



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Thomas F. Cooke - Director of Administrative Services*

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** April 15, 2013

2. **Date of Board Meeting:** April 22, 2013

3. **Individual or Entity making the submission:**

Gerard G. Toner, Director of Culture, Parks and Recreation

4. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approve a request by Gold & Orluk and Partners, LLC and the UConn Foundation to use the Performing Arts Center and the surrounding grounds for its annual Jim Calhoun Cancer Challenge Ride and Walk on June 8, 2013.

5. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Gerard G. Toner, Director of Culture, Parks and Recreation  
860-408-4682  
gtoner@simsbury-ct.gov

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The NBC Connecticut Jim Calhoun Cancer Challenge Ride and Walk requests permission to host their event at the Performing Arts Center on June 9, 2012.

The group has secured a Public Gathering Permit and will also be asked to meet with on-site staff to provide all necessary site services.

The Performing Arts Center Board considered this request at their March 21 meeting. The Board unanimously approved this request contingent upon: a) a review of support services provided for in the license agreement, b) payment of a \$5,000 license fee plus a \$500 damage deposit, c) execution of a license agreement in a form acceptable to the Town Attorney, and the timely issuance of a public gathering permit.

7. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*

Narrative of Calhoun Challenge Ride and Walk.