

TOWN OF STOCKBRIDGE
Notice of Meeting

Board or Commission: **Board of Selectmen**

Date of Meeting: May 25, 2023

Time of meeting: 6:30 p.m.

Place of Meeting: Town Offices and Zoom
50 Main Street
Stockbridge, MA 01262

Select Board

Agenda-

- Pledge of Allegiance
- Reorganization of the Board
- Take action on minutes: March 23rd, April 13th and April 27th
- Take action on one-day alcohol for Austen Riggs – Old Corner House on June 3rd for an exhibit opening from 4:00 PM – 6:00 PM
- Take action on one-day alcohol license for Berkshire Botanical Garden on June 17th for a wedding from 6:00 PM - 10:00 PM
- Take action on one-day alcohol license for Boston Symphony Orchestra – Koussevitzky Shed on June 22nd and June 23rd for a Concert from 8:00 PM - 11:00 PM
- Take action on one-day alcohol license for Norman Rockwell Museum on June 10th for a Gala from 6:00 PM - 10:00 PM
- *Appoint Chelly Serman to the Cultural Council*
- *Berkshire Theater Festival letter of support*
- *Second Homeowners Meetings Discussion*
- *Outdoor Dining on Town Property*

Join Zoom Meeting

<https://us06web.zoom.us/j/6201800714?pwd=NINjNUtCVks5UGlDTUtmRlhaNFZkdz09>

Meeting ID: 620 180 0714

Passcode: Gstock

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

One tap mobile

+16469313860,,6201800714#,,, *718161# US

+19292056099,,6201800714#,,, *718161# US (New York)

Dial by your location

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

Meeting ID: 620 180 0714

Passcode: 718161

Find your local number:

<https://us06web.zoom.us/j/6201800714?pwd=NINjNUtCVks5UGlDTUtmRlhaNFZkdz09>



Town of Stockbridge

50 Main Street, P.O. Box 417
Stockbridge, Massachusetts 01262-0417
Telephone: 413-298-4170

Board of Selectmen

APPLICATION FOR SPECIAL ONE DAY ALCOHOLIC BEVERAGE LICENSE

Application Fee: \$30.00

Upon receipt of this completed application, payment and required documentation, your application will be processed. This application must be received 30 days prior to the event. Please note that submission of this application should in no way be construed as final approval or confirmation of your request. Final approval will require sign-off by the Select Board.

Event Information:

Applicant Information:

Applicant: Austen Riggs Center Date: 5/3/23
Address of Applicant: 25 Main Street, Stockbridge, MA 01262
Phone: _____ Email: summer.heller@austreriggs.net

Is applicant for the Entertainment License the owner of premises? ☒ Yes _____ NO*

* If applicant is not the owner of the premises, please attach a notarized letter from property owner giving permission for such entertainment to take place.

Location / Name of Establishment: Old Corner House
Address of proposed entertainment: 48 Main St. Stockbridge, MA 01262 PO 962
Manager/Owner: Austen Riggs Center
Phone: _____ Email: _____

Description of the premises to be used (ie, 1st floor, patio, indoors, outdoors, etc.)

tent in side yard outdoors

Description of location: (i.e. museum, garden, estate): Office Building / Exhibit Space

Floor Plan: Attach a floor plan showing:

Dimensioned area of licensed premises;
Proposed location of bars or service area;
Seats or bench areas, secured and/or moveable; and
Entrances and exits

Attach written plan for the control of litter

Type of Event (i.e. exhibit opening, fundraiser, wedding): Exhibit Opening

Date of Event: June 3, 2023

Event Start Time: 4:00 pm

Event End Time: 6:00 pm

Type of Beverages: All Alcoholic _____ Wines and Malt Only ✓
(Not-for-profit only)

Number of attendees expected: 100 (if >250 persons, applicant must notify Chief of Police)

No special licensee may sell any alcoholic beverage other than those purchased from a licensee under M.G.L. c. 138 §§ 18, 19, 19B, or 19C or from a holder of a special permit to sell issued under M.G.L. c. 138 § 22A. Event participants are PROHIBITED from bringing their own alcoholic beverages to the event and Special licensees CANNOT purchase alcoholic beverages from a package store. A list of approved sellers can be found at

<https://www.mass.gov/service-details/apply-for-a-special-license-or-permit-abcc>

Please refer to the Town of Stockbridge Alcoholic Beverage License Policies and the ABCC

(<https://www.mass.gov/orgs/alcoholic-beverages-control-commission>) for complete rules and regulations.

CHECK LIST FOR ONE-DAY ALCOHOLIC BEVERAGES LICENSE APPLICATION

- ☒ completed and signed application submitted at least 30 days prior to the event
- ☒ \$30.00 fee for each one-day license being requested (made payable to the Town of Stockbridge)
- ☐ Copy of Certified Bartender card - will be emailed separately, finalizing the bartender
- ☒ Proof of Liquor Liability Insurance
- ☒ Floor Plan
- ☒ Parking Plan
- ☒ Control of Litter Plan

I certify that I will be responsible for the proper observance of the Laws Governing the dispensing of such alcoholic beverages and hereby swear under the pains and penalties of perjury that the information I have given is true to the best of my knowledge and belief.

