



Bristol Recreation Department

Po Box 249, Bristol, Vermont 05443
Phone: 453-5885 Fax: 453-5188 or www.BristolVTRec.com or e-mail:
RecDirector@BristolVt.org

APPLICATION FOR USE OF Bristol Parks

Eagle Park ___ Memorial Park ___ Sycamore Park ___ Town Green X Bartletts Fall ___

Event: Bristol Federated Church Christmas Eve service

Contact Name: Jennifer Comigan Alternate Contact: Bill Elwell

Address: 37. North St. Bristol Address: 37 North St. Bristol

Phone Number: 453-2321 Phone Number: 453-2321

Email: familylife@bristolfederated.com Email: bristolfederated@gmail.com

Event Date: <u>12/24/2020</u>	Footprint Size: <u>The park gazebo + surrounding area</u>
Load in Time: <u>3:00 pm</u>	
Event Time: <u>6:00 pm</u>	
Load out Time: <u>8:00 pm</u>	
Expected Attendance: <u>150</u>	

Description of the Event or Display:

Scripture and song led from the Gazebo with people gathered around.

Requested area of the park for use:

Gazebo + surrounding area

In addition to the above information the application must be accompanied by:

- 1) Diagram, Picture or drawing of the Display
- 2) Copy of the contents that will be on display
- 3) Arrangements for security and public safety (parking, crowds, sanitation, traffic etc.) Cost to be covered by applicant.

* We will be sure to wipe down the gazebo when done

The Bristol Town Parks have served as landmarks in Bristol for many years. The intention is to preserve the Parks as a place to hold activities that celebrate our sense of community.

The Selectboard reserves the right to approve, deny or impose conditions to any proposed use of the Town Parks. Applicants may be asked to appear before the Town Selectboard

We ask that you have respect for each other, our park and our community.

Fees: Will be determined on a case by case basis

All fees are to be paid prior to the event. Checks should be made payable to **Bristol Recreation Department.**

Will your event require use of:

- Water
- Electricity

Yes No
 Yes No

General Terms of Rental Agreement:

1. In response to the COVID 19 Global Pandemic, physical distancing, hand washing, mask wearing and hard surface cleaning and sanitization protocols (according to the Centers for Disease Control) must be followed at all times. The Recreation Department will provide specific instructions to the primary contact person for the event.
2. There is no smoking in the parks at any time.
3. No open flames.
4. The service or consumption of alcohol on the grounds is prohibited.
5. All events must conclude by 10pm with clean up done by 11pm
6. **All parties using the park for activities will be responsible for providing receptacles for trash and recycling, as well as removing it from the Green at the conclusion of your event. Like many other public parks, the Town Green is now a pack in/pack out park.**
7. Any damages or issues must be reported as soon as possible to the Recreation Department within 24 hours of your event or you may be held responsible.
8. Children under the age of 18 must be supervised at all times.
9. All events must be suitable for all ages.
10. Users are responsible for leaving the facilities and the grounds in the same condition they found them. In the event of extraordinary damages (beyond normal wear and tear), users are responsible for all costs of repairs or cleaning.
11. The Bristol Select board reserves the right to access a use fee based on amenities used.
12. Renter agrees that Renter will abide by and conduct its affairs in accordance with all laws, rules, regulations, and ordinances, including those relating to alcohol consumption, noise, physical distancing or mass gathering limitations by executive order. Renter shall not engage in or allow any illegal activity to occur at the Park.

I hereby agree to comply with the rules & regulations of the Town of Bristol Selectboard governing the use of the Bristol Town Parks.

Signature: *James G. Cregeen* Date: 9/28/2020

Please contact Bristol Recreation Department one week prior to your event to go over security procedures.

.....
 1st Class

2nd Class

3rd Class

Permit
 Conditions:

Granted _____

Denied _____

Issuing Municipal Officer: _____

Bristol Town Administrator

From: Recreation Director
Sent: Wednesday, September 30, 2020 10:27 AM
To: Jennifer at Bristol Federated Church
Cc: Bristol Federated; Bristol Town Administrator
Subject: RE: Application for use of the Park
Attachments: Ordinance.pdf

Hi Jennifer,

Yes, lets add you to the SB meeting as your number of guest could be over a 100 people. Thank you for choosing glow sticks/battery operated lights.

Meridith McFarland
Recreation Director, Town of Bristol
802-453-5885
Sent from [Mail](#) for Windows 10

From: [Jennifer at Bristol Federated Church](#)
Sent: Wednesday, September 30, 2020 10:03 AM
To: [Recreation Director](#)
Cc: [Bristol Federated](#)
Subject: Re: Application for use of the Park

Hi Meredith-

Thanks so much for getting back to us.

We have decided for safety and logistics (weather, etc) that we will not be using real candles. We will use either a battery operated light source or glow sticks. Therefore we will not need a variance on the open flame policy.

Will we still need to meet with the Selectboard on 10/12?

Thanks,

~Jennifer

On Tue, Sep 29, 2020 at 8:43 AM Recreation Director <recdirector@bristolvt.org> wrote:

Good morning Jennifer,

Thank you for the application. Because of the open fire request, we will forward your application to the Select Board for approval. The SB may have questions to ask about setup of the open flames, please be available by ZOOM that evening.

I will submit your application for the next SB meeting for Monday, October 12.

Meridith McFarland
Recreation Director, Town of Bristol
802-453-5885
Sent from [Mail](#) for Windows 10

From: [Jennifer at Bristol Federated Church](#)
Sent: Monday, September 28, 2020 2:53 PM
To: [Recreation Director](#)
Cc: [Bristol Federated](#)
Subject: Application for use of the Park

Please see the attached application for our use of the park on 12/24/2020.

Is there a way to apply for a variance for the "No open flames" term? We would like to have a traditional candlelight service for Christmas Eve, if possible. Please let me know what we would need to do to be able to do this.

Thank you so much.

~Jennifer

--

Jennifer Corrigan

Family Life Coordinator

Bristol Federated Church

(802)453-2321

familylife@bristolfederated.com

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