

October 3, 2018

Town of North Hampton  
237 Atlantic Avenue  
North Hampton, NH 03862  
Attn: town administrator

Dear Madam/Sir,

Please find the town permit form for the Eastern States 20 Mile road race, scheduled for March 24, 2019.

Also enclosed is the certificate of insurance with Town of North Hampton named, as well as the state of New Hampshire parade permit, which needs to be signed and sent back to me. I have enclosed a stamped envelope.

I will work with the police department to arrange the police detail. This will be the 24th year we have conducted the event. We have an excellent safety record and abide by all town and state regulations.

Thanks very much and let me know if you need anything else.

Sincerely,

A handwritten signature in black ink that reads "Don Allison". The signature is fluid and cursive, with the first name "Don" and last name "Allison" clearly distinguishable.

Don Allison, race director

617-835-2378

don-allison@comcast.net

**PERMIT APPLICATION**

Name of Applicant: <b>The Eastern States 20 mile</b>		Organization (if applicable):	
Mailing Address: <b>4332 Avalon Dr. Sharon, MA 02067</b>			
Contact Person: <b>Don Allison</b>		Contact Person who will be present at Event <sup>1</sup> : <b>Same</b>	
Contact Person Phone Number: <b>617-835-2378</b>		Contact Person will be present at Event Phone Number: <b>Same</b>	
Contact Person Cell Number: <b>617-835-2378</b>		Contact Person will be present at Event Cell Number: <b>Same</b>	
Description of Event (Please Attach Additional Sheets of Paper if description cannot fit in the space provided): <b>The Eastern States 20 mile is a Seacoast roadrace from Portsmouth to Seabrook, benefiting many local Charities. The race is run on Route 1A. The event does not preclude vehicular traffic, thus we hire police detail officers for all intersections (See detailed map &amp; safety plan).</b>			
Location of Event: <b>Route 1A</b>			
Date(s) of Event: <b>3/24/2019</b>		Hours: <b>4</b>	
Estimated Attendance: <b>500</b>		From: <b>11:00 a.m.</b>	End: <b>3:00 p.m.</b>
		Minimum No.:	Maximum No.:
Types of Alcohol to be served: <b>NONE</b>			

<sup>1</sup> Applicant must be reachable during the entire event at a moment's notice.

The following facilities will be available for the event:

Sanitation:	No. of Units:	Male:	Female:
portapotties	2	1	1
Water supply from:			
gallon jugo, for runners at aid station			
Food will be served from and/or by:			
N/A			
Beverages will be served from and/or by:			
volunteers at aid stations			
Illumination after dark will be provided by			
N/A			
Medical and First Aid Provided by:			
on call - North Hampton Fire & Rescue			
Traffic Control Provided by:		No. of officers:	
town hired police detail		3	
Parking for _____ is planned.			
<input type="checkbox"/> Attach plan of exact parking location and exact route to be kept open for emergency vehicles			
<input checked="" type="checkbox"/> Not applicable. Explain:			
runners will not park in North Hampton			

Name of Promoter or Applicant: <u>Don Allison</u>	
Mailing Address: <u>4332 Avalon Dr. Sharon, MA 02067</u>	Phone: <u>617-835-2378</u>
Email: <u>don-allison@comcast.net</u>	Cellular Phone: <u>same</u>
<p><u>Don Allison</u> do here by accept all responsibility for the above-described event. I agree to adhere to all laws and regulations of the Town of North Hampton and the State of New Hampshire. I do hereby consent to the entry, at any time, in the course of his/her duties, any official of the Town in the performance of their official duties, including but not limited to inspection. I also agree to provide surety that the Town deems necessary. Under the penalty of perjury, I do here by certify that the above is true.</p>	
Signature: <u>Don Allison</u> Date: _____	
Name of Property Owner (The following MUST BE completed by the owner of the property involved):	
Mailing Address:	Phone Number:
Email:	Cell Phone Number:
<p>I _____, have thoroughly discussed the above event with the Promoter and am in agreement with him/her in all areas. I do hereby give my consent to use my property for this even. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I agree to adhere to all laws and regulations of the Town of North Hampton and the State of New Hampshire. Under the penalty of perjury I do hereby certify that the above application is true.</p>	
Signature: _____ Date: _____	

**DO NOT WRITE BELOW THIS SPACE. FOR TOWN USE ONLY**

**Departmental Approvals:** Please attach any comments or special requirements to this application

Fire Chief Signature of Approval:

*[Signature]*

Date:

2/1/19

Building Inspector/Code Enforcement/Health Officer Signature of Approval:

*[Signature]*

Date:

1/28/19

Administrator of Planning & Zoning Signature of Approval:

*Richard Miller*

Date:

1/28/19

Director of Public Works Signature of Approval:

*[Signature]*

Date:

2/1/19

Police Chief Signature of Approval:

*Kathy Moore*

Date:

12/1/18

Department comments or additional conditions:

\* See FD memo within

**Applicant:** I do hereby agree to the additional requirements:

Applicant's Signature:

Date:

**PERMIT**

☐ Denied Reason:

Chief of Police

Date:

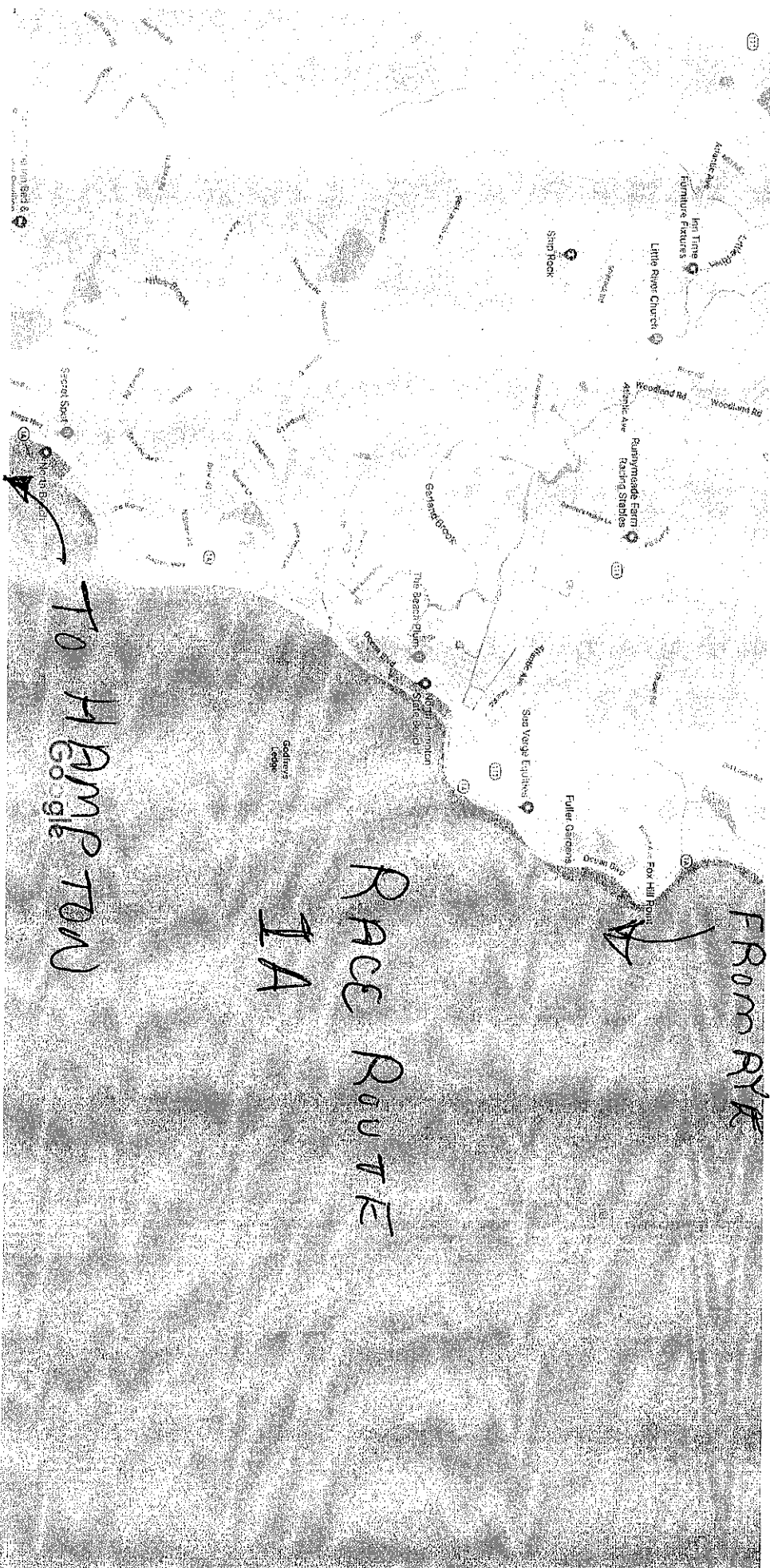
☐ Approved

Chief of Police

Date:

Select Board Signatures: (If Required under Ordinance amended 3/11/2014)

Date:



MAP OF ROUTE



2727 Paces Ferry Road Building 2.  
Suite 1500 Atlanta, Georgia 30339  
USA Phone: 678.324.3300  
Fax: 678.324.3303  
<https://sport.integrogroupp.com>

Dear USATF Sanction holders and Insurance Certificate holders:

As the National Governing Body for track and field, long-distance running and race walking in the United States, USA Track & Field (USATF) provides sanctions which approve and license the hosting of competitive track & field, long distance running and race walking events in the United States. As part of sanctioning, USATF provides Commercial General Liability insurance coverage for the protection and benefit of its active member clubs, associations, event organizers, facility owners and individual members in connection with sanctioned events.