Signature

Date

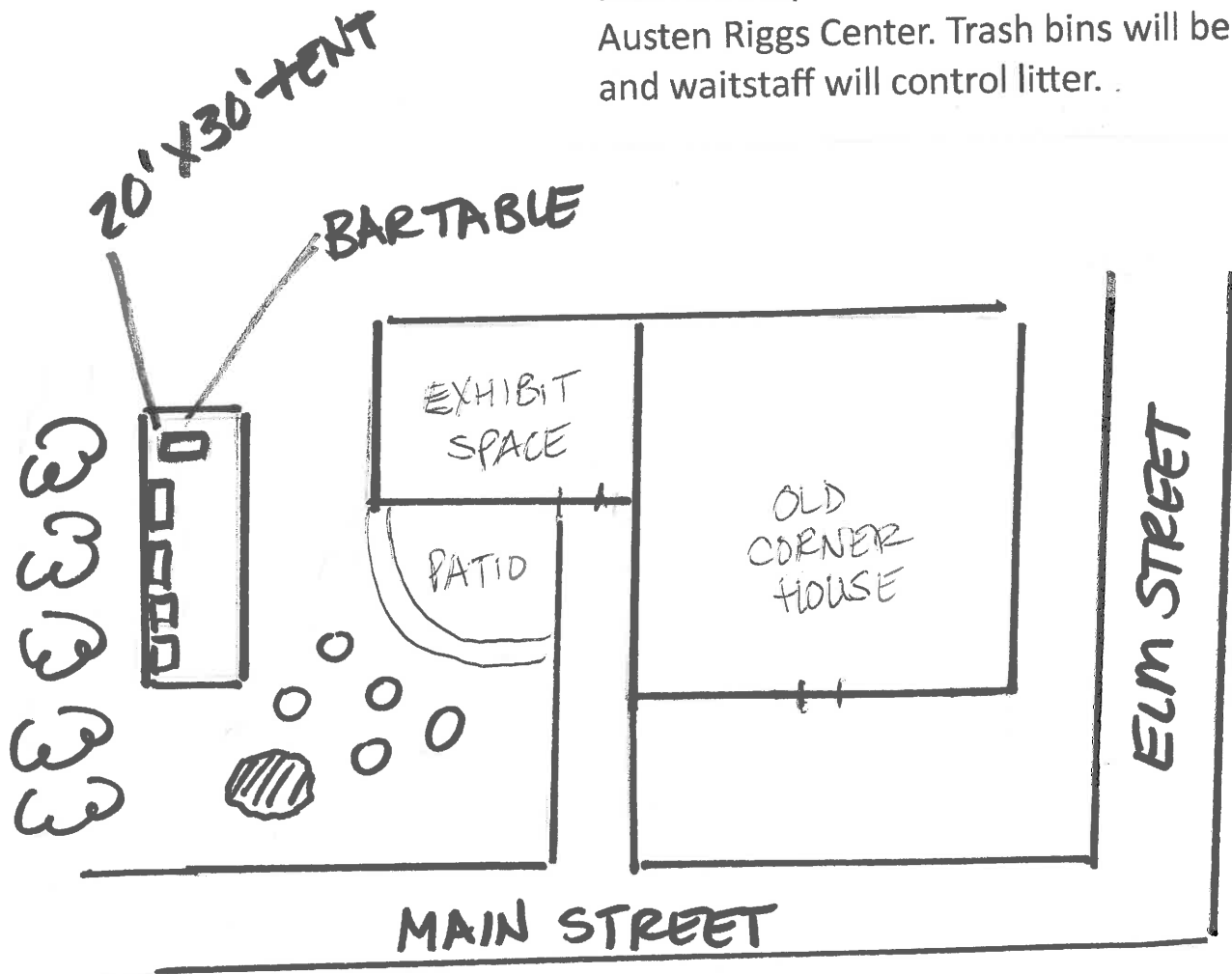
Office Use Only:

Date Received: _____

Payment Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Written Approval if required: YES <input type="checkbox"/>	NO <input type="checkbox"/>
Floor Plan Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Liquor Liability Insurance Received: YES <input type="checkbox"/>	NO <input type="checkbox"/>
Parking Plan: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Control of Litter Plan Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
		Copy of Certified Bartender Card: YES <input type="checkbox"/>	NO <input type="checkbox"/>
License Approval: YES <input type="checkbox"/>	NO <input type="checkbox"/>	Permit Issued: _____	

Floor plan

Event will be held outside under a 20'x30' tent. The wine table will be at the back of the tent furthest from the street. Parking will be along Main Street, in the Town Hall lot, and at the Austen Riggs Center. Trash bins will be set out, and waitstaff will control litter.



- ☁ - tree line
- ⊗ Sculpture
- Hi-top tables
- - 8 ft. Tables



1. Kitchen
 2. Living Room
 3. Entry Hall
 4. Main Room
 5. Bathroom
 6. Bedroom



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Board of Selectmen

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Event Information:

Applicant Information:

Applicant: Rachel Durgin Date: 4/19/23
Address of Applicant: 5 W. Stockbridge RD.
Phone: 413 944 8504 Email: rdurgin@berkshirebotanical.org

Is applicant for the Entertainment License the owner of premises? ☒ Yes ☐ NO*

* If applicant is not the owner of the premises, please attach a notarized letter from property owner giving permission for such entertainment to take place.

Location / Name of Establishment: Berkshire Botanical Garden
Address of proposed entertainment: 5 W Stockbridge rd
Manager/Owner: Thaddeus Thompson
Phone: 413 320 4772 Email: thompson@berkshirebotanical.org

Description of the premises to be used (ie, 1st floor, patio, indoors, outdoors, etc.)

Centerhouse indoors

Description of location: (i.e. museum, garden, estate): garden

Floor Plan: Attach a floor plan showing:

Dimensioned area of licensed premises;
Proposed location of bars or service area;
Seats or bench areas, secured and/or moveable; and
Entrances and exits

> all included
in attached
sheet

Attach written plan for the control of litter N/A

Type of Event (i.e. exhibit opening, fundraiser, wedding): wedding

Date of Event: 6/17

Event Start Time: 6PM

Event End Time: 10PM

Type of Beverages: All Alcoholic ☒ Wines and Malt Only _____
(Not-for-profit only)

Number of attendees expected: 100 (if >250 persons, applicant must notify Chief of Police)

No special licensee may sell any alcoholic beverage other than those purchased from a licensee under M.G.L. c. 138 §§ 18, 19, 19B, or 19C or from a holder of a special permit to sell issued under M.G.L. c. 138 § 22A. Event participants are PROHIBITED from bringing their own alcoholic beverages to the event and Special licensees CANNOT purchase alcoholic beverages from a package store. A list of approved sellers can be found at

<https://www.mass.gov/service-details/apply-for-a-special-license-or-permit-abcc>


Please refer to the Town of Stockbridge Alcoholic Beverage License Policies and the ABCC

(<https://www.mass.gov/orgs/alcoholic-beverages-control-commission>) for complete rules and regulations.

