



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

For Reconsideration

LICENSING AUTHORITY CERTIFICATION

East Bridgewater

City/Town

00047-RS-0308

ABCC License Number

TRANSACTION TYPE (Please check all relevant transactions):

The license applicant petitions the Licensing Authorities to approve the following transactions:

- New License
- Transfer of License
- Change of Manager
- Change of Officers/
Directors/LLC Managers
- Change of Location
- Alteration of Licensed Premises
- Change Corporate Name
- Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees)
- Change of Class (i.e. Annual / Seasonal)
- Change of License Type (i.e. club / restaurant)
- Change of Category (i.e. All Alcohol/Wine, Malt)
- Issuance/Transfer of Stock/New Stockholder
- Other
- Change Corporate Structure (i.e. Corp / LLC)
- Pledge of Collateral (i.e. License/Stock)
- Management/Operating Agreement
- Change of Hours
- Change of DBA

APPLICANT INFORMATION

Name of Licensee DBA

Street Address Zip Code

Manager

Granted under Special Legislation? Yes No

If Yes, Chapter
of the Acts of (year)

Type (i.e. restaurant, package store) Class (Annual or Seasonal) Category (i.e. Wines and Malts / All Alcohol)

DESCRIPTION OF PREMISES Complete description of the licensed premises

Restaurant comprising of 5,880 sq. feet one story brick building with two main entrances and one take-out entrance; kitchen with two entrances, dining areas, bar, office and storage area.

LOCAL LICENSING AUTHORITY INFORMATION

Application filed with the LLA: Date Time

Advertised Yes No Date Published Publication

Abutters Notified: Yes No Date of Notice

Date APPROVED by LLA Decision of the LLA

Additional remarks or conditions (E.g. Days and hours)

For Transfers ONLY:
Seller License Number: Seller Name:

Alcoholic Beverages Control Commission
Ralph Sacramone
Executive Director

The Local Licensing Authorities By:

\$ 50.00



TOWN OF EAST BRIDGEWATER

OFFICE OF THE BOARD OF SELECTMEN
175 CENTRAL STREET
EAST BRIDGEWATER, MA 02333
(508)378-1601 - rjohnson@ebmass.com

APPLICATION FOR COMMON VICTUALER

IN ACCORDANCE WITH THE RULES AND REGULATIONS MADE UNDER AUTHORITY OF M.G.L.,
CHAPTER 140, SECTIONS 4,5,6,9,19,20 & AMENDMENTS THERETO.

DATE: February 24, 2020

NAME OF APPLICANT: Team EB, Incorporated, Alvaro Bracamontes, President

NAME OF BUSINESS: Fiesta Mexican Restaurant

BUSINESS ADDRESS: 34 Bedford Street, East Bridgewater, MA 02333

HOURS OF OPERATION: 11:00 am - 1:00 am

DATE OF BIRTH: _____

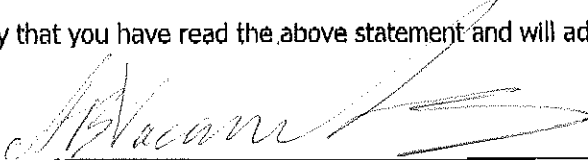
HOME ADDRESS: _____

TELEPHONE: HOME _____

I understand that the use of theatrical special effects/or pyrotechnic displays is regulated under 527 CMR and Mass General Laws Chapter 148. I understand that the use of these devices at the above listed business location may not occur until, and unless, permitted to do so by the head of the East Bridgewater Fire Department.

Are you requesting a permit for Theatrical Special Effects or Pyrotechnic Display? Yes No

Please signify that you have read the above statement and will adhere to all regulations as described.

SIGNATURE: 



OPEN SESSION MINUTES
BOARD OF SELECTMEN

Monday, March 9, 2020

WILLIAM DOWLING, CHAIRMAN
CAROLE JULIUS, VICE CHAIRMAN
DAVID SHEEDY, CLERK

TOWN HALL, 1ST FLOOR CONFERENCE ROOM
175 CENTRAL STREET
EAST BRIDGEWATER, MASS.

Members Present: William Dowling, Chairman; Carole Julius, Vice Chairman and

Members Absent: David Sheedy, Clerk

Others Present: Brian Noble, Town Administrator and Rebecca Johnson, Administrative Assistant

6:30 pm Chairman Dowling called the meeting to order.

Chairman Dowling led the Pledge of Allegiance.

OPEN FORUM

Katie Cavanagh, Town Clerk's Office and Nancy Hill, COA Director were present to speak about the upcoming Federal Census. Ms. Cavanagh stated, residents should have already received the local Town Census. The Federal Census gets distributed every ten years, she explained these are the statistics that shape our countries health, social and economic wellbeing. Responses can be made by mail, phone or online. COA Director, Nancy Hill spoke about the impacts the census has regarding the Senior Citizen Community.

APPOINTMENTS

Department of Public Works Director, John Haines was present for his contract signing. Mr. Noble stated his contract reflects an increase in compensation due to his duties changing and have never addressed such as; Sewer, Facilities, MS4, Complete Streets, Green Communities, MVP. The contract also removes two weeks' vacation. The Selectmen commended his hard work and look forward to working with him for the next three years.

Ms. Julius made a motion to approve the Employment Agreement between the Town of East Bridgewater and Department of Public Works Director, John Haines effective July 1, 2020 through July 1, 2023 for a three-year period. Mr. Dowling seconded. All were in favor, 2-0

ACTION ITEMS

Ms. Julius made a motion to application the for the transfer of Common Victualer license. Mr. Dowling seconded. All were in favor. 2-0:

From: Papa Stelios, Inc., dba Stelios Pizza House
Laziaros Vintzileos, Manager

To: 2 Chefs Kitchen LLC., dba Perfectly Flavah'D Cafe
David Casey, Manager
Premises: 224 Bedford Street

Hours: Monday - Saturday 6:00am - 11:00 pm Sunday 6:00 am - 8:00 pm

David Casey and Nicole Bartlett were present to give a brief back round on themselves as owners and about their business. Mr. Casey stated they are both graduates of Johnson and Whales and are executive chefs, he is going into his 24th year in the restaurant business. He stated the café would provide healthy, well balanced, fresh, never frozen meals. They prefer doing business with local farms and businesses. Mr. Casey requested to change the hours on his application. Open Monday - Saturday 6:00am - 11:00 pm Sunday 6:00 am - 8:00 pm.

Ms. Julius made a motion to appoint Kelly Milne as an Alternate member on the Conservation Commission from a permanent member effective March 9, 2020 through June 30, 2021. All were in favor. 2-0

Ms. Julius made a motion to appoint Amanda Timperman-Freda as a Permanent member on the Conservation Commission from an Alternate member effective March 9, 2020 through June 30, 2021. All were in favor. 2-0

Ms. Julius made a motion to approve request from Conservation Commission to file an Abbreviated Notice of Resource Area Delineation (ANRAD) to properly assess the extent of wetland plants and possible connectivity to bordering wetland area on town owned properties. All were in favor. 2-0

Clair Yocum, Conservation Commission Chairman was present to explain ANRAD.

Ms. Julius made a motion to approve minutes of the February 10, 2020 6:30 pm Board of Selectmen's meeting. Mr. Sheedy seconded. All were in favor. 2-0

Ms. Julius made a motion to approve but not release minutes of the February 10, 2020 6:55 pm Board of Selectmen's executive session meeting. All were in favor. 2-0

Ms. Julius made a motion to approve minutes of the February 24, 2020 6:30 pm Board of Selectmen's meeting. All were in favor. 2-0

Ms. Julius made a motion to approve but not release minutes of the February 24, 2020 7:45 pm Board of Selectmen's executive session meeting. All were in favor. 2-0

Ms. Julius made a motion to approve to postpone increased trash fees from start date March 1, 2020 to start date July 1, 2020. All were in favor. 2-0

Ms. Julius stated this would give the residents more time to opt out of the program and would also keep the billing on a Fiscal Year schedule.

Ms. Julius made a motion to approve for Allen Hiltz of the East Bridgewater FD & Community Emergency Response Team (CERT) to utilize the Sachem Rock Farm for training CERT Volunteers as to responsibility when working with S&R Dogs. April 6, 2020 from 6:00pm – 8:00pm. All were in favor. 2-0

Ms. Julius made a motion to approve for Korin Zigler of the East Bridgewater Community Gardens to utilize the Sachem Rock Farm for Tomato Festival Saturday, August 15, 2020 10:00am – 12:00pm Rain Date Sunday, August 16, 2020 10:00am – 12:00pm. All were in favor. 2-0

Ms. Julius made a motion to Accept articles for May 11, 2020 Town Meeting Warrant. All were in favor. 2-0

Town Administrator, Brian Noble read and reviewed all of the articles on the Special and Annual Town Warrant.

TOWN ADMINISTRATOR REPORT

Mr. Noble stated the Town had recently responded to a complaint about Robins Street being shut down. He stated the Street has been opened and now the pond can be accessed. Mr. Noble stated that he has received cooperation from the party that was blocking the road.

ANNOUNCEMENTS/STAFF REPORTS

Anne Kenneally Hynes Memorial Scholarship Committee requested meeting space at Town Hall for the 2020 Bench Dedication Ceremony honoring Jamil Siddiqui. The request date for the ceremony is Friday, June 12, 2020 from 2:30pm – 4:30pm.

Eversource provided notice of planned and scheduled vegetation maintenance work.

UPCOMING MEETINGS : Selectmen's meeting Monday, March 23rd

Selectmen's meeting Monday, April 13th

BOARD DISCUSSION

Chairman Dowling announced the Selectmen were entering into Executive Session under MGL Chapter 30A, § 21 (a)(3) to discuss strategy with respect to collective bargaining or litigation (Department of Public Works Teamsters Union, local 653) if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body as the chair so declares and not return to open session.

Ms. Julius made a motion to move into Executive Session, Mr. Dowling seconded. Roll Call Vote: Mr. Dowling: Aye, Ms. Julius: Aye. All were in favor, 2-0

ADJOURN

Motion by Julius, second by Dowling to adjourn. All were in favor, 2-0

Meeting adjourned at 7:35 pm

_____ Clerk

Board of Selectmen



OPEN SESSION MINUTES
BOARD OF SELECTMEN
Monday, March 12, 2020

WILLIAM DOWLING, CHAIRMAN
CAROLE JULIUS, VICE CHAIRMAN
DAVID SHEEDY, CLERK

TOWN HALL, 1ST FLOOR CONFERENCE ROOM
175 CENTRAL STREET
EAST BRIDGEWATER, MASS.

