



Watertown Parks & Recreation Commission Regular Meeting Agenda

Date: Thursday, April 04, 2024
Time: 7:00 PM
Location: Town Hall - Parks & Recreation Conference Room
61 Echo Lake Road, Watertown, CT 06795

Meeting is In-Person and also available via Zoom. A link will be posted on meeting day.
Please refer to www.watertownct.org under *Calendar of Meetings*

- I. **Call Meeting to Order:**
- II. **Roll Call:**
- III. **Public Participation:**
- IV. **Approval of Minutes:**
 - A. Thursday, March 07, 2024
- V. **Correspondence:**
- VI. **Reports:**
 - A. Chairman
 - B. Director
 - C. Sub-Committees
- VII. **Old Business:**
- VIII. **New Business:**
 - A. Review and Consideration of Submitted Applications for 2024
 - B. Parks and Facilities
- IX. **Adjournment**

Commissioners: Unable to attend? Contact P&R Department at 860-945-5246 by 4:30 PM

AGENDA
Date: 4-4-24
Number: 1VA

MINUTES

WATERTOWN PARKS AND RECREATION COMMISSION REGULAR MEETING MINUTES

DATE: Thursday, March 7, 2024
TIME: 7:00 PM
LOCATION: Watertown Municipal Center – Recreation Department
61 Echo Lake Road, Watertown, Ct.

I. Call to Order

Chairman William Donston called the meeting to order at 7:02 p.m.

II. Roll Call

PRESENT: William Donston, Chairman
Ken LaRosa, V. Chairman
Pat Rinaldi, Secretary
Margaret Germain
Joseph McGrail
Alan Mickel

ABSENT: Karim Belica

OTHERS PRESENT: Michael Ganem - Director of Parks and Recreation, Senior and Social Services

III. Election of Officers

Chairman William Donston I am going to make an agenda move and I am going to move New Business B sign in the honor of Avery Lambert ahead of public participation in reference to the gentleman that is here tonight to explain everything, he was here an hour early.

- b. Sign in honor of Avery Lamphier – moved agenda item 8b before public participation.

There was a presentation from Sign & Wonders regarding the “Avery Lamphier” sign.

Chairman William Donston we will go back to the regular agenda, when we get to that point in the agenda we will continue on.

IV. Public Participation – none.

V. Approval of Minutes
A. February 01, 2024

MOTION: Ken LaRosa seconded by Al Mickle to approve the Regular Meeting minutes for February 01, 2024.

Motion passed

VI. Correspondence

- Assistant Director, Carrie Godfrey, provided a report about programs and special events.
- A letter was received from Jennifer Ciuffo regarding a charity book sale at Veteran's Park.
- Two requests for tournaments
- Quotes for the signs
- Replacement equipment to make repairs for "Where Angels Play" playscape.

VII. Reports

A. Chairman

Chairman William Donston reported:

- Winter programs well attended
- Scoreboard at Deland Field is working
- Lockbox relocation

B. Director

Michael Ganem reported:

- Staff in all divisions are performing well
- Priorities for the budget and Senior Transportation Grants

C. Sub-Committees

Ken LaRosa reported:

- The new scorecard is printed and available.
- Prices are comparable to other similar courses.
- Discussion about the variety of golf carts on the market and the pros and cons of gas and battery-operated carts.

VIII. Old Business

IX. New Business

A. Review and Consideration of Submitted Applications for 2023.

MOTION: Ken LaRosa seconded by Al Mickle to approve the McFadden Tournament on August 10, 2024.

Motion passed

MOTION: Ken LaRosa seconded by Pat Rinaldi to approve the PD Tournament on October 4, 2024.

Motion passed

The commission further discussed the letter from Jennifer Ciuffo about using the pavilion at Veterans. It is advised that Ms. Ciuffo complete the application.

B. Sign in honor of Avery Lamphier – the parks department will work on the wording for the signs.

The Director is to use his discretion regarding the quality of the installation materials.

