

## Town of Boxborough



29 Middle Road  
Boxborough, MA 01719  
978-263-1116

### POLICY ON OVERNIGHT CAMPING AT STEELE FARM

**INTENT:** To allow for the **local youth** organizations to camp on the Steele Farm property overnight according to the policy as set forth by the Board of Selectmen. The 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.

1. That the **local youth** organizations make application in writing to the Town Administrator on applications provided by the Town no later than two weeks prior to the requested camp-out.
2. That the approvals will be issued on a first-come first-serve basis by the Town Administrator, except that no organization may apply for multiple dates thereby not allowing equal opportunity for use by other organizations. The Town Administrator will accept applications for two proposed dates, after which all other interested organizations will be given first priority.
3. Camp-outs will be limited to the back upland area in the rear of the property and are allowed on **Saturday Nights only**. This use is limited to the periods of time when the cows are not grazing on this area of the property.
4. The old Christmas tree cart-path may be used for vehicles to carry equipment into the area 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.
5. 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 Board of Selectmen. Any accidental damage to the property, or

accident or injury occurring on the property shall be promptly reported to the Town Administrator or Chairman of the Board of Selectmen.

6. 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.
7. The names of all responsible adults attending the event shall be listed on the application.
8. There shall be **no open fires** on the property. 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.
9. There shall be no cutting of trees or branches, creation of trails, or digging of holes or trenches, without permission of the Board of Selectmen and the Steele Farm Committee.
10. No group shall be larger than 20 people total. All groups must be cognizant of residential properties in the area and maintain reasonable quiet and peace after 9:00 PM.
11. 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.
12. All refuse, food, and equipment must be removed from the property by each group after every camp-out.

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**STEELE FARM CAMP-OUT APPLICATION**

**Name of Organization:** \_\_\_\_\_

**Contact Person and Telephone Number:** \_\_\_\_\_  
\_\_\_\_\_

**Names and Addresses of all Chaperones; Adult Supervisor:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Number of Youths:** \_\_\_\_\_

**Dates/Times Requested:** \_\_\_\_\_  
\_\_\_\_\_

**Proof of Insurance Attached:** \_\_\_\_\_

I have read the policy regarding use of the Steele Farm and will comply with all provisions of the policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Camping or Cooking Fires notify the Fire Department: \_\_\_\_\_

Permission granted: \_\_\_\_\_

Date: \_\_\_\_\_

