



Steele Farm Overnight Camping Policy

Boxborough Select Board
Town of Boxborough, MA

Intent and Purpose

To outline the policy for local youth organizations to camp on the Steele Farm property overnight.

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Eligibility of Organizations

Applications will be considered for local youth organizations only. No group shall be larger than 20 people total.

The Select Board has the right to deny future use to any or all groups or to remove any group from the property if the provisions of this policy are violated or if the use of the land is otherwise reclassified.

The names of all responsible adults attending the event shall be listed on the application. The organization is required to follow its own rules about selection, approval, and number of required chaperones.

Application Procedures

In order to be considered for the privilege of camping overnight at Steele Farm, organizations must complete the attached application and submit to the Town Administrator or his/her designee at least two weeks prior to the requested date(s).

Approvals will be issued on a first-come first-serve basis by the Town Administrator or designee. The applicant may submit a request for two possible dates, only one of which will be granted. An organization may request additional dates within a calendar year; however, they will only be approved for additional dates after considering any requests from other groups or organizations.

Property Restrictions

Camp-outs will be limited to the back upland area in the rear of the property and are allowed on **Saturday Nights only**.

The old Christmas tree cart-path may be used for vehicles to carry equipment into the area (surface conditions permitting); however, all vehicles must be moved to the parking lot in the area of the barn during the event. The Town accepts no responsibility for damage to any vehicle traveling over the cart-path or while parked on the property.

There shall be no cutting of trees or branches, creation of trails, or digging of holes or trenches, without permission of the Select Board and the Steele Farm Advisory Committee.

Liabilities and Responsibilities

The group shall provide proof of insurance to the Town and sign the application attesting to knowledge of the Use Policy requirements as set forth by the Select Board. Any accidental damage to the property, or accident or injury occurring on the property shall be promptly reported to the Town Administrator or Chair of the Select Board.

It shall be the responsibility of the group organizer to notify the Police and Fire Departments no later than 12:00 noon on the Friday before the camp out that they will be on the property. This notification is to alert the public safety departments of potential emergencies, which could occur in an area that is otherwise not of concern.

Rules

There shall be no open fires on the property, except for cooking fires within the fire ring in the camping area, with the advance permission of the fire department. Use of cook stoves and barbecues are permitted, with proper supervision of the responsible adults. There shall be no dumping of charcoal, lighter fluid, or other cooking materials on the property.

All groups must be cognizant of residential properties in the area and maintain reasonable quiet and peace after 9:00 PM.

All groups shall have a self-contained toilet unit capable of handling the number of persons attending. There shall be no dumping of this unit on the property.

All refuse, food, and equipment must be removed from the property by each group after every camp-out.

This policy revokes and replaces all previous policies on this topic, including the policy approved by the Boxborough Select Board on 3/13/2013.



Steele Farm Camping Application

Boxborough Select Board

Town of Boxborough, MA

Name of Requesting Organization: _____

Name of Person Assuming Responsibility: _____

Contact's Address: _____

Contact's Telephone Number: _____

Contact's Email Address: _____

Number of Youths in Group: _____

Name(s) and Contact Phone Numbers for all responsible adults:

Date(s) Requested: _____

Proof of Insurance: _____

By signing this application, the applicant agrees to follow the Steele Farm Overnight Camping Policy, and, to the extent permitted by law, the applicant shall hold harmless, defend and indemnify the Town of Boxborough, a municipal corporation of the commonwealth of Massachusetts, and the town's employees, officials, volunteers, agents and board members, from any and all losses, claims, lawsuits and expenses, including but not limited to costs associated with accidents, personal injuries or damage to personal property sustained by a third party, due to the negligence of the applicant while camping at Steele Farm.

Applicant Signature: _____

For Official Use Only:

Permission is hereby granted to: _____

for overnight camping at Steele Farm as requested, subject to the following conditions:

Approved: _____ **Denied:** _____

Town Administrator Signature: _____ **Date:** _____