Motion: Margaret Germain seconded by Al Mickle to use the aluminum design with a post-mount slanted option.

Motion passed

C. Purposed repairs for Angel's playground – the question is who is financially responsible for making the repairs needs further research.

X. Executive Session: In 8:15 p.m.

Motion: Ken LaRosa seconded by Margaret Germain to enter into executive session to discuss the lease of Sunset with members present and Michale Ganem.

Motion passed

Returned from executive session at 8:37 p.m.

A. Restaurant lease

Motion: William Donston seconded by Ken LaRosa to recommend to the Town Attorney to negotiate a scaling rate each year beginning on April 1, 2024, as follows: \$4100, \$4200, \$4300, \$4400, and \$4500 for the 5th year. Also, a \$1,000 reduction in the rent during January, February, and March. Additionally, the reduction of this \$1000 per month is to be applied equally to the rent each proceeding April through December and or paid in full by December 31 of each year.

Motion approved

XI. Adjournment

MOTION: Joseph McGrail seconded by Al Mickel to adjourn the Regular Meeting at 8:39 p.m.

Motion Approved

Respectfully submitted,

William Donston, Chairman
Watertown Parks and Recreation Commission

Approved:

Susan King, Clerk



TOWN OF WATERTOWN CONNECTICUT

OFFICE OF THE TOWN MANAGER

Watertown Town Hall • 61 Echo Lake Road • Watertown, CT 06795

Tel: 860.945.5255 • Fax: 860.945.4974 • www.watertownct.org

AGENDA

Date: 4-4-24

Number: ✓

MEMORANDUM

To: Department Heads/Division Heads

From: Mark A. Raimo, Town Manager *MAR*

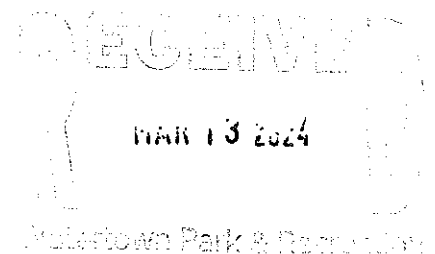
Date: February 21, 2024

Re: New and revised provisions of the Code of Ordinances
Ordinance 02-05-24-311 – Revision to Real Property Tax Relief for
Certain Elderly Homeowners?

Enclosed please find an ordinance amending the Code of Ordinances passed by the Town Council. Please share the ordinance with your department and/or commissions as appropriate.

If you have any questions, please give me a call.

:lmc



TOWN OF WATERTOWN
WATERTOWN, CT

ORDINANCE NO.02-05-24-311

REVISION TO
*REAL PROPERTY TAX RELIEF FOR CERTAIN
ELDERLY HOMEOWNERS' ORDINANCE*

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WATERTOWN THAT THE CODE OF ORDINANCES CHAPTER 28-TAXATION ARE HEREBY REVISED AND AMENDED AS FOLLOWS:

Sec. 28-121. Established.

A program for real property tax relief for certain elderly homeowners is hereby established pursuant to G.S. § 12-129n and § 12-170aa.
(Ord. No. 01-02-2007-275, § 1, 1-2-2007)

Sec. 28-122. Purpose.

The Town of Watertown hereby enacts, for the assessment year commencing October 1, 2023, and each assessment year thereafter a real property tax relief program for certain elderly homeowners pursuant to G.S. § 12-129n and § 12-170aa for eligible residents of the Town of Watertown, on the terms and conditions provided herein. This article is enacted for the purpose of assisting elderly homeowners with a portion of the costs of property taxation.
(Ord. No. 01-02-2007-275, § 2, 1-2-2007)

Sec. 28-123. Eligibility.

Any resident of the Town of Watertown who qualifies under the following requirements is eligible for property tax relief with respect to real property owned and occupied by such person as his or her legal domicile and principal, permanent residence.