CHECK LIST FOR ONE-DAY ALCOHOLIC BEVERAGES LICENSE APPLICATION

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 - ☐ \$30.00 fee for each one-day license being requested (made payable to the Town of Stockbridge)
 - ☐ Copy of Certified Bartender card
 - ☐ Proof of Liquor Liability Insurance
 - ☐ Floor Plan
 - ☐ Parking Plan
 - ☒ Control of Litter Plan
- > attached copy
- we have a maintenance team to collect and dispose of litter

I certify that I will be responsible for the proper observance of the Laws Governing the dispensing of such alcoholic beverages and hereby swear under the pains and penalties of perjury that the information I have given is true to the best of my knowledge and belief.


Signature

~~05/10~~ 5/16/23
Date

Office Use Only:

Date Received: _____

Payment Received: YES ☒ NO ☐

Floor Plan Received: YES ☒ NO ☐

Parking Plan: YES ☒ NO ☐

License Approval: YES ☐ NO ☐

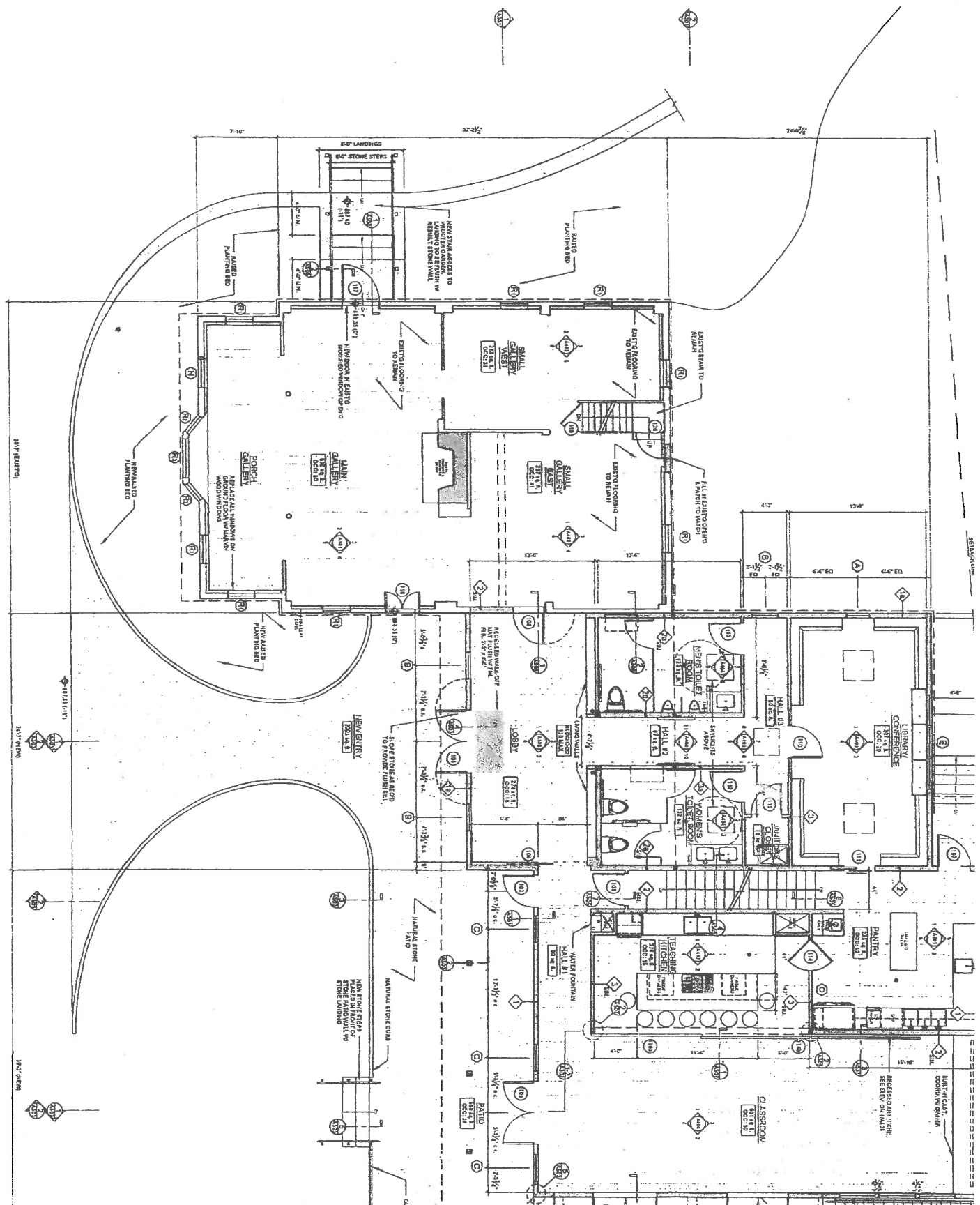
Written Approval if required: YES ☐ NO ☐

Liquor Liability Insurance Received: YES ☐ NO ☐

Control of Litter Plan Received YES ☐ NO ☐

Copy of Certified Bartender Card: YES ☐ NO ☐

Permit Issued: _____





COHEN | KINNE | VALICENTI | COOK

Alexa S. Bunnell
Paralegal

abunnell@cohenkinne.com
Direct dial 413-553-0325
Direct fax 413-553-0333

May 19, 2023

BY HAND DELIVERY

Town of Stockbridge
Michael Canales, Town Administrator
50 Main Street
Stockbridge, MA 01262

Re: *Boston Symphony Orchestra, Inc. (the "BSO") Special License Applications*

Dear Mr. Canales:

On behalf of the BSO, I am enclosing (2) Applications for Special One Day Alcoholic Beverage License, each in connection with an upcoming event being held at Tanglewood on June 22nd and June 23rd (the "Applications").

In addition to the Applications, I am enclosing (2) checks in the amount of \$30.00 representing applicable license application fees, a copy of John Stanton's TiPS certification card, proof of liquor liability insurance, a floor plan, and parking and litter plans.

