

Updated September 5, 2019



Town of Freeport
30 Main Street
FREEPORT, ME 04032
(207) 865-4743 FAX 865-0929

Request for Use of Town Property

Please note: All requests for groups/individuals to use town property* need to be approved by the Town Council at a regularly scheduled Town Council meeting. Requests must be submitted two weeks prior to the Town Council Meeting in order to be placed on the Agenda (Please contact the Town Manager's office at 865-4743 x121 or check the Town's Website at www.freeportmaine.com for Town Council meeting schedule).

Day/Date(s) of Event Please see attached Location Memorial Park

Arrival Time 9am Time of Activity 12-4 pm End Time 6pm

Name of Event Music in Memorial Park

Description of Event Free concerts for general public

List all activities & equipment/materials to be used on town property (food/retail sales, portable potties, etc.) Stage, power cords, musicians, instruments, microphones, amps
 Please note that Food Carts are NOT allowed on public property. Stools for musicians, platform

A Detailed Plan/Diagram of all event activities must be included with your request.
see attached for two separate locations for town installed platform

If event is anticipated to affect traffic in any way (e.g. road race) or number of participants is expected to exceed 250, a Special Event Permit from the Freeport Police Department is required. N/A

Organization/Individual making request Meetinghouse Arts
 Non-Profit Profit

Contact/Title Suzanne Watson ED State of Maine & here attached

Address 40 Main Street, Freeport, ME 04032

Day Phone _____ Cell Phone 207-712-3016 Email director@meetinghousearts.org

*** Requests for Winslow Memorial Park Group Shelters are approved by the Winslow Park Manager. Contact Neil Lyman, Park Manager, at 865-9052 or 865-4198 for more information.**

*** Bow Street Park Requests must be pre-approved by the Town Clerk prior to submission of this form (Christine Wolfe, 865-4743 x123).**

RULES & REQUIREMENTS

Groups/individuals are required to provide proof of liability insurance - \$400,000 Bodily Injury & Property Damage naming the town as additional insured*.

If alcohol is to be served, a caterer is required and the caterer is also required to show proof of insurance with both General Liability and liquor liability and naming the town as additional insured.

For events where alcohol is to be served, an off duty Freeport police officer is required to be present for the duration of the event, to be hired at the expense of the applicant.

The Town shall indemnify and hold harmless the USER from claims, suits or liabilities resulting from the negligence of the Town, its officers, agents and employees. The USER shall indemnify and hold harmless the Town its officers, agents and employees from claims, suits or liabilities resulting from the negligence of the USER.

The USER shall hold harmless, indemnify and defend the Town against liabilities, expenses and losses imposed upon them as a result of the negligent actions or inaction of the USER related to its use or operation of the premises. The Town shall hold harmless, indemnify and defend the USER against liabilities, expenses and losses imposed upon them as a result of the actions or inaction of the Town's employees, officers or agents related to its ownership of the Premises. This obligation to indemnify shall not waive any defense immunity or limitation of liability, which may be available to the USER, under the Maine Tort Claims Act pursuant to the provisions of 14 MRSA Section 8101 et seq. or any other privileges or immunities as may be provided by law.

****If the group does not currently have insurance they may check with their personal agent or purchase it through the TULIP program at www.intactspecialty.com/entertainment
The Town's TULIP ID number is 0419-005**

I hereby acknowledge and agree that the event sponsor and the participants will comply with all applicable laws of the State of Maine and the Town of Freeport, and adhere to the conditions granted by this application.

Signature of authorized representative: Suzanne Watson Executive Director

Printed name: SUZANNE WATSON Date: 5/10/23

*** RETURN COMPLETED FORM & CERTIFICATE OF INSURANCE TO THE FREEPORT TOWN MANAGER'S OFFICE AT LEAST TWO WEEKS PRIOR TO THE TOWN COUNCIL MEETING AGENDA YOU WANT YOUR REQUEST TO BE CONSIDERED.**

Authorizing Authority Use Only

Date received: _____

By: _____

Denied Approved Approved with conditions Date notified: _____

Conditions: _____

Memorial Park Summer Concert Lineups, 2023

(Final)

Saturday, June 3

- 12-1 Jud Caswell
- 1-2 The Waybacs
- 2-3 Jules & the Gray Jays
- 3-4 Paddy Mills

Saturday, July 1

- 12-1 Red Beans & Rice
- 1-2 Sorcha Cribben-Merril with Emilia Dahlin
- 2-3 Stan Davis
- 3-4 Arcadia

Saturday, August 5

- 12-1 Karen Gray
- 1-2 Darlin' Corey (Erica Brown and Matt Shipman)
- 2-3 John Schindler
- 3-4 Marc Brann

Friday, August 18

The Gawler Sisters

Saturday, September 2

- 12-1 String Tide
- 1-2 Junior Stevens Trio
- 2-3 Andrew Thomas
- 3-4 John Sayles

Location: Memorial Park, Freeport Maine
Corner of Bow and Park Street, adjacent to Hilton Garden Inn

John Albright Phone / Text: 207-721-7708

May 10, 2023

To: Christine Wolfe, Freeport Town Clerk
From: Suzanne Watson, Executive Director, Meetinghouse Arts
Re: Explanation of Diagram for Locations of Town-Installed Platform for Memorial Park 2023
Public Concerts

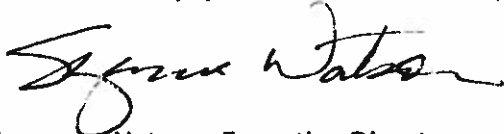
Dear Christine,

Meetinghouse Arts, formally known as the Arts & Cultural Alliance of Freeport (ACAF), is holding for the second year a series of free outdoor concerts in Memorial Park dedicated to music for the general public. No entry fee will be expected from any attendees. This year, we have an additional mission of fulfilling one of the goals of Freeport's Revisioning Plan – to eventually build a public pavilion in a public park for the use of town citizens and its visitors.

For this year's 2023 concerts we propose to use a town-owned and town-installed platform (12' x 20' approximately) that is temporary and moveable with the specific purpose of helping the decision-making process of whether or not Memorial Park is the right one to consider for a more permanent pavilion and, if so, where in the park a more permanent structure might best be located.

With this plan in mind, two locations within the park have been chosen and as the drawing included with this application indicates, one location is on the corner of Park Street and the parking lot adjacent to the Hilton Hotel. The second one will be near the railroad tracks where a flatbed truck body was placed last year for the 2022 concerts in the park. The platform will be moved once during the summer from one of these locations to the other. It is expected that a survey will be undertaken to best determine which of these possible locations is preferred by the attending public.

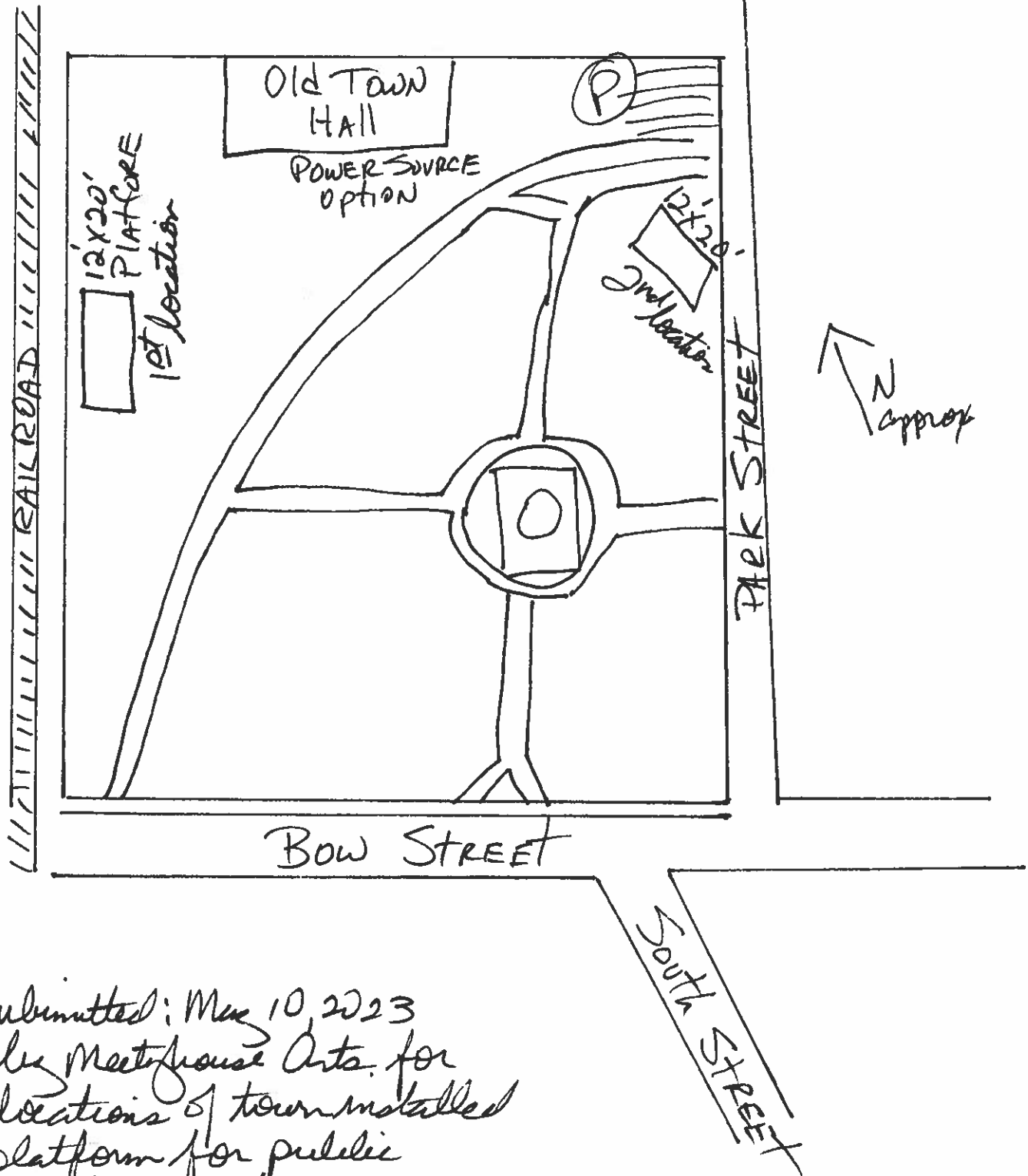
If there are any questions or concerns, please contact me at the number or address below.



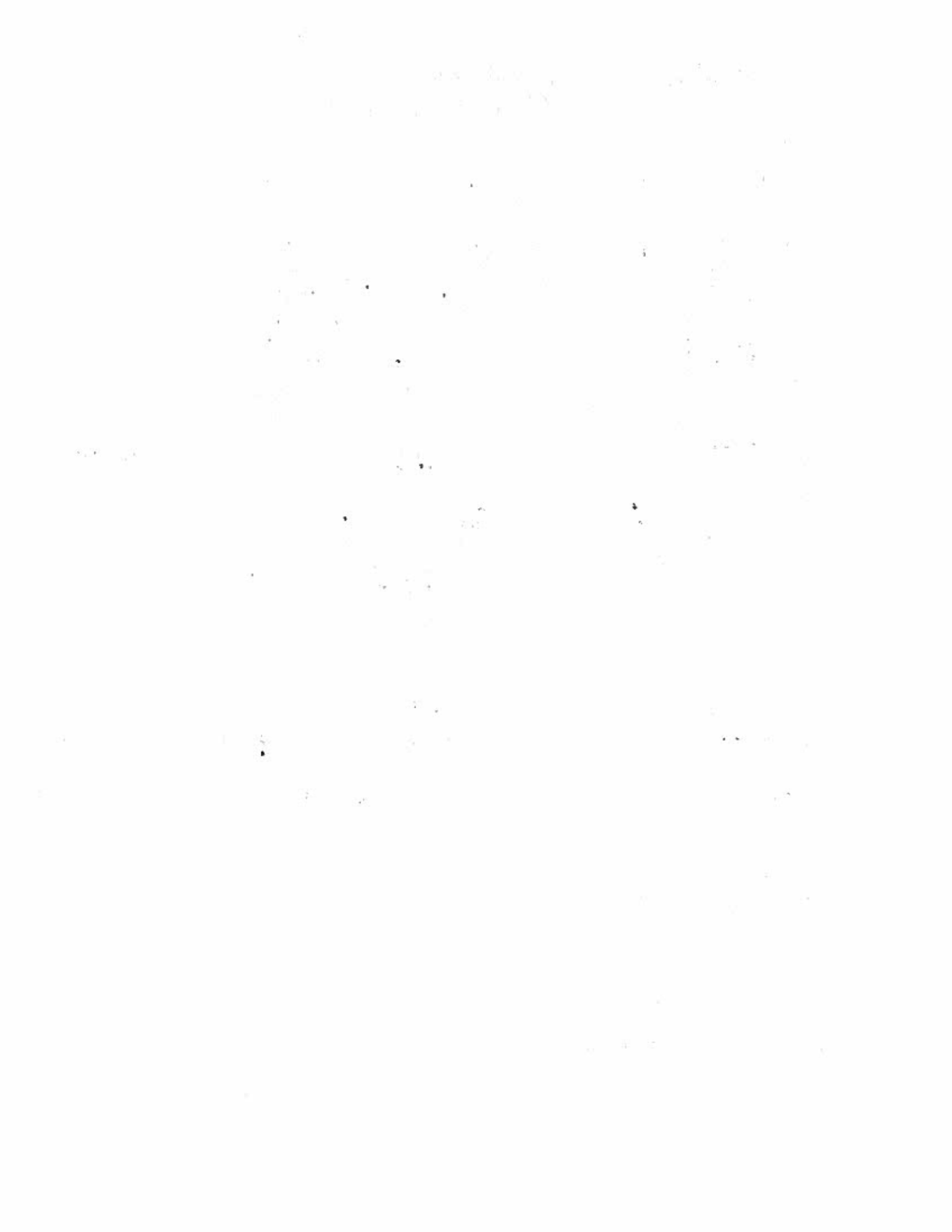
Suzanne Watson, Executive Director
(207) 712-3016 cell or mailing address: 40 Main Street, Freeport, ME. 04032

Hilton Hotel

MEMORIAL PARK CONCERT DIAGRAM



Submitted: May 10, 2023
by Meetinghouse Arts. for
locations of town installed
platform for public
music concerts.



STATE OF MAINE
Department of the Secretary of State
Bureau of Corporations, Elections and Commissions
101 State House Station
Augusta, Maine 04333-0101

May 3, 2023

SUZANNE WATSON
40 MAIN STREET
FREEPORT ME 04032

ATTESTED COPIES
WR DCN: 2231223930015

Enclosed please find copies of documents recently placed on file with our office. Each copy has been attested as a true copy of the original and serves as your evidence of filing. We recommend that you retain these permanently with your records.

Charter#: 20160027ND Legal Name: MEETINGHOUSE ARTS

CHANGE OF LEGAL NAME

DCN: 2231223930016 Page(s) 2

Total Pages 2

Minimum Filing Fee \$10.00. An additional \$10 filing fee if

**DOMESTIC
NONPROFIT CORPORATION**

STATE OF MAINE

ARTICLES OF AMENDMENT

File No. 20160027ND Pages 2
Fee Paid \$ 10
DCN 2231223930016 LNME
-----FILED-----
05/01/2023

Julie L. Flynn
Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Freeport Arts & Cultural Alliance
(Name of Corporation)

Pursuant to 13-B MRSA §§802 and 803, the undersigned corporation executes and delivers the following Articles of Amendment:

FIRST: ("X" one box only.) public benefit corporation mutual benefit corporation

SECOND: Describe **NATURE OF CHANGE** (i.e. change in name of corporation, purpose, number of directors, adding or deleting section or revision of section, etc.) as well as **TEXT** of amendment. Attach additional pages as needed.
The name of the corporation is changed to: Meetinghouse Arts

THIRD: ("X" one box only.) The amendment was adopted on (date) 04-26-2023 as follows:

- By the members at a meeting at which a quorum was present and the amendment received at least a majority of the votes which members were entitled to cast.
- (If the Articles require more than a majority vote) By the members at a meeting at which the amendment received at least the percentage of votes required by the Articles of Incorporation.
- By the written consent of all members entitled to vote with respect thereto.
- (If no members, or none entitled to vote thereon.) By majority vote of the board of directors.

FOURTH: The address of the registered office of the corporation in the State of Maine is Scott B. Miller
181 Main Street, Freeport, ME 04032
(street, city, state and zip code)

DATED April 26, 2023

*By [Signature]
(signature)
Scott B. Miller, Treasurer
(type or print name and capacity)

**MUST BE COMPLETED FOR VOTE
OF MEMBERS**

I certify that I have custody of the minutes showing the above action by the members.

[Signature]
(signature of clerk, secretary or asst. secretary)

*By _____
(signature)

(type or print name and capacity)

*This document **MUST** be signed by any duly authorized officer. (13-B MRSA §104.1.B)

Please remit your payment made payable to the Maine Secretary of State.

**SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101
TEL. (207) 624-7752**

FORM NO. MNPCA-9 (2 of 2) Rev. 9/16/2005