- (1) Such resident at the close of the preceding calendar year has attained age 65 or over, or his or her spouse who is living with such resident is 65 years of age or over; or such resident is 60 years of age or over at the close of the preceding calendar year and is the surviving spouse of a tax payer who was qualified in the Town of Watertown under this program at the time of his or her death with respect to real property on which any such resident or spouse is liable for real property taxes under the provisions of G.S. § 12-48.
- (2) Such resident shall have been a taxpayer of the Town of Watertown and have paid taxes for a period of at least the six months immediately preceding his or her application for tax relief.
- (3) Such qualified resident may receive both tax relief hereunder and any veteran's tax relief that the taxpayer and his or her spouse may qualify for under the Town of Watertown Veteran's Tax Relief Ordinance.

(4) The following income range and limits of tax relief shall apply for the assessment year commencing October 1, 2023:

	Percent	Maximum Tax Credit	Minimum Tax Credit
UNMARRIED			
\$0-22,000	40%	\$1,000	\$350
\$22,001-29,500	30%	\$750	\$250
\$29,501-36,700	20%	\$500	\$150
\$36,701-43,800	10%	\$250	\$150
MARRIED			
\$0-22,000	50%	\$1,250	\$400
\$22,001-29,500	40%	\$1,000	\$350
\$29,501-36,700	30%	\$750	\$250
\$36,701-43,800	20%	\$500	\$150
\$43,801-53,400	10%	\$250	\$150

A resident taxpayer must qualify under the within income range as of December 31 of the prior year. The amounts of qualifying income and the credit amounts as provided herein may be adjusted annually by vote of the Town Council based upon qualifying income criteria prepared by the State of Connecticut Secretary of the Office of Policy and Management as distributed to the Town of Watertown Assessor not later than the 31st day of December of each year pursuant to G.S. § 12-170aa(b)(2). The maximum tax relief limit shall not exceed a 75 percent reduction of the total property tax.

The assessor shall provide pro-rata tax relief for any assessment year in which property is transferred pursuant to G.S. § 12-170aa(i).

(Ord. No. 01-02-2007-275, § 3, 1-2-2007; Ord. No. 05-16-16-294, 5-16-2016)

Sec. 28-124. Filing of application.

- (a) In order for an eligible resident to receive tax relief hereunder an application must be filed with the office of the tax assessor not earlier than February 1 and not later than May 15 of each year for the next fiscal year. This application for such tax relief shall be accompanied by a copy of the applicant's most recent Federal Income Tax Return for the previous calendar year and written documentation of all other income.
- (b) The tax assessor shall require all necessary documents to determine eligibility and may request additional or other income documentation and verification. The withholding of such information, if reasonably available, shall be sufficient reason for the denial of tax relief.
- (c) The tax assessor shall establish such application forms and procedures as may be necessary to implement this tax relief program. The tax assessor, or his or her agent, shall determine what evidence of qualifying income is pertinent for the determination of

eligibility under this article, and shall be responsible for requesting and reviewing the same.

- (d) All applications, including Federal Income Tax Returns filed under this program, as well as any and all additional evidence of qualifying income required by the tax assessor, shall be kept in strict confidence and shall not be open to public inspection in accordance with state freedom of information guidelines.
- (e) Each approved application shall be valid for two years and a new application process shall be required on a biennial basis in the same manner as the initial application.
- (f) All decisions by the tax assessor concerning eligibility and limits of tax relief shall be final.
(Ord. No. 01-02-2007-275, § 4, 1-2-2007)

Sec. 28-125. Limits of Tax Relief -- This section is hereby repealed.

This ordinance shall take effect twenty-one days after publication pursuant to Charter Section 307.

Dated at Watertown, Connecticut this 5th day of February, 2024.


Mary Ann Rosa, Chairman
Watertown Town Council

Introduced: January 23, 2024
Public Hearing: February 5, 2024
Approved: February 5, 2024
Published: February 15, 2024 *Town Times*
Effective: March 7, 2024

*Winter programs are coming to an end. And spring programs have started: Ball Till You Fall, Little Scientists, Babysitting, Volleyball Clinic, Escape the Crate Dog Training, Volleyball, Foodology, Kids Can Cook, Karate Classes, Woman & Adult Self Defense Classes and Country Line Dancing.

