT	\$ 1,000,000
С	AUTO LIABILITY EXCESS		SELF INSURED RENTENTION	01/01/24	01/01/25	XS OF \$100,000	\$400,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 181, Additional Remarks Schedule, may be attached if more space is required)

COVERAGE APPLIES TO THE SALVATION ARMY BRASS BAND PARADE FROM TOP OF OLD ORCHARD AVENUE TO FINISH AT OOB PIER. THE TOWN OF OLD ORCHARD BEACH IS AN ADDITIONAL INSURED.

CERTIFICATE HOLDER	CANCELLATION				
Town of Old Orchard Beach 1 Portland Ave Old Orchard Beach, ME 04064	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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ACORD 25 (2016/03)

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AGENDA ITEM # 8780

Discussion with Action: Approve the Special Event Permit application for the Salvation Army to hold their annual parade from Saco and Biddeford Savings Bank to the Square on Sunday, July 27th, 2025, from 4:00 to 5:00 p.m. Permission to collect donations during parade as long as parade participants walk up to observers at the sidewalk, and do not allow participants to come out to the road, and the parade must stay in the right-hand lanes going down Old Orchard Street.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1.	Name of applicant Kathleen Veltsos, Director of Seaside Pavilion								
	Address of applicant 8 Sixth Street, Old Orchard Beach, ME 04064								
	City State Zip								
	Phone number of applicant (<u>207</u>) <u>934-2024</u> Fax (<u>207</u>) <u>934-5977</u>								
	Cell phone (207) 703-4255 E-mail Kathleen.Veltsos@use.salvationarmy.org								
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable) The Salvation Army								
	Website address (if an Organization, Firm or Corporation)								
	Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☐ Concert ☑ Parade/March ☐ Other — Please specify								
2.	Event Description (name all vendors who will provide entertainment and the type of entertainment provided)								
	Parade of witnesses: Walkers and band								
	Will you be using tents?YESX_NO								
	If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.								

	Will you be using staging?	YES	X_NO		
	If yes, the following items will b ☐ Amplified Music ☐ Bleach ☐ Loud Speaker(s) ☐ Microp	er(s)	☐ Dance Floor(s)		ainment
	☑ Other: Brass instruments	-14.00-0-00			***************************************
	. ,	4,	•		•,
	Note: If any of the above items Plan/Map. Use of the above ite				
3.	Chairperson and/or responsible (Include information how this p				event).
	Name Derek Lance		Work Pho	ne (<u>)</u> 845-62	0-7412
	Address 440 West Nyack RD	., West Nya	ck, NY, 10994, United	d States	
			City		Zip
	Cell phone ()		Fax ()		
	E-mail_derek.lance@use.salvati	onarmy.org			
4.	SET-UP Date for Event		Day of Week	from	to
	Date of Event July 27, 2025	Day of W	eek Sunday	from4:00F	o 5:00PM
	Date of Event	Day of W	'eek	from	to
	Date of Event	Day of W	eek	from	to
	Date of Event	Day of W	eek	from	to
	TAKE-DOWN date	Day of W	eek	from	to
	RAIN DATE(s)		date)		
5.	Location of the Event From S (if applicable, a map or o	Saco Biddef diagram sho	ord Savings Bank to owing the area to be	Town Square Par used, or parade	king Area route)
6.	The estimated number of parti	cipants in t	he event		
	0-150;x150-500;	500	0-1000;1,000	O+	

7.	If a parade or public gathering, will it occupy any or all of the roadway involved or to be traversed? (if yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
	Yes. During parade which will start SBSI and end at Town Square
8.	Will the sale of food and/or beverages occur at the event? no
9.	Will there be merchandise sold at the event?YESXNO Description of merchandise
10.	Is the event a Charitable event?YESxNO
	Is this event co-sponsored by the Town of Old Orchard Beach?YESXNO
	If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or cosponsored by the Town of Old Orchard Beach).
11	. If the event is charitable, name the beneficiary of the proceeds from the event:
	No proceeds from this event
12	. List any Event Sponsors:
	The Salvation Army
	Will admission be charged for the event? YES X NO Will participants be charged for parking? YES X NO

X YES (if yes, ple	ase list dates):each year for approximately 25 years
NO	
peace? Describe your if necessary). Securit they have final say in least one Old Orchard	doing to ensure the event will not endanger the public safety or disturb the plans for security at your event, including crowd control (attach additional she plan will need final approval by the Old Orchard Beach Police Department are appropriate number and type of security personnel required. Must include at Beach Police Officer, if security is required. Costs associated with security are of the event organizer.
Please describe your s vehicles, equipment,	ecurity plan (including your plans for controlling ingress/egress of all persons, and Emergency Medical Services):
SA will work with OOB I	D to escort parade and to assist with public safety measures. Seaside Pavilion s
will be onsite	
Additional Uniformed X Volunteers	presence provided by:Off-Duty Police Officers; Private Security; How many?2
will be onsite Additional Uniformed X Volunteers Times:	presence provided by:Off-Duty Police Officers; Private Security;
Additional Uniformed X Volunteers Times: If you have already ma	presence provided by:Off-Duty Police Officers; Private Security; How many?2 de contact with someone about security, provide the contact name and

	Brass instruments
	Where will the event attendees/participants park? Public parking or their respective hotels.
	Most attendees will be residing in local hotels.
	Will a shuttle service be provided from parking areas to the event site?YES _XNO
	If yes, please describe shuttle plan, and name of company provided service:
	Will you require special parking (RV's, trailers, trucks)?YESXNO If yes, give details:
	Describe your plans for waste disposal at your event. What arrangements have you made for remover and disposal of trash generated by your event? Please supply details of numbers and type of contain and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited.
-	Not applicable. March only
	Is the use of barricades necessary/requested for this event? Yes
	If yes, number needed and location <u>Square entrance</u>
,	Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?
	YES X NO If yes, please describe:

or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned t "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class dias listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YESX_NO If yes, explain:		If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?n/a
7. Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage. No signage for this event Will this event be posting a banner on public property?YES _XNO If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more	6.	pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class datas listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 Cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department.
No signage for this event Will this event be posting a banner on public property?YESXNO If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more		If yes, explain:
Will this event be posting a banner on public property?YES _X _NO If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more		
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		be used, and description of verbiage being posted on signage.
		be used, and description of verbiage being posted on signage. No signage for this event
		No signage for this event Will this event be posting a banner on public property?YES _XNO f yes, please list requested dates, dimensions of banner, wording on banner, and location (no more

	Will the alcohol be:Sold;Given away; <u>n/a</u> Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
	n/a
19.	If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark? <u>n/a</u> Yes, it's attachedNo
20.	Will the event involve professional fireworks?YESXNO
	Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?
	(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES_x_NO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur on the beach?YES _X _NO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Old Orchard Be cost and expen	ach Town Clerk se furnish a poli	's Office cy or po	30 days licies fo	Endorsement page must be provided to the Town of prior to the event date. The applicant shall at its own property damage or bodily injury in the amount of at the MUST be listed as an Additional Named Insured.
	x Yes, it		ided with	the ap	plication; No, it will be provided at least 30
24.		YES	Х	NO.	#23 school property (schools, parking lots, playing If yes, has the applicant received approval from RSU oval?