Members Present: William Dowling, Chairman; Carole Julius, Vice Chairman and

Members Absent: David Sheedy, Clerk

Others Present: Brian Noble, Town Administrator, Rebecca Johnson, Administrative Assistant and Town Council, John Clifford

6:30 pm Chairman Dowling called the meeting to order. He stated this was an Emergency joint meeting with the Board of Health.

Mr. Noble stated the purpose of this meeting was to discuss the legal authority and the lines of responsibility between the Board of Health and Board of Selectmen during this health crisis (COVID-19). The Department Heads were present that would be most affected by the public health crisis.

Town Council, John Clifford was present and presentation to the Board of Health and Board of Selectmen that outlined the responsibilities of the Boards clearly.

Mr. Noble stated that although it was a public meeting, they would not be accepting any of the public's questions or comments at this time. He stated any questions after the meeting can be directed to the Board of Health or to the Board of Selectmen.

Mr. Clifford reviewed the legal ramifications. He stated it essentially flows over to the Board of Health since they have more of an active role in this situation. He went over the statutes that apply, he stated most are very old.

Mr. Clifford stated, the Board of Selectmen have general authority under CH40 section 19 to declare a State of Emergency. This qualifies the Town for State and Federal aid later. If any extra money needs to be spent for emergency purposes it can be done under the purview of the BOS if the Emergency Declaration is made. Chapter 44 Section 41 prohibits spending in excess of the budget. If the Selectmen Declare a State of Emergency, they determine it is necessary to spend in excess of the budget.

Board of Health Agent, Bob Philbrick stated they have a weekly conference calls with the Department of Public Health.

Mr. Clifford gave general guidance on large gatherings, and events such as a Road Race; he recommended to make them aware of the current guidelines and to recommend postponement of the event.

Mr. Clifford stated the Town has until June 30 to complete the Town Meeting. If the crisis is still ongoing at that point the Town could adopt a 1/12 budget.

Mr. Clifford mentioned remote participation. The Board of Selectmen have adopted remote participation which allows a quorum to be present on site and the other members to participate via telephone (conference call). He recommended that during this emergency if all business had to be done without a quorum present and majority by conference call; that should be done. Town business needs to be performed.

Mr. Clifford stated the Town should ensure the employees that if they want to stay home for their own illness, quarantine, support a family member, the restrictions on the use of sick time should be relaxed and allow use of

sick leave. He recommended ensuring the employees they will be paid the duration of this emergency. He recommended to take the steps to move all employees to Direct Deposit. This would ensure employees would be paid without leaving their homes.

Mr. Clifford mentioned Procurement, CH30B section 8 allows for emergency procurement.

Board of Health Agent, Bob Philbrick stated, if a vaccine does become available, they have a plan in place.

Superintendent, Liz Legault was present and stated they have a conference call with the Department of Public Health to discuss the effect on Schools. She stated events are being canceled such as after school activities. They are coming up with a plan for free and reduced lunch.

Ms. Julius stated the Kawanis pancake breakfast scheduled for March 29, 2020 has been cancelled.

Ms. Legault thanked the DPW for their support, she stated that two custodians have been hired to specifically clean the buildings, and buses are being wiped down.

Mr. Clifford stated Boards and committees can hold emergency meetings under the 48-hour notice.

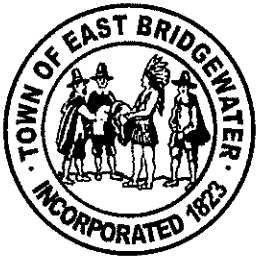
ADJOURN

Motion by Sheedy, second by Julius to adjourn. All were in favor, 3-0

Meeting adjourned at 10:30 am

_____ Clerk

Board of Selectmen



OPEN SESSION MINUTES
BOARD OF SELECTMEN

Saturday, March 14, 2020

WILLIAM DOWLING, CHAIRMAN
CAROLE JULIUS, VICE CHAIRMAN
DAVID SHEEDY, CLERK

TOWN HALL, 1ST FLOOR CONFERENCE ROOM
175 CENTRAL STREET
EAST BRIDGEWATER, MASS.

Members Present: William Dowling, Chairman; Carole Julius, Vice Chairman and

Members Absent: David Sheedy, Clerk

Others Present: Brian Noble, Town Administrator and Rebecca Johnson, Administrative Assistant

10:00 am Chairman Dowling called the meeting to order. He stated this was an Emergency joint meeting with the Board of Health.

Chairman Dowling led the Pledge of Allegiance.

Mr. Sheedy made a motion to declare a state of emergency for the Town of East Bridgewater effective Saturday, March 14, 2020. Ms. Julius seconded. All were in favor. 3-0

Chairman Dowling read a statement regarding the State of emergency from the Board of Selectmen (attached to minutes)

Chairman, Board of Health, Peter Spagone Jr. read a statement (attached to minutes)

Mr. Sheedy stated, to ensure you have good situational awareness and early guidance from DPH, the general public are encouraged to visit the DPH website as updates and guidance changes frequently. The link for DPH website can be found here: www.mass.gov/2019coronavirus.

Additionally, Massachusetts residents can call Mass 2-1-1 to learn more about:

- COVID-19 prevention, symptoms, and treatment
- Information about testing
- Guidance for people planning or returning from travel

Massachusetts 2-1-1 is open to callers 24 hours a day, 7 days a week. Operators fluent in Spanish are available, and more than 150 other languages are supported through an interpreter services line. Residents with questions can dial 2-1-1 from any landline or cellphone or use the live chat option on the Mass 2-1-1 website. <https://mass211.org/>

Mr. Sheedy made a motion to sign a declaration of State of Emergency for the Town of East Bridgewater effective Saturday, March 14, 2020. Ms. Julius seconded. All were in favor. 3-0

The Board of Selectmen and Board of Health signed the Declaration of State of Emergency for the Town of East Bridgewater.

ADJOURN

Motion by Sheedy, second by Julius to adjourn. All were in favor, 3-0

Meeting adjourned at 10:10 am

Clerk
Board of Selectmen

As selectmen, we normally deal with budget issues, personnel issues, and community issues. Dealing with global pandemics is not something we have dealt with before. We as a town, and more importantly, a nation, have never faced a health crisis of this scope. Like many of you, we have followed the news casts. We have also looked to national CDC and local state government recommendations. Based on the information at hand, this has the potential to grow exponentially. As a result, we have decided to act and implement a state of emergency for the town of East Bridgewater.

The safety, security and well-being of the residents and employees is our number one concern. As your board of selectman, we are working alongside the department heads to doing everything in our scope to insure continuity of town services.

I have been in contact with the Deputy Police Chief, Paul O'Brien and he has prepared his staff to handle this crisis. Fire Chief Tim Harhen has been in contact with the surrounding towns Fire Chiefs to review any operational issues that may arise in regards to providing EMS. The DPW is prepared to continue water service to the town. We are working with town hall dept heads to continue providing general services to the town. Theses preparations are being made to address any unexpected issues that may arise in the near future and all departments are working on contingency plans. I would like to thank the department heads, the town administrator Brian Noble, as well as the school district administrators and sc for working together on this.

Be implementing a state of emergency, we may be able to apply for federal and state reimbursement at a later time. It also allows department heads to call in personnel; when needed. Other actions taken include:

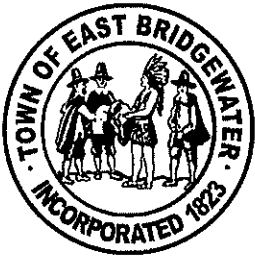
- Effective Monday, the library will be closed March 16th through March 28th.
- The EB school district will be closed through March 27th. The schools will still be providing meals to students who are receiving them. Please refer to the schools website for more information on that.
- In order to help mitigate exposure to the most vulnerable population in town, the Council of Aging will also be closed through March 27th. COA Employees will be available to answer questions over the phone. The COA is working on a system to continue providing meals on wheels.
- Please avoid congregating with others. This is not a snow day for the kids.
- The state has relaxed open meeting laws. We ask all smaller committees not to meet for the next two weeks. If there is pressing business, we ask that you have a teleconference. And also document everything in regards to the meeting. Please contact the BOS office with any questions.

Please expect that as this health crisis unfolds, the re-open dates of the departments are subject to change. Please call to check in on neighbors from time to time as well, especially seniors. Please refer

to the federal CDC website as well as state DPH website for more information. I will continue to provide updates on social media as information comes in.

Again, this is a crisis that not only the town, but the nation has not faced before. We must take this very seriously. We need to work together to insure our safety and well being, as well as the safety and well being of our whole community.

The Board of Health concurs with the Board of Selectmen and joins in this declaration. We believe that the steps we have taken will help the townspeople address the situation in a calm and cool manner. While there is no identified affected person in our town, we are prepared and we are ready.



OPEN SESSION MINUTES
BOARD OF SELECTMEN
Monday, March 16, 2020

WILLIAM DOWLING, CHAIRMAN
CAROLE JULIUS, VICE CHAIRMAN
DAVID SHEEDY, CLERK

TOWN HALL, 1st FLOOR CONFERENCE ROOM
175 CENTRAL STREET
EAST BRIDGEWATER, MASS.

Members Present: William Dowling, Chairman; Carole Julius, Vice Chairman (remote participation) and David Sheedy, Clerk

Members Absent:

Others Present: Brian Noble, Town Administrator and Rebecca Johnson, Administrative Assistant

5:00 pm Chairman Dowling called the meeting to order. He stated this emergency meeting was to update the public on the COVID – 19 situation and the measures the Town has taken.

Mr. Dowling mentioned that Ms. Julius is participating remotely.

Chairman Dowling led the Pledge of Allegiance.

Mr. Dowling stated, Town Buildings including schools, fields, playgrounds, and town common are closed to the public effective Wednesday 3/18/2020. The recycling center will also be closed until further notice. Mr. Dowling read a statement. (attached to minutes)

Mr. Dowling stated the Board of Selectmen will be meeting regularly to make any changes needed going forward.