*All our After-School programs are doing so well! Most of these classes are run by Watertown teachers. They do such a fabulous job!!

*This was the third year we had tournaments for each of the In-Town Basketball teams. The kids, coaches and parents enjoy the competitiveness. Trophies were awarded to the winning teams of each age group. Certificates were handed out to all the players.

*On March 7th the Shamrock Shuffle Arch was setup outside the front entrance at John Trumbull School to drum up some more mini shufflers. It worked, and the kids loved the necklaces/flyers Mrs. Meka, her staff and the Shamrock committee handed out.

*Swim Lessons started on Saturday, March 16th. Most levels filled to capacity with a few exceptions. Colleen and the other instructors are doing a wonderful job with the kids.

*Lifeguarding class began on Monday, March 18th. These participants are very eager to get certified. Garry Smith does a great job.

*The Shamrock Shuffle was held March 23rd. It was our 11th year and it was outstanding as usual despite all the rain we had! We had 336 runner and 245 walkers finish the race that day. There was 266 participants who finished on race day. The Mini Shuffle had 67 kids register for the race. Medals and prizes were awarded. (Packet Pick-up was Friday March 22nd)

*We had our 3rd Annual Egg My House event. Families purchased a kit which included a visit from the Easter Bunny (quick photo with their own camera), 15 toy filled eggs, pencil, stuffed animal and an Easter craft. The Easter Bunny delivered the kits to Watertown/Oakville residents on Sunday, March 24th. This is a HUGE hit, we will definitely do it again next year! We had a record breaking 45 kids registered!

*The Summer Activities Guide was available online Monday, March 25th. Flyers are made for upcoming activities and will be promoted throughout the season. We have lots of exciting events planned for this Summer: Night Out on Main Street, Town-Wide Tag Sale, Summer Concert Series, Touch A Truck, and Battle of the Bands just to name a few.

*Star Fish Swim Lessons started on Saturday, March 30th. Both classes were full and ran as usual.

*We held our annual Easter Bunny event. We had make and take crafts, creative play, families were invited to bring their own hard boiled eggs for painting and a parade with the Easter bunny. Attendance was the best ever, the kids really seemed to enjoy themselves! I had many complements from parents on how wonderful it was! ☺

*Now that spring is approaching more and more golfers are coming into the office to buy their Crestbrook Golf Season passes.

AGENDA

Date: 4-4-24

Number: 113

*Summer job applications are due by April 1st for anyone 16 years old by June 1st.

AGENDA

Town of Watertown Human, Social & Leisure Services

The Municipal Offices at Heminway Park, 61 Echo Lake Road, Watertown, CT 06795
 (860)945-5246 FAX (860)945-4734 www.watertownct.org

Date: 4-4-24

Number: VIII A

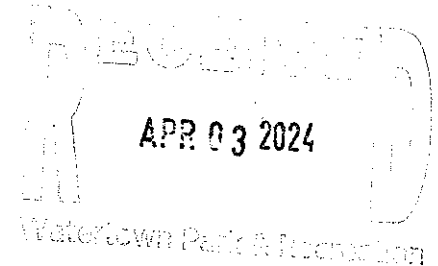
2024 Pavilion & Gazebo Permit Application

Applicants Name: Jodie Angiolini
 Organization (if applicable): Watertown High Softball Number of People Attending: @ 50
 Mailing Address: 236 Mt. Fair Drive Town: Watertown State: CT Zip: 06795
 Contact Numbers: 203 910-7045
 E-Mail Address: angos2@optimum.net
 Event Date: June 10, 2024 Day of Week: Monday Time: From 5pm To 8pm
 Type of Function: Private Party Tournament Special Event, list High School Banquet
 Is Event Open to the Public: No Are Fees Being Charged: If Yes, how much? \$ _____ All food MUST be registered with the Torrington Area Health District. 860-945-5270 www.tahd.org

Tournaments & Special Events: Food Truck (Limit 1) allowed only with prior consent from the Watertown Parks & Recreation Commission and/or the Director

FACILITY REQUESTING: Check only one

- Veterans' Memorial Park Pavilion
- Crestbrook Park Pavilion
- Echo Lake Gazebo
- Watertown Green Gazebo
- Lake Winnemaug Boat Launch



RESIDENTS: Watertown-Oakville residents & taxpayers: Proof of residency required

Pavilion rental available on a 1st come, 1st served basis, beginning January 1st or the 1st working date there after.

