

**TOWN OF CHARLOTTE
APPLICATION FOR USE OF TOWN FACILITIES**

Approved for Use: September 22, 2014

Name of Organization/Event: Cycle 4 CMT
Date(s) of Event: August 28, 2016
Organization's Address: Charot-Marie-Tooth Association (CMTA) P.O. Box 105
Non-Profit **For Profit** Glanville PA 19036
If non-profit, briefly explain the benefit fund: Please see Attachment Item 1

Contact information for Organization/Representative:

Name of Event Manager/Title: Chris Duquette / CMTA Board Member
Email address: cycle4cmt@gmail.com
Telephone number: 802-985-3245
Mobile telephone number: 508-330-5828

Location

Town highways Please see Attachment Item 2
Town Beach **Senior Center** **Town Hall** **Other** The Old Lantern
Brief description of requested use of facility: Central Event location - start and stop for cycling event, after cycling event - food, music, speeches, silent auction items
Event Start Time: 8:00 a.m. **Event End Time:** 3:00 p.m.
*cycling portion of the event 8:00 a.m. - 12:00 p.m.

Anticipated Attendance

Participants 145-180 **Staff/Volunteers** 5-10 **Vendors/Caterer** **Total** 150-200
(50% cyclists)
(50% non cyclists)
Will food be served? (yes) (no)
Will alcohol be served: (yes) (no).

If yes, include copy of the caterer's license and certificate of insurance.

The Old Lantern, liquor license # 3013-002

Safety Arrangements: (attach additional sheet if needed)

(Parking, course monitors, water and aid stations, traffic control)

Please see Attachment. Item 3

Has the Charlotte Fire & Rescue been notified? Yes No

Are State of Vermont permits required? Yes No

Is a port-o-let proposed? Yes No

Has this event been held in Charlotte before? Yes No

If yes, please list years: September 20, 2015

Is this event open to Charlotte residents? Yes No

Please attach an event map, if applicable.

Please attach or e-mail a certificate of insurance for the event which names the Town of Charlotte as an "additional insured" for general liability coverage.

Attached

OVER

Item 1: If non-profit, briefly explain the benefit fund:

This event is in support of individuals with Charcot Marie Tooth (CMT) disorder. CMT is a slowly progressive neurological disorder causing pain, and loss of normal function and sensation in the hands / arms and feet / legs. Progression can lead to disability. My 21- year- old nephew Yohan along with 120,000 Americans (2.8 million worldwide) are affected by CMT. There is no cure for CMT at this time however this event will serve as a great forum to make a difference in the lives of those with CMT.

The goal of this event is to spread awareness with regards to CMT and to support the Charcot Marie Tooth Association's (CMTA) STAR program - Strategy to Accelerate Research - support treatment and eventually define a cure for CMT. Our core focus is to support the required research to cure CMT. We want individuals with CMT to enjoy and experience the activities that define Vermonters and our culture - the ability to bike, ski, ride, hike, walk etc. These activities are a challenge and may not even be possible for those with CMT.

Item 2: Town Highways - Cycling Routes (all routes start and stop at the Old Lantern):

6 Mile Route (link: <http://mapq.st/1BthlVS>): West on Ferry Rd, North on Lake Rd and South on Greenbush Rd.

25 Mile Route (link: <http://mapq.st/1FKj20j>): West on Ferry Rd, North on Lake Rd, to Bostwick Rd to Marsett Rd, to Irish Hill, South on Spear Street, North on Philo Rd, West on Hinesburg Rd to Church Hill Rd to Ferry Rd, South on Greenbush Rd.

40 Mile Route (link: <http://mapq.st/1zPDYiP>): West on Ferry Rd, North on Lake Rd, to Bostwick Rd to Marsett Rd, to Irish Hill, South on Spear Street, East on Charlotte / Hinesburg Rd, East on Mechanicsville Rd, to Richmond Rd, South on North Rd to Rt 116, West on Tyler Bridge Rd to Monkton Rd to Hollow Rd, North on Mt Philo Rd, West on Hinesburg Rd to Church Hill Rd to Ferry Rd, South on Greenbush Rd.