Mr. Sheedy made a motion to adopt the statement as written. Ms. Julius seconded. All were in favor. 3-0

ADJOURN

Motion by Sheedy, second by Julius to adjourn. All were in favor, 3-0

Meeting adjourned at 5:10 pm

Clerk
Board of Selectmen



TOWN of EAST BRIDGEWATER

www.eastbridgewaterma.gov

175 Central Street, East Bridgewater, Massachusetts 02333

508-378-1600

FOR IMMEDIATE RELEASE

Monday, March 16, 2020

Contact: Brian S. Noble
Phone: 508-378-1601
Email: bnoble@eastbridgewaterma.gov

East Bridgewater Provides Update on Coronavirus Response

EAST BRIDGEWATER — The Board of Selectmen wishes to provide residents with the latest information regarding the novel coronavirus (COVID-19) situation and the following measures being taken by the Town:

All town buildings, including schools, fields, playgrounds, and town common are closed to the public effective Wednesday, March 18th. The Recycling Center is also closed until further notice.

- Buildings will be staffed, and phones will be answered.
- All Board and Committee meetings will be postponed for the next two weeks where and when possible. Remote participation will be encouraged and provided where necessary, proper and deemed appropriate for those Boards and Committees that must meet.
- Council on Aging Meals on Wheels, Tax Preparation Appointments, Medical Equipment Loaning program and Senior bus program will continue to run, and the Center will be staffed for the foreseeable future. (The building is still closed to the general public.)
- Fire Department visits are limited to the front foyer and no food can be accepted.
- Police Department- Emergency calls will continue to be investigated immediately.
- School Department essential personnel have access to the facilities and will be at work.
- Residents are asked to call the East Bridgewater Police dispatch center to file reports and for all non-emergencies. Dispatch can be reached at 508-378-7223. Written statements and photographs for minor incidents, property crimes and other similar reports will be accepted by email.



TOWN of EAST BRIDGEWATER

www.eastbridgewaterma.gov

175 Central Street, East Bridgewater, Massachusetts 02333

508-378-1600

Events not cancelled at this time

- Candidates' Night (4/1/2020)
- Town Election (4/11/2020)
- Town Meeting (5/11/2020)

Residents can conduct most town business online at www.eastbridgewaterma.gov.

Town officials will continue to assess the situation and determine alternative solutions to gatherings that require physical interaction.

Town officials will make every effort to handle as much business as possible via phone and electronic platforms.

Last evening, Gov. Charlie Baker announced new guidelines for all Massachusetts residents to promote social distancing and help to prevent the spread of COVID-19:

- No gatherings of any kind of more than 25 people at one time, in one place.
- All public and private schools in Massachusetts will close on Tuesday, March 17 until at least April 7.
- All restaurants will only be able to serve takeout (and delivery where available).

Residents, business owners and community members are asked to abide by these newest guidelines from the Governor's office.

The East Bridgewater Emergency Management Working Group, consisting of the Town Administrator, Fire Chief, Police Chief, Board of Health Chairman, DPW Director and a member of the Board of Selectmen, are meeting regularly to assess the situation and determine next steps.

More information can be found on the town website.

The COVID-19 situation is very fluid, and new information and guidelines are being posted by the CDC on a regular basis. The CDC offers the following guidance for how COVID-19 spreads.



TOWN of EAST BRIDGEWATER

www.eastbridgewaterma.gov

175 Central Street, East Bridgewater, Massachusetts 02333

508-378-1600

If anyone displays symptoms of COVID-19, including a fever, cough or shortness of breath, they should not go to work or school and are advised to contact their primary care physician. According to the CDC, symptoms of the virus appear within 2-14 days of exposure.

The Massachusetts Department of Public Health (DPH) recommends that residents continue with good hygiene practices including:

- Practice good hand hygiene! Wash your hands often with soap and water for at least 20 seconds including under your fingernails. Alcohol-based hand sanitizer (at least 60% alcohol content) can be used when soap and water are not available.
- Keep your hands away from your face.
- Cover your nose and mouth when sneezing and coughing with a tissue and discard it immediately. Cough into the sleeve over your elbow instead of your hand. Wash your hands often when coughing and sneezing.
- Stay away from people who are sick and stay home when you are sick.

For more information, visit the DPH website and the CDC's website. Information will be posted on the town's website as well: <http://www.eastbridgewaterma.gov/>.

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COPY

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
THE TOWN OF EAST BRIDGEWATER AND
THE EAST BRIDGEWATER DEPARTMENT OF PUBLIC WORKS,
GENERAL TEAMSTERS, CHAUFFEURS, WAREHOUSEMEN & HELPERS OF
BROCKTON & VICINITY, LOCAL 653**

Whereas, the parties have met and negotiated regarding a successor Collective Bargaining Agreement (“CBA”), subject to ratification, for the employees of the East Bridgewater Department of Public Works, General Teamsters, Chauffeurs, Warehousemen & Helpers of Brockton & Vicinity, Local 653 (“Union”).

Now, Therefore, the employees of the Union and the Town of East Bridgewater (“Town” or “Employer”) agree as follows:

1. All terms and provisions of the predecessor Collective Bargaining Agreement that was affective from July 1, 2016 – June 30, 2019 shall, except modified by the terms of this Memorandum, be extended for a three-year period from July 1, 2019 – June 30, 2022.

2. Wages:

a. COLA Increases:

- i. Effective retroactively to July 1, 2019 – There shall be a general increase of two-percent (2%) to each step;
- ii. Effective July 1, 2020 – There shall be a general increase of two-percent (2%) to each step;
- iii. Effective July 1, 2021 – There shall be a general increase of two-percent (2%) to each step.

3. Art. 5 – Overtime/Seniority:

a. Section 5.2

- i. Keep Water Division “On Call” procedure as is for the current contract.
- ii. Create a rotating seniority overtime list for all other DPW divisions, to be issued twice per month. Employees interested in taking this overtime shall sign up on the list. If an employee has signed the list but refuses overtime two (2) times in a calendar month, said employee shall be banned from signing the list for the next full month. Management shall have the right to force the least senior member who has signed the list if not other member who has signed the list is available to work the overtime. This process is exclusive of snow and ice emergency overtime.
- iii. Add the following language: “Water Division employees are required to avail themselves of mandatory Saturday and Sunday overtime as a condition of their employment, based on a rotational list, per DEP regulations.”
- iv. The intent of the new, bargained-for overtime procedure is in no way intended to reduce overtime opportunities for the bargaining unit. The Town intends to use any savings to accomplish work and staff overtime opportunities. This statement

shall, in no way, limit management's right of assignment or any other management prerogative.

4. Art. 6 – Wages:

a. Section 6.4 – Strike and add the following language:

- i. An employee hired on a regular, full-time basis and assigned to a regularly established job and work schedule *for the first four (4) months* shall be compensated, ~~for the first three (3) months of such employment, at the rate of L-01 General laborer.~~ During such period of employment the employee shall be considered to be on probation. Release of such employee from his employment during this probationary period shall be at the discretion of the Director or his designee and not subject to the grievance and arbitration provisions of this Agreement. If the employee is retained beyond the ~~(3) month~~ *four (4) month* probationary period, ~~he shall commence receiving the hourly rate of pay then appropriate for his regular job assignment herein provided and all benefits of this Agreement shall thereafter become effective and dated from the day next succeeding the day of said probationary period.~~ *Prior to or upon completion of an employee's probationary period, the DPW Director may, at his or her discretion, extend an employee's probationary period for an additional two (2) months. If the Director exercises his or her discretion to extend a probationary period, he or she shall provide notice to the employee and Union.* Probationary employees will be eligible to join the Union upon completion of thirty (30) days' employment.

b. Section 6.6 – Increase the annual stipend amount for the following licenses/certificates:

- i. MA Hoisting License Class 4E Catch Basin Cleaner: **\$600**
- ii. MA Hoisting License Class 4G Specialty Lawn Mower: **\$600**

5. Art. 8 – Sick Leave:

a. Section 8.1 – Revise language as follows:

- i. Sick leave shall be granted with pay to a regular, full-time employee for illness and/or injury. In the case of a work-related injury, sick leave and/or vacation leave may be granted up to a maximum of sixteen (16) hours per week. In no case shall the combination of workers' compensation and sick leave/vacation leave exceed the employee's regular weekly compensation. Sick leave must be utilized first, and vacation leave shall only be used in this circumstance once an employee has exhausted their sick leave.

b. Section 8.7 – Revise language as follows:

- i. Upon retirement or death, an employee, or his or her spouse or estate, may buy back all unused sick leave up to 150 days, at 50% of the employee's rate at the time of retirement or death. If electing this sick leave buy back at retirement or death, an employee may not sell down their accrued days to 135 days before buying back their accrued sick time.

6. Article 11 – Vacation:

- a. Section 11.1 – Amend the following language regarding all regular full-time employees hired after April 1, 2014:
 - i. After six (6) months or more but less than one (1) year of continuous service
 - ii. After one (1) year ~~or more~~ but less than five (5) years of continuous service
 - iii. ~~After~~ Five (5) years but less than ten (10) years of service
 - iv. ~~After~~ Ten (10) years of service **or more**

- b. Section 11.3 – Add the following language:
 - i. “Effective July 1, 2020, in the event one or more employees request vacation time for the same period, it will be granted to the employee who requested the leave first. A minimum of at least 50% of any division’s staffing will be maintained at all times to assure for continuation of services.”

- c. New Section – Add the following provision:
 - v. All bargaining unit employees must utilize their accrued vacation time according to the following schedule:

0 – 2 Weeks’ Vacation	No restriction
3 Weeks’ Vacation	Must use 1 week in a block of 5 consecutive days
4 – 5 Weeks’ Vacation	Must use 2 weeks of vacation in blocks of 5 consecutive days
6 - 7 Weeks’ Vacation	Must use 3 weeks of vacation in blocks of 5 consecutive days

For vacation leave used during a week containing a paid holiday, a “week block” shall be considered four (4) vacation days plus one (1) paid holiday. For weeks containing two (2) paid holidays, a “week block” shall be considered three (3) vacation days plus two (2) paid holidays.

