



TOWN OF HOPKINTON
TOWN MANAGER'S OFFICE
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Policy Statement

This policy addresses how the Town of Hopkinton will manage payments and other benefits received from the Boston Athletic Association (BAA) in connection with the Town's hosting of the annual Boston Marathon.

1. General Principles
 - a. All payments received from the BAA should be directed to the Town Manager. No direct payments to Town employees or officials are permitted. This applies both to monetary and non-monetary payments.
 - b. BAA monetary payments made to the Town as reimbursement for expenses incurred in connection with the Marathon should be considered a requirement of the issuance of Town permits for the Marathon, and not a gift.
 - c. BAA monetary payments made to the Town over and above the amount paid as reimbursement for expenses may be considered a gift to the Town, and the use of such funds is subject to any conditions placed thereon by the BAA, as well as any further restrictions adopted by the Board of Selectmen pursuant to this policy.
 - d. Town facilities will be made available for activities associated with the Boston Marathon according to the same rules and in accordance with the same terms that are applied to others.

2. Allocation of Invitational Applications

Each year, the BAA provides to the Town of Hopkinton a certain number of invitational applications for the Boston Marathon. These applications provide for waivers of the normal qualifying requirements for the race. Due to the restricted nature of the Marathon and its renown nationally, the numbers assigned pursuant to these waivers have a financial value. This Policy formalizes a mechanism for the assignment of waivers that will meet the requirements of the BAA, allow all interested applicants a fair chance to receive a number, and raise funds for causes and organizations selected by the Board of Selectmen.

On a yearly basis, beginning in 2013, the Board of Selectmen will distribute waivers received from the BAA to applicants who agree to use them to raise funds for organizations selected by the Board. The Board will initially allocate the waivers into categories. Potential categories that the Board of Selectmen may wish to consider for this purpose are:

- a. Town departments, boards, and committees that perform Marathon functions;
- b. Organizations undertaking activities for the benefit of the Town of Hopkinton;
- c. Organizations undertaking public service activities within the Town of Hopkinton; and
- d. Organizations undertaking public service activities within the Commonwealth of Massachusetts.

Each year, beginning in 2013, the Board will publicly announce the categories that will be allocated waivers, and seek requests from organizations within each category that wish to receive funds raised by the waiver recipients. The Board will then select one or more organizations within each category as the designated fund recipients for that year.

The Board will then establish a deadline for proposals from individuals who agree to use the numbers assigned pursuant to the available waivers in each category to raise money for one of the designated organizations. All recipients of invitational applications must agree to pay the applicable entry fee to the BAA and to pay the amounts specified in their proposal to the relevant organization.

All recipients of invitational applications must agree to comply with all terms and conditions set by the BAA.

3. Bleachers

The Board of Selectmen hereby delegates to the Marathon Committee the authority to allocate bleacher space at the Boston Marathon starting line. The Marathon Committee shall, after consultation with the BAA and subject to the approval of the Board of Selectmen, adopt rules and regulations governing the allocation of such bleacher space, and any fee to be charged therefore. A certain number of bleacher seats shall be made available to the BAA for the seating of its special guests.

4. Starting Guns

The Board of Selectmen hereby delegates to the Marathon Committee the authority to select, on an annual basis and after consultation with the BAA, deserving Town residents to fire the starting guns for the “second wave” and “third wave” components of the Boston Marathon. The Marathon Committee shall, after consultation with the BAA and subject to the approval of the Board of Selectmen, adopt rules and regulations governing such selections.

5. Non-Monetary Payments and Other Benefits

The Board of Selectmen hereby delegates to the Marathon Committee the authority to distribute any non-monetary payments or other benefits received by the Town from the BAA. The Marathon Committee shall, after consultation with the BAA and subject to the approval of the Board of Selectmen, adopt rules and regulations governing such distributions.

6. Reporting

All organizations receiving funds and invitational applications pursuant to this Policy must make a full report thereof to the Board of Selectmen and to the BAA no later than 60 days after the Boston Marathon.