

## Agenda Summary

February 14, 2024

Agenda Item No. A-6

### Special Event Permit Application

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**Summary:** The Town of Stowe has received Special Event Permit Applications for the following recurring event:

**Indigenous Peoples Day Rocks:** Saturday, October 5, 2024 (Rain date October 6), 10:30am – 6:30pm. This is a recurring event hosted by Indigenous Peoples’ Day Rocks Foundation. They anticipate attendance of 300+. The event will take place at the Mayo Fields A, B, and C. It will include traditional Indigenous Peoples’ celebration including storytelling, preservationists, exhibitors, vendors, artisans and live music. Food vendors will provide hot/cold food and non-alcoholic drinks. Alcohol will not be permitted onsite. Chief Hull determined that police presence is not required for this event.

Note that organizers have moved this event from Indigenous People's Day weekend to the week before, following discussions with Stowe PD.

Completed application is attached.

**Town Plan Impact:** N/A

**Fiscal Impact:** Event organizers would be responsible for the payment of field fees.

**Recommendation:** Move to approve the Special Event Application as submitted.

**Town of Stowe**  
**Special Event Permit Application**



1. Name of Event: **5th Annual Indigenous Peoples' Day Rocks!**
2. Date(s) of Event: **Saturday, October 5, 2024 (Rain date October 6)**
3. Location of Event: **Mayo Events Fields (application and permission in place with Stowe Rec)**
4. Hours of Event: **10:30am – 6:30pm (set up from 7:00am-10:00am – break down 7:00-9:00pm and following day)**
5. Event Organizers (Contact persons):

**Aimée Green, Indigenous Peoples' Day Rocks Foundation Committee Member**  
**(802) 503-5771, [ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)**

**Carol Schaal, Indigenous Peoples' Day Rocks Foundation Committee Member**  
**(802) 595-2801, [clschaal@gmail.com](mailto:clschaal@gmail.com)**

6. If the Event Organizer will not be on-site the day of the event, name & phone number for contact person for the day of the event: **All of the above persons will be present.**
7. Event Sponsor (organization putting on event: **5th Annual Indigenous Peoples' Day Rocks! is organized and produced by Indigenous Peoples' Day Rocks Foundation**
8. Property Owner (If not Sponsor): **Town of Stowe**

If Event Organizer is not the Property Owner, please attach proof of owner's consent to use property, unless applying to use Town Property.

9. Event Description - **Saturday, October 5<sup>th</sup> (rain date October 6<sup>th</sup>) on the Mayo Fields from 10:30am-6:30 pm traditional Indigenous Peoples' celebration including storytelling, preservationists, exhibitors, vendors, artisans and live music.**

10. Use of Town Owned Property/Streets Requested

**Mayo Fields**

Anticipated Attendance: **300+**

Number of Staff/Volunteers that will be in attendance: **5-10**

If food and/or beverage is to be provided, please describe: **Food vendors will provide hot/cold food and non-alcoholic drinks. Alcohol will not be permitted onsite.**

If alcohol will be served, all vendors must have Liquor Permits filed through Vermont Department of Liquor and Stowe Town Clerk (253-6133). None

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1. Please contact Stowe Police Chief Donald Hull (802)253-4329 and EMS Director Scott Brinkman (802)253-9060 to determine if coverage is required by their Departments for your event and attach the completed *Special Event & Traffic Detail* form (Appendix A) and *Emergency Services* form (Appendix B). If coverage is not required by these Departments, attach the form indicating that coverage is not required.

**No Police coverage is needed for this event. Please see email dated February 6<sup>th</sup> from Chief Hull staging this. No EMS service is needed onsite for this event.** Attach site plan indicating event location/layout, state and local highways, entrances/exits, traffic flow patterns, parking and surrounding land uses. **Please Stowe Recreation Department map of Mayo Fields for permitted use.**

2. Will there be any form of amplified entertainment (i.e. music) at the event? If yes, describe and mark location on site plan: **Yes, there will live music with sound amplification on Mayo Fields.** The Selectboard must approve all signage for Special Events. Please include all proposed signage with this application. No off-site signage will be allowed except for directional signage. Directional signage must include directional information and may be posted in the public right-of-way up to seven (7) days before the event. Attach a map that includes location of all proposed directional signage. **We will have sandwich board event signs at the corner of 108/100, corner of Weeks Hill/Mountain, at Town Hall, and near Lower Bar on Main Street.**
3. A Certificate of Liability Insurance demonstrating \$1 million of general liability insurance per occurrence, \$2 million aggregate must be provided to the Town. If the event is held on Town Property the Certificate must name the Town of Stowe as additional insured. Certificate of Insurance must be filed with the Town at least ten (10) days prior to the event. **Indigenous**

**Peoples' Day Rocks Foundation will provide TULIP-COI event liability insurance for Town Manager's office.**

4. I hereby represent that to the best of my knowledge the information provided in this application is true and correct:



**Signature**

**Aimée Green**

**Printed Name of Applicant**

**02/06/2024**

**Date**

**File application with the Town Managers Office at least thirty (30) days prior to the event accompanied by a \$25.00 application fee. Each event will require a separate permit.**

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***For Office Use Only***

Fee Received: \_\_\_\_\_

Certificate of Insurance Received: \_\_\_\_\_

Department Head Review: \_\_\_\_\_

Police & EMS Forms Received: \_\_\_\_\_

Selectboard Review on \_\_\_\_\_

Application has been  approved  denied

Conditions of approval by the selectboard:

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**From:** [IPD Rocks](#)  
**To:** [Will Fricke](#)  
**Cc:** [Donald B. Hull](#); [Matt Frazee](#); [Kelli Millick](#); [Carol Schaal](#)  
**Subject:** Re: [EXTERNAL] Fwd: 5th Annual IPD Rocks - 10/12/24  
**Date:** Tuesday, February 6, 2024 11:12:54 AM  
**Attachments:** [5th Annual IPD Special Event Application 2024.docx](#)

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Please see attached.

On Tue, Feb 6, 2024 at 9:35 AM Will Fricke <[wfricke@stowevt.gov](mailto:wfricke@stowevt.gov)> wrote:

Hi Aimée

Yes, please send an updated application. Thank you!

Will

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**From:** IPD Rocks! <[ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)>  
**Sent:** Tuesday, February 6, 2024 9:29 AM  
**To:** Donald B. Hull <[dhull@stowevt.gov](mailto:dhull@stowevt.gov)>; Will Fricke <[wfricke@stowevt.gov](mailto:wfricke@stowevt.gov)>  
**Cc:** Matt Frazee <[mfrazee@stowevt.gov](mailto:mfrazee@stowevt.gov)>; Kelli Millick <[kMillick@stowevt.gov](mailto:kMillick@stowevt.gov)>; Carol Schaal <[clschaal@yahoo.com](mailto:clschaal@yahoo.com)>  
**Subject:** Re: [EXTERNAL] Fwd: 5th Annual IPD Rocks - 10/12/24

Thanks, Chief Hull!

Will, if you can please confirm if this will go before SB on 2/14 that'd be great. I cannot attend that day, but cc'ing another board member, Carol Schaal.

Do you need me to submit a new application with the date change?

Aimée

On Feb 6, 2024, at 8:47 AM, Donald B. Hull <[dhull@stowevt.gov](mailto:dhull@stowevt.gov)> wrote:

No police required for this event.

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**From:** Will Fricke <[wfricke@stowevt.gov](mailto:wfricke@stowevt.gov)>  
**Sent:** Tuesday, February 6, 2024 8:03 AM  
**To:** Matt Frazee <[mfrazee@stowevt.gov](mailto:mfrazee@stowevt.gov)>; Kelli Millick <[kMillick@stowevt.gov](mailto:kMillick@stowevt.gov)>; Donald B. Hull <[dhull@stowevt.gov](mailto:dhull@stowevt.gov)>  
**Cc:** IPD Rocks <[ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)>  
**Subject:** RE: [EXTERNAL] Fwd: 5th Annual IPD Rocks - 10/12/24

Hi everyone,

Is this event application ready for the Selectboard meeting on 2/14?

Thanks!

Will

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**From:** Matt Frazee <[mfrazee@stowevt.gov](mailto:mfrazee@stowevt.gov)>  
**Sent:** Thursday, February 1, 2024 11:01 AM  
**To:** Kelli Millick <[kMillick@stowevt.gov](mailto:kMillick@stowevt.gov)>; Will Fricke <[wfricke@stowevt.gov](mailto:wfricke@stowevt.gov)>; Donald B. Hull <[dhull@stowevt.gov](mailto:dhull@stowevt.gov)>  
**Cc:** IPD Rocks <[ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)>  
**Subject:** RE: [EXTERNAL] Fwd: 5th Annual IPD Rocks - 10/12/24

Aimee Greene contacted me to change the date for the IPD Rocks event to October 5<sup>th</sup>. Please respond to confirm and/or let her know if there are any issues or conflicts. As far as I can tell, the field is available on October 5<sup>th</sup>.

**Matthew Frazee**



## Parks & Recreation Director

P.O. BOX 730 336 Park Street

David Gale Center, Memorial Park

STOWE, VT 05672

[mfrazee@stowevt.gov](mailto:mfrazee@stowevt.gov)

(802) 253-2264

[www.StoweRec.org](http://www.StoweRec.org)

**Sign-up** for our e-newsletter!

**LIKE US ON FACEBOOK!**

*Promoting Healthy Living and Community Vitality*

*Through Public Recreation*

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**From:** IPD Rocks <[ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)>

**Sent:** Tuesday, January 2, 2024 10:15 AM

**To:** Matt Frazee <[mfrazee@stowevt.gov](mailto:mfrazee@stowevt.gov)>; Kelli Millick  
<[kMillick@stowevt.gov](mailto:kMillick@stowevt.gov)>

**Cc:** Carol Schaal <[clschaal@yahoo.com](mailto:clschaal@yahoo.com)>; Laura K. Limoge  
<[LauraLimoge@gmail.com](mailto:LauraLimoge@gmail.com)>

**Subject:** [EXTERNAL] Fwd: 5th Annual IPD Rocks - 10/12/24

Hello Matt and Kelli,

Please see attached the Field Application for the 5th Annual IPD Rocks at the Mayo Fields.

Please note we are waiting for Chief Hull to confirm that we will NOT need police coverage at which point we will then submit the full packet to the Select Board.

Happy New Year!

Aimee

----- Forwarded message -----

From: **IPD Rocks** <[ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)>

Date: Tue, Jan 2, 2024 at 9:54 AM

Subject: 5th Annual IPD Rocks - 10/12/24

To: Donald B. Hull <[dhull@stowevt.gov](mailto:dhull@stowevt.gov)>

Cc: Carol Schaal <[clschaal@yahoo.com](mailto:clschaal@yahoo.com)>, Laura K. Limoge <[LauraLimoge@gmail.com](mailto:LauraLimoge@gmail.com)>, Charles Safford <[csafford@stowevt.gov](mailto:csafford@stowevt.gov)>, <[wfricke@stowevt.gov](mailto:wfricke@stowevt.gov)>

Good morning Chief Hull, and Happy New Year!

The Indigenous Peoples' Day Rocks Foundation will be submitting its application for the 5th Annual Indigenous Peoples' Day Rocks Celebration on the Mayo Fields for Saturday, October 12th (rain October 13th) to the Select Board for review.

PRIOR to doing so though we wanted to ensure that you have reviewed the attached application, and as with the 2023 celebration agree that the festival does NOT need police coverage for this event.

We will provide security coverage through Green Mountain Concert Services, and use our own volunteers for parking.

Please see attached, and I look forward to hearing from you.

My Best Regards,

Aimée

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Aimée S. Green

IPD Rocks Foundation

[ipdrocksfoundation@gmail.com](mailto:ipdrocksfoundation@gmail.com)



802-503-5771

[www.ipdrocks.com](http://www.ipdrocks.com)

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Session 239

**Donald B. Hull**

Chief of Police  
Stowe Police Department

- Dispatch: 802-253-7126
- Office: 802-253-4329
- Email: [dhull@stowevt.gov](mailto:dhull@stowevt.gov)

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