SPECIAL EVENT PERMIT AGREEMENT

The Salvation Army

1.	Kathleen Veltsos	on behalf of	The Salvation Army
(Pr	int Applicant Contact Name)	- ' '	(Print Organization/Group Name)
Agı	ree to abide by the following Spe	ecial Event rec	quirements:
1.	All pre-event determined fees determined after the event imm		at least two weeks prior to the event. I agree to pay any costs on receipt of invoice.
2,		the event date	red Endorsement page must be provided to the Town Clerk's e. The Town of Old Orchard Beach MUST be listed as an idorsement included. kv (initial)
3.	To develop a comprehensive se	curity plan in	conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be rem tables, chairs, fencing, signs, et		ne premises including but not limited to benches, trashcans,
5.		hours of the e	is received except for reasonable wear and tear. All trash will be end of the event. I accept responsibility for any damages that
6.	To comply will all laws, rules, as operations and conduct on Tov		s of the federal, state, and Town governments governing
7.	This permit agreement may be violation of any rule, ordinance	terminated b , and/or cond	by the Town of Old Orchard Beach at any time upon finding a dition of the permit or upon good cause shown.
8.	For myself and any other perso subject of this permit application provided by the Town of Old O	on, jointly and	ions, firms and corporations sponsoring the event, which is the discoverably, hereby contract and agree to pay all costs of services, in support of said event.
9.	subject of this permit application hold harmless the Town of Old	on, jointly and Orchard bead r alleged to ha	ions, firms, and corporations sponsoring the event which is the d severally, hereby contract and agree to indemnify, defend and ch, its officers and employees, against all claims, loss or liability ave arisen from any act or omission of said applicant, its agents, a said event.

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

Signature: Date: 02/12/2024 (authorized representative)

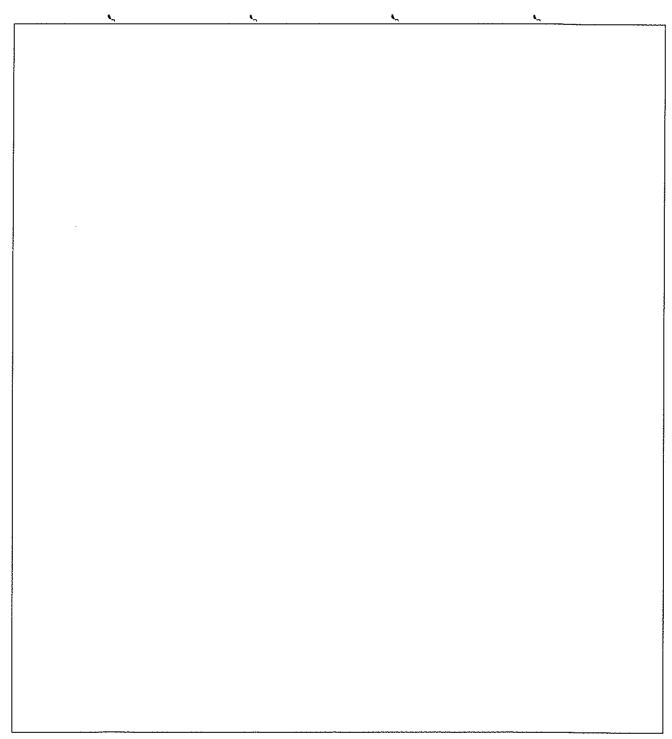
Print name: Kathleen Veltsos

Print Organization Name (if applicable): _______

Kathleen Veltsos
Director, Pavilion Ministries
Seaside Pavilion
The Salvation Army [USA Eastern Territory
Maine, New Hampshire, Vermont
8 Sixth Street, Old Orchard Beach, ME 04064
Office: (207) 934-2024 Cell: (207) 703-4255
Kathleen.Veltsos@use.salvationarmy.org
http://seasidepavilion.org/

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator) In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers



AGENDA ITEM # 8781

Discussion with Action: Approve the Special Event Permit application for the Salvation Army to hold their evening programs in the Square; July 23rd through July 28th, 2025, including set-up and takedown. Inspection by Fire Prevention and Code Enforcement of the stage constructed in the Square to ensure compliance with applicable fire and building codes, to take place prior to any performance. Insurance, listing the Town of Old Orchard Beach as additionally insured, to be provided to the Town Clerk's Office at least one month in advance of the event.

Chair: Shawn O'Neill

APPLICATION INFORMATION

PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

Address of applicant 8 6th Street, Old Orchard Beach, ME 04064 City State Zip Phone number of applicant (207) 703-4255 Fax (207) 934-5977 Cell phone (207) 703-4255 E-mail kathleen.veltsos@use.salvationarmy.org On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicab The Salvation Army Website address (if an Organization, Firm or Corporation) https://saconnects.org/oob-pier-fes Type of Event: Festival/Fair Race/Walk/Bike Ride Concert Parade/March Other - Please specify						
Phone number of applicant (207) 703-4255 Cell phone (207) 703-4255 E-mail kathleen.veltsos@use.salvationarmy.org On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicab The Salvation Army Website address (if an Organization, Firm or Corporation) https://saconnects.org/oob-pier-fes Type of Event: Festival/Fair Race/Walk/Bike Ride Concert Parade/March						
Cell phone (207) 703-4255 E-mail kathleen.veltsos@use.salvationarmy.org On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicab The Salvation Army Website address (if an Organization, Firm or Corporation) https://saconnects.org/oob-pier-fes Type of Event: Festival/Fair Race/Walk/Bike Ride Concert Parade/March						
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Website address (if an Organization, Firm or Corporation) https://saconnects.org/oob-pier-fest Type of Event: Festival/Fair Race/Walk/Bike Ride Concert Parade/March	le)					
Type of Event: ☐ Festival/Fair ☐ Race/Walk/Bike Ride ☑ Concert ☑ Parade/March						
☐ Festival/Fair ☐ Race/Walk/Bike Ride ☑ Concert ☑ Parade/March	tival					
Event Description (name all vendors who will provide entertainment and the type of entertainment provided)						
Event programs at the Town Square Parking Area, including music (instrumental & vocal), drawn and the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are programs at the Town Square Parking Area, including music (instrumental & vocal), drawn are program at the Town Square Parking Area, including music (instrumental & vocal), drawn are program at the Town Square Parking Area, and the Parking Area, and the Town Square Parking Area, and the Town Squ	ama,					
dancing, and speakers. 7:00 PM - 11:00 PM						
Will you be using tents? X YES NO						
If yes, list size of tent and supplier, as well as what portion of the event will be taking place ur tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.	der th					
Diagram attached.						
	······································					