- d. New Section – Add the following provision:
 - i. Effective July 1, 2020, all new employees hired on full-time basis and assigned to a regularly established job and work schedule shall receive the following prorated vacation hours upon the completion of each individual’s probationary period, based on the month they were hired and according to the following schedule:

First Year Vacation Allotment:	
Month Hired:	Vacation Hours Allotted:
July	40
August	37
September	33

October	30
November	27
December	23
January	20
February	17
March	13
April	10
May	7
June	3

- e. New Section – Add the following provision:
 - i. Effective July 1, 2020, all employees shall receive their annual vacation accruals on July 1 of every year.
 - ii. A side letter will be created to prorate Robbie Natale and Derik Larson’s vacation to receive half of their annual accrual on January 1, 2020. Those two employees shall then receive their full accrual on July 1, 2020.

7. Art. 19 – Miscellaneous:

- a. Section 19.2 – Strike the following language:
 - i. ~~“except that an award issued by the Massachusetts Joint Labor Management Commission in pending involving the East Bridgewater Firefighters Union shall not constitute a more favorable settlement.”~~
- b. Section 19.3 – Amend section as follows:
 - i. The employer shall reimburse the employee for the cost of the medical physical examinations required for a Commercial Driver’s License. Said cost shall be determined by the actual cost the Town pays for the physicals at the Town’s selected medical provider for the Department. At the time of this writing, the Town pays \$99.00 for DOT medical physicals.
- c. Section 19.4 – Increase uniform allowance to \$775.00 per year.
- d. Section 19.7 – Amend the language as follows:
 - i. “Except in an emergency, as determined by the Division Head or his designee, employees will not be required to work outdoors when the outdoor temperature exceeds **one-hundred (100)** degrees Fahrenheit or falls below **ten (10)** degrees Fahrenheit. For the purpose of this article, “working outdoors” shall mean performing manual labor outdoors without any protection from the elements such as a shelter, enclosure or vehicle. It shall not be interpreted to include work assignments that can be accomplished in a shelter, enclosure or vehicle and/ or traveling to and from assignments or buildings on foot or in a vehicle. Employees who opt not to work outdoors will be given an assignment determined by the Employer.”

8. Snow/Ice Overtime Policy:

i. Add the following language to policy:

1. "In the event that the Town is alerted of a snow storm with at least forty-eight (48) hours advanced notice, the DPW Director, or his/her designee, shall provide the same notice (48 hours) to all employees. After providing said notice, the DPW Director, or his/her designee, shall respond to any and all leave requests or requests to be excused from working during the impending storm."

9. New Article – Wage Reopener:

a. Add the following new article/language:

- i. "In the event that any other Town bargaining unit receives a Cost of Living Adjustment ("COLA") increase above the amounts listed in this Agreement, the parties agree to return to the bargaining table for the strict purpose of discussing COLA increases."

10. Housekeeping:

a. Appendix A:

- i. Add "Tree Worker" to L-04 Classification
- ii. Include new job description

b. Section 8.8: Strike the following language:

- i. ~~Employees who are eligible can redeem sick leave days and shall receive their stipends, either at the end of the fiscal year or according to the following schedule:~~

11. Recommendation and Approval:

- a. The Union bargaining representative(s) agrees to present this Memorandum of Agreement to a vote before the bargaining unit and recommend passage of all provisions herein, upon which the Town Administrator agrees to seek approval of an appropriation to fund the Collective Bargaining Agreement, as amended.

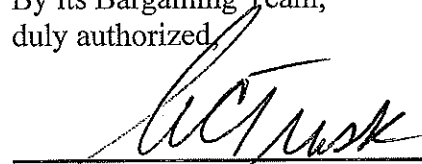
IN WITNESS WHEREOF, the Union and the Town, by their authorized representatives, have set their hands to this Memorandum of Understanding on this 5 day of March, 2020.


TOWN OF EAST BRIDGEWATER,
By its Town Administrator,
duly authorized,



Brian Noble

TEAMSTERS LOCAL 653
By its Bargaining Team,
duly authorized,





Ant. J. DeWitt
En R/L



The Commonwealth of Massachusetts

Department of Agricultural Resources
Division of Animal Health
251 Causeway Street, Suite 500
Boston, MA 02114-2151

Nomination of Inspector of Animals

In accordance with the Massachusetts General Laws Chapter 129, sections 15 and 16, nominating authorities of each city and town are required to nominate one or more inspectors of animals by April 1, 2020. Please complete or make necessary changes and return this form to the above address. The Director will review your nomination and, assuming appointment is confirmed, will return to you a Certificate of Appointment. Please submit one form for each person nominated. Any city or town not in compliance is subject to a penalty of \$500.

City or Town of East Bridgewater

3/6/2020

To the Director, Division of Animal Health, Department of Agricultural Resources

In accordance with the provisions of section 15 of Chapter 129, General Laws, as amended, the following nomination of inspector of animals for the year ending April 30, 2021 is sent for your approval:

Inspector of Animals

Name: Alexizz Xavier
Mail Address: 153 Central St
East Bridgewater, MA - 02333
Phone: (774) 222-6934 Fax: (508) 378-7225
Email: axavier@ebmass.com

Inspector: (Note all changes here)

Name: _____
Mail: _____
Phone: _____ Fax: _____
Email: axavier@eastbridgewaterma.gov

Nominating Authority

Contact: David Sheedy
Office: Board of Selectmen
Mail: 175 Central St
East Bridgewater, MA - 02333
P: (508) 378-1601 F: (508) 378-1636
Email: sdavejs@verizon.net

Nominating Authority: (Note all changes here)

Contact: _____
Office: _____
Mail: _____
Phone: _____ Fax: _____
Email: dsheedy@eastbridgewaterma.gov

Acceptance of Nomination of Inspector of Animals (must be notarized)

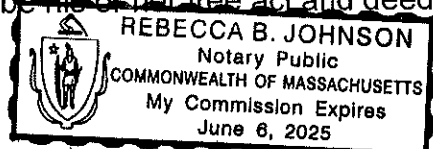
I hereby accept my nomination as Inspector of Animals for the City or Town of East Bridgewater, and if and when I am appointed, I solemnly swear to faithfully perform the duties of that office, all of which are listed in General Laws Chapter 129, and Massachusetts Regulations 330 CMR 10.00-10.10 (rabies regulations).

Name (print) Alexizz Xavier Signed [Signature]
COMMONWEALTH OF MASSACHUSETTS

Plymouth, ss

Date: 03/10/2020

Then personally appeared the above-named Alexizz Xavier and acknowledged the foregoing instrument to be his or her free act and deed, before me.



[Signature]

Notary Public

My commission Expires: June 6, 2025

Appointment of Inspector of Animals (Division of Animal Health use only)

Notice is hereby given that I, Michael Cahill acting under authority of sections 15 and 16 of Chapter 129 of the General Laws, as amended, hereby approve the nomination of _____ as Inspector of Animals for the City or Town of East Bridgewater, Massachusetts.

Date Approved: _____

Director, Division of Animal Health

THE COMMONWEALTH OF MASSACHUSETTS

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



RECORDS SECTION
MAR 8 20 4 12 15 PM

CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

KATHLEEN A. THEOHARIDES
Secretary

JOHN LEBEAUX
Commissioner

March 6, 2020

RE: NOMINATION OF INSPECTOR OF ANIMALS

Nominating Authority:

Enclosed is the nomination form for the Inspector of Animals for your city or town. **This form is due back to the Division of Animal Health by April 1, 2020.** The appointment will run from May 1, 2020 until April 30, 2021. If more than one inspector was appointed for your city or town, there is a separate form provided for each. If you are nominating the same inspector(s) this year, **be sure that all of the contact information is complete and still correct.** Any corrections should be made in the space provided on the right. If you will be nominating a new inspector, that person's information should be entered in the space provided on the right. Submit a separate form for each inspector nominated. Also, be sure that all of your (nominating authority) information is complete and correct. Any changes to your information should be made in the space provided to the right.

Once all of the contact information is confirmed to be correct, all that is needed is to **have the nominee sign the form**, accepting the nomination and swearing to faithfully perform the duties of that office. **The nominee's signature must be notarized.** In many cases the city or town clerk is a notary.

After the nominee's signature has been notarized, simply **return the form to the Division of Animal Health at the address listed at the top of the form.** The Division of Animal Health will send back confirmation of the inspector's appointment. **Please note that regardless of when the most recent appointment was made, it is only valid through April 30, 2020.** This nomination will cover the year starting May 1, 2020 and run until April 30, 2021.

If you have any questions, please call Elsie Colon at (617) 626-1810

Thank you,

Michael Cahill, Director
Division of Animal Health



Jean M. Lorizio, Esq.
Commission Chairman

**Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358**

REC'D
MAY 20 10 10 AM '10

**2020
Retail License Renewal**

License Number: 00046-GP-0308	Municipality: EAST BRIDGEWATER
License Name : New England Kart Raceway	License Class: Seasonal
DBA : F1 Outdoor Kart Racing Complex	License Type: General On-Premises
Premise Address: 798 North Bedford Street East Bridgewater, MA 02333	License Category: Wines and Malt
Manager: Karen M Quast	

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



Signature

Date

Additional Information:



TOWN OF EAST BRIDGEWATER
 OFFICE OF THE BOARD OF SELECTMEN
 175 CENTRAL STREET
 EAST BRIDGEWATER, MA 02333
 (508)378-1601 – rjohnson@eastbridgewaterma.gov

REC'D EB BCS
 APR 11 120 AM 10:09

Application for Use of Public Lands (Check applicable property)

Leland Farm Sachem Rock Farm Town Common Town Hall Parking Lot Town Forest

NAME OF PERSON COMPLETING THIS APPLICATION: JOANNE SHADRICK

ADDRESS OF PERSON NAMED ABOVE: _____

TELEPHONE: _____ TODAY'S DATE: 3/11/20

NAME OF SPONSORING PARTY/ORGANIZATION: _____

PROPOSED DATE OF EVENT: WED 3/25 - TH 3/26 RAIN DATE, IF ANY: _____

TIME(S) OF EVENT: WED 6 PM to THURS 6 PM

REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:
 (The Town of East Bridgewater has instituted a policy and a tracking system for signs on municipal property. The Signage Request Form is required to be completed, and should be returned along with this application.)