Please call me if you have any questions regarding the Applications.

Sincerely,

COHEN KINNE VALICENTI & COOK LLP



Alexa S. Bunnell
Paralegal

Encl.

COHEN | KINNE | VALICENTI | COOK LLP *Attorneys*
tel 413-443-9399 | fax 413-442-9399 | cohenkinne.com

RESPOND TO MAIN OFFICE:
28 North Street, 3rd Floor
Pittsfield, MA 01201

244 Main Street
Great Barrington, MA

57 Spring Street, 2nd Floor
Williamstown, MA



Town of Stockbridge

50 Main Street, P.O. Box 417
Stockbridge, Massachusetts 01262-0417
Telephone: 413-298-4170

Board of Selectmen

APPLICATION FOR SPECIAL ONE DAY ALCOHOLIC BEVERAGE LICENSE

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Event Information:

Applicant Information:

Applicant: Boston Symphony Orchestra, Inc. Date: May 19, 2023
Address of Applicant: 301 Massachusetts Avenue, Boston, MA 02115
Phone: (914) 456-7146 Email: jstanton@bso.org

Is applicant for the Entertainment License the owner of premises? X Yes NO*

* If applicant is not the owner of the premises, please attach a notarized letter from property owner giving permission for such entertainment to take place.

Location / Name of Establishment: Koussevitzky Music Shed at Tanglewood
Address of proposed entertainment: 114 Interlaken Road, Stockbridge, MA 01226
Manager/Owner: John Stanton, Director of Venue and Event Services
Phone: (914) 456-7146 Email: jstanton@bso.org

Description of the premises to be used (ie, 1st floor, patio, indoors, outdoors, etc.)

The Koussevitzky Music Shed is a covered amphitheater with an elevated stage, covered seating for up to approximately 5,100 patrons on a single level

Description of location: (i.e. museum, garden, estate): Tanglewood grounds

Floor Plan: Attach a floor plan showing:

Dimensioned area of licensed premises;
Proposed location of bars or service area;
Seats or bench areas, secured and/or moveable; and
Entrances and exits

Attach written plan for the control of litter

Type of Event (i.e. exhibit opening, fundraiser, wedding): Concert

Date of Event: June 23, 2023

Event Start Time: 8:00pm

Event End Time: 11:00pm

Type of Beverages: All Alcoholic X Wines and Malt Only _____
(Not-for-profit only)

Number of attendees expected: *see below (if >250 persons, applicant must notify Chief of Police)

*as of 5/19/2023, the total number of tickets sold for the event is 9,769

No special licensee may sell any alcoholic beverage other than those purchased from a licensee under M.G.L. c. 138 §§ 18, 19, 19B, or 19C or from a holder of a special permit to sell issued under M.G.L. c. 138 § 22A. Event participants are PROHIBITED from bringing their own alcoholic beverages to the event and Special licensees **CANNOT** purchase alcoholic beverages from a package store. A list of approved sellers can be found at

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- ☐ \$30.00 fee for each one-day license being requested (made payable to the Town of Stockbridge)
- ☐ Copy of Certified Bartender card
- ☐ Proof of Liquor Liability Insurance
- ☐ Floor Plan
- ☐ Parking Plan
- ☐ Control of Litter Plan

I certify that I will be responsible for the proper observance of the Laws Governing the dispensing of such alcoholic beverages and hereby swear under the pains and penalties of perjury that the information I have given is true to the best of my knowledge and belief.


Signature

May 19, 2023
Date

Office Use Only:

Date Received: May 22, 2023

Payment Received: YES ☒ NO ☐

Floor Plan Received: YES ☒ NO ☐

Parking Plan: YES ☒ NO ☐

License Approval: YES ☐ NO ☐

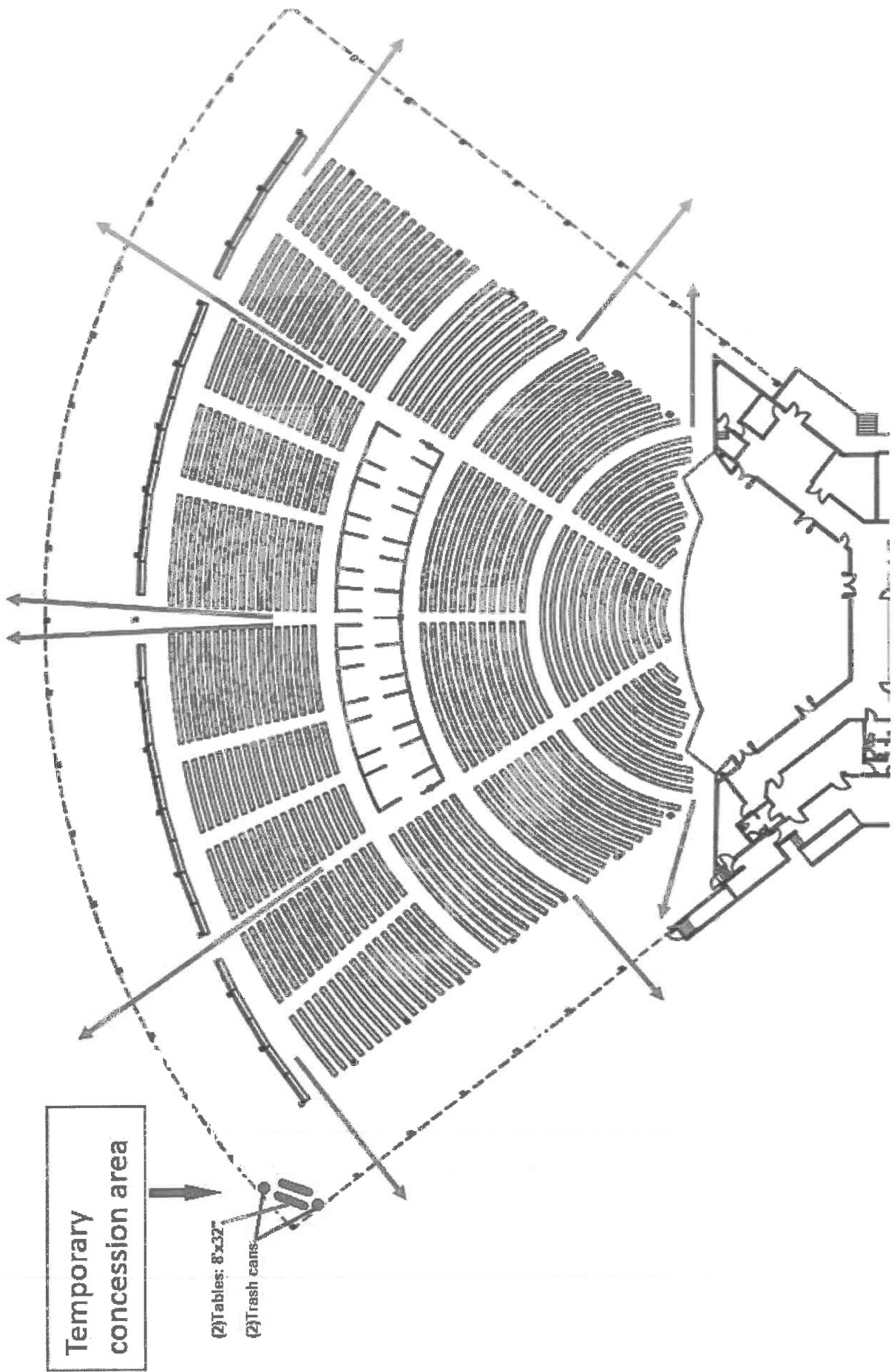
Written Approval if required: YES ☐ N/A NO ☐