	Will you be using stag	ing? XYES	NO			
	If yes, the following ite ☑ Amplified Music ☑ Loud Speaker(s)		☐ Dance Floor(s)		nment	
	☐ Other:					
		٠,	•	ζ,	ς.	
	Note: If any of the about Plan/Map. Use of the	ove items will be used above items may req	d, please indicate thei uire the Event Organi	r location on you zer to meet ADA	r attached Site regulations.	
3.	Chairperson and/or re (Include information h				ent).	
	Name Kathryn Higgins	s, The Salvation Army	Work Phone	e (<u>845) 274-2883</u>		
	Address 440 W. Nyack	Road, West Nyack, I	NY 10994			
			City	State 7	Zip	
	Cell phone (<u>845) 274-2</u>	883	Fax (<u>) </u>			
	E-mail useartsministric	esdirector@use.salva	itionarmy.org			
4.	SET-UP Date for Event	07/23/2025 Da	y of Week Weds	from 06:00 AM	to 10:30 PM	
	Date of Event <u>07/24/2</u>	2025 Day of We	ek Thursday	_from 09:00 A	M to 10:20 PM	
	Date of Event 07/25/20	025 Day of We	ek Friday	_ from 06:30 PM	to 10:20 PM	
	Date of Event 07/26/20	025 Day of We	ek <u>Saturday</u>	_from 06:30 PM	to 10:20 PM	
	Date of Event <u>07/27/2</u>	.025 Day of We	ek Sunday	_from 12:00 PM	<u>M</u> to 03:00 AM (Mor	۱)
	TAKE-DOWN date	Day of We	ek	from	_to	
	RAIN DATE(s) N/A (if rain date listed, insur	rance must list rain d	Times N/A			
5.	Location of the Event /		ving the area to be us	ed, or parade rou	ite)	
6.	The estimated number	of participants in the	e event			
	<u>X</u> 0-150;15	50-500;500-	1,000;1,000+			

	Square entrance will need to be blocked for set-up, event, and tear-down. Diagram attached.
8.	Will the sale of food and/or beverages occur at the event? N/A If yes, describe the commodities to be sold.
	☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items ☐ Professional Catering ☐ Non-Profit Food Vendors ☐ Retail Food Vendors
7.	Will there be merchandise sold at the event?YESNO Description of merchandise
	Is the event a Charitable event?
	Is this event co-sponsored by the Town of Old Orchard Beach?YESNO If this event a Regional School Unit #23 event?YesXNO (The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-sponsored by the Town of Old Orchard Beach).
1. 1	If the event is charitable, name the beneficiary of the proceeds from the event:
-	The Salvation Army
2.	List any Event Sponsors:
-	The Salvation Army
٠	Will admission be charged for the event?YES X NO
	Will participants be charged for parking? YES X NO We will need no parking signs to be placed in the Town Square in anticipation of our arrival fd

13.	Has this event been held previously in Old Orchard Beach?
	X YES (if yes, please list dates): each year for approx 26 years.
	NO
	What is the applicant doing to ensure the event will not endanger the public safety or disturb the peace? Describe your plans for security at your event, including crowd control (attach additional sheets if necessary). Security plan will need final approval by the Old Orchard Beach Police Department and they have final say in appropriate number and type of security personnel required. Must include at least one Old Orchard Beach Police Officer, if security is required. Costs associated with security are the sole responsibility of the event organizer.
	Please describe your security plan (including your plans for controlling ingress/egress of all persons, vehicles, equipment, and Emergency Medical Services):
	The Salvation Army will hire security personnel to guard stage area.
	Additional Uniformed presence provided by:Off-Duty Police Officers; $igstyle igwedge$ Private Security;Volunteers
•	Times; See below How many? 1
 	f you have already made contact with someone about security, provide the contact name and number:
1	Name: Ed Annino - First Protection Services Phone Number: 207-819-5103
r	Please list any items that will be left overnight. If equipment will be left on-site overnight, provide details for personal property safety and security of site: (Note that the event organizer is solely esponsible for items left on the property. The Town assumes no responsibility for items of personal property at the location at any time)
	Stage and video equipment. Wednesday // 10 PM - 9 AM. Thursday, Friday overnight // 10 PM - 6:30 PM
	Saturday overnight // 10 PM - 2 PM. Sunday // Security during all of tear down.
١	We will need no parking signs to be placed in the Town Square in anticipation of our arrived

and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited. We will provide waste bins as necessary. We are not selling food and drink. Is the use of barricades necessary/requested for this event? Yes. If yes, number needed and location Entrances and exits to Town Square Will it be necessary to cover street and/or parking signs for this event, or place no parking signs? X YESNO If yes, please describe:		Typical sound equipment to project voice, video, and live music.								
Will a shuttle service be provided from parking areas to the event site?YESNO If yes, please describe shuttle plan, and name of company provided service: Will you require special parking (RV's, trailers, trucks)?YESNO If yes, give details: We will need one (1) box truck at the Town Square, as well as space for support personnel vehicles at Milliken Street Parking. 15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited. We will provide waste bins as necessary. We are not selling food and drink. Is the use of barricades necessary/requested for this event? Yes. If yes, number needed and location Entrances and exits to Town Square Will it be necessary to cover street and/or parking signs for this event, or place no parking signs? X YESNO If yes, please describe:	•	Where will the event attendees/participants park? At their respective hotels. Most participants								
Will you require special parking (RV's, trailers, trucks)?		will stay in local hotels.								
Will you require special parking (RV's, trailers, trucks)?		Will a shuttle service be provided from parking areas to the event site?YESXNO								
If yes, give details: We will need one (1) box truck at the Town Square, as well as space for support personnel vehicles at Milliken Street Parking. 15. Describe your plans for waste disposal at your event. What arrangements have you made for removal and disposal of trash generated by your event? Please supply details of numbers and type of containers and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town trash receptacles is NOT an accepted means of disposal, and is prohibited. We will provide waste bins as necessary. We are not selling food and drink. Is the use of barricades necessary/requested for this event? Yes. If yes, number needed and location Entrances and exits to Town Square Will it be necessary to cover street and/or parking signs for this event, or place no parking signs? NO If yes, please describe:		If yes, please describe shuttle plan, and name of company provided service:								
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Will it be necessary to cover street and/or parking signs for this event, or place no parking signs? YESNO If yes, please describe:										
NO If yes, please describe:		Is the use of barricades necessary/requested for this event? Yes.								
We will need no parking signs to be placed in the Town Square in anticipation of our arrival on Wednesd		If yes, number needed and location Entrances and exits to Town Square								
		If yes, number needed and location Entrances and exits to Town Square Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?								
We'd like to request that the square be blocked by barricades, not pilons.		If yes, number needed and location Entrances and exits to Town Square Will it be necessary to cover street and/or parking signs for this event, or place no parking signs?								

