

## 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: NORMAN ROCKWELL MUSEUM Date: 07/06/23  
Address of Applicant: 9 Glendale Rd, Stockbridge, MA 01262  
Phone: (413) 931-2226 Email: mmercier@NRM.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: LAURIE NORTON MOFFATT

Phone: (413) 931-2226 Email: mmercier@NRM.org

**Description of the premises to be used** (ie, 1<sup>st</sup> floor, patio, indoors, outdoors, etc.)

The event will be held on the green between the museum and Rockwell's studio.

**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): \_\_\_\_\_

**Date of Event:** 08/12/23

**Event Start Time:** 1:00 PM

**Event End Time:** 4:00 PM

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

**Number of attendees expected:** 500 ( 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

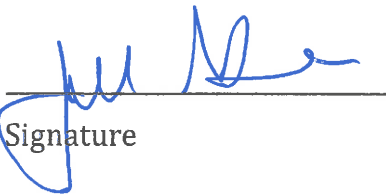
(<https://www.mass.gov/orgs/alcoholic-beverages-control-commission>) for complete rules and regulations.



### 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
- ☐ 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

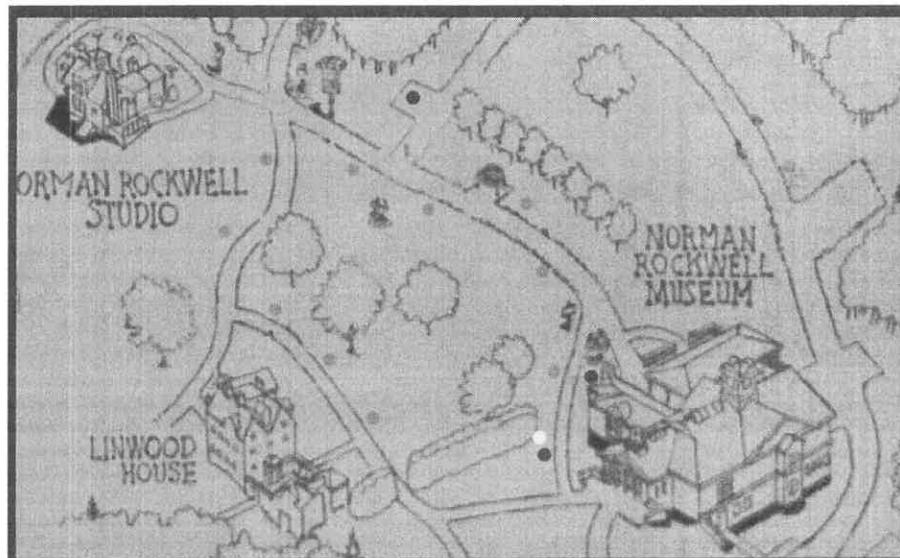
  
Date

#### Office Use Only:

Date Received: \_\_\_\_\_

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





### Key for Art of Brewing

- Check-In
- Brewery
- Food Truck
- Pop-Up Exhibit
- Sales





**August 12, 2023**

**Norman Rockwell Museum**

**Litter Plan**

Norman Rockwell Museum will have trash receptacles around the property the day of the event, which will be emptied and disposed of in a dumpster by our Facilities staff at the conclusion of the event. The vendors that will be on site the day of the event will be carrying out any waste that they are responsible for.

**Parking Plan**

Event attendees will be parking in the Museum's parking lots.





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### Board of Selectmen

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**Application Fee: \$30.00**

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#### Event Information:

##### **Applicant Information:**

Applicant: Rachel Durgin Date: 6/2  
Address of Applicant: 5 W Stockbridge Rd. Stockbridge, MA  
Phone: 978 696 1311 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: tthompson@berkshirebotanical.org

**Description of the premises to be used** (ie, 1<sup>st</sup> floor, patio, indoors, outdoors, etc.)

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**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

**Attach written plan for the control of litter**

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

**Date of Event:** 8/20

**Event Start Time:** 10

**Event End Time:** 4

**Type of Beverages:** All Alcoholic X 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
- ☐ Proof of Liquor Liability Insurance
- ☐ Floor Plan
- ☐ Parking Plan
- ☐ Control of Litter Plan

