



Town of Stow

Special Event Permit

For: Saturday, September 30, 2023

Rita DiStefano-French, as President, and Gigi Lengieza, as Event Manager, representing the Stow Friends of the COA, are granted permission to hold a COA Gift Shop and More Pop-Up event on Saturday, September 30, 2023, beginning at 8 a.m. to approximately 4 p.m. as described in the application materials, and contingent upon the following:

- 1) That arrangements have been made with the Police and Fire Departments for the appropriate number of detail personnel;
- 2) That a certificate of general liability insurance naming the Town of Stow as additional insured be provided to the Select Board office prior to the event;
- 3) That any signs, tents, platforms, staging, structures, and electrical work be permitted and inspected by the Building Department prior to the event;
- 4) That if portable restroom facilities are used, the contract be provided to the Board of Health prior to the event and comply with Massachusetts Regulations Title 521 Sec 30.1.2;
- 5) That any snacks are prepackaged, or a permit has been obtained from the Board of Health, and;
- 6) That the organizers participate in any public safety meeting required for the event and all requirements discussed at the meeting are met;
- 7) These stipulations, made upon approval, have been met:

As approved by the Select Board on September 12, 2023:

Cortni Frecha, Chair

Megan Birch-McMichael, Clerk

Ingeborg Hegemann Clark

Hector Constantzos

John Toole



Town of Stow

Special Event Permit

For: Saturday, November 4, 2023

Rita DiStefano-French, as President, and Carole Dunlap, as Event Manager, representing the Stow Friends of the COA, are granted permission to hold the annual Holly Fair event on Saturday, November 4, 2023, beginning at 8 a.m. to approximately 4 p.m. as described in the application materials, and contingent upon the following:

- 1) That arrangements have been made with the Police and Fire Departments for the appropriate number of detail personnel;
- 2) That a certificate of general liability insurance naming the Town of Stow as additional insured be provided to the Select Board office prior to the event;
- 3) That any signs, tents, platforms, staging, structures, and electrical work be permitted and inspected by the Building Department prior to the event;
- 4) That if portable restroom facilities are used, the contract be provided to the Board of Health prior to the event and comply with Massachusetts Regulations Title 521 Sec 30.1.2;
- 5) That any snacks are prepackaged, or a permit has been obtained from the Board of Health, and;
- 6) That the organizers participate in any public safety meeting required for the event and all requirements discussed at the meeting are met;
- 7) These stipulations, made upon approval, have been met:
 - a. Certificate of Liability Insurance is submitted to the Select Board office

As approved by the Select Board on September 12, 2023:

Cortni Frecha, Chair

Megan Birch-McMichael, Clerk

Ingeborg Hegemann Clark

Hector Constantzos

John Toole



Town of Stow

Special Event Permit

For: Saturday, December 2, 2023

Rita DiStefano-French, as President, and Robin Ulichney, as Event Manager, representing the Stow Friends of the COA, are granted permission to hold the annual 2nd Chance Holiday Sale event on Saturday, December 2, 2023, beginning at 8 a.m. to approximately 3 p.m. as described in the application materials, and contingent upon the following:

- 1) That arrangements have been made with the Police and Fire Departments for the appropriate number of detail personnel;
- 2) That a certificate of general liability insurance naming the Town of Stow as additional insured be provided to the Select Board office prior to the event;
- 3) That any signs, tents, platforms, staging, structures, and electrical work be permitted and inspected by the Building Department prior to the event;
- 4) That if portable restroom facilities are used, the contract be provided to the Board of Health prior to the event and comply with Massachusetts Regulations Title 521 Sec 30.1.2;
- 5) That any snacks are prepackaged, or a permit has been obtained from the Board of Health, and;
- 6) That the organizers participate in any public safety meeting required for the event and all requirements discussed at the meeting are met;
- 7) These stipulations, made upon approval, have been met:
 - a. Certificate of Liability Insurance has been submitted to the Select Board office

As approved by the Select Board on September 12, 2023:

Cortni Frecha, Chair

Megan Birch-McMichael, Clerk

Ingeborg Hegemann Clark

Hector Constantzos

John Toole