Item 3: Safety Arrangements:

All participant parking will be located at the Old Lantern in Charlotte Vermont. This event caters to cyclist and non-cyclists. I envision approximately 100 cyclists and 100 non-cyclists. Individuals who chose to cycle will select 1 of 3 routes (6.5 miles, 25 miles or 40 miles). This will be a rolling start in which individuals can conduct their ride anytime between the hours of 8:00 a.m. and 12:00 p.m. to allow for flexibility in addition to minimizing any potential impacts to automobile and pedestrian traffic. Traffic control would not be required. Given the relatively short cycling routes, this will be a non-supported ride with regards to food and water stations. Individuals will be required to identify their route upon arrival and will be required to check back in upon return to ensure that they are accounted for. All cyclists must wear helmets to

participate in this event. All cyclists will be debriefed on applicable Vermont Bicycle Laws and Safety prior to their ride (www.thegmbc.com/VTBikeLaws.pdf)

Item 4: Event Map / Overview:

General Overview of Event – August 28, 2016:

Event Time: 8:00 a.m. – 3:00 p.m.

Cycling Portion: 8:00 a.m. – 12:00 p.m.

After Cycling Portion of Event: 12:00 p.m. – 3:00 p.m. Includes food, music, speeches, spreading CMT awareness and opportunities to bid on silent auction items provided by local Vermont companies.

Waste Management

The Town of Charlotte is dedicated to making all events in public spaces as waste free as possible by reducing packaging and single use items, and by collecting waste in three streams: *compostables, recycling and trash*. All events held in public spaces will adhere to these expectations, and comply with [VT ACT 148 Universal Recycling Law](#) and [CSWD's Solid Waste Management Ordinance](#).

Please see Recommendations for Waste Reduction in the attached addendum. (Live link)

Event sponsors are responsible for communicating these recommendations to all vendors/caterers.

Technical help is available from Charlotte CSWD representative, Abby Foulk: afoulk@gmavt.net

Event Person in Charge of Waste Management (if not event manager):

The Old lantern

Email address: _____

Telephone number: _____

Mobile telephone number: _____

All wastes will be properly handled by The Old lantern on site.

Plan for Compostables - NA

Use of food scrap buckets is required for events at which food is served. Buckets are available from the Town, CSWD, and haulers. To obtain from Town, please contact Abby Foulk: afoulk@gmavt.net

Number of buckets needed — *Food and water stations not provided on cycling routes. Cyclists use bike mounted water bottles*

Compostable materials: — food scraps only; — food scraps and other organics

Compost management plan: — will use onsite compost bin: — will take to CCS Compost Shed; — will drop off at CSWD facility: — will hire compost or three-stream hauler

Plan for recyclables and trash (check one) - NA Handled by The Old lantern

— Will use Town's existing recycling and trash infrastructure. Fee may apply.

— Will contract for three-stream pick-up by hauler

— Will drop off at CSWD facility

Waste Stations - NA

Side-by-side composting/ recycling/trash stations are required, labeled with Vermont's Universal

Symbols.  See: <http://cswd.net/about-cswd/universal-recycling-law-act-148/>

Number of waste stations needed for event —

Plan for assisting participants with sorting streams _____

Plan for decontaminating streams _____

In consideration of this request to use town highways and/or town-owned property and facilities

The CMTA (organization/group/business) and I agree, and for myself/ourselves and my/our heirs, executors and administrators agree to indemnify, defend and hold forever harmless the Town of Charlotte and its officers, agents and employees from and against any claims, demands, liabilities, actions, judgments, settlements, damages, costs and expenses (including attorney's fees and disbursements) for injury to or death of any person or damage to property arising out of or resulting from the activity described in this request.

Signature of authorized representative J. C. Ouellet