	Is any other public works assistance needed? We will need access to the power panels on Wednesday (07/23)
	by 6:00 AM through loadout on Sunday overnight 7/27.
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking? N/A
;	Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event <u>leaving no residue or noticeable impact</u> ; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YES NO
1	f yes, explain:
17.	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.
-	Attached.
- \	Will this event be posting a banner on public property? X YESNO
i:	f yes, please list requested dates, dimensions of banner, wording on banner, and location (no more han two weeks prior to the event):
	Attached.
t t	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If his is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, he Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Prchard Beach as additionally insured):YESNO

	Will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
٩,	
19	. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20	Will the event involve professional fireworks?YESNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?
	(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.)YES X NO
	If so, please indicate the location of the animals on the Site Plan/Map.
22.	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur on the beach?YESX_NO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event.
24.	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YES

SPECIAL EVENT PERMIT AGREEMENT

(Print Organization/Group Name)

on behalf of The Salvation Army

(Print Applicant Contact Name)

Ag	ree to abide by the following Special Event requirements:
1.	All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2.	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. KV (initial)
3.	To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4.	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5.	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of services provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

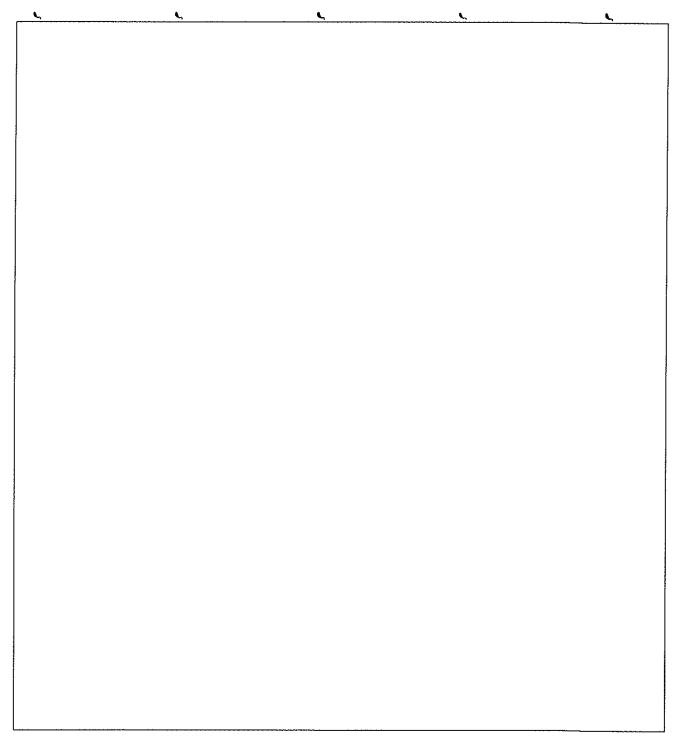
invitees or other sponsor in connection with said event.

Print name	Kathleen Veltsos
5	(authorized representative)
Signature:	Date:
	derstand the Special Events Permit Agreement terms and conditions and I agree to be bound by said as. I certify that the information I provided is accurate to the best of my knowledge.
15. Consur	ner Fireworks are illegal in Old Orchard Beach.
	rmit does not authorize alcohol on any public property, including, but not limited to the beach, rial Park, streets and sidewalks.
13. Events	are considered rain/shine. Refunds are not issued if the event does not occur.
12. Any mi the pe	srepresentation or deviation from the final permit conditions will result in immediate revocation of mit and halting of the event.
	rstand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of all property at the location at any time.
	cility/area is provided in an "as is" condition. The event organization assumes all responsibility for the yand safety of all participants and spectators of the event.

Print Organization Name (if applicable): The Salvation Army

SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/13/2025

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 ceruncate does not conter rights to the certificate holder in lieu of s	uch endorsement(s).	
PRODUCER	CONTACT ALEXIS SHEARER	
CHESTERFIELD INSURANCE AGENCY, INC.	PHONE (A/C, No, Ext): (330) 896-9777 EXT. 8123 FAX, No): 330-	896-6548
CHESTERFIELD INSURANCE AGENCY, INC.	ADDRESS: ALEXIS SHEARER@TPA4TSA.COM	
P. O. BOX 237	INSURER(S) AFFORDING COVERAGE	. NAIC#
GREEN, OH 44232-0237	INSURER A: ZURICH AMERICAN INS. CO.	16535
THE SALVATION ARMY, A NEW YORK CORP.	INSURER B : THE SALVATION ARMY RISK TRUST	
440 WEST NYACK ROAD	INSURER C: THE SALVATION ARMY, A NY CORP.	
WEST NYACK ROAD WEST NYACK, NY 10994-1739	INSURER D : AMERICAN ZURICH INS. CO.	40142
WEST MIACK, NT 10994-1739	INSURER E : AMERICAN INTERNATIONAL GROUP UK	AA-1120187
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: LOC. #001004 **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	TYPE OF INSURANCE	ADDL INSD	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP	LIMITS		
	X COMMERCIAL GENERAL LIABILITY	INSD	WVD			1			500.000
С				SELF INSURED	01/01/25	01/01/26	EACH OCCURRENCE DAMAGE TO RENTED	\$	500,000
	CLAIMS-MADE X OCCUR			RETENTION	İ		PREMISES (En occurrence)	\$	500,000
							MED EXP (Any one person)	\$	5,000
		X					PERSONAL & ADV INJURY	\$	500,000
1	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$	500,000
l l	POLICY PRO- X LOC						PRODUCTS - COMP/OP AGG	\$	500,000
	OTHER;							\$	
A	AUTOMOBILE LIABILITY			BAP 8978527-29	01/01/25	01/01/26	COMBINED SINGLE LIMIT (Ea accident)	\$	100,000
	X ANY AUTO			2 337 402. 24	0 0 20	01707720	BODILY INJURY (Per person)	\$	
1	OWNED SCHEDULED AUTOS ONLY AUTOS						BODILY INJURY (Per accident)	\$	
	X HIRED X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
								\$	
В	UMBRELLA LIAB X OCCUR			TRUST#19578500	01/01/25	01/01/26	EACH OCCURRENCE	\$	7,000,000
Ē	X EXCESS LIAB CLAIMS-MADE	X	,001000	1,100,11,001,000	1 0 11 0 11 2 0	0.701720	AGGREGATE	\$	7,000,000
L	DED X RETENTION \$ 500,000							\$	
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC 8978533-29	01/01/25	01/01/26	X PER OTH-		
	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A					E.L. EACH ACCIDENT	\$	1,000,000
	(Mandatory in NH)		-				E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
$ldsymbol{ld}}}}}}}}}$	if yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$	1,000,000
С	AUTO LIABILITY EXCESS			SELF INSURED RENTENTION	01/01/25	01/01/26	XS OF \$100,000		\$400,000

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

COVERAGE APPLIES TO THE SALVATION ARMY PIER FESTIVAL AND CONCERT, OLD ORCHARD STREET, OLD ORCHARD BEACH, ME 07.23.25 - 07.28.25. THE TOWN OF OLD ORCHARD BEACH IS AN ADDITIONAL INSURED.

