

GROUP RESERVATION RULES

GENERAL

The following rules are set forth by the Board of Selectmen to govern the group reservation use of the Area and are either in addition to or further explain the Dufresne Recreation and Conservation Area Regulations. All parties reserving the Area agree to abide by these rules and the Regulations.

1. A member of the group requesting reservation of the Area must be designated as the responsible member and assume direct responsibility for any acts of vandalism, damage to the facility or existing equipment, and the cleanup of all rubbish or debris caused by the group's use of the Area.
2. The Recreation Area will be available for rent from 7:00 A.M. until one hour after sunset. The rest room facilities and kitchen, if applicable, will be opened the scheduled reservation time, and only in the presence of the responsible member of the group. ***The renters will be required to have a responsible member arrive within one half hour of their scheduled arrival time. A "Five Dollar Fee" will be taken from renters deposit for every fifteen minutes of extra time the town employee has to wait after their scheduled arrival time. A \$50 penalty will be assessed if renters leave earlier than their scheduled departure time and have not made other arrangements with the Town Employee and leave the park unattended. If renters do not fulfill their duties in leaving the park clean, trash picked up and area undamaged a "Five Dollar Fee" will be taken from renters deposit for every fifteen minutes of extra time town employee needs to finish the duties, on top of any monies due for the damage.**
3. The fee provides non-exclusive use of the grounds east of the dirt maintenance road and the rest rooms and exclusive use of the pavilion. Exclusive use of the kitchen is discussed below. An exclusive use of additional portions of the Area may be available upon approval of the Select Board with a recommendation from the Parks Oversight Ad-Hoc Committee.
4. The responsible person listed on the Reservation Form must be over 21 to rent the grounds.
5. Alcoholic beverages are allowed by approval of the Select Board and Police Department.
6. The facility may be inspected by appointment prior to rental.
7. Police coverage for all rentals is at the discretion of the Chief of Police and, if required, will be a separate fee.
8. All items brought into the park must be removed from the premises. Recreational equipment installed must be removed properly (posts for badminton, volleyball, etc.). Articles of this nature when broken off at the ground may cause serious injury. **Water balloons, confetti, rice and things of this nature are not allowed in any area of the park.**

9. All trash containers must be emptied into the dumpsters prior to leaving the park. Additional charges for such items as a custodian or extra dumpsters may be imposed. The Select Board will decide the amount of any such charge at time of approval with a recommendation from the Parks Oversight Ad-Hoc Committee.
10. Rental groups will be responsible for damage done to any area of the facility.

RECREATION AREA RENTAL

MAIN PAVILION

Rental includes the large pavilion, use of the picnic tables within, use of the large outside grill, the grass area around the entire building, the use of the bathrooms, and large field with the gazebo. :

** A refundable deposit equal to the rental fee is required

# of People in Party	Granby Town Residents & Granby Non-Profit	Out of Town Residents	Out of Town Non-Profit
0-200	\$200	\$300	\$250
201-400	\$250	\$350	\$300
401-600	\$500	\$675	\$575
601-899	\$625	\$900	\$800
900-and up*			

Events, which do not limit admission, such as Fund Raisers, Tag Sales, and Dog Shows, and Group Outings *Fee and deposit to be decided at time of approval by the Selectboard with a recommendation from the Parks Oversight Ad-Hoc Committee.

- **A Town Resident** must show proof of residency before being allowed rental discount. It will be that individual responsible for damages. A town resident **Will Not** be allowed to rent at Town Resident rate for an Out of Town Non-Profit Organization that they belong to.
- **Granby Non-Profit** Organizations are those that are non-profit organizations and do not put all its monies back into the town or its residents.
- **Out of town Non -profit** organization is an organization that can show proof of being a 501C, 503C that is not based in Granby.

Pig roasts, so called, or other affairs with an admission fee, tickets, etc., are considered on an individual basis only and require approval from the Select Board with a recommendation from the Parks Oversight Ad-Hoc Committee. Fee and deposit will be decided at time of approval.

A Town Non-Profit organization is an organization that hosts events to raise money that get put back into Granby entities and town residents (the Granby Firefighters Association, the Granby Police Association, Friends of the Granby Library, Granby Schools, Friends of Parks and Recreation, Friends of the Granby Veterans and the Friends of Granby Elderly) with their fee being the following:

Pavilion & Kitchen	\$80.00
Small Pavilions	\$30.00

KITCHEN RENTAL

A group renting the Area may also receive exclusive use of the kitchen facility upon payment of an additional fee of \$130.00 plus a deposit of \$130.00. The kitchen includes one gas stove with four burners, one electric stove with four burners, two refrigerators with top freezers, an industrial sink, a movable stainless steel counter space. The rental party must provide its own pots, pans, and utensils. Power outlets are available under the pavilion. The supply room behind the kitchen is not for public use, **NOTHING IS TO BE TAKEN OUT OF THIS ROOM**. Hot water is provided in the rest rooms.

SMALL PAVILION RENTAL

Exclusive use of the two small Pavilions on the Taylor Street side and the four small Pavilions on the Kendall Street side is available to groups of 15-49 people. Unless otherwise furnished through rental of the Recreation Area by this or another group, rest room facilities are not provided. Rental includes the picnic table and grill next to the pavilion being used and access to the Port-a-Potty.

