

Updated October 2, 2018



**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](http://www.freeportmaine.com) for Town Council meeting schedule).***

Day/Date(s) of Event 9/11/2019 Location Veterans Park  
 Arrival Time 10 AM Time of Activity 10<sup>00</sup> End Time 11<sup>00</sup>  
 Name of Event Honor Freeport Flag Ladies  
 Description of Event Ceremony with Speakers  
 List all activities & equipment/materials to be used on town property (food/retail sales, portable potties, P.A/sound equipment, tents, stages, etc.) Sound/PA/tables/20 chairs  
cake, water podium flags

***Please note that specific restrictions for Food Trucks exist under the Freeport Zoning Ordinance.***

***Please contact the Planning Department (207-865-4743 x.107) for guidance regarding Food Trucks.***

Description of Town Equipment or Personnel requested Chairs, Podium, Sound  
electricity  
 A Detailed Plan/Diagram of all event activities must be included with your request.

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.

Organization/Individual making request Amy Gove  
 Non-Profit ☒ Profit ☐  
 Contact/Title Chairman  
 Address 1 Duncan Rd Augusta  
 Day Phone \_\_\_\_\_ Cell Phone 512-6329 Email Amygove@hotmail.com

- \* 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.

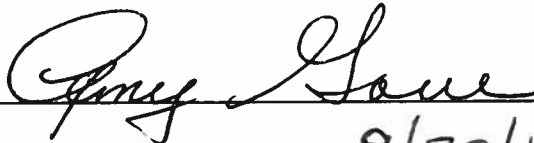
The Town shall indemnify and hold harmless the USER from claims, suits or liabilities resulting from the negligence of the Town, its officers, agents and employees. The USER shall indemnify and hold harmless the Town its officers, agents and employees from claims, suits or liabilities resulting from 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.ebi-ins.com/tulip](http://www.ebi-ins.com/tulip).  
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: \_\_\_\_\_



Printed name: Amy Gove

Date: 9/30/19

**\* 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 Town Use Only

Date received: \_\_\_\_\_

By: \_\_\_\_\_

☐ Denied

☐ Approved

☐ Approved with conditions

Date notified: \_\_\_\_\_

Conditions: \_\_\_\_\_

Christine

### Honoring Freeport Flag Ladies

We are planning a ceremony to honor 18 years of the Freeport Flag Ladies standing on Main Street and waving the American Flag. They have not missed one Tuesday since 9/11/2001 and will be retiring 9/11/2019. Speakers that are coming for the event include a representative from Senator Susan Collins and Angus King, former Governor Paul LePage and Ann LePage, Brigadier General William Libby. Possibly Governor Janet Mills, Travis Mills, representatives of the Patriot Guard, and Kora Bagpipers. Local news and even national news is expected to film the morning.

We would like to use Veterans Park and really do not know how many people will attend the ceremony, but, do know that over 900 are expected that morning from 8am – 10am on Main Street to wave flags for the last time.

We have two large cakes and will have bottled water available for the ceremony plus a slide show showing the past 18 years.

The Freeport Flag Ladies are known all over the country and even the world as cards are coming in thanking them from all over. Through the years, many tourists and locals from Maine have come to Maine and stood in support of the people who lost their lives on 9/11, the heroes who worked at the site, and the men and women who have fought so this never happens again. In coming to support Americans, they have also shopped at the Freeport stores, increasing the economy. Freeport has become a name on the map for more than LL Bean.

We are asking the Freeport Town Council for the use of Veterans Park, and to forgo the insurance that we are asked to pay. We will be having a fund raiser, but that will be to send the ladies to New York to see the 9/11 memorial. They have not had a vacation in 18 years as all money has gone to support Americans. Respectfully, we would like the town to donate the insurance and become a supporter of the event. If not, we will come up with the money somehow.