CERTIFICATE HOLDER	CANCELLATION
TOWN OF OLD ORCHARD BEACH, ME 1 PORTLAND AVENUE OLD ORCHARD BEACH, ME 04064	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 LUIS Sheater
	© 1988-2015 ACORD CORPORATION. All rights reserved.

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

INSURED: The Salvation Army, a New York Corp

POLICY NUMBER: Self-Insured/trust #1978500

Term: 01/01/25 - 01/01/26

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

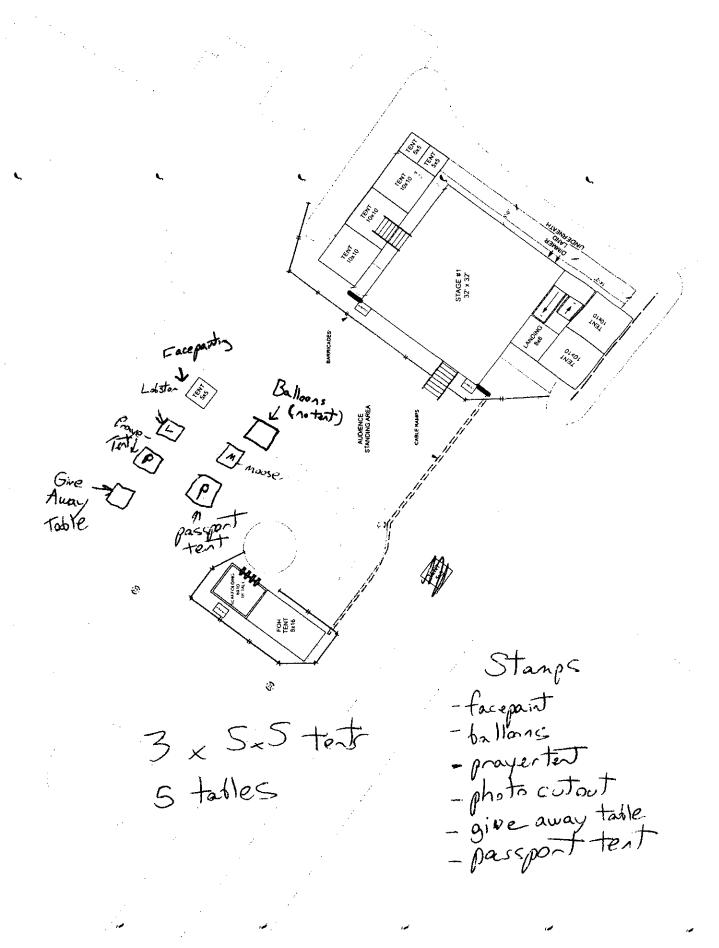
SCHEDULE

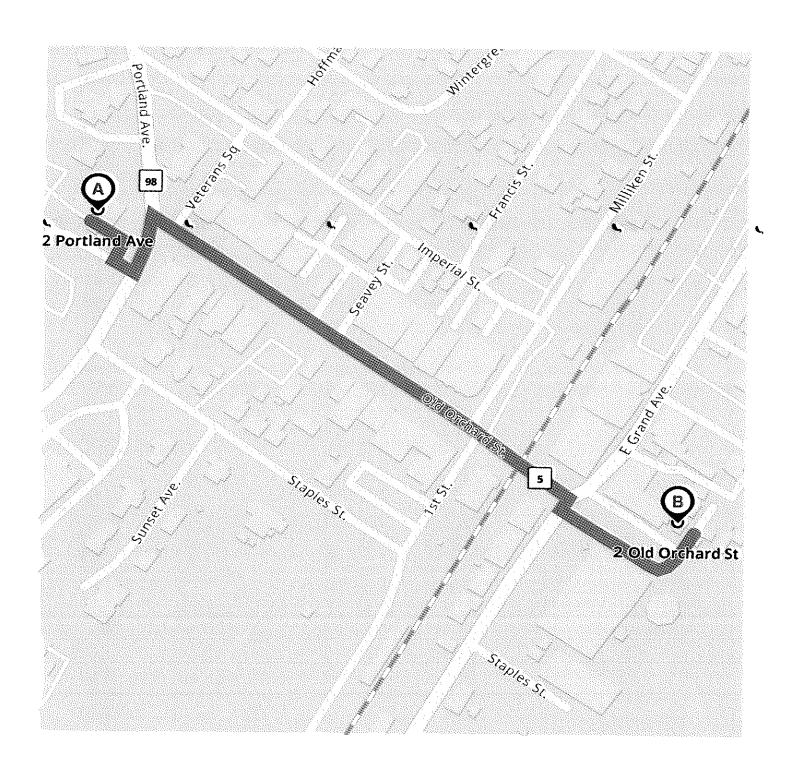
Name Of Additional Insured Person(s) Or Organization(s)
THE TOWN OF OLD ORCHARD BEACH
As respects, The Salvation Army
Information required to complete this Schedule, if not shown above, will be shown in the Declarations

Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole

or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- **B.** In connection with your premises owned by or rented to you.





AGENDA ITEM # 8782

Discussion with Action: Approve the Special Event Permit for the Community Friendly Connection to hold a Fall Festival on Saturday, September 27th, 2025, rain date September 28th, 2025, from 11:00 a.m. to 4:00 p.m., to include set-up and takedown, with closure of First St. from Staples St. to Heath St. beginning at 2am on Saturday, September 27th, 2025.

Chair: Shawn O'Neill

ADJOURNMENT

Chair: Shawn O'Neill

APPLICATION INFORMATION



PLEASE SUBMIT A **COMPLETE** APPLICATION A MINIMUM OF **30 CALENDAR DAYS** PRIOR TO THE EVENT.

