

An application for approval to hold a Boy Scout "Camporee" at Gull Crest, Cape Elizabeth, on October 23-25, 2015 (alternate date October 16-18, 2015, to be coordinated with other users of the Gull Crest property).

This event is sponsored and managed by the Casco Bay District of the Pine Tree Council, Boy Scouts of America (BSA) and hosted by Cape Elizabeth Troop 30, BSA.

NOTE: Pine Tree Council has 6 districts. Troops from the Casco Bay District (Cumberland County troops) will be attending this event.

1. The name of the applicant, a contact person, contact information and person supervising the event on-site;

Casco Bay District, Pine Tree Council, BSA  
Host: Troop 30, Cape Elizabeth  
Jeff Harrington, Troop 30 Committee Chair  
Tel: 207-841-9909  
Email: jeff.harrington@amecfw.com

2. A description of the event including the date and time of the activity, a description of the group's mission or purpose and experience in holding events, purpose of the event and the anticipated number of attendees;

A "camporee" is an overnight camping event where the troops of the Casco Bay District are invited to come together for scout related activities, learning, fun, and fellowship. Typically, the Casco Bay District has a Spring and Fall Camporee each year, with hosting duties rotated through the troops located in the district. Troop 30 has been asked to host the 2015 Fall Camporee. The event would begin on the afternoon of 10/23/2015 and finish at approximately noon on 10/25/2015 (alternate dates of 10/16 to 10/18/2015 pending coordination with other Gull Crest users).

One can usually anticipate 10-15 Boy Scout troops to attend. A reasonable estimate would be:

- 200-300 scouts and parents
- 30-60 vehicles
- 10-15 utility trailers (carrying camping gear – one vehicle and one trailer will remain at each campsite)

The event sponsors would like to offer an hour of on-site service (approximately 200 man-hours) for a project designated by the Conservation Commission.

3. Event parking, event tent or other on-site set-up, and need for utilities such as sanitary waste disposal, electricity, amplified sound, power generator, trash removal, etc.;

See attached map showing the preliminary plan for use of the grounds. Adjustments may be made pending snow melting from the grounds to ensure that campsites are not placed in wet areas.

**PARKING:** As there is the possibility of a football game on the playing field, we would like permission to park the scouters' vehicles at the Public Works parking lot, with overflow beyond the school bus parking lot.

**NOTE:** We would use cones and parking supervisors to ensure parked cars would not hamper bus and Public Works operations (See map).

**ELECTICITY:** Power is not required from the town. There may be a small generator used for the central organizer's tent/table.

**SOUND AMPLIFICATION:** None required. Bull horn may be used for emergencies.

**SANITATION:** 8-10 porta-potties would be set up near the camping field, with 1 or 2 additional porta-potties located adjacent to the registration area.

**CAMP SITES -** Each troop would have their:

- Utility trailer
- Tents
- An above ground fire pit

Troops come pretty well self-contained and operate on the "Leave No Trace" principle.

**REFUSE:** If arrangements can be made, all trash (usually 1-2 bags per troop) will be dropped into the Transfer Station's hopper. Recyclable materials will go in the Recycling Center containers. If not, we will operate on the "Carry in - Carry out" principle.

**POTABLE WATER:** Use of the water spigot at the Community Gardens is planned. We will put down hay and a pallet below the spigot to minimize impact.

**GRAY WATER:** The amount of gray water is minimal – boys will be cooking on propane stoves or over above ground fires. Dishes will be washed by hand. **NOTE:** Boys of scouting age are not known to be great advocates of extensive bathing.

4. Insurance or other liability arrangements.

Pine Tree Council's insurance certificate is attached.

The reviewing authority will consider the following in reviewing an event application:

1. If an event has already been approved for the same open space on the same day (Priority shall be given to Town of Cape Elizabeth, Cape Elizabeth School Department, and Cape Elizabeth based organizations events when applications are submitted at the same time for the same open space);

Troop 30 has been coordinating the event with other users of Gull Crest, particularly the Cape Elizabeth Schools' Athletic Department and Community Services.

2. If the event is in keeping with the desired recreational and cultural uses of the open space;

Camping and appreciation of the outdoors is in line with the Conservation Commission's purpose/goals.

The Boy Scout Motto is "do a good turn daily". The event sponsors would like to offer an hour of on-site service (approximately 200 man-hours) for a project designated by the Conservation Commission.