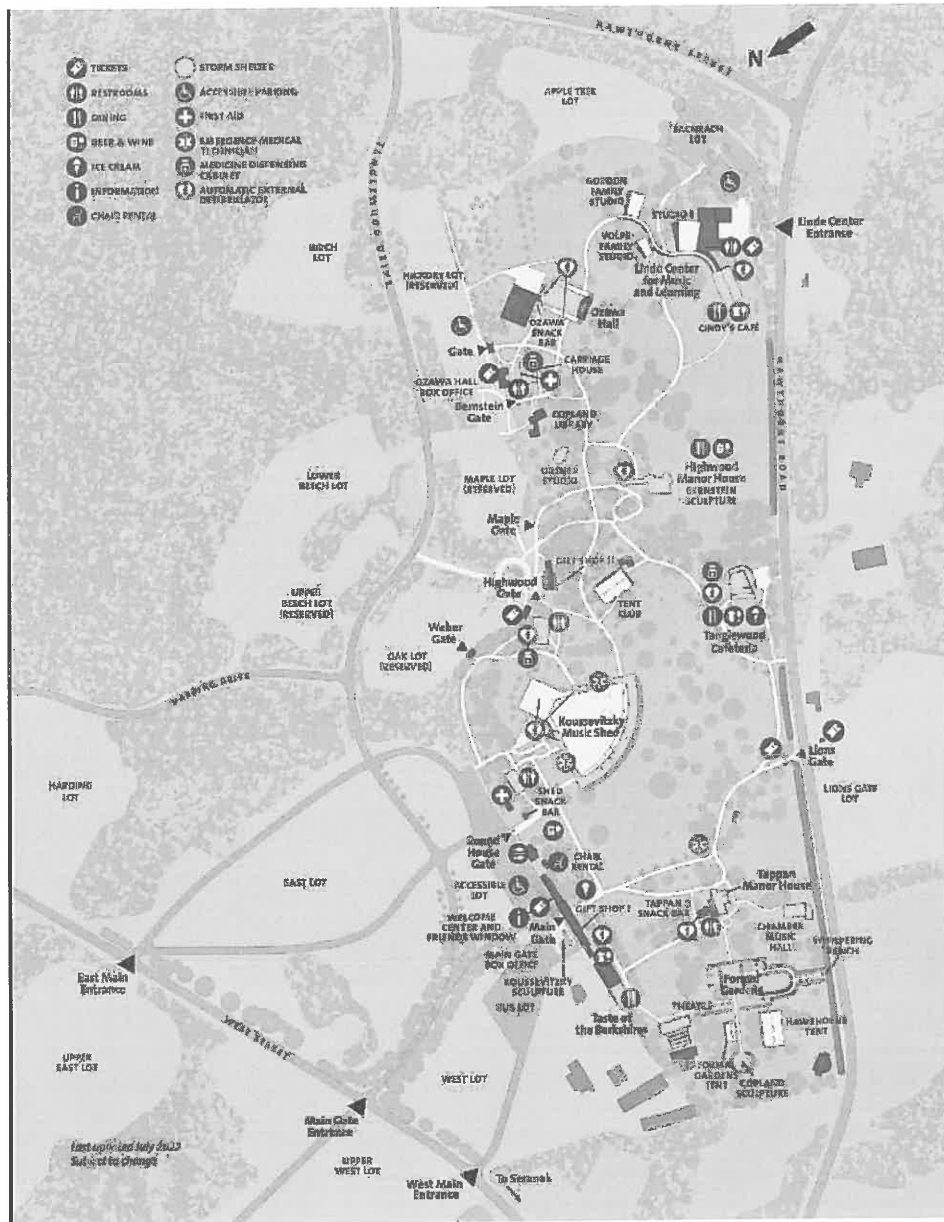
Liquor Liability Insurance Received: YES ☒ NO ☐