> attached

maintenance takes care of

*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

7/20/23  
  
\_\_\_\_\_  
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 ☐

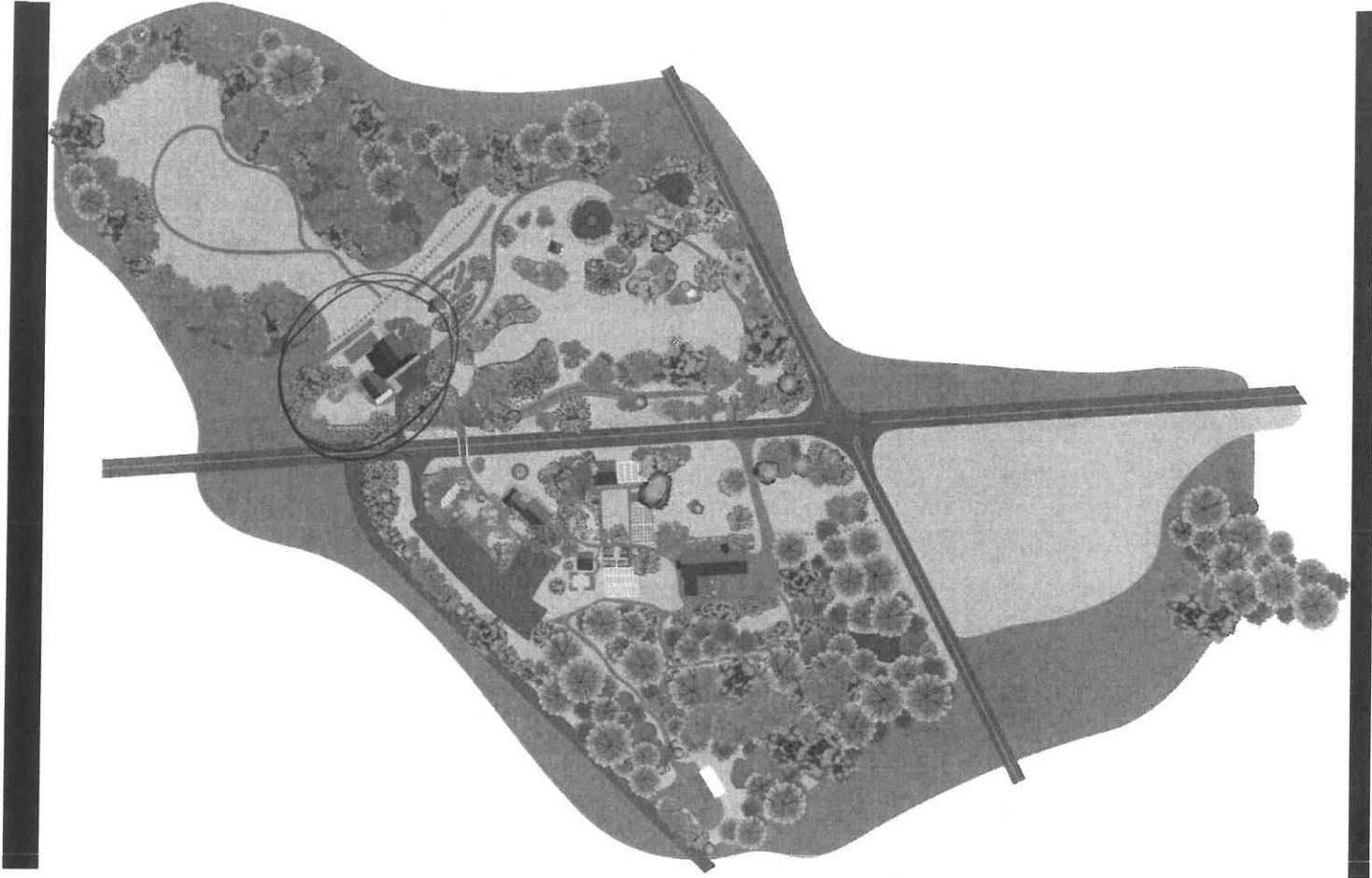
Liquor Liability Insurance Received: YES ☐ NO ☐

Control of Litter Plan Received: YES ☐ NO ☐

Copy of Certified Bartender Card: YES ☐ NO ☐

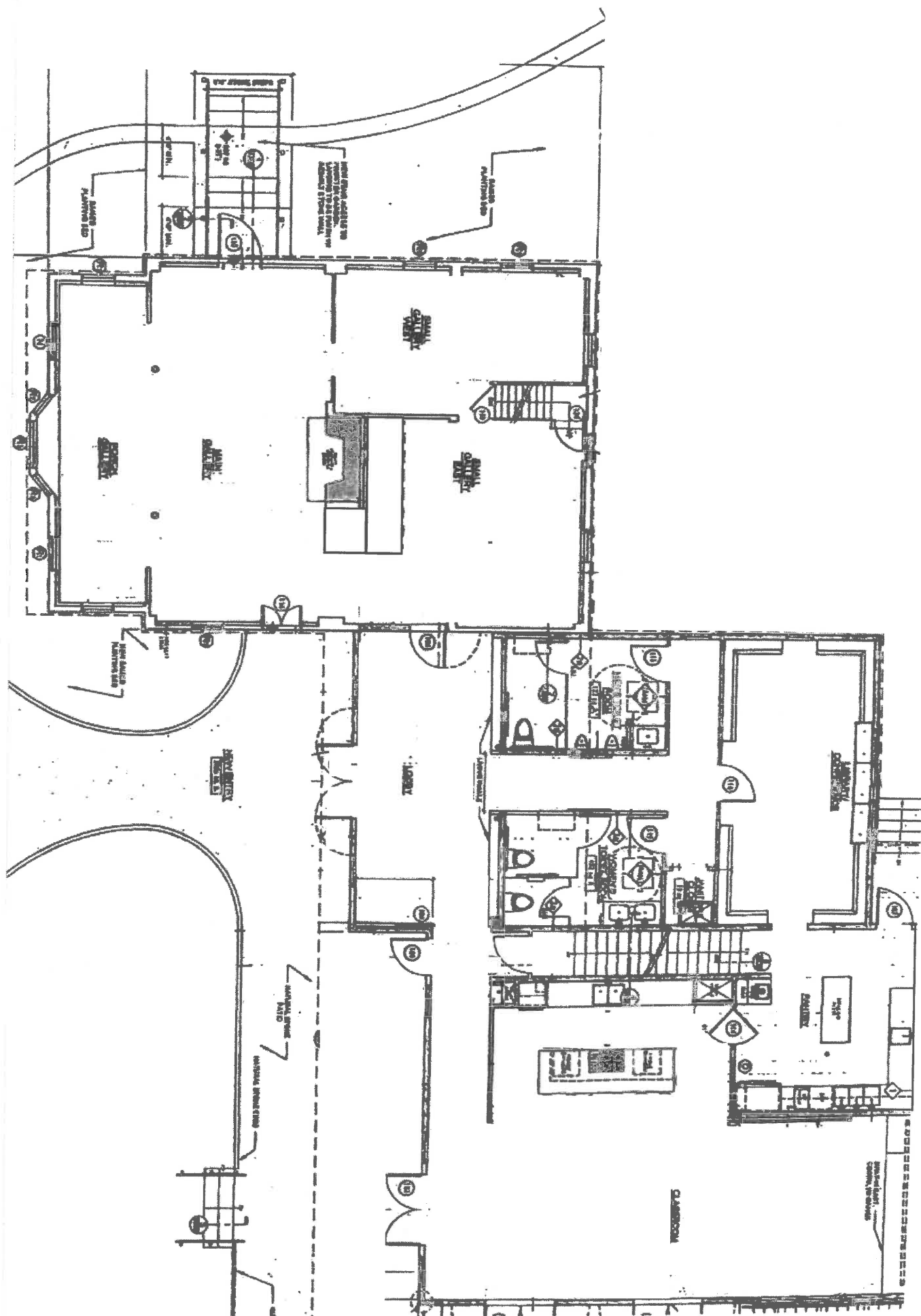
Permit Issued: \_\_\_\_\_















**Town of Stockbridge**  
50 Main Street, P.O. Box 417  
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Telephone: 413-298-4170

**Board of Selectmen  
Entertainment License Application**

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.

Date of Application: 7-17-23

Application Fee: \_\_\_\_\_  
(See attached Entertainment License Fee Schedule)

2 9/22-9/23 2023  
~~One-day~~: \_\_\_\_\_  
Annual: \_\_\_\_\_  
Weekday: \_\_\_\_\_  
Sunday: \_\_\_\_\_

**ENTERTAINMENT LICENSE INFORMATION:**

**Applicant Information:**

Applicant's Name: PMC - Glyn Hawley Email: glyn@pmc.org  
Applicant's Address: 77 4th Ave Needham, MA 02494 Phone: 781-449-5300

**Event Contacts:**

Name of responsible person overseeing entertainment: Glyn Hawley  
Phone number to call, if needed, during the event: 508 873 3667

Is applicant for the Entertainment License the owner of premises? \_\_\_\_ Yes X 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: CAMP Mah-Kee-Nac  
Address of proposed entertainment: 6 Hawthorne Rd  
Manager/Owner: Kevin L. Kelly  
Telephone: 413-274-4092  
Email: Kevin @ campMKN.com



<b>PROPOSED ENTERTAINMENT:</b> *Annual _____ <sup>2</sup> One-Day <input checked="" type="checkbox"/> _____ Weekday _____    Sunday _____	
* Annual Entertainment License is available only for multiple-occasion events of the same description, hours, type, # attendees and requirements as have been included in <u>this</u> application.	
Date(s) or days of the week of proposed entertainment: <u>Friday 9/22 &amp; Saturday 9/23/23</u>	
Event Start Time <u>5:00 PM Friday 12:00 PM Saturday</u> Event End Time <u>9:00 PM</u>	
Narrative describing proposed entertainment: <u>Live Music - Acoustic on Friday &amp; Live Band on Saturday</u>	
Description of the premises to be used (ie, 1 <sup>st</sup> floor, patio, indoors, outdoors, etc.): <u>Camp - outdoors</u>	
<b>Floor Plan:</b> Attach a floor plan showing where on the premises Live Music or Entertainment will take place	
<b>Attendance:</b> Number of attendees expected: <u>450</u> ( if >250 persons, applicant must notify Chief of Police) Will you charge an admission fee? Y or <input checked="" type="radio"/> N	



**Please check all that apply:**

**Dancing:** By Patrons \_\_\_\_ By Entertainers \_\_\_\_ No Dancing ☒

**Music:** Recorded \_\_\_\_ Juke Box \_\_\_\_ Live Music ☒  
Amplification System \_\_\_\_ DJ \_\_\_\_ No Music \_\_\_\_

**Shows:** Theatre \_\_\_\_ Movies \_\_\_\_ Floor Show \_\_\_\_

Light Show \_\_\_\_ No Show ☒

**Nudity:** Nudity, as described in *M.G.L. c. 140, § 183A* \_\_\_\_

No Nudity ☒

**Admission:** Yes \_\_\_\_ No ☒

If yes, how much \_\_\_\_

**Other:** Video Games/ Automatic Amusement Devices \_\_\_\_ (Indicate Quantity)

Pool/Billiard Tables \_\_\_\_ (Indicate Quantity)

Televisions \_\_\_\_ (Indicate Quantity)

**Operational Requirements:**

1. **Parking Plan:** Off-street parking shall be provided for the licenses premises' patron capacity at the rate of one parking space per 2.5 patrons; provided, however, that this provision may be waived by the Select Board upon a showing of good cause. (please provide description)
2. **Ticket Price:** Section 181 Licensees shall cause the price charged for admission to appear on every ticket of admission (*M.G.L. c.140, §182A*).
3. **Cover Charge.** Section 183A Licensees shall conspicuously post, in letters no less than one inch in height, the minimum charge or cover charge to be imposed per event at the licensed premises (*M.G.L. c.140, §183D*).
4. **Duty to Keep Order.** No Licensee shall permit any disorder, disturbance or illegality of any kind to take place in or on the licensed premises.
5. **Insurance.** Unless otherwise specified by *M.G.L. c.138, §12, M.G.L. c.140, §181, or M.G.L. c.140, §183A*, the Licensee shall provide proof of insurance to the Select Board within ten (10) days of the first event in commercially reasonable amounts.





The application process begins when you submit this completed Special Events Permit Application to the Town of Stockbridge. A public hearing may be conducted within thirty (30) days of acceptance of an application. Please note that submission of your application should in no way be construed as final approval or confirmation of your request. Upon receipt of your complete application, the permit process begins and it will be scheduled for the next available Select Board meeting . You may be required to speak before the Board of Selectmen to explain your event. If your event requires additional permits, licenses, certificates, site inspections or police detail, you will be notified. In some cases, costs are associated.

Glynn Hawley  
Name (please print)

[Signature]  
Signature

7-17-23  
Date

**Office Use Only:**

Date Received: \_\_\_\_\_

Payment Received: YES ☐ NO ☐

Floor Plan Received: YES ☐ NO ☐

Parking Plan: YES ☐ NO ☐