1.	Name of applicant OOB COMMUNITY FRIENDLY CONNECTION CO
	Address of applicant 1 POICTLAND AVE OOB HE 04064 City State Zip
	Phone number of applicant (201) 934-5764 Fax ()
	Cell phone () E-mail
	On whose behalf is this event being conducted? (Organization, Firm, Corporation, if applicable) CFC / TOWAL OF OLD ORCHARD BEACH
	Website address (if an Organization, Firm or Corporation) www.oobmaine.com
	Type of Event: Festival/Fair Race/Walk/Bike Ride Concert Parade/March Other - Please specify
2.	Event Description (name all vendors who will provide entertainment and the type of entertainment provided) OOB FALL FEST CFC 15 HOST/ALG A FALL FEST IVAL FOR ALL AGE 5 INCLUDING HUSIC, FOOD, GAMES, WITH PARTALERS LIBBY IIBRARY, OOE CHAMBER OF COMMERCE, COB365, TOWAL OF OOB—WITH TABLES 13Y TOWAL STAFF, BOAR DS, COMMITTEES. Will you be using tents? X YES NO SOME HAY USE FOP—UP TEATS If yes, list size of tent and supplier, as well as what portion of the event will be taking place under the
	tent (i.e. cooking, sales, picnic tables, chairs, etc), and how the tent will be secured.

	Will you be using stagir	g?YES	NO		
	If yes, the following iter Amplified Music Loud Speaker(s)] Bleacher(s)	☐ Dance Floor(s)		tertainment
	Other:				
3		oove items may req かい	uire the Event Organ	nizer to meet くろ <i>Mを</i> こに nn above: <u>ime</u> during th	ADA regulations. MORIAC ne event).
	Address 15 BIR CH		City	State	Zip
	Cell phone () 606	-3885	Fax (<u>) </u>		·
	E-mail hkorda@	amail.co	nm	37	· · · · · · · · · · · · · · · · · · ·
4.	SET-UP Date for Event E	ZI/SAT Day	of Week 9-23,	1-24 _from_ <i>Ko</i>	odto lo Pm
	Date of Event 9-24	_ <u>入り</u> Day of Wee	k	from <u>_</u>	LAM to KPM
	Date of Event	Day of Wee	k	from	to
	Date of Event	Day of Wee	k	from	to
	Date of Event	Day of Wee	k	from	to
	TAKE-DOWN date	Day of Wee	k	_from	to
	RAIN DATE(s) 9 96 (if rain date listed, insuran	28	Times		п то 4 РМ
5.	Location of the Event $\underline{\hspace{0.1in}}$ (if applicable, a ma	ETEIZANS M p or diagram showi	EMORIA C F ng the area to be us	PARK & ed, or parade	FIRSTST.
6.	The estimated number of	participants in the e	event		
	0-150; 🚶 150-				

, 7 .	the party of the party of the party of the logarith of the logarith of the logarithms and the party of the pa
	yes, explain). Use extra sheet of paper to describe exact route of parade, including any water stops.
٠	CLOSE FIRST ST FROM STAPLES ST TO HEATH ST + PM
	FRIDAY TO 6 PM SATURDAY CUNLESS PRAIN MOVESTO SUND
٠,	THE PROVESTO SULL
8.	Will the sale of food and/or beverages occur at the event? If yes, describe the commodities to be sold.
	☐ Alcoholic Beverages (only at Ballpark, using Ballpark Licensee) ☐ Pot Luck Items
	☐ Professional Catering 🗵 Non-Profit Food Vendors 🗵 Retail Food Vendors
1	- FOOD TRUCKS AND/OR BOOTHS
9.	Will there be merchandise sold at the event? YES NO
	Description of merchandise POSSIBLE SALES OF ITEMS BY RETAIL
	·진유명 기계 (1987) - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 1985 - 19
	AND NONPROFIT VENDORS
10	. Is the event a Charitable event?YESNO
	Is this event co-sponsored by the Town of Old Orchard Beach? X YES NO
	is this event co-sponsored by the Town of Old Orchard Beach? YES NO
	If this event a Regional School Unit #23 event?Yes
	(The request for a waiver can only be requested if the event is a RSU #23 event or sponsored or co-
Ŋ	sponsored by the Town of Old Orchard Beach).
	and an agus aide of the eithean first the first and an anaise and a standard and the financial and an anaise a An ann an eachtair
11	If the event is charitable, name the beneficiary of the proceeds from the event:
	TOWN OF COB
12.	List any Event Sponsors, PARTMERS
	A LODAL LIBOROV LITTUE IN CALCULAR OIL STOLL TO A LOT
1	LIBBY LIBRARY FRIENDS OF LIBRARY TOWN OF DOB
	MARSINOR OLLAWRED OF
14	OOB365/00B CHAMBER OF COMMUNITY FIZIENDLY
1 1	Will admission be charged for the event? YES X NO
	Will participants be charged for parking?YESNO
١.	
	FREE-PARKING ON FIRST ST. AND/OR VETERANS
	THE WALL ALL OF UN HRST ST AND/OR VETER ANS

FREE-PARKING ON FIRST ST. AND/OR VETERANS MEMORIAL PARK

13. Has this e	event been held pre	eviously in Old Orcha	rd Beach?		
_ <u>\</u> YE	S (if yes, please list	dates): <u>58 P T</u>	<u>EMBER</u>	2022	d 2023
NC					
if necessa they have least one	escribe your plans for ry). Security plan w final say in approp	rill need final approve riate number and typ Police Officer, if secu	vent, including on all by the Old Or one of security per urity is required.	crowd control (a chard Beach Po ersonnel require Costs associat	attach additional sheet plice Department and
vehicles, e	equipment, and Em	plan (including your ergency Medical Serv - ナウルイのFo	vices) :		gress of all persons,
The state of the s		RTHENTS			
Volunt	eers	ce provided by:(How many?_			
to the second	e already made con	tact with someone a	bout security, p	rovide the cont	tact name and
			Phone Numbe		
details for	personal property s	pe left overnight. If eafety and security of the property. The Tov	f site: (Note tha	t the event org	overnight, provide anizer is solely or items of personal
property at	t the location at any	time)			
_1re	MS SET 4	PON FRIDA	Y WILL	ZEMAIA	1 THROUGH

_	MICROPHONE, MUSIC
V	Vhere will the event attendees/participants park? TBA FIRST 5 T AND
	VETERANS MEMORIAL PARK
٧	Vill a shuttle service be provided from parking areas to the event site?YESVNO
H	yes, please describe shuttle plan, and name of company provided service:
٧	/ill you require special parking (RV's, trailers, trucks)?YESNO
lf	yes, give details: FOOD TRUCKS
aı aı	Describe your plans for waste disposal at your event. What arrangements have you made for removand disposal of trash generated by your event? Please supply details of numbers and type of container and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town ash receptacles is NOT an accepted means of disposal, and is prohibited.
ai ai tr	nd disposal of trash generated by your event? Please supply details of numbers and type of container and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town
ai as tr	nd disposal of trash generated by your event? Please supply details of numbers and type of container and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town ash receptacles is NOT an accepted means of disposal, and is prohibited. **REQUESTIALG MORETRASH CALL SREACLING CONTAINED FROM DPW 100 B the use of barricades necessary/requested for this event? 165 yes, number needed and location AMOUNT NEGDED TO BLOCK FREST
ai as tr Is	nd disposal of trash generated by your event? Please supply details of numbers and type of container and supplier of containers that will be used. (Attach additional sheets if necessary) Costs associated with waste disposal are the sole responsibility of the event organizer. Disposal in Town ash receptacles is NOT an accepted means of disposal, and is prohibited. **REQUESTIAL MORETRASH CAN SREAL UNG CONTAINED FROM DPW 100 B the use of barricades necessary/requested for this event?