The current USATF General Liability program is scheduled to expire on 11/1/2018. In August we will begin the process of renewing the program for another annual term effective 11/01/2018-11/1/2019. The program will seek to provide similar limits to the expiring policies as follows:

Per Occurrence Limit	\$1,000,000
General Aggregate Limit (Per Event)	\$3,000,000
Personal and Advertising Injury	\$1,000,000
Products/Completed Operations Aggregate Limit	\$3,000,000
Damage to Premises	
Rented to You (7 Days or Less)	\$1,000,000
Abuse and Molestation (Each Occurrence)	\$1,000,000*
Abuse and Molestation (Aggregate)	\$2,000,000*
Participant Legal Liability	Included

*\*Subject to a valid background check*

Excess coverage of \$10,000,000 is available for third parties who require additional coverage.

We expect to finalize the renewal by October, and will immediately begin issuing certificates for those USATF sanctioned events taking place in the month of November and beyond.

Sincerely,

Ian Campbell  
Analyst, Integro Entertainment and Sport

CC: Mike Price, Sport Global Practice Leader  
Kelly Pribbenow, Senior Account Executive

\* CERTIFICATE  
OF INSURANCE  
WILL BE ISSUED 11/1/2018

# CERTIFICATE OF INSURANCE

PRINT DATE: 11/14/2018

CERTIFICATE NUMBER: 20181029664561

**AGENCY:**

Integro USA Inc.  
d/b/a Integro Insurance Brokers  
2727 Paces Ferry Road, Building Two, Suite 1500  
Atlanta, GA 30339  
678-324-3300 (Phone), 678-324-3303 (Fax)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**NAMED INSURED:**

USA Track & Field, Inc. The Eastern States 20 Mile  
130 East Washington Street, Suite 800  
Indianapolis IN 46204

**INSURERS AFFORDING COVERAGE:**

INSURER A: Philadelphia Indemnity Ins. Co. NAIC #: 18058  
INSURER B: Philadelphia Indemnity Ins. Co. NAIC #: 18058

**EVENT INFORMATION:**

Eastern States 20 Mile and Run for the Border Half Marathon (3/24/2019 - 3/25/2019)

**POLICY/COVERAGE INFORMATION:**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INS	TYPE OF INSURANCE:	POLICY NUMBER(S):	EFFECTIVE:	EXPIRES:	LIMITS:
A	GENERAL LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHPK1899025	11/1/2018 12:01 AM	11/1/2019 12:01 AM	GENERAL AGGREGATE (Applies Per Event) \$3,000,000
	<input checked="" type="checkbox"/> Participant Legal Liability				EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (Each Occ.) \$1,000,000
					MEDICAL EXPENSE (Any one person) EXCLUDED
					PERSONAL & ADV INJURY \$1,000,000
					PRODUCTS-COMP/OP AGG \$3,000,000
B	UMBRELLA/EXCESS LIABILITY				
	<input checked="" type="checkbox"/> Occurrence	PHUB652176	11/1/2018 12:01 AM	11/1/2019 12:01 AM	EACH OCCURRENCE \$10,000,000
					AGGREGATE (Applies Per Event) \$10,000,000

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS:**

Coverage applies to USA Track & Field sanctioned events and registered practices, including any directly related activities, such as event set-up and tear-down, participant check-in and award ceremonies.

The certificate holder is an additional insured per the following endorsement: Additional Insured - Certificate Holders (Form PI-AM-002)

The General Liability policy is primary and non-contributory with respect to the negligence of the Named Insureds (Form CG 00 01)

The General Liability policy contains a blanket Waiver of Subrogation as required by contract per Waiver of Transfer of Rights of Recovery Against Others (Form CG 24 04).

Excess policy follows form of underlying General Liability.