	Echo Lake Gazebo or Lake Winnemaug	Crestbrook Park	Veterans' Memorial Park
	Up to 20 guests	Up to 75 guests	Up to 250 guests
Resident Non-Profit	\$ 25.00	\$ 70.00 ✓	\$100.00
Resident Private/Individual	\$ 50.00	\$ 95.00	\$150.00
Resident Business	\$ 75.00	\$ 170.00	\$200.00

NON-RESIDENTS: Pavilion Permit available on a 1st come, 1st served basis, beginning April 1ST

	Echo Lake Gazebo or Lake Winnemaug	Crestbrook Park	Veterans' Memorial Park
	Up to 20 guests	Up to 75 guests	Up to 250 guests
Non-Resident Non-Profit	\$ 50.00	\$ 140.00	\$200.00
Non-Resident Private Individual	\$100.00	\$ 190.00	\$300.00
Non-Resident Business	\$150.00	\$ 340.00	\$400.00

POLICE, PARK AND/OR FIRE PROTECTION WILL BE THE EXPENSE OF THE PERSON/GROUP USING THE FACILITY

We accept Credit/Debit - MasterCard, VISA, American Express, Discover Card, Personal Checks, Money Orders, Cash

ACKNOWLEDGEMENT AND WAIVER:

We want you to have fun and enjoy our beautiful park, but - there will be no live entertainment, no inflatable bounce houses or similar inflatable items, no undue noise or ticket sales of any kind allowed unless authorized by the governing body, pursuant to Section 8.2 of an Ordinance entitled "Ordinance Regulating Parks in the Town of Watertown". Applicant and the group represented understand that this waiver is only for purposes of this ordinance and all other State and Local laws and regulations must be still complied with. In consideration of this granting of this permit, the applicant agrees to be responsible for the supervision of the conduct of the members of his/her group the protection of public property and the return of any Town property provided. NO beer, wine or liquor permitted. Persons may bring their own picnic lunches. Be advised that the parks are closed and the gates are locked at dusk. All locations are owned by the Town of Watertown. I hereby agree that I will follow all the Rules and Regulations governing the use of all Town of Watertown, Connecticut. The information I supplied is true, correct and complete. I understand that failure to comply with the Park Rules or falsification of this permit information may result in revocation of the Permit by the Watertown Parks and Recreation Commission. I have read, received and understand the policies, rules and procedures governing Veterans Park & Crestbrook Park. I also hereby, in the event of accident and/or incident, waive all claims and/or damages against the Town of Watertown, Connecticut, The Watertown Parks and Recreation Department and Commission and/or their employees, instructors and/or their agents. I assume all responsibility and will be liable for any damages I cause on Town of Watertown property. The undersigned hereby releases the Town of Watertown from all actions, cause of action suits, controversies, promises, damages, judgments, extent, execution, claims and damages whatsoever in law or equity which against the Town of Watertown, by myself, my heirs or hereafter can, shall or may have for, upon, or by reason of any matter, cause or thing whatsoever from the beginning of the world and forever hereafter in connection with my participation in sports and recreational activities upon premises and/or lands owned by the Town of Watertown. In participating in said recreational activities/contact sports upon premises and/or lands owned by the Town of Watertown, I understand that there are certain risks that I may be injured or incur physical harm or injury and I assume said risks of my own free will knowing that I shall bear full responsibility for medical costs, care treatments or any other costs or damages to me as a result of said injuries. Police and/or Fire protection will be at the expense of the applicant, person, or group using the facility. This application for request to use a Town of Watertown facility is invalid until written permission and confirmation has been granted. I understand to keep my written permission and confirmation permit with me and/or a member of my organization or group at all times the day of my event. I have read, reviewed, and understand the above Acknowledgement and Waiver and reverse side of this document, I have been given ample time to ask any questions or concerns that I may have.

