



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:** Trinity Episcopal Church Picnic
2. **Date of submission:** August 6, 2013
3. **Date of Board Meeting:** August 12, 2013
4. **Individual or Entity making the submission:** Nicole Dalto, Pastoral Assistant
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:

Approve the use of the Tariffville Green on Main Street, Tariffville for the youth and family community picnic on Sunday, September 8, 2013 from the hours of 10:00 a.m. to 2:00 p.m.

(Ms. Dalto has been in touch with the Planning Dept. to obtain the necessary Public Gathering Permit, etc.)

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.):** Nicole Dalto, Pastoral Assistant
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.):**
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:

Letter of request from Nicole Dalto, Pastoral Assistant and The Rev. Canon Thomas J. Furrer, Rector

Telephone (860) 658-3230
Facsimile (860) 658-9467

tcooke@simsbury-ct.gov
www.simsbury-ct.gov

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8:30 - 4:30 Tuesday through Friday