GENERAL EXPLANATION OF EVENT:
To park cars overnight while driveway repairs are completed on Thurs. 3/26 at the Townhouse Commons' Condos

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:
24 hours

IS THIS A SINGLE EVENT: Yes OR ONE IN A SERIES: _____

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: _____

TYPE OF EVENTS: (check one):
 Spiritual/Patriotic Public Service
 Charitable/Philanthropic Profit-making School/Town Committee

ESTIMATED ATTENDANCE: _____ WILL EVENT BE OPEN TO THE GENERAL PUBLIC

WILL ADMISSION BE CHARGED - WILL SPONSOR OPERATE CONCESSION(S) -

Additional Comments/Information may be submitted on an attached sheet. .

I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.

Applicant Signature: Joanne Shadrick

Approved: _____
 DPW Director

Date of Approval: _____

 Fire Chief

Date of Approval: _____

 Police Chief

Date of Approval: _____

INDEMNIFICATION AGREEMENT

In consideration of the Town of East Bridgewater allowing the use of Town of East Bridgewater Public Lands via the Application for Use of Public Lands dated 3/11/20, the undersigned individual(s), group and/or organization, his or her or their heirs, personal representatives and assigns, or its officers, directors, members, agents, employees and successors, agree to indemnify, defend and hold harmless the Town of East Bridgewater, its board members, officers, agents, employees and volunteers from and against all claims, suits, demands, actions, causes of action, losses, damage or liabilities of any kind, nature or description, including payment of litigation costs and attorney's fees, which may be suffered or incurred by or brought against the Town of East Bridgewater, its board members, officers, agents, employees and/or volunteers arising out of or resulting from the use of Town of East Bridgewater Public Lands, including but not limited to Leland Farm, Sachem Rock Farm, Town Common, Town Hall Parking Lot, and Town Forest, by the undersigned individual(s), group and/or organization.

ACCEPTANCE AND ACKNOWLEDGEMENT BY USER

The undersigned hereby acknowledges and agrees that he or she has read and understands this agreement and that the undersigned individual(s), group and/or organization are legally bound by this agreement. If signing on behalf of a group or organization, the undersigned represents that he or she has the authority to bind the group or organization to this agreement.

Joanne Shadrick
Signature

3/11/20
Date

JOANNE SHADRICK TREASURER/TRUSTEE
Name/Title

Townhouse Common Condo Assoc
Name of Organization



TOWN OF EAST BRIDGEWATER

OFFICE OF THE BOARD OF SELECTMEN
175 CENTRAL STREET
EAST BRIDGEWATER, MA 02333
(508)378-1601 – rjohnson@ebmass.com

REC'D EB BOS
MAR 27 20 11:48

Application for Use of Public Lands (Check applicable property)

Leland Farm Sachus Rock Farm Town Common Town Hall Parking Lot Town Forest

NAME OF PERSON COMPLETING THIS APPLICATION: Allen Hiltz

ADDRESS OF PERSON NAMED ABOVE: _____

TELEPHONE: _____ TODAY'S DATE: 2/29/2020

NAME OF SPONSORING PARTY/ORGANIZATION: Community Emergency Response Team (CERT)

PROPOSED DATE OF EVENT: April 27, 2020 RAIN DATE, IF ANY: N/A

TIME(S) OF EVENT: 6:00 pm to 8:00 pm +-

REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:
(The Town of East Bridgewater has instituted a policy and a tracking system for signs on municipal property. The Signage Request Form is required to be completed, and should be returned along with this application.)

GENERAL EXPLANATION OF EVENT: NO BUILDING USE.
Training CERT Volunteers as to responsibility when working with S&R Dog's . Will be a demonstration with dogs and handler. The handler and dogs are National registered S&R dogs registered with MA State police. The handler is Lt. Emord Middlebrow fire dept.

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:
2 hr.

IS THIS A SINGLE EVENT: yes OR ONE IN A SERIES: _____

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: _____

TYPE OF EVENTS: (check one): Spiritual/Patriotic Public Service
Charitable/Philanthropic Profit-making School/Town Committee

ESTIMATED ATTENDANCE: 10-19 WILL EVENT BE OPEN TO THE GENERAL PUBLIC NO

WILL ADMISSION BE CHARGED NO WILL SPONSOR OPERATE CONCESSION(S) NO

Additional Comments/Information may be submitted on an attached sheet.

I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.

Applicant Signature: Allen Hiltz Dir of Op. EB CERT.

Approved: _____ Date of Approval: _____
DPW Director

Fire Chief

Police Chief
_____ Date of Approval: _____

INDEMNIFICATION AGREEMENT

In consideration of the Town of East Bridgewater allowing the use of Town of East Bridgewater Public Lands via the Application for Use of Public Lands dated April 6, 20, the undersigned individual(s), group and/or organization, his or her or their heirs, personal representatives and assigns, or its officers, directors, members, agents, employees and successors, agree to indemnify, defend and hold harmless the Town of East Bridgewater, its board members, officers, agents, employees and volunteers from and against all claims, suits, demands, actions, causes of action, losses, damage or liabilities of any kind, nature or description, including payment of litigation costs and attorney's fees, which may be suffered or incurred by or brought against the Town of East Bridgewater, its board members, officers, agents, employees and/or volunteers arising out of or resulting from the use of Town of East Bridgewater Public Lands, including but not limited to Leland Farm, Sachem Rock Farm, Town Common, Town Hall Parking Lot, and Town Forest, by the undersigned individual(s), group and/or organization.

ACCEPTANCE AND ACKNOWLEDGEMENT BY USER

The undersigned hereby acknowledges and agrees that he or she has read and understands this agreement and that the undersigned individual(s), group and/or organization are legally bound by this agreement. If signing on behalf of a group or organization, the undersigned represents that he or she has the authority to bind the group or organization to this agreement.

Allen Hiltz

February 11, 2020

Signature

Date

Director of Operations EB CERT.

Name/Title

Community Emergency Response Team EB Sponsored by the EB Fire Dept.

Name of Organization



TOWN OF EAST BRIDGEWATER

OFFICE OF THE BOARD OF SELECTMEN

175 CENTRAL STREET

EAST BRIDGEWATER, MA 02333

(508)378-1601 – rjohnson@eastbridgewaterma.gov

RECORDED
FEB 19 2010 4:10:30

Application for Use of Public Lands (Check applicable property)

Leland Farm Sachem Rock Farm Town Common Town Hall Parking Lot Town Forest

NAME OF PERSON COMPLETING THIS APPLICATION: Korin Zigler

ADDRESS OF PERSON NAMED ABOVE: _____

TELEPHONE: _____ TODAY'S DATE: 2-12-20

NAME OF SPONSORING PARTY/ORGANIZATION: EB Community Gardens

PROPOSED DATE OF EVENT: May 16th RAIN DATE, IF ANY: May 17th

TIME(S) OF EVENT: 5/16 9-11; if rain date, 5/17 2-4

REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:
(The Town of East Bridgewater has instituted a policy and a tracking system for signs on municipal property. The Signage Request Form is required to be completed, and should be returned along with this application.)

GENERAL EXPLANATION OF EVENT:
Our annual gardens kickoff. Raised bed building, mulching, rototilling, advice, planting. This event would be open to the public, but is primarily for plot holders.

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:
2 1/2 hours (set up 1/2 hour before. Will be cleaned up by end of event).

IS THIS A SINGLE EVENT: Yes OR ONE IN A SERIES: no

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: _____

TYPE OF EVENTS: (check one):
Spiritual/Patriotic Public Service
Charitable/Philanthropic Profit-making School/Town Committee

ESTIMATED ATTENDANCE: 15-25 WILL EVENT BE OPEN TO THE GENERAL PUBLIC

WILL ADMISSION BE CHARGED NO WILL SPONSOR OPERATE CONCESSION(S) NO

Additional Comments/Information may be submitted on an attached sheet. -

I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.

Applicant Signature: *K. Zigler*

Approved: _____
DPW Director

Date of Approval: _____

Fire Chief

Date of Approval: _____

Police Chief

Date of Approval: _____

INDEMNIFICATION AGREEMENT

In consideration of the Town of East Bridgewater allowing the use of Town of East Bridgewater Public Lands via the Application for Use of Public Lands dated 2-12-20, the undersigned individual(s), group and/or organization, his or her or their heirs, personal representatives and assigns, or its officers, directors, members, agents, employees and successors, agree to indemnify, defend and hold harmless the Town of East Bridgewater, its board members, officers, agents, employees and volunteers from and against all claims, suits, demands, actions, causes of action, losses, damage or liabilities of any kind, nature or description, including payment of litigation costs and attorney's fees, which may be suffered or incurred by or brought against the Town of East Bridgewater, its board members, officers, agents, employees and/or volunteers arising out of or resulting from the use of Town of East Bridgewater Public Lands, including but not limited to Leland Farm, Sachem Rock Farm, Town Common, Town Hall Parking Lot, and Town Forest, by the undersigned individual(s), group and/or organization.

ACCEPTANCE AND ACKNOWLEDGEMENT BY USER

The undersigned hereby acknowledges and agrees that he or she has read and understands this agreement and that the undersigned individual(s), group and/or organization are legally bound by this agreement. If signing on behalf of a group or organization, the undersigned represents that he or she has the authority to bind the group or organization to this agreement.

K. Bayler
Signature

2-12-20
Date

SECRETARY/TREASURER
Name/Title

COMMUNITY GARDENS STEWARDS
Name of Organization

EB COMMUNITY GARDENS



TOWN OF EAST BRIDGEWATER
 OFFICE OF THE BOARD OF SELECTMEN
 175 CENTRAL STREET
 EAST BRIDGEWATER, MA 02333
 (508)378-1601 – rjohnson@eastbridgewaterma.gov

REC'D EB BOS
 FEB 19 20 4:10:25

Application for Use of Public Lands (Check applicable property)

Leland Farm Sachem Rock Farm Town Common Town Hall Parking Lot Town Forest

NAME OF PERSON COMPLETING THIS APPLICATION: Korin Zigler

ADDRESS OF PERSON NAMED ABOVE: _____

TELEPHONE: _____ TODAY'S DATE: _____

NAME OF SPONSORING PARTY/ORGANIZATION: EB Community Gardens

PROPOSED DATE OF EVENT: June 29th, 2020 RAIN DATE, IF ANY: none

TIME(S) OF EVENT: 6:30-8:00 PM

REQUESTING TO PLACE SIGNAGE ON MUNICIPAL PROPERTY:
 (The Town of East Bridgewater has instituted a policy and a tracking system for signs on municipal property. The Signage Request Form is required to be completed, and should be returned along with this application.)