	Is any other public works assistance needed? SET UP BARRICADES, PROVIDE
	TRASH CANS - SHUTOFFIREIGATION.
	If using First Street or Memorial Park Parking Lot, has the applicant reserved two spaces for Amtrak Parking?
16	b. Will there be any use of fire (i.e. tiki torches, grills, barbecues, bonfires, etc?) For Bonfires, the pit/bonfire must be pre-approved for use by the Fire Department; the wood to be burned has no paint or nails; the portable pit or bonfire can be removed or filled in after the event leaving no residue or noticeable impact; a small water extinguisher and shovel are present; at least one adult be assigned to "keep fire watch" at all times. Note a burn permit must also be obtained from the Fire Department for the date specified on the date of the event. The Fire Department will issue a permit based on class day as listed by the Maine Forest Service. Permission may be refused or revoked if the Maine State Forestry Commission (governing body) declares a "Red Flag" day on which NO open fires may be allowed in our zone. A \$100 cash deposit is required for all fires to be returned to the applicant if the area is cleaned to the satisfaction of the public works department and/or fire department. YESNO
	If yes, explain: FOOD VENDOIS
	orando de la profesión de de la defenda para la marca de persona de la persona de la defenda de la combilidad A <u>ntidos de la profesión de la defenda de la profesión de la profesión de la profesión de la defenda de la profesión</u>
٠,	
17	Describe your plans for all signage and/or decorations for the event. Please include type of signage to be used, and description of verbiage being posted on signage.
	Will this event be posting a banner on public property? X YES NO If yes, please list requested dates, dimensions of banner, wording on banner, and location (no more
	than two weeks prior to the event):
	BANNER ON GAZEBO, FEATHER FLAGS, BOTH SLECTRIC SIGNS, CHANNEL 3
18	Alcohol is not allowed on public property, except as outlined in the liquor license for the Ballpark. If this is a Ballpark event, will there be alcohol available for consumption? Note, if alcohol is being served, the Town requires additional Liquor Liability Insurance (minimum \$2,000,000, listing Town of Old Orchard Beach as additionally insured):YESNO

	will the alcohol be:Sold;Given away;Both
	Describe the type of alcohol to be served, times consumption will be allowed, and plans for controlling consumption:
;	
19.	. If this is a Ballpark Event, have you signed an agreement with the Ballpark Commission for use of the Ballpark?Yes, it's attachedNo
20.	Will the event involve professional fireworks?YESNO Consumer Fireworks are prohibited. If professional fireworks are requested, what is the name of the Pyrotechnics Company?
	(If fireworks are requested, the Fire Chief or his designee must approve of the site prior to the application being submitted to the Town Council for consideration. The Pyrotechnics Company must submit the approval the Maine State Fire Marshal's Office at least one week prior to the event, and the event sponsor's insurance must list that fireworks are occurring).
	What time/date will the fireworks display occur?
21.	Will there be any kind of animals at this event? (e.g. petting zoo, pony rides, etc.) YES XNO If so, please indicate the location of the animals on the Site Plan/Map.
١	Piping Plovers are state and federally protected birds that nest on beaches. There are mandatory beach management guidelines from April 1 st through August 31 st of each year. Will this event occur or the beach?YESX_NO
	If yes, you must contact the Public Works Department at 207-934-2250, approximately one week prior to the event. In the event there are any active piping plover nests in the vicinity of your event, you may have to move your event farther down the beach, or request permission to change the date of your event.
	Piping Plover Essential Habitat: The Maine Department of Inland Fisheries and Wildlife (MDIFW) has designated two areas on Old Orchard Beach as "Essential Habitat" for nesting piping plovers. By statute, a state agency or municipal government shall not permit, license, fund, or carry out projects that will significantly alter an Essential Habitat or violate protection guidelines adopted by MDIFW. This rule is not a prohibition of all projects within areas designated as Essential Habitat. However, projects must be reviewed by MDIFW before Town approval.

If the event is located partly or wholly within a mapped Essential Habitat the applicant will need to coordinate with municipal staff to submit a "Request for Project Evaluation" to MDIFW. MDIFW will evaluate the final project proposal per review standards established for Essential Habitats and determine if the project would significantly alter the habitat or violate protection guidelines.

The applicant is encouraged to obtain MDIFW guidance during project planning and design. Early involvement of MDIFW will help to minimize or avoid potential conflicts, facilitate cooperation between all parties, and enable quick turnarounds on project evaluations.

23	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town of Old Orchard Beach Town Clerk's Office 30 days prior to the event date. The applicant shall at its own cost and expense furnish a policy or policies for property damage or bodily injury in the amount of at least \$500,000. The Town of Old Orchard Beach MUST be listed as an Additional Named Insured.
	$\frac{X}{X}$ Yes, it has been provided with the application; No, it will be provided at least 30 days prior to the event. Towal of SOB 1NSURANCE
24	Is the applicant requesting the use of the RSU #23 school property (schools, parking lots, playing fields)?YESNO. If yes, has the applicant received approval from RSU #23 or the date the applicant will receive approval?