**CERTIFICATE HOLDER:**

Town of North Hampton  
PO Box 710  
North Hampton NH 03862

**NOTICE OF 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.

**AUTHORIZED REPRESENTATIVE:**



## Eastern States 20 Mile and the Run for the Border Half Marathon Safety Plan

The start of the 20-mile is located at the Traip Academy high school in Kittery. Runners gather in the parking lot, and turn right onto the road, which is managed by two Kittery police detail officers. The half marathon starts at the Wallis Sands State Beach Park, and is similarly managed by two Rye police detail officers.

Every major intersection along the entirety of the route is managed by paid police detail officers. In addition, non-trafficked turns are managed by veteran course marshals.

There are seven aid stations along the route. Each aid station is managed by a running organization, led by veteran runners. These volunteers are well versed in running, and are thus well trained in recognizing and dealing with emergencies that may arise at their aid stations.

At the rear of the race a "SAG" vehicle follows the last runners. This vehicle picks up any runners who need to drop out of the race and/or may be experiencing medical issues. If a runner drops out of the race, he or she is driven to either the next aid station or at the finish of the race.

Great Brook EMS is contracted for the duration of the race, in addition to the North Hsampton Fire and Rescue. The EMT workers assigned to the ambulance are trained to deal with any medical emergencies that may arise. They patrol the course during the race, and are stationed at the finish line as the runners complete the race.

All aid station volunteers, key race personnel, and medical workers are given a laminated sheet with all necessary phone contact information, including emergency contact numbers, to use during the race.

For all of the 23 years the Eastern States 20 Mile and the Run for the Border Half Marathon have been held, the safety of all participants and race personnel has been of the greatest importance. We will continue to stress that in the 2019 event.



# NORTH HAMPTON FIRE & RESCUE

235 Atlantic Avenue  
North Hampton, New Hampshire 03862  
Business Phone: 603.964.5500 Fax: 603.964.7249  
[www.northhampton-nh.gov](http://www.northhampton-nh.gov)



To: Kathryn Mone – Police Chief  
John Hubbard - Director of Public Works  
Glen Bosworth - Code Enforcement and Building Inspector

From: Michael Tully – Chief of Fire & Rescue

Date: February 1, 2019

Re: Large Assembly Application  
**The Eastern States 20 Mile Road Race – March 24, 2019 (Sunday)**

- There is a condition of a minimum requirement of one (1) certified EMT on site in North Hampton. Any Detail EMT must be either a North Hampton Fire & Rescue EMT or a privately hired EMT if no North Hampton Personnel are available. It is the responsibility of the organizer to call the Fire Department in advance to schedule the detail.
- Emergencies in North Hampton requiring transportation to local hospitals will be completed by the North Hampton Fire & Rescue.

Michael J. Tully  
Chief of Department



**Victoria F. Sheehan**  
**Commissioner**

**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



**William Cass, P.E.**  
**Assistant Commissioner**

March 12, 2019

Don Allison  
4332 Avalon Dr.  
Sharon, MA 02067

Dear Mr. Allison:

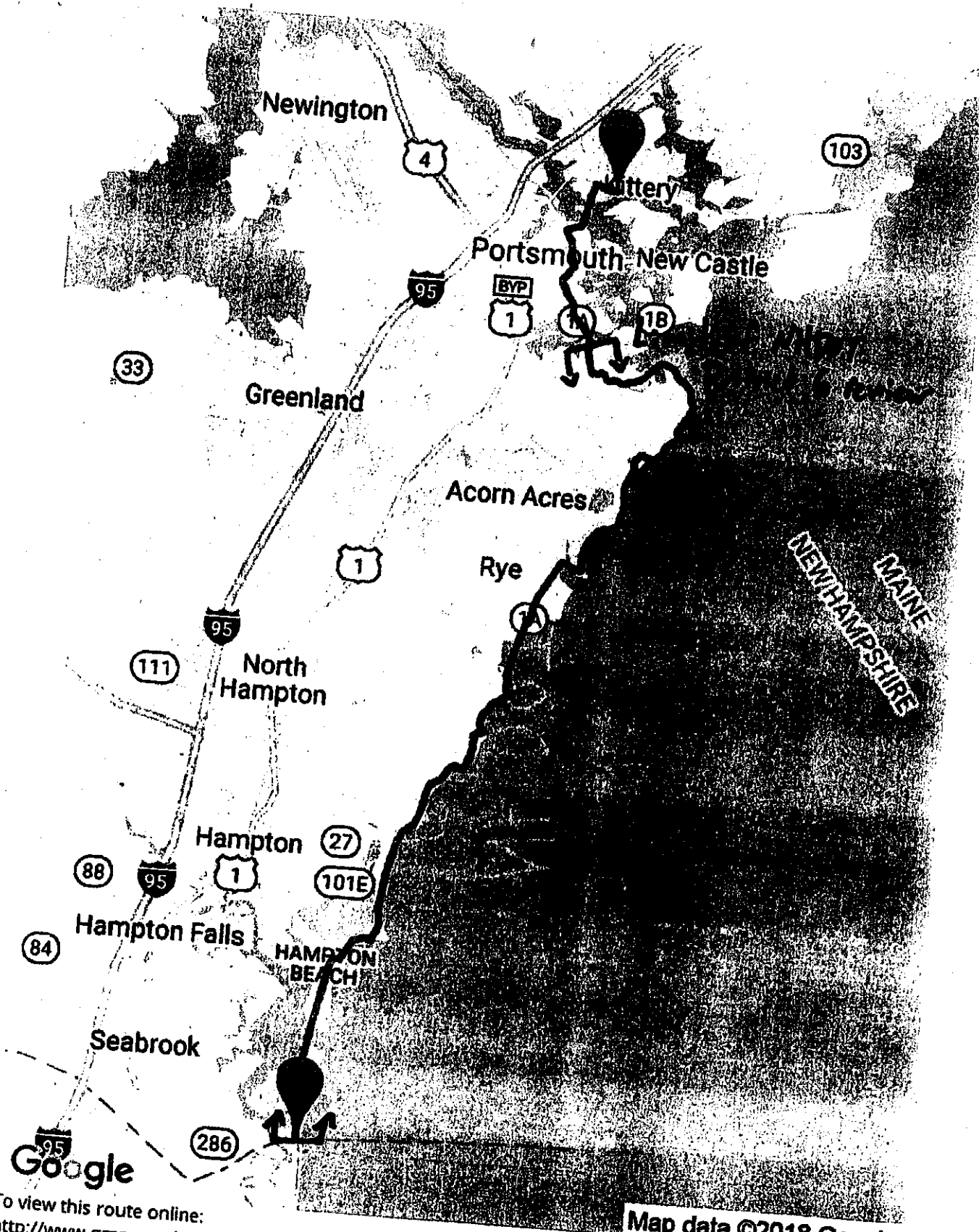
With reference to your recent request, please consider this a permit (19-016) for the Road Race using a portion of the state highway system in the municipality of North Hampton, Portsmouth, Rye, Hampton & Seabrook.

The Road Race scheduled for Sunday, March 24, 2019 at 11:00am will use state and town roads as shown on the attached map.

**PLEASE NOTE THAT BANNERS OVER STATE HIGHWAYS ARE PROHIBITED.**

This permit is subject to the following provisions:

1. Adequate number of uniformed police officers and traffic control devices be employed to control traffic and parking prior to, during, and following the event.
2. Provisions be made for passage of emergency vehicles should the need arise.
3. Organizers shall notify and coordinate this activity with local officials, emergency providers, and those responsible for homeland security to assure that the event does not adversely affect the safety, security, or emergency services for the events participants, spectators, other members of the community, or the traveling public.
4. "Road Race In Progress" signs must be posted in advance of event, maintained during the event, and removed promptly following the completion of the event.
5. Traffic on state highways shall not be delayed more than 10 (ten) minutes.
6. No markings may be applied to DOT materials within the right of way, and all materials placed within the right of way must be removed promptly.
7. Any needed porta-potties need to be staged outside of the state highway right-of-way.
8. Use of Portable Changeable Message Signs, when approved, are the responsibility of the event organizer.
9. Race Coordinator is required to contact our Bridge Maintenance Office one to two weeks prior to the event and then again on the morning of the event. Contact Person: Bob Spinney, Portsmouth Area Superintendent at 603-396-4644 or alternative 603-817-1533.
10. For Portsmouth: Between November 1<sup>st</sup> and May 15<sup>th</sup>, the New Hampshire Department of Transportation is required by Coast Guard regulations to lift the Memorial Bridge upon signal for vessels. Mariners take priority, if a lift needs to occur during the race time, the bridge will be lifted and the race will be delayed during the lift.
11. For Hampton: Between November 1<sup>st</sup> and April 1<sup>st</sup>, the New Hampshire Department of Transportation is required by Coast Guard regulations to lift the Hampton River Bridge at requested times if the request from the vessel provides at least 3 hours' notice. Mariners take priority, if a lift needs to occur during the race time, the bridge will be lifted and the race will be delayed during the lift.



To view this route online:  
<http://www.gmap-pedometer.com/?r=7026876>  
<http://www.gmap-pedometer.com/gp/bookmark/view/id/7026876>

Map data ©2018 Google