

TOWN OF CHARLOTTE
APPLICATION FOR USE OF TOWN FACILITIES

Approved for Use: September 22, 2014

Name of Organization/Event: National Multiple Sclerosis Society Green Mtn. Cretaway
Date(s) of Event: August 6th 2016
Organization's Address: 101A First Ave Ste G Waltham, MA 02451
Non-Profit For Profit
If non-profit, briefly explain the benefit fund: Charity Bike ride to raise funds for programs and research

Contact information for Organization/Representative:

Name of Event Manager/Title: Drew Davis - Director of Logistics
Email address: Drew.davis@nmss.org
Telephone number: 781-693-5158
Mobile telephone number: 978-866-6955

Location Greenbush rd outbound / Mt. Philo → Spear → Hinesburg → Dorset St. Inbound
Town highways _____
Town Beach Senior Center Town Hall Other Rest stop at SE corner of Spear/Hinesburg rd
Brief description of requested use of facility: Rest stop for cyclists on charity bike ride
Event Start Time: 8am Event End Time: 3pm

Anticipated Attendance

Participants 100 Staff/Volunteers 10 Vendors/Caterer _____ Total 115

Will food be served? (yes) (no) Pre-packaged snacks only

Will alcohol be served: (yes) (no).

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

Safety Arrangements: (attach additional sheet if needed)

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

Information contained in letters sent to Town and Police

Has the Charlotte Fire & Rescue been notified? Yes _____ No (will be)

Are State of Vermont permits required? Yes _____ No

Is a port-o-let proposed? Yes No _____ P+P septic

Has this event been held in Charlotte before? Yes No _____

If yes, please list years: Every year since 2012

Is this event open to Charlotte residents? Yes No _____

Please attach an event map, if applicable. Greenbush rd outbound Mt. Philo, Spear, Hinesburg, Dorset St. Inbound

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.

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):

Drew Davis
Email address: Drew.davis@nmss.org
Telephone number: 781-697-5158
Mobile telephone number: 978-866-6955

Plan for Compostables

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 1

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)

- Will use Town's existing recycling and trash infrastructure. Fee may apply.
- Will contract for three-stream pick-up by hauler *will remove from site and use hauler*
- Will drop off at CSWD facility

Waste Stations

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 National MS Society (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 *[Signature]*