GENERAL EXPLANATION OF EVENT:

Our annual series of pizza pullucks, held at the picnic tables near the gardens. This event is not open to the public, it is for plot holders and supporters only.

ESTIMATED OVERALL DURATION OF EVENT INCLUDING SET-UP AND CLEAN-UP TIME:

2 hours

IS THIS A SINGLE EVENT: no OR ONE IN A SERIES: Yes

IF PART OF A SERIES, LIST NUMBER OF EVENTS AND DATES: Also 7/27, 8/31, 6:30-8:00 PM

TYPE OF EVENTS: (check one):
 Spiritual/Patriotic Public Service
 Charitable/Philanthropic Profit-making School/Town Committee

ESTIMATED ATTENDANCE: 10-15 WILL EVENT BE OPEN TO THE GENERAL PUBLIC

WILL ADMISSION BE CHARGED NO WILL SPONSOR OPERATE CONCESSION(S) NO

Additional Comments/Information may be submitted on an attached sheet. .

I hereby certify that I have read and will abide by the Board of Selectmen's POLICY FOR USE OF PUBLIC LANDS.

Applicant Signature:

Approved: _____
 DPW Director

Date of Approval: _____

 Fire Chief

Date of Approval: _____

 Police Chief

Date of Approval: _____

INDEMNIFICATION AGREEMENT

In consideration of the Town of East Bridgewater allowing the use of Town of East Bridgewater Public Lands via the Application for Use of Public Lands dated 2-12-20, the undersigned individual(s), group and/or organization, his or her or their heirs, personal representatives and assigns, or its officers, directors, members, agents, employees and successors, agree to indemnify, defend and hold harmless the Town of East Bridgewater, its board members, officers, agents, employees and volunteers from and against all claims, suits, demands, actions, causes of action, losses, damage or liabilities of any kind, nature or description, including payment of litigation costs and attorney's fees, which may be suffered or incurred by or brought against the Town of East Bridgewater, its board members, officers, agents, employees and/or volunteers arising out of or resulting from the use of Town of East Bridgewater Public Lands, including but not limited to Leland Farm, Sachem Rock Farm, Town Common, Town Hall Parking Lot, and Town Forest, by the undersigned individual(s), group and/or organization.

ACCEPTANCE AND ACKNOWLEDGEMENT BY USER

The undersigned hereby acknowledges and agrees that he or she has read and understands this agreement and that the undersigned individual(s), group and/or organization are legally bound by this agreement. If signing on behalf of a group or organization, the undersigned represents that he or she has the authority to bind the group or organization to this agreement.

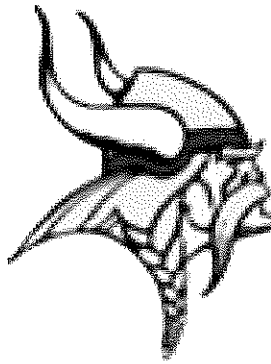
H. Belfer
Signature

2-12-20
Date

SECRETARY/TREASURER
Name/Title

COMMUNITY GARDENS STEWARDS
Name of Organization

LEB COMMUNITY GARDENS



REC'D
TOWN CLERK
FEB 26 2020

Viking Sports Parents

February 26, 2020

Dear East Bridgewater Board of Selectmen:

The East Bridgewater Viking Sports Parents will be holding our 17th Annual Viking Sports Parents 3.5 Mile Run/Walk Road Race on Saturday, April 4, 2020.

The road race will start at 9:00 am from the High School. The race will start in the parking lot at the front of the high school, turning left onto Plymouth Street, past the Common onto Central Street, past the Central School, through the Central School parking lot, onto Route 18/Bedford Street, will turn left Route 106/Whitman Street, left onto Plymouth Street, up past the Common onto Central Street, past the Central School, through the Central School parking lot, through the High School parking lot and ending on the High School track. The race should finish by 10:30/11:00 am. We are anticipating 200-300 participants ranging from preschool age to senior citizens.

Chief Harhen, Chief Allen, Deputy Chief O'Brien and John Haines have been notified of the event details.

There will be no roads shut down during the race. This letter is our communication to the Town Offices and ask you to share with whomever you deem appropriate as in years past.

We would love to have the Board of Selectmen and all other Town Employees join us again this year for our largest fundraising event.

Please do not hesitate to contact me at (617) 510-4100 if you have any questions.

Thank you once again for your assistance in making this a successful event.

Sincerely,

Jennifer Pohl - VSP Road Race Director

East Bridgewater Viking Sport Parents
PO Box 411
East Bridgewater, MA 02333



Road Race Policy

Purpose: The Board of Selectmen in order to promote the safety of the residents of and visitors of the Town during road Races declare that the following administrative procedures are to be followed in scheduling and permitting Road Races in any part of the Town.

Definitions:

- 1.) "Race Organizer"- Any person whether acting individually or on behalf of an organization that sponsors, promotes, staffs, schedules or arranges a Road Race.
- 2.) "Road Race" – Any organized event occurring on one specific day characterized by voluntary participation of numerous individuals either on foot, wheel chairs or on bicycles for the purpose of traveling along public ways in the Town of East Bridgewater with the intent of crossing a finish line, except races organized by East Bridgewater Public.

Policy: Race Organizers who wish to hold a Road Race on a certain day within the Town of East Bridgewater must first obtain approval from the Board of Selectmen. Application for the approval shall be made on the Road Race Application Form at least two weeks in advance of the date on which the Race Organizer wishes to schedule the Road Race.

In addition to the information required on the application, the following specific information must also be provided:

- a) The starting and expected finishing time of the Road Race of the times within which Town public ways will be utilized as the Road Race passes through the Town and the date.
- b) The course that is to be traveled including its length, all street intersections, the start and finish line locations, all stops/or rest areas, including a map.
- c) The type of race (running, walking, bicycles, wheelchairs, or other).
- d) The expected number of participants.
- e) The expected parking requirements.
- f) The number of toilet facilities which the Race Organizer will provide and remove at his/her own expense and their location.
- g) A description of the first aid arrangements which the Race Organizer will have available.
- h) The type of non-permanent markings or signs which will be used. NOTE: Permanent markings of any type, including painted symbols on street pavement are strictly prohibited.

Application Fee and Deposit: The application must be accompanied by a non-refundable administrative fee of \$25.00 and a deposit of \$100.00 which is the amount estimated by the Department of Public Works Superintendent to secure clean-up costs. The deposit will be returned to the Race Organizer within ten (10) days after the Road Race (or the date of the



Road Race Policy

Road Race if it is cancelled) provided that the public streets and public areas are cleaned up by the Race Organizer immediately following the road Race to the satisfaction of the Police Officer in charge on the day of the Road Race. This fee may be waived by the Board of Selectmen upon satisfactory proof that it constitutes a hardship to the organizer or is determined unnecessary.

Discretion of the Town: The Town Administrator shall have the sole discretion in granting or denying the application and may impose reasonable conditions on the application as to the date of the Road Race, the designation of the area for public parking, the location of the start and finish lines, the location and number of public toilets, the number of police officers required to ensure traffic safety and where they will be assigned, the time that the Road Race starts, the location of the first aid station, the streets to be blocked off and how that is to be done, and indicate all stops and/or rest areas.

Liability: The Race Organizer shall sign a statement that he is the agent for and has delegated authority to file this application and to bind any organization that is sponsoring the Road Race for cost incurred such as the following:

- a) The cost, in excess of the deposit, of removing any permanent markings from public ways.
- b) Any clean-up costs in excess of the deposit.

Emergency Medical Services: If any participant in the Road Race requires medical care or transport from the Town's EMTs, the cost of such will be billed directly to the person receiving the medical care or transport.

Hold Harmless Clause: The Race Organizer shall execute a "Hold Harmless Agreement" which shall guarantee that the Town will be held harmless against liability claims for personal injury or property damage made against it by participants in the Road Race, or from any such claims for personal injuries or property damage made by any third parties. Additionally, if the Race Organizer requires that Releases shall be executed by participants in the Road Race as a condition of entry or participation in such race, it shall require that such a release or waiver of liability include the Town of East Bridgewater.

Scheduling the Application for Road Race. Upon completion of the application and release, and payment of the fee and deposit for clean-up costs, the application will be forwarded to the Police Department, Fire Department, and Department of Public Works for comment. The application will then be provided to the Town Administrator for review and determination.



EFFECTIVE: DRAFT
This policy revokes and replaces all previous policies on this topic

Road Race Policy

First Reading:

Second & Final Reading:

Adopted by the Board of Selectmen:

DRAFT



Road Race Policy

Date: _____

Name of Organization: _____

Address: _____

Contact Person: _____

Contact's Person Number: _____

Contact's Person Email: _____

Please attach a letter of request containing the following information:

- A. Explain what the event is for.
- B. Date and time of event.
- C. Location of staging area.
- D. Number of participants.
- E. A copy of the route to be used, listing all street names.

ROAD USE RULES

1. All participants must follow the rules of the road.
2. All participants must ride, run or walk in a single file.
3. There will be no use of paint on roadways, street sign poles or telephone poles for directions.
4. All staging areas are to be void of any liter following the conclusion of the ride/race/walk.
5. Temporary signs for directions may be used but taken down the same day following the conclusion of the ride/walk/race.
6. Event organizers may be stationed along the route for directions, if no signs are used.
7. A "cash/check deposit" of \$100 will be held by the Town to ensure that no Town property has been defaced and that all signage has been removed; the deposit will be returned the following business day after inspection of the route and all is found to be intact.

By signing below, applicant has read the "**Road Use Rules**" and agrees to abide by this policy; and applicant has read and signed the attached "**Hold Harmless Agreement**".