2024 Rules & Regulations – Permits Take Precedent

- **ALL FACILITIES:** Any event, rally, gathering requiring Police, Park, or Fire protection; the user assumes ALL expenses involved.
- **AMUSEMENTS & ENTERTAINMENT:** There will be NO live entertainment unless granted permission by the Watertown Parks and Recreation Commission and/or Director. This includes DJ's, bands, clowns, comedians, entertainers, rental fire trucks, buses, public address systems, etc.
- **CANCELLATIONS:** Cancellations must be made two (2) weeks prior to the event and are ALL cancellations are subject to a \$10.00 non-refundable processing fee.
- **CHANGES:** The date of the event MAY BE CHANGED anytime prior to two (2) weeks before the scheduled event providing that the new date requested is available.
- **CLEAN-UP:** Please leave the facility cleaner than when you found it. Thank You.
- **CONFIRMATIONS:** An approved, written confirmation will be sent to the renter prior to the event date. Keep the written approval with you the entire day of the function. Denied applicants will be notified and application/payment returned.
- **DAMAGES:** Permit holder is responsible and will be held liable for any damages sustained during their event.
- **DECORATIONS:** Remove any decorations, staples and table coverings before you leave.
- **FOOD:** Private parties and applicants can barbecue and bring their own picnic lunches. At the Crestbrook Park Pavilion, those wishing to cater their event may personally contact *The Sunset Grille at Crestbrook Park* directly at 860-417-6688.
- **FOOD TRUCKS & VENDORS:** Vendors and food trucks are NOT permitted without prior consent by the Watertown Parks & Recreation Commission and or Director. Limit 1 with Pre-Approval
- **INFLATABLES & BOUNCE HOUSES:** Due to the Town's Insurance regulations inflatable jungle gyms, bounce houses, moonwalks and other like items are not allowed.
- **LIQUOR:** NO liquor permitted! This includes beer, wine, and liquor. At the Crestbrook Park Pavilion, a full service restaurant available for you and your guests. Please contact *The Sunset Grille at Crestbrook Park* directly – 860-417-6688.
- **LOST, LEFT & STOLEN ITEMS:** The Town is not responsible for items lost, left or stolen from the premises.
- **PARK HOURS:** Parks are open from dawn to dusk. Entrance gates are locked at dusk.
- **PARK MAINTENANCE, POLICE & FIRE DEPARTMENT SERVICES:** Park Maintenance, Police and/or Fire Department protection expenses will be the sole responsibility of the person-group using the facility. The Parks & Recreation Director may require such coverage as a term of permission being granted for use of the Town Facility. For events requiring Police, Park and/or Fire protection, the user of the facility assumes ALL expenses involved.
- **PERMITS:** A permit confirmation will be sent out in advance of your scheduled event. The permit confirmation will be for the specified date and hours, and at which park. Keep your confirmation with you at all times the day of your event.
- **RENTAL OF FACILITY:** Your confirmed permit allows you use of the pavilion/gazebo ONLY.
- **RETURNED CHECKS:** Returned checks are subject to a \$25.00 bank fee.
- **SPECIAL EVENT:** A Special Event is typically a function sponsored by the Town and open to the public
- **SUBMISSION DATES:** Permits may be submitted by Residents (with Proof Of Residency) – January 1st Non-Residents – April 1st. Notice if the 1st of the month is a weekend or holiday, applications will be accepted on the first business day following.
- **SUPERVISION OF GUESTS:** The applicant is 100% responsible for the supervision and conduct of all members of his/her group and will be held responsible for any damages sustained during their event.
- **TEMPORARY SHELTERS:** No tents, temporary shelters or items requiring staking into the ground can be erected due to underground utilities and irrigation systems.
- **TORRINGTON AREA HEALTH DISTRICT:** 860-945-5270. If This Event OPEN to the Public All Food providers MUST be registered with the Torrington Area Health District. 860-945-5270 www.tahtd.org
- **TOURNAMENTS:** Tournaments using the Pavilion must pay for the use of the pavilion. Field Permits are also required.
- **UNRENTED:** Unrented facilities are available on a first come, first served basis to the public.
- **VENDORS:** Vendors, Food Trucks (Limit 1), Merchants, Sales & Solicitors are not permitted without prior approval by the Watertown Parks and Recreation Commission and/or Director. Available to Tournaments and Special Events only.
- **WATERTOWN GAZEBO:** The Watertown Gazebo is available free of charge for weddings, photos and similar functions- permits are still required.
- **RALLY:** In the event of a rally or function requiring Police, Park and/or Fire protection, the user of the facility assumes ALL expenses involved.