SPECIAL EVENT PERMIT AGREEMENT

(Print Applicant Contact Name)

on behalf of OOB COMMUNITY FICK OL

(Print Organization/Group Name)

A	gree to abide by the following Special Event requirements:
1	. All pre-event determined fees shall be paid at least two weeks prior to the event. I agree to pay any costs determined after the event immediately upon receipt of invoice.
2	Certificate of Insurance and Additional Insured Endorsement page must be provided to the Town Clerk's Office at least 30 days prior to the event date. The Town of Old Orchard Beach MUST be listed as an Additional Name Insured with the proper endorsement included. (initial)
3	. To develop a comprehensive security plan in conjunction with the Old Orchard Beach Police Department.
4	Town property shall not be removed from the premises including but not limited to benches, trashcans, tables, chairs, fencing, signs, etc.
5	Premises will be left in as good a condition as received except for reasonable wear and tear. All trash will be disposed of properly within 12 hours of the end of the event. I accept responsibility for any damages that might occur during the period of use.
6.	To comply will all laws, rules, and regulations of the federal, state, and Town governments governing operations and conduct on Town property.
7.	This permit agreement may be terminated by the Town of Old Orchard Beach at any time upon finding a violation of any rule, ordinance, and/or condition of the permit or upon good cause shown.
8.	For myself and any other persons, organizations, firms and corporations sponsoring the event, which is the subject of this permit application, jointly and severally, hereby contract and agree to pay all costs of service provided by the Town of Old Orchard Beach, in support of said event.
9.	For myself and any other persons, organizations, firms, and corporations sponsoring the event which is the subject of this permit application, jointly and severally, hereby contract and agree to indemnify, defend and

invitees or other sponsor in connection with said event.

hold harmless the Town of Old Orchard beach, its officers and employees, against all claims, loss or liability from any claim or suit arising or alleged to have arisen from any act or omission of said applicant, its agents,

- 10. The facility/area is provided in an "as is" condition. The event organization assumes all responsibility for the security and safety of all participants and spectators of the event.
- 11. I understand that the Town of Old Orchard Beach has no responsibility for equipment and/or items of personal property at the location at any time.
- 12. Any misrepresentation or deviation from the final permit conditions will result in immediate revocation of the permit and halting of the event.
- 13. Events are considered rain/shine. Refunds are not issued if the event does not occur.
- 14. The permit does not authorize alcohol on any public property, including, but not limited to the beach, Memorial Park, streets and sidewalks.
- 15. Consumer Fireworks are illegal in Old Orchard Beach.

I have read and understand the Special Events Permit Agreement terms and conditions and I agree to be bound by said terms and conditions. I certify that the information I provided is accurate to the best of my knowledge.

11/0/20

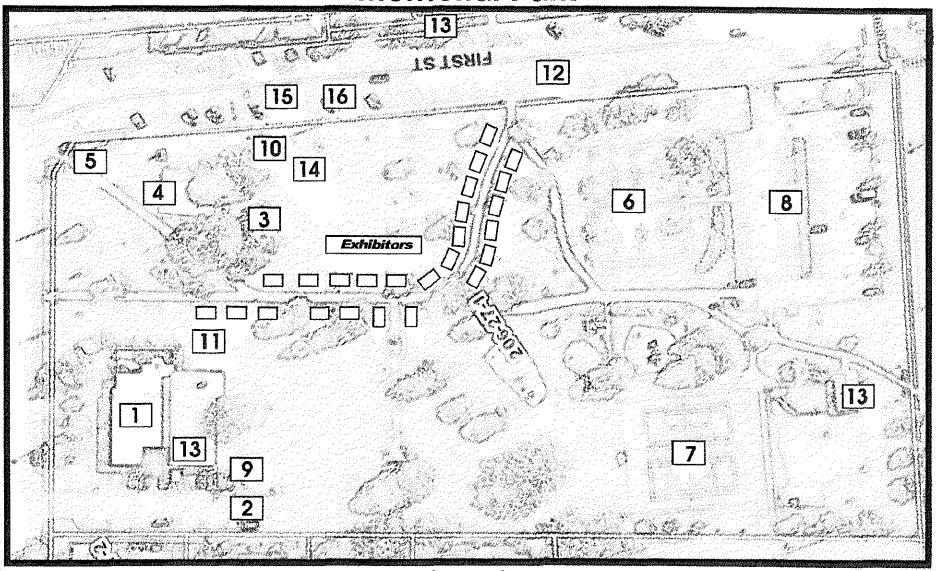
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SITE PLAN SKETCH OF SPECIAL EVENT (Completed by Event Coordinator)
In the space below, please provide the following information. Attach a separate map if necessary.

General Map of Location Event Coordinator's Booth Tents/Stages/Grandstands Porta Potties/Rest Rooms Vendor Locations Garbage Cans Water Sources Street Closures/Parking Information Water/Electricity Sources Loudspeakers

FROM FALL FEST 2023. THIS WILL BE UPDATED UPON COMPLETION OF PARK UPDATES,

Memorial Park



- 1 Libby Memorial Library
- 2 Book Shed/Flea Market
- 3 Gazebo
- 4 Petanque Court
- 5 Registration Table6 Basketball Courts
- 7 Tennis Courts
- 8 Exhibitors Parking
- 9 Friends of the Library/Book Sale

Legend

- 10 Soup Flight
- 11 Bouncy House
- 12 Touch-A-Truck (Fire Truck, Ambulance and CPR Demo)
- 13 Restrooms
- (3 locations) 14 CFC/Information Table
- 15 Food Trucks
- 16 Farmer's Market Truck

Exhibitors List for 2023 Old Orchard Beach Fall Fest

Entertainment

Event, Time (Location see map on back)

10:30am: Salvation Army Band, (9)

11:15am: Asher Kramer Music

11:45am: Tai Chi (SMAAA)

12:30pm: Ocean Park Ukesters

(Ukeleles)

1:00pm: Line Dancers, (4)

1:30pm: Academy of Dance, (4)

Hula Hooping with Liz Gotthelf

Food

Farmer's Market Truck

Cruzin' Slice

Alabama BBQ

J's All American Hot Dogs

Soup Flight: Grill 65, Red Door

Market & Deli

Library

Crafts for all ages

Friends of the Library:

Book Sale

Flea Market

CFC (Local Nonprofits)

Animal Welfare Society

Biddeford City Theatre

CFC - General Table: What's Up

Pollination Project

Coastal Healthy Communities

Coalition

CFC (Local Nonprofits) [continued]

Community Garden

Elks

Girl Scouts

GoNetspeed

Kids Free to Grow

Maine Depart. Of Inland Fisheries and Wildlife/Maine Audubon

Milestone

Ocean Park Association

OOB365

OOB Conservation Commission

OOB Historical Society/Harmon

Museum

Pollinator Project at CFC Table

Saco Bay Artists

Salvation Army

Seaside Family Health Care

Southern Maine Agency on Aging

(SMAAA)

Sweetser

Yellow Tulip Project

Volunteers in Police Service

Wardwell (Saco)

York County Bee Keepers Assn.

Youth Full Maine

OOB Chamber of Commerce

Chamber Table

For the Kiddos

Balloon Man

Bouncy House

BSOOB Trolley

Duckie Game

Face Painting

Touch-A-Truck

Town of Old Orchard Beach

Assessing

Code Enforcement/Planning

Fire Department – Fire trucks,
Ambulance and CPR Demo

General Assistance

Human Resources & Communications

OOB Conservation Commission -

Trail Committee

Police Department

Public Works/Waste Water

Recreation Department

Tax/Finance

Town Clerks Office

Veteran's Memorial Park

Committee

A special Thank You goes out to Saco-Biddeford Savings Institution and OOB365 for their support.