Signature of Applicant

Date

Deposit received:

Deposit returned:

Board of Selectmen



Road Race Policy

RELEASE FROM LIABILITY, INDEMNITY AND HOLD HARMLESS AGREEMENT

_____, in consideration of being allowed to host a
(Name of Organization)

Bicycle Ride, Motorcycle Ride, Road Race or Walk-a-thon on a public road in the Town of East Bridgewater, MA do forever RELEASE, AQUIT, DISCHARGE and COVENANT to HOLD HARMLESS the Town of East Bridgewater ("Town"), a municipal corporation of the Commonwealth of Massachusetts, and its successors, departments, officers, employees, servants, attorneys and agents, of and from any and all actions, causes of action, claims, demands, damages, costs, loss of services, expenses and compensation on account of in any way arising out of, directly or indirectly, all known and unknown personal injuries or property damage which I may now or hereafter have or may acquire, resulting or to result from said participation in the aforementioned activities. Furthermore, I hereby agree to protect the Town of East Bridgewater and its successors, departments, officers, employees, servants, attorneys and agents against any claim for damages, compensation or otherwise arising out of or resulting from any injury to any party in connection with said participation in the aforementioned activities and to INDEMNIFY, reimburse or make good to the Town of East Bridgewater or its successors, departments, officers, employees, servants and agents any loss or damage or costs, including attorneys' fees, which the Town of East Bridgewater or its representatives may have to pay if any litigation arises from said participation in the aforementioned activities.

I hereby further covenant for myself, my successors and assigns not to sue the said Town of East Bridgewater, its departments, officers, employees, servants, attorneys, and agents on account of any such claim, demand or liability.

Signature of Applicant

Date



Effective:

Event Permit Application

Dear Event Applicant:

Enclosed is the Town of East Bridgewater's Event Permits Guide. Please complete the application form, sign, date, and attach a legible site plan for your event. Your application(s) will not be processed without a completed form and applicant signature.

What requires an Event Permit Application? In general, any scheduled outdoor public gathering, regardless of size, involving the use of, or having an impact on, public property, public facilities, parks, streets, sidewalks, rights-of-way, vacant land, parking lots, or the temporary use of private property in a manner that varies from its current land use, as well as activities with outdoor amplified sound, requires a permit. Activities that do not require a permit include; funeral ceremonies, private yard sales, bake sales, Christmas tree sales on private property, fundraising car washes and certain retail sales promotions such as local business sales.

ALCOHOL PERMIT: The Event Permit Application does not cover permitting for alcohol. Please contact the Town Administrator's Office regarding the rules & regulations for alcohol licensing.

In reviewing Event Permit Applications, the East Bridgewater Board of Selectmen will, at a minimum, consider the following:

- **Completeness of application** and applicant's ability to meet any required conditions;
- **Impact on community:** road closings (miles, location, time), restrictions on public use of town facilities; restrictions on businesses and organizations; time of year/day of week; duration of event;
- **Tangible community benefits:** East Bridgewater resident and business involvement; applicant's involvement/location in East Bridgewater; benefit(s) to Town and community;
- **Impact on municipal services**
- **Charitable** **impact/affiliations**

Thank you for your interest in the Town of East Bridgewater. We look forward to working with you to ensure the success of your special event. If you have any questions, please contact the Board of Selectmen's Office at 508-378-1601.

Regards,

Brian S. Noble
Town Administrator



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Event Permit Application

Town of East Bridgewater Event Policies & Procedures

The Town has established Event Policies and Procedures to provide a clear and uniform method for reviewing event applications, to ensure maximum public access and safety, and to contribute to the success of all events by providing a system for advanced planning.

Permit Application Process

Completed applications must be filed with an application fee of \$15 for Town and Non-Town events, at least 30 days prior to requested date. New events and large scale events (more than 50 attendees) must file their application with the Town at least 60 days prior to the requested event date.

Completed application must include a sign-off on the Insurance Requirement form.

Maps or drawings submitted with the application must be legible.

Once the application is deemed complete and appropriate, Town departments will review the application and applicants may be required to meet with department representatives. The event director may be required to establish a full safety plan in conjunction with both the Police and Fire Departments before the application goes before the Board of Selectmen. Once the departments have signed off on an application, the application will go before the Selectmen for review (it is recommended that the event director appear at this meeting). The Board of Selectmen has the sole authority to approve, approve with conditions or modifications, or disapprove events.

Approval

If the Board approves a special event application, an Event Permit will be issued only upon the acceptance of any conditions placed upon the application, full payment of the fees (see attached chart), and proof of an **active insurance policy naming the Town of East Bridgewater as an additional insured**. All fees must be paid in full and the certificate showing that insurance has been obtained must be filed with the Town no later than two weeks prior to the event.

In addition to the application and event fees, other fees may be required and may include, but are not limited to, entertainment fees, Board of Health fees, fire inspection fees and building department permit fees. All costs associated with public safety including police and fire details shall be paid by the applicant upon



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Event Permit Application

receipt of an invoice.

Event directors are required to notify all abutters affected by the event using a Town certified abutters list, which is obtained through the Assessor's Office. The Board of Selectmen reserves the right to require additional resident notification as a condition of the permit. Notice must be given to abutters at least two weeks prior to the date of the event. Assessors have up to 10 business days to provide the applicant with the list. Signage for the event must conform to the sign bylaws and policy of the Town of East Bridgewater. Any signage for the event must be removed within 24 hours of the conclusion of the event.

Please note that if your event is a road race, street markings are expressly prohibited unless prior approval is obtained from the East Bridgewater Police Department and the Department of Public Works.

The Board of Selectmen reserves the right to amend the event application at any time.

Checklist – Event Permit Application

- Notify Town Administrator/Board of Selectmen's (BOS) office of desired date/event. (30 days or 60 for new/large events in advance of anticipated event date)
- Obtain an event application from the Town Administrator/Board of Selectmen's office 508-378-1601 or online www.eastbridgewaterma.gov
- File completed form with application fee of \$15.
- Town Administrator/BOS office will advise on necessity of departmental meeting.
- Application to be presented to Board of Selectmen.

Checklist - Approved Events

- Retain insurance policy for event (Certificate must be filed with the Town at least 2 weeks prior to the event).
- Pay event fee - see schedule of fees.
- Apply/pay fees for any additional Town permits. *(All fees must be paid by two weeks prior to event or permit may be withheld.)*
- Schedule public safety details, if required at least two weeks in advance.
- Provide evidence of Worker's Compensation Coverage. (attached, if



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Event Permit Application

required.)

- Request abutters list from the Assessor's Office.

Event Permit Fee Schedule

Required Application Fee: \$15 Permit Application

Tiered Permit Fees, to be paid upon permit approval.

Events

Events up to 50 people	\$50/day
Events over 50 people	\$100/day, max \$500

Road Races/Marathons/Triathlons

Road races under 5K	
up to 50 people	\$50/day
50-200 people	\$100/day
200+ people	\$150/day

5K-under 10K	
up to 50 people	\$75/day
50-200 people	\$150/day
200+ people	\$200/day

10K +/Multi-sport events/Triathlons	
up to 200 people	\$250/day
200+ people	\$400/day

Town of East Bridgewater abutters list \$25.00

Board of Health: www.eastbridgewaterma.gov/board-health

Fire Department:

Propane Storage	\$25.00
Tent Fire Inspection Fee	\$10.00 per tent or canopy

The Board of Selectmen reserve the right to define the word "day" and assess permit fees that reflect individual events' actual impact on public use of public space/roads.

Permits will not be issued until all fees are paid in full and a fully executed insurance certificate has been provided to the Town.



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Event Permit Application

TOWN OF EAST BRIDGEWATER EVENT PERMIT APPLICATION

The application, together with any supplementary information and fees as may be required by the Town of East Bridgewater, must be submitted to the Town Administrator's Office at 175 Central Street, East Bridgewater, MA 02333, not less than 30 days or 60 for new/large events in advance of anticipated event date to ensure proper processing

Please answer all questions. If they do not apply, put N/A.

APPLICANT INFORMATION

Name of Applicant: _____

Company/Organization: _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email Address: _____

Event Website: _____

EVENT INFORMATION

Name of Event: _____

Event Date(s): _____ Type of Event: _____

Event Time: _____

Set up Date/Time: _____ Break Down Date/Time: _____

Event Location: _____

Number of Years Event has been in Existence: _____

Is the Event Sanctioned by a National Body? If so, by whom? _____

Please attach event sanction certificate



Effective: _____

Event Permit Application

ATTENDANCE

Estimated # of Participants _____ Entry Fee per Participant _____
 Estimated # of Spectators _____
 # of Event Staff/Volunteers _____ Total Attendance: _____

Please attach an event map and site plan with the following indicated:

- Detailed event layout/route with directional arrows, street names
- Make note of any roads or sidewalks that will be blocked or closed
- Placement and collection of signage, traffic control devices, barricades
- Location of event staff, volunteers along with proposed locations where police details are needed, emergency medical stations, food service, port-a-potties, etc.

PURPOSE AND DESCRIPTION OF THE EVENT

Is your organization a registered 501(c)3? _____ # _____
 Provide ST-2 Certificate _____

All filings must be up to date and the organization must be in good standing with the Attorney General's Division of Public Charities.

What is the event's charitable partner(s)?

If a fundraising event, how much money will the event fundraise (estimated) and what is the purpose?

Will the event support and benefit the Town of East Bridgewater? How?



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Event Permit Application

***Provide action plans for the following:**

A. *Parking Plan (participants & spectators)

B. *Road Closures/Traffic Control Plan

C. *Medical Emergency/First Aid Plan:

D. *Set up and break down/cleaning plan to return property to original state:



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Event Permit Application

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E. *Will you be initiating a recycling plan for event clean-up? :

F. *Restroom Facilities (Company used, location, quantity):

G. Will food or beverages be served at the event? If so, please list what kind and how it will be distributed. *(Vendors need Board of Health Approval)*

H. Will any amplified music (live or DJ) or public address system take place at the event? If so, please describe. *(entertainment license may be required)*

I. Will any tents or structures be used? If so, how many, where and approximate size? *(building permit and fire department approval may be required)*



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Event Permit Application

INSURANCE REQUIREMENT

For special events involving the use of Town of East Bridgewater facilities or public right-of-way, proof of liability with coverage in the amount of \$1,000,000.00 per occurrence is required, unless an additional amount is determined by the Town Administrator.

Said general liability insurance for bodily injury and property damage shall include the Town of East Bridgewater, 175 Central Street, East Bridgewater, MA 02333 as an additional insured on the policy of insurance which shall include a provision prohibiting cancellation of said policy except upon at least 30 days prior written notice to the Town of East Bridgewater.

All terms, conditions, and provisions of law, including but not limited to the bylaws of the Town of East Bridgewater shall remain in full force and effect and shall not be altered by this permit. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or Local law regulating the use of public property, or waive compliance with alcohol control laws, rules, and regulations.

The Town Administrator, or appointee, may revoke or terminate this application/permit if applicant fails to comply with any or all of its provision, requirements, or regulations as herein set forth or through willful or unreasonable neglect fails to heed of comply with notices given to him/her.

The applicant certifies that he/she has read and examined this application and agrees to comply with the terms and conditions contained herein.

Signature of Applicant: _____

Date: _____



Effective: _____

Event Permit Application

Town of East Bridgewater Department Review

POLICE DEPARTMENT

Police Detail Required? _____

Number of Officers Needed? _____

Comments/Conditions:

Department Signature: _____ Date: _____

FIRE DEPARTMENT & EMERGENCY MEDICAL SERVICES

Detail Required? _____

Number of Fire Personnel Needed? _____

Comments/Conditions:

Is an Ambulance required? _____ Number of Personnel Needed? _____

Comments / Conditions:

Department Signature: _____ Date: _____



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Event Permit Application

SCHOOL (only applicable if school property being used)

Comments / Conditions:

Department Signature: _____ Date: _____

DEPARTMENT OF PUBLIC WORKS

Comments / Conditions:

Department Signature: _____ Date: _____

BOARD OF HEALTH

Comments / Conditions:

Department Signature: _____ Date: _____



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Event Permit Application

BUILDING/ZONING/CODE ENFORCEMENT DEPARTMENT

Comments / Conditions:

Department Signature: _____ Date: _____

OTHER COMMENTS

Comments / Conditions:

Department Signature: _____ Date: _____

TOWN ADMINISTRATOR

Comments/Conditions:

Department Signature: _____ Date: _____



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Event Permit Application

CONTACT INFORMATION		
Board of Selectmen's Office	Brian S. Noble Town Administrator bnoble@eastbridgewaterma.gov	508-378-1601
	Rebecca Johnson Administrative Assistant rjohnson@eastbridgewaterma.gov	508-378-1601
Fire Department	Chief Timothy Harhen tharhen@ebfire.org	508-378-2071
Police Department	Deputy Chief Paul O'Brien pobrien@eastbridgewaterma.gov	508-378-7223
Department of Public Works	John Haines, Director jhaines@eastbridgewaterma.gov	508-378-1620
Board of Health	Bob Philbrick, Health Agent rphilbrick@eastbridgewaterma.gov smulloy@eastbridgewaterma.gov	508-378-1612
Building Commissioner	Patrick Franey pfraney@eastbridgewaterma.gov	508-378-1608



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EAST BRIDGEWATER FIRE DEPARTMENT
East Bridgewater, Massachusetts 02333

To: All Food Vendors

**Re: New Code requirements per Mass Fire Safety Code 527 CMR 1.0,
Effective May 2, 2016**

Massachusetts General Law Chapter 527 Section 1.0 is now in effect, the East Bridgewater Fire Department will be enforcing all the requirements for mobile and temporary food vending. The following is a list of enforced requirements:

- A fire department inspection is required for all temporary cooking food vendors.
- All outside propane storage required for the site will be permitted by the East Bridgewater Fire Department. (See permit fees section).
- LPG tanks must be hydrostatic tested within 12 years or they will not be allowed to be placed in service and must be removed from the event.
- LP-gas container(s) shall be located at the outer edge of the canopy, a minimum of 5' away from any heat producing appliance. The container shall be protected to prevent tampering or damage by vehicles or other hazards. The container shall be securely fastened to prevent tipping that could result in damage to the hose or connection. All tanks and lines shall be leak free. Safety valves are to be pointed away from the tent and heating appliance.
- Cooking canopies are to be located no less than 10' from any other canopy, tent or structure.
- Food shall be served from the outer edge of the tent. Suitable barriers shall be provided to maintain a distance of not less than 5' between areas accessed by the general public and the cooking equipment.
- The use of membrane structures (tents) for cooking activities is restricted to free standing canopies with no sides attached during the cooking activities.



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- A minimum of one K-class and one 10 pound ABC extinguisher shall be placed at the end of each cooking line. All extinguishers must have a current inspection tag.
- Flat top & grill cooking shall have a minimum of one K-class and one 10 pound ABC fire extinguisher. All extinguishers must have a current inspection tag.
- Flat top and grill cooking that takes place under a flame rated tent shall be 36 " clearance from any flammable materials (example: any portion of the tent or canopy).
- All tents that are used for food vending with cooking operations will be required to be flame rated and proof of rating if not properly labeled. Rating must meet NFPA 102, NFPA 701 or the California flame rating equivalent.
- Food vendors working from a mobile food unit (truck or trailer), must meet the requirements of 527 CMR 50.2.1.9 and NFPA 96 when cooking anything that produces grease laden vapor.
- All cooking equipment will be required to be approved and listed commercial equipment per 527 CMR 1.0, NFPA 96, 3.2.4 (2011 Edition).
- All fire extinguisher systems and extinguishers will need to be serviced and inspected by a licensed technician. A service tag with the last date of inspection will be required per 527 CMR 1.0.

If there are any questions regarding the listed requirements, please feel free to contact the fire chief 48 hours prior to the scheduled event.

Thank you,

Tim Harhen
Chief



Effective:

Event Permit Application



FP-006
(Rev. 1.1.2015)

The Commonwealth of Massachusetts
TOWN OF EAST BRIDGEWATER
Application for Standard Permit



Return completed application to: Town of East Bridgewater Fire Department

Permit Number: _____
City of Town _____
Date: _____

Dig Safe Number
Start Date:

In accordance with the provisions of M.G. L. Chapter 148, as provided in Section _____ application is hereby made

by: _____
(Full Name of Person, Firm or Corporation) (Phone Number)

of: _____
(Address; Street or P.O. Box, City or Town, Zip Code)

for permission to (state clearly purpose for which permit is requested) _____

Name of Competent Operator (if applicable) _____ Cert. No. _____

Date Issued-rejected _____ By _____
(Signature of Applicant)

Date of expiration _____ Fee _____ Amount Paid \$ _____



Effective: _____

Event Permit Application



EAST BRIDGEWATER BOARD OF HEALTH
175 Central Street
East Bridgewater, Massachusetts 02333
508-378-1612

TEMPORARY FOOD SERVICE APPLICATION

Name of Business: _____
Name of Owner: _____
Address: _____
Mailing Address (if different): _____
Telephone(s): _____

LOCATION OF MOBILE FOOD SERVICE: _____

Have you submitted your application for a Common Victualer's License from the Selectmen's Office? Yes: _____ No: _____

Base of Operation (if food is to be prepared off-site from temporary site):

Type of food(s) being served: _____

How will refrigerated items be kept cold while at the site? _____

How are hot items to be heated and maintained? _____

Where will the hot water for hand/pot washing be supplied from? _____



Effective: _____

Event Permit Application

Has Applicant/Owner been trained in Food Certification Course? Y ___ N ___

Has a "Person in charge" been named? Y ___ N ___

Is so, please state name of "Person in Charge": _____

Contact Phone Number of Person in Charge: _____

Is operator Servsafe Certified? Y / N *Attach Copy of Certificate.

Type of Food Service Unit: (Check all that apply)

- Mobile Trailer Permanent Building Pushcart
 Other: _____ (please specify)

FOOD STORAGE

Is adequate freezer and refrigeration (mechanical/ice) available to maintain frozen foods at a frozen state, and refrigerated foods at 41° degrees F and below?

Yes: _____ No: _____

Will each refrigerator or freezer be supplied with a thermometer?

Yes: _____ No: _____

Number of refrigeration units: _____

Number of freezer units: _____

Note: Packaged foods shall not be stored in contact with water or undrained ice. Wrapped sandwiches shall not be stored in direct contact with ice.

Protective covers must be provided for unwrapped foods on display.

Signature of Vendor: _____

Print Name: _____

Please sign and return with the \$25.00 fee (check made payable to Town of East Bridgewater) to: East Bridgewater Board of Health, 175 Central Street, East Bridgewater, MA 02333

Thank you. If you have any questions, please call the Board of Health Office.



Effective:

Event Permit Application

TOWN OF EAST BRIDGEWATER SPECIAL EVENTS PERMIT

Date of Application: _____

Event organization and address for marketing use:	Name & address of contact person:
Phone:	Cell #:
Event Website:	Email:

Event name for marketing use: _____ Event dates(s): _____

Location of event (if on State land, approval is needed): _____

Description of event: _____

Event start time: _____ Event end time: _____ Set up date: _____ Set up time: _____

of participants: _____ # of spectators: _____

	Yes	No	
Will your walk/run/bicycle event take place after dark?			(see Police / 508-378-7223)
Will your event require street closings?			(see Police / 508-378-7223 - A meeting with Police is required)
Do you have an EMS plan?			(see Fire Chief 508-378-2071)
Do you have a traffic plan?			(see Police and Fire Dept.)
Use the Amplified Music?			(see Town Administrators Office / 508-378-1601)
Will there be alcohol?			(see Town Administrators Office for One Day Liquor License / 508-378-1601)
Use of propane?			(see Bldg. Dept. / 508-378-1608 and Fire Dept. / 508-998-0250)
Will there be food?			(see Health Dept. for One Day Food Service License / 508-378-1612)
Will there be vendors?			(see Board of Selectmen's Office for Vending License / 508-378-1601)
Use of barrels or signage?			(see Highway Dept. / 508-378-1620)
Use of electricity /generator?			(see Bldg. Dept. / 508-378-1608 and Fire Dept. / 508-378-2071)
Use of tents?			(see Bldg. Dept. / 508-378-1608 and Fire Dept. / 508-378-2071)