I, the undersigned, have read the entire permit application and will adhere to the rules specified.

Are There ANY Issues, Concerns, or Requests the Town Needs To Be Aware Of Before Granting This Application? Please list below:

x *Jessie J. Anzalone* x 4/3/24
 Applicant's Signature – Signature Acknowledges Front & Back of Application Date

FOR OFFICE USE ONLY:

Date Received: _____ Time Received: Check # _____ Credit/Debit- _____ Amount Received: \$ _____

Staff Initials: _____ Information Recorded on Master Calendar: _____ Confirmation to Participant: _____ Other: _____

THIS PERMIT HAS BEEN: GRANTED _____ DENIED _____

Conditions for this application being granted: _____

Authorized by: _____ Date: _____
 Director of Parks & Recreation or Agent of Department

CRESTROOK PARK RESTAURANT REQUEST

Internal Request Form - Please use one form for each event

For functions requested in the park, outside of the interior of the restaurant. Must be received to the Parks & Recreation Director in a timely manner, prior to the event for approval/non-approval.

Today's Date: 1-4-2024

Event: Wedding

Date: Saturday August 31, 2024

Start Time 4:00 Ending Time: 9:00

Private Party: Open to the Public: Anticipated Attendance: 100 Target Age Group: Mixed

Park Areas Requested- List All impacted:

Bennett/ Lawn / Tent

AGENDA

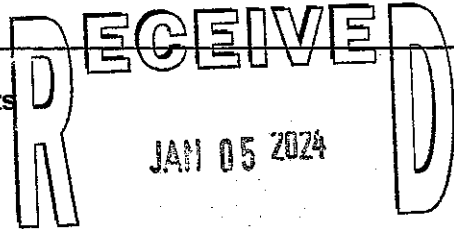
Date: 4-4-24

Number: VIII A

What else do we need to know: _____

Will this generate noise? if yes, attach a copy of Town Permits

Is there anything "out of the normal" you are planning to include?



Sign Here: Cathy Gaetani Date: _____
Restaurant Representative

Watertown Park & Recreation

Use reverse side for additional information

For Office Use Only - Please Do Not Fill Out Below - For Parks & Rec Office Use Only - Thank You!

Registered in Calendar: _____ P&R Commission- Date if Needed: _____

Maint Staff: _____ OTHER APPROVALS REQUIRED? _____

Today's Date: _____ Accepted By: _____

CRESTROOK PARK RESTAURANT REQUEST

Internal Request Form - Please use one form for each event

For functions requested in the park, outside of the interior of the restaurant. Must be received to the Parks & Recreation Director in a timely manner, prior to the event for approval/non-approval.

