



# 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. Title of submission:

Community Farm-Farm to Table Events

2. Date of submission:

Tuesday, June 25, 2013

3. Date of Board Meeting:

Monday, July 8, 2013

4. Individual or Entity making the submission:

Lynn Charest, CZEO

5. 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:*

Approval requested of the Board of Selectmen for Community Farm of Simsbury to hold two Farm to Table Fundraising Events at the Town Farm on Wolcott Road.

6. 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.):

Laura Young, Development Assistant, Community Farm of Simsbury  
73 Wolcott Road, Simsbury, CT  
Phone-(860) 217-0453

7. **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 Community Farm of Simsbury (CFS) is planning on holding it's annual fundraising dinners on Town Farm. This year's two events are listed below:

- Wednesday, July 31 (Rain date Thursday, August 1). Featured restaurant- Metro Bis with food prepared by Chef Chris Prospero.

-Wednesday, September 4 (Rain date Thursday, September 5) will feature Winvian restaurant with food prepared by Chris Eddy.

Both of the events will serve beer and wine served by TIPS certified bartenders. The Zoning Commission has granted a Special Exception to the CFS for sales and serving of alcohol at their June 17, 2013, meeting. The tent company will secure proper permits.

Estimated attendance is listed as between 65-70 people.

Food vendors will obtain proper food permits from Farmington Valley Health District.

The event organizers have submitted Public Gathering Permit paperwork. Parking for these events will be on Town Farm property, on the same side of the road as the event. As there are no plans for the public to cross Wolcott Road during the event and all the parking will be on the same side of the road, there are no public safety concerns.

8. **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:*

Paperwork includes-

A copy of the Public Gathering Permit application

Site plan of Town Farm with event set-ups indicated

Certificate of Insurance

Description of the event with last year's photographs of the event