

TOWN OF WHITEFIELD

COMMUNITY USE OF WHITEFIELD FIRE & RESCUE STATION FACILITIES

DEFINITION: "Fire station facilities" are buildings and grounds, parking lots and fixed equipment owned by the Whitefield Fire & Rescue Department, as per the Town of Whitefield.

It is the Board's desire that the local taxpayers who provide the fire station should be able to obtain maximum use of the facilities, to the extent consistent with the primary function of the Whitefield Fire & Rescue Department. It is intended that community uses for educational, recreational, social, civic, philanthropic and like purposes be approved by the officers, in accordance with this policy, the implementing regulations, and a fee schedule approved annually by the Select Board.

The Whitefield Fire Chief is responsible for developing administrative regulations which provide for timely applications; uses which do not interfere with response or training functions of the fire department; preference to local, not-for-profit organizations; and the acceptance of appropriate responsibility and liability.

Persons and organizations requesting use of these facilities must recognize that emergency response to the community will remain the priority. Scheduled events may have to be cancelled or relocated with short notice.

FEES: It is expected that any/all individuals, agents and organizations will maintain the order and cleanliness of the area(s) used. NO EQUIPMENT shall be used without proper advance authorization. There is no fee for use of the facilities; however, a fee may be assessed for the following purposes:

- If items are left behind and the fire personnel are required to clean up after an event.
- If fire/rescue department equipment is requested for use, or equipment is used that was not contracted as part of the agreement.
- If any/all items with the facilities are damaged, broken or removed.

APPROVALS: Upon review of the facilities request, the named contact individual will be notified if approved or not. Do not assume your request has been received or approved if you are not contacted. Approval agents are: Whitefield Select Board, Fire Chief, Deputy Chiefs or station Captain.

All requestors must complete and submit a "Release and Agreement to Hold Harmless Waiver" and a "Use of Fire Station Facility Form"

**Send forms to:
Whitefield Town Office
Attn: Administrative Assistant
36 Townhouse Road
Whitefield, ME 04353**