3. If the event is compatible with the enjoyment of the open space by non-event users;

Hikers passing through would not impact our event. We would not discourage them from enjoying the property, too. We are coordinating with the schools' Athletic Director and Community Services for any scheduled activities at the Gull Crest property.

4. If the event may expose the town to unreasonable safety related liabilities;

The primary risk would be fire. Troops are experienced in operating fire pits safely. Each troop keeps plenty of fire-fighting water on hand and at the ready.

We would like to hold a central bonfire and have the Fire Department on hand for that. The scouts are offering to perform a service project of approximately an hour (about 200 man hours). If the Conservation Commission were interested in designating a trail maintenance activity, the trimmings generated could be burned in the campfire. Fire ashes can be dropped at the recycling center and the ground raked out afterward.

Officer Mark Dorval of the Police Department is one of Troop 30's primary event organizers and he will coordinate with the Fire and Police Departments as needed for the event.

Trained EMTs will be on hand.

5. Experience of the applicant in handling large crowds;

The Casco Bay District and Pine Tree Council have been organizing and operating these events for approximately 100 years.

6. The number of vehicles anticipated, parking available and traffic impacts;

One can usually anticipate 10-15 Boy Scout Troops to attend. A reasonable estimate would be:

- 200-300 scouts and parents
- 30-60 vehicles
- 10-15 utility trailers (carrying camping gear – one vehicle and one trailer will remain at each campsite)

PARKING: As there is the possibility of a football game on the playing field, we would like permission to park the scouters' vehicles at the Public Works parking lot, with overflow beyond the school bus parking lot.

NOTE: We would use cones and parking supervisors to ensure parked cars would not hamper bus and Public Works operations (See map).

7. The insurance coverage or liability arrangements of the applicant;

Pine Tree Council's insurance certificate is attached.

8. The need and availability of public safety personnel for event security;

Officer Mark Dorval of the Police Department is one of Troop 30's primary event organizers and he will coordinate with the Fire and Police Departments as needed for the event.

We would like to hold a central bonfire and have the Fire Department on hand for that.

9. Expected need and use of sanitary facilities, electrical service, refuse disposal and recycling;

ELECTICITY: Power is not required from the town.

SANITATION: 8-10 porta-potties would be set up near the camping field, with 1 or 2 additional porta-potties located adjacent to the registration area.

REFUSE: If arrangements can be made, all trash (usually 1-2 bags per troop) will be dropped into the Transfer Station's hopper. Recyclable materials will go in the Recycling Center containers. If not, we will operate on the "Carry in - Carry out" Principle.

POTABLE WATER: Use of the water spigot at the Community Gardens is planned

GRAY WATER: The amount of gray water is minimal – boys will be cooking on propane stoves or over above ground fires. Dishes will be washed by hand. NOTE: Boys of scouting age are not known to be great advocates of extensive bathing.

10. Use of outside vendors;

N/A

11. Advertising for the event;

We will put an article in the Cape Courier in advance of the event so town residents will be aware.

12. Extent of wear to the open space;

Wear will mostly be due to foot traffic, which is consistent with the usual use of the property. We will ask troops to drop their gear at the end of the Gull Crest parking lot and then park their cars. They will then carry their personal gear into their sites. Only a single vehicle/trailer will need to make a trip into and out of the campsite. Carts will be used to transport water and coolers to the tent sites.

13. Potential noise or other impacts on abutters; and

Limited – "boy noise"

14. Other impacts unique to the open space or the event.

Troops come pretty well self-contained and operate on the "Leave No Trace" principle.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/09/2015

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 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).

<b>PRODUCER</b> MHBT Inc. 8144 Walnut Hill Lane, 16th Fl Dallas TX 75231	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 972-770-1600		FAX (A/C, No): 972-770-1699
	<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>			<b>NAIC #</b>
INSURER A : Old Republic Insurance Co.			24147
INSURER B :			
INSURER C :			
INSURER D :			
INSURER E :			
INSURER F :			

**COVERAGES**                      **CERTIFICATE NUMBER: 93157827**                      **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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			MWZY303431	3/1/2015	3/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

THIS CERTIFICATE IS INTENDED TO BE USED AS PROOF OF INSURANCE ONLY

<b>CERTIFICATE HOLDER</b>  	<b>CANCELLATION</b> 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 