Today's Date: 2-22-2024

Event: Tunnel Two Towers Fundraiser

Date: Sunday June 2, 2024

Start Time 1:00 Ending Time: 5:00

Private Party: ___ Open to the Public: Yes Anticipated Attendance: 100 Target Age Group: All

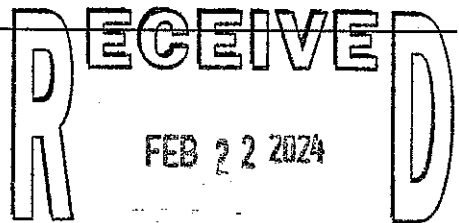
Park Areas Requested- List All impacted:

Bennett/Lawn/Tent

What else do we need to know: _____

Will this generate noise? ___ if yes, attach a copy of Town Permits

Is there anything "out of the normal" you are planning to include?



Sign Here: Cathy Gaetani Date: _____
Restaurant Representative

Use reverse side for additional information

Watertown Park & Recreation

For Office Use Only - Please Do Not Fill Out Below - For Parks & Rec Office Use Only - Thank You!

Registered in Calendar: _____ P&R Commission- Date if Needed: _____

Maint Staff: _____ OTHER APPROVALS REQUIRED? _____

Today's Date: _____ Accepted By: _____

CRESTROOK PARK RESTAURANT REQUEST

Internal Request Form - Please use one form for each event

For functions requested in the park, outside of the interior of the restaurant. Must be received to the Parks & Recreation Director in a timely manner, prior to the event for approval/non-approval.

Today's Date: 5-1-2023

Event: Katies Cares

Date: Saturday June 8

2024

Start Time: 6:00 Ending

Time: 9:00

Private Party: Open to the Public: Anticipated Attendance: 100 Target Age Group: ALL

Park Areas Requested- List All impacted: Bennett/ Lawn

RECEIVED
MAY 05 2023

Watertown Park & Recreation

What else do we need to know:

Will this generate noise? ? if yes, attach a copy of Town Permits

Is there anything "out of the normal" you are planning to include?

Sign Here: Cathy Gaetani Date 5-1-2023

Restaurant Representative

Use reverse side for additional information

For Office Use Only - Please Do Not Fill Out Below - For Parks & Rec Office Use Only - Thank You!

CRESTROOK PARK RESTAURANT REQUEST

Internal Request Form - Please use one form for each event

For functions requested in the park, outside of the interior of the restaurant. Must be received to the Parks & Recreation Director in a timely manner, prior to the event for approval/non-approval.

Today's Date: 2-23-2024

Event: Pipe & Drum Play Off

Date: 9-21-2024

Start Time: TBD Ending Time: TBD

Private Party: Open to the Public: Anticipated Attendance: 100 Target Age Group: All

Park Areas Requested- List All impacted:

Bennett/Lawn /Tent

What else do we need to know:

Will this generate noise? Yes if yes, attach a copy of Town Permits

Is there anything "out of the normal" you are planning to include?

RECEIVED
FEB 23 2024

Sign Here: Cathy Gaetani Date:

Restaurant Representative

Use reverse side for additional information

Watertown Park & Recreation

For Office Use Only - Please Do Not Fill Out Below - For Parks & Rec Office Use Only - Thank You!

Registered in Calendar: _____ P&R Commission- Date if Needed: _____

Maint Staff: _____ OTHER APPROVALS REQUIRED? _____

Today's Date: _____ Accepted By: _____

CRESTROOK PARK RESTAURANT REQUEST

Internal Request Form - Please use one form for each event

For functions requested in the park, outside of the interior of the restaurant. Must be received to the Parks & Recreation Director in a timely manner, prior to the event for approval/non-approval.

Today's Date: 2-2-2024

Event: 3 Annual Spring Festival & Craft Show

Date: Sunday May 5, 2024

Start Time 12:00 Ending Time: 5:00

Private Party: Open to the Public YES: Anticipated Attendance: 100 plus Target Age Group: ALL

Park Areas Requested- List All impacted:

Bennett Room & Lawn

What else do we need to know:

Will this generate noise? if yes, attach a copy of Town Permits

Is there anything "out of the normal" you are planning to include?

Sign Here: Cathy Gaetani Date:

Restaurant Representative

Use reverse side for additional information

RECEIVED
FEB 05 2024

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