# of People in Party	Granby Town Resident & Granby Non-Profit	Out of Town Resident	Out of Town Non-Profit
15-49	\$50	\$70	\$60

GAZEBO RENTAL

****Kendall Street Gazebo**

**** Taylor Street Gazebo**

Exclusive use of the Gazebo for weddings or other events is available. (***Rental includes electricity in the gazebo, and the grass area around gazebo only. Unless otherwise furnished through rental of the Pavilion Area by this or another group*), rest room facilities are not provided. Access to a port-a-potty is available near small pavilions by the pond on Kendall Street side. Unless your party is over 100 people, then you will need to provide a port-a-potty by rental.

Granby Resident & Town Non-Profit	Out of Town Resident	Out of Town Non-Profit
\$60	\$80	\$70.00

HORSE RING RENTALS

Rental of the Horse Rink includes the use of both rinks. The number of people attending must be disclosed at the time of rental. If your show brings in over 100 people then you will need to provide a port-a-potty for an additional charge of \$125.00. A refundable deposit equal to the rental fee is required.

Fee Type	Granby Town Resident & Town Non-Profit	Out of Town Resident	Out of Town Non-Profit
Rental	\$175.00	\$250.00	\$200.00
Add'l Potties	*X \$125.00	*X \$125.00	*X \$125.00

Horse owners are expected to keep horses under control at all times. **NO GALLOPING IS ALLOWED IN THE PARK.** The Taylor Street entrance of the Area must be used.

Group Camping * * * Prior Permission needed

Camping space is located on Kendall Street parking lot and grass area near the tree line (Trails entrance.) This allows you access to the open field near the Gazebo.

The following is a list of User Fees to be applied to Group Camping:

Fee Type	Granby Town Resident & Town Non-Profit	Out of Town Resident	Out of Town Non-Profit
Rental (per camper)	\$25.00	\$35.00	\$30.00
Rental Minimum (per day)	\$150.00	\$150.00	\$150.00

*Electricity.....\$65.00 Day

* * * Camping for Charter Day \$150.00 for week for up to 6 units
\$25.00 for each additional unit

Police Policy

Police protection will be required under the guidelines listed below.

15-200 people	1 Police Officer at the discretion of the Chief of Police.
200-400	2 Police Officers at the discretion of the Chief of Police.
400-600	3 Police Officers at the discretion of the Chief of Police.
600—1000	4 Police Officers at the discretion of the Chief of Police.

1000-over

1 additional officer per 200 increments at the discretion of the Chief of Police

The Chief of Police, the Board of Selectmen, will approve any other policy concerning Police protection with input from the Parks Oversight Ad-Hoc Committee.

RESERVATION PROCEDURE

1. Application is submitted to Board of Selectmen with a \$50 application fee. The application fee will be refunded if the reservation is not approved or if an approved event is canceled 30 or more days in advance, or it will be applied towards the total fee and security deposit.
2. Application is forwarded to Chief of Police for assignment of police personnel and notation of recommended special conditions.
3. Application is forwarded to Parks Oversight Ad-Hoc Committee for recommendation.
4. Application is returned to Board of Selectmen for approval.
5. **Rental group is notified of fee and conditions. Payment of balance of fee and security deposit is due 14 days prior to event.**

REMEMBER, IF FACILITY IS LEFT CLEAN AND IN ORDER, THE SECURITY DEPOSIT WILL BE RETURNED. THE TOWN OF GRANBY THANKS YOU IN ADVANCE FOR YOUR HELP IN KEEPING THE PARK CLEAN.

Amended January 20, 2004, February 15, 2005, March 20, 2006, December 2006, February 2008, and April 2, 2009, March 2, 2020

**DUFRESNE RECREATION AND CONSERVATION AREA
RESERVATION APPLICATION**

APPLICANT: _____

ADDRESS: _____

TEL. NO: _____ E-Mail Address: _____

Tax ID number _____

RESPONSIBLE GROUP MEMBER: _____

DOES THIS PERSON HOLD A POSITION OF LEADERSHIP IN THE GROUP: _____

DATE REQUESTED: _____ ARRIVAL: ____ DEPARTURE: _____

TYPE OF FUNCTION: _____

MAXIMUM NUMBER OF PEOPLE: _____

AREA REQUESTED: _____

KITCHEN FACILITIES: YES ____ NO

WILL ALCOHOLIC BEVERAGES BE ON THE PREMISES: _____

SIGNATURE BY THE RESPONSIBLE GROUP MEMBER ACKNOWLEDGES RECEIPT OF A COPY OF THE GROUP RESERVATION RULES AND THE DUFRESNE RECREATION AND CONSERVATION AREA REGULATIONS WHICH PROVIDE A PENALTY FOR FAILURE TO COMPLY. BY ACCEPTANCE AND USE OF A PERMIT, THE ABOVE APPLICANT AND RESPONSIBLE MEMBER AGREE TO COMPLY FULLY WITH THE RULES AND REGULATIONS FOR USE OF THE AREA AND TO BE RESPONSIBLE FOR AND INDEMNIFY AND HOLD HARMLESS THE TOWN OF GRANBY OR ANY OF ITS EMPLOYEES FOR ANY INJURY OR DAMAGE EITHER CAUSED BY THE APPLICANT, ITS MEMBERS OR GUESTS OR RESULTING FROM VIOLATION OF SAID RULES AND REGULATIONS.

RESPONSIBLE GROUP MEMBER

Deposit received: _____

Date received: _____