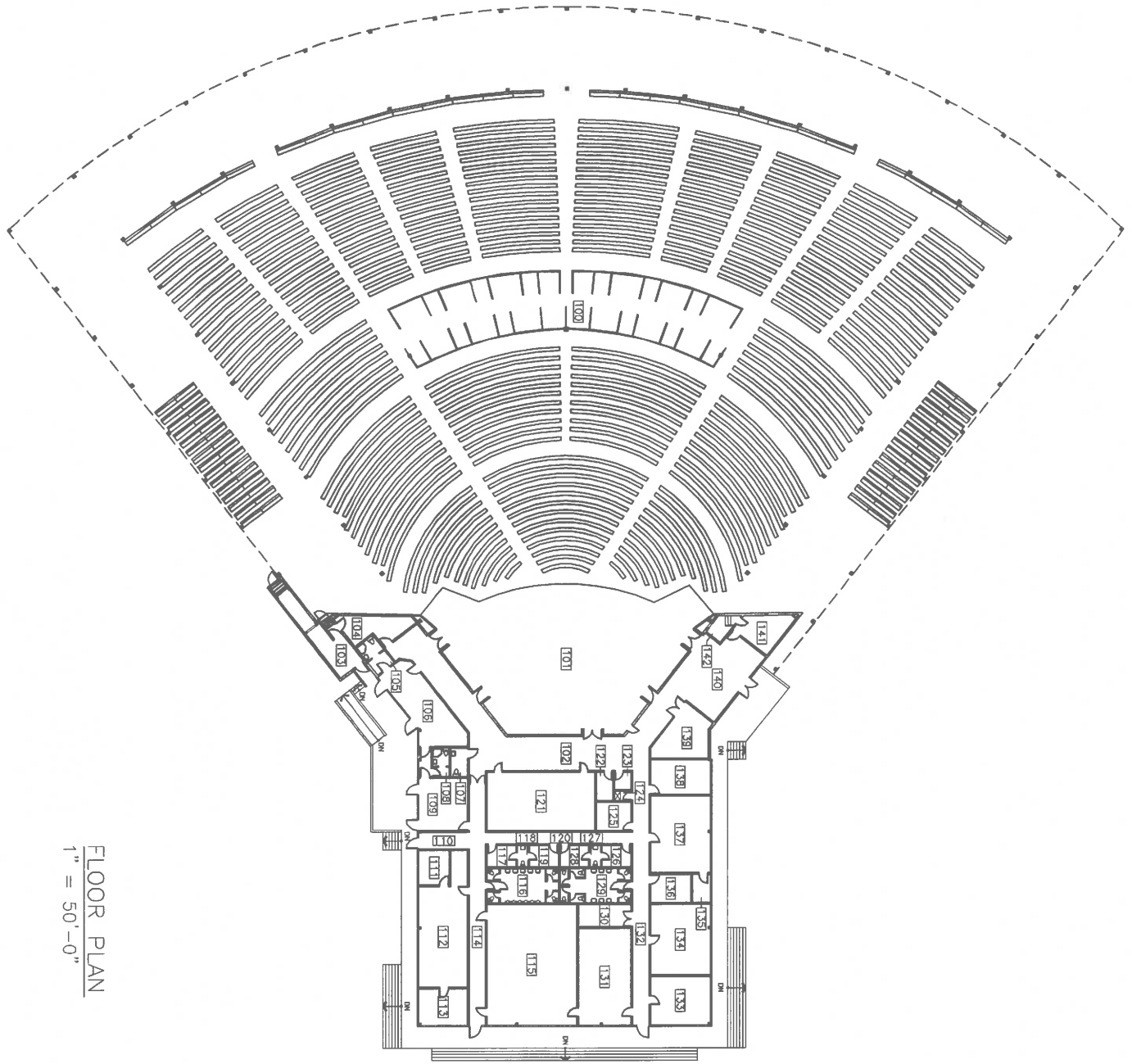
Control of Litter Plan Received: YES ☒ NO ☐

Copy of Certified Bartender Card: YES ☒ NO ☐

Permit Issued: _____







FLOOR PLAN
1" = 50'-0"

TANGLEWOOD SHED



Town of Stockbridge

50 Main Street, P.O. Box 417
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Board of Selectmen APPLICATION FOR SPECIAL ONE DAY ALCOHOLIC BEVERAGE LICENSE

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Event Information:

Applicant Information:

Applicant: Boston Symphony Orchestra, Inc. Date: May 19, 2023
Address of Applicant: 301 Massachusetts Avenue, Boston, MA 02115
Phone: (914) 456-7146 Email: jstanton@bso.org

Is applicant for the Entertainment License the owner of premises? X Yes NO*

* If applicant is not the owner of the premises, please attach a notarized letter from property owner giving permission for such entertainment to take place.

Location / Name of Establishment: Koussevitzky Music Shed at Tanglewood
Address of proposed entertainment: 114 Interlaken Road, Stockbridge, MA 01226
Manager/Owner: John Stanton, Director of Venue and Event Services
Phone: (914) 456-7146 Email: jstanton@bso.org

Description of the premises to be used (ie, 1st floor, patio, indoors, outdoors, etc.)

The Koussevitzky Music Shed is a covered amphitheater with an elevated stage, covered seating for up to approximately 5,100 patrons on a single level

Description of location: (i.e.museum, garden, estate): Tanglewood grounds

Floor Plan: Attach a floor plan showing:

Dimensioned area of licensed premises;
Proposed location of bars or service area;
Seats or bench areas, secured and/or moveable; and
Entrances and exits

Attach written plan for the control of litter

Type of Event (i.e. exhibit opening, fundraiser, wedding): Concert

Date of Event: June 22, 2023

Event Start Time: 8:00pm

Event End Time: 11:00pm

Type of Beverages: All Alcoholic X Wines and Malt Only _____
(Not-for-profit only)

Number of attendees expected: *see below (if >250 persons, applicant must notify Chief of Police)

*as of 5/19/2023, the total number of tickets sold for the event is 5,459

No special licensee may sell any alcoholic beverage other than those purchased from a licensee under M.G.L. c. 138 §§ 18, 19, 19B, or 19C or from a holder of a special permit to sell issued under M.G.L. c. 138 § 22A. Event participants are PROHIBITED from bringing their own alcoholic beverages to the event and Special licensees CANNOT purchase alcoholic beverages from a package store. A list of approved sellers can be found at

<https://www.mass.gov/service-details/apply-for-a-special-license-or-permit-abcc>

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- ☐ \$30.00 fee for each one-day license being requested (made payable to the Town of Stockbridge)
- ☐ Copy of Certified Bartender card
- ☐ Proof of Liquor Liability Insurance
- ☐ Floor Plan
- ☐ Parking Plan
- ☐ Control of Litter Plan

I certify that I will be responsible for the proper observance of the Laws Governing the dispensing of such alcoholic beverages and hereby swear under the pains and penalties of perjury that the information I have given is true to the best of my knowledge and belief.

John Stanton
Signature

May 19, 2023
Date

Office Use Only:

Date Received: May 22, 2023

Payment Received: YES ☒ NO ☐

Floor Plan Received: YES ☒ NO ☐

Parking Plan: YES ☒ NO ☐

License Approval: YES ☐ NO ☐

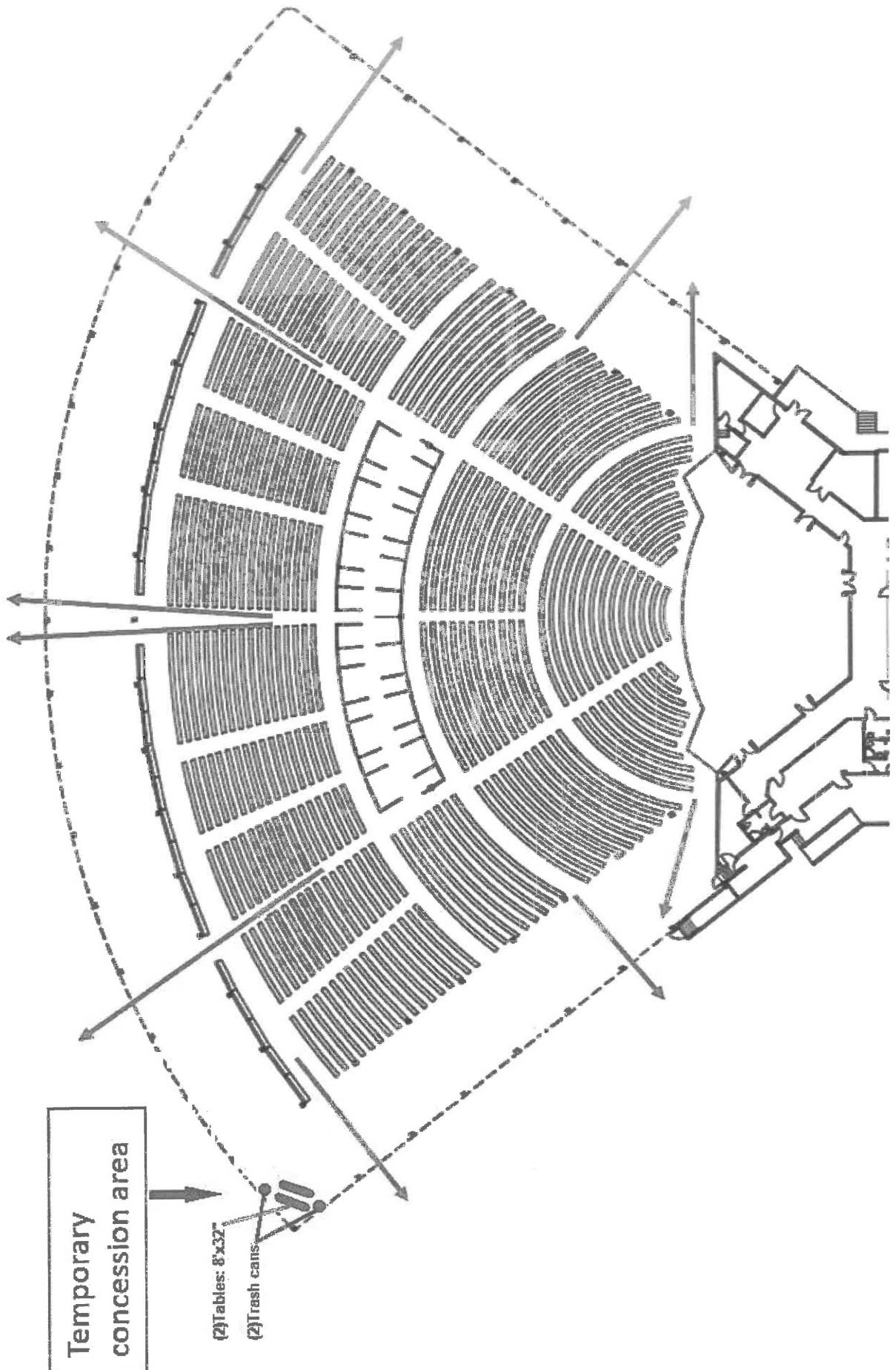
Written Approval if required: YES ☐ N/A NO ☐

Liquor Liability Insurance Received: YES ☒ NO ☐

Control of Litter Plan Received: YES ☒ NO ☐

Copy of Certified Bartender Card: YES ☒ NO ☐

Permit Issued: _____



Temporary
concession area

(2) Tables: 8'x32"

(2) Trash cans:



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Event Information:

Applicant Information:

Applicant: Norman Rockwell Museum Date: 5/15/23
Address of Applicant: 9 Glendale Road Stockbridge MA 01262
Phone: 413-931-2265 Email: awichowsky@norm.org

Is applicant for the Entertainment License the owner of premises? Yes NO*

* If applicant is not the owner of the premises, please attach a notarized letter from property owner giving permission for such entertainment to take place.

Location / Name of Establishment: Norman Rockwell Museum
Address of proposed entertainment: 9 Glendale Rd. Stockbridge MA 01262
Manager/Owner: N/A Laurie Norton Moffatt, Director/CEO
Phone: 413-931-2232 Email: lmoffatt@norm.org

Description of the premises to be used (ie, 1st floor, patio, indoors, outdoors, etc.)

Museum property, Outdoors, lawn between Linnwood and Museum Tent place
plan attached.

Description of location: (i.e.museum, garden, estate): Museum

Floor Plan: Attach a floor plan showing:

Dimensioned area of licensed premises;
Proposed location of bars or service area;
Seats or bench areas, secured and/or moveable; and
Entrances and exits

Attach written plan for the control of litter

Type of Event (i.e. exhibit opening, fundraiser, wedding): Fundraiser, Gala

Date of Event: 6/10/23

Event Start Time: 6:00 pm

Event End Time: 10:00 pm

Type of Beverages: All Alcoholic X Wines and Malt Only _____
(Not-for-profit only)

Number of attendees expected: 150 (if >250 persons, applicant must notify Chief of Police)

No special licensee may sell any alcoholic beverage other than those purchased from a licensee under M.G.L. c. 138 §§ 18, 19, 19B, or 19C or from a holder of a special permit to sell issued under M.G.L. c. 138 § 22A. Event participants are PROHIBITED from bringing their own alcoholic beverages to the event and Special licensees **CANNOT** purchase alcoholic beverages from a package store. A list of approved sellers can be found at

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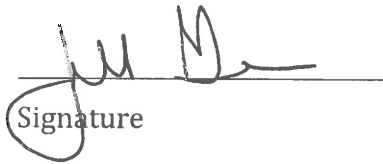
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- ☐ Copy of Certified Bartender card - *Sending via Email*
- ☐ Proof of Liquor Liability Insurance
- ☐ Floor Plan
- ☐ Parking Plan
- ☐ Control of Litter Plan

I certify that I will be responsible for the proper observance of the Laws Governing the dispensing of such alcoholic beverages and hereby swear under the pains and penalties of perjury that the information I have given is true to the best of my knowledge and belief.


Signature

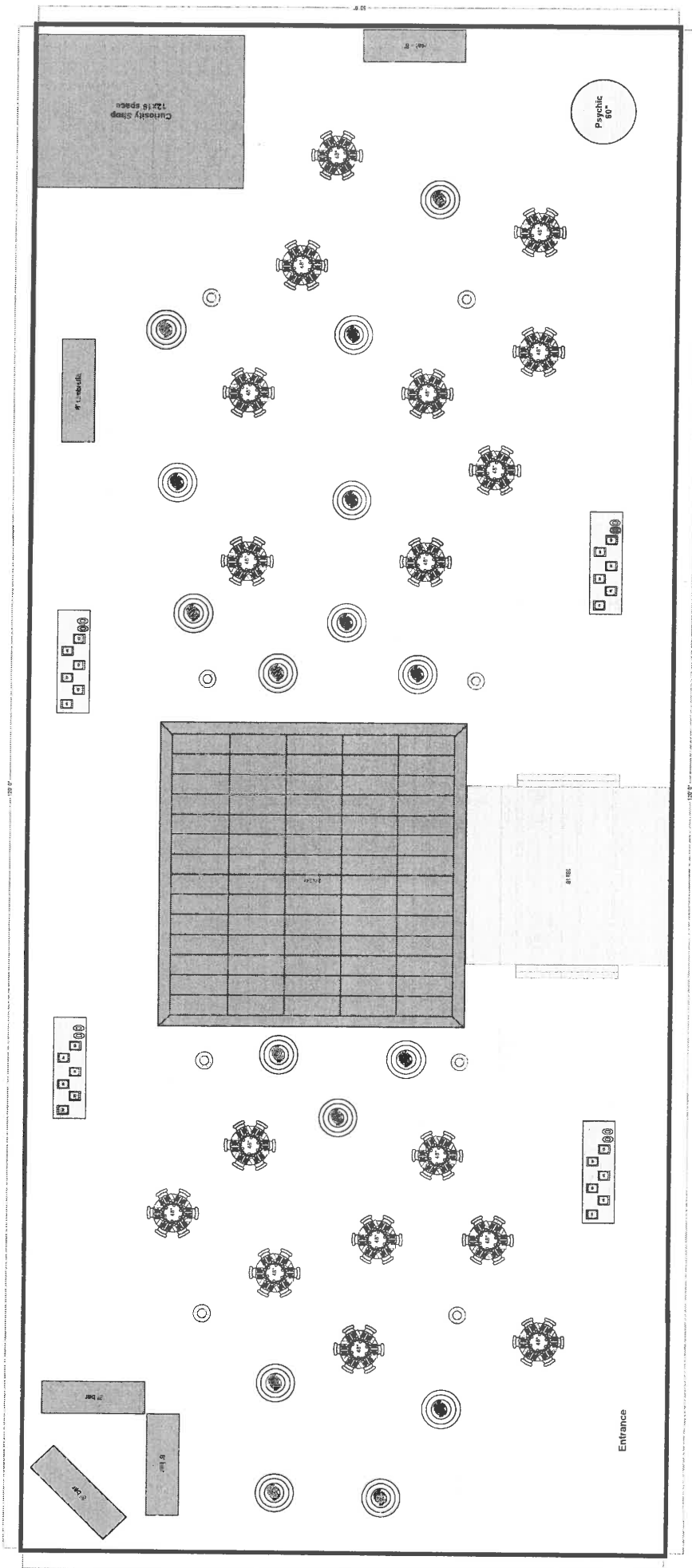
5/15/23
Date

Office Use Only:

Date Received: MAY 22, 2023

Payment Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Written Approval if required: YES <input type="checkbox"/>	NO <input type="checkbox"/>
Floor Plan Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Liquor Liability Insurance Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Parking Plan: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Control of Litter Plan Received: YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
		Copy of Certified Bartender Card: YES <input type="checkbox"/>	NO <input type="checkbox"/>
License Approval: YES <input type="checkbox"/>	NO <input type="checkbox"/>	Permit Issued: _____	

Ent Layout



NORMAN ROCKWELL MUSEUM

Norman Rockwell Museum A Night of Wonder Gala

June 10 – 6-10pm

Parking Plan

- Guests will have the use of the Museum's parking lot
- For guests needing accessible parking, they may utilize the accessible parking in the visitor parking lot or they may park in the Linwood parking lot that staff use on a regular basis

Control of Litter Plan

- There will be garbage and recycling placed around the tent for guests
- Each bar area will also have garbage and recycling bins
- Catering staff will be going around and collecting garbage to dispose of
- Caterer will be in charge of collecting leftover food, drink, and garbage to a centralized location
- NRM facilities staff will be in charge of disposing the garbage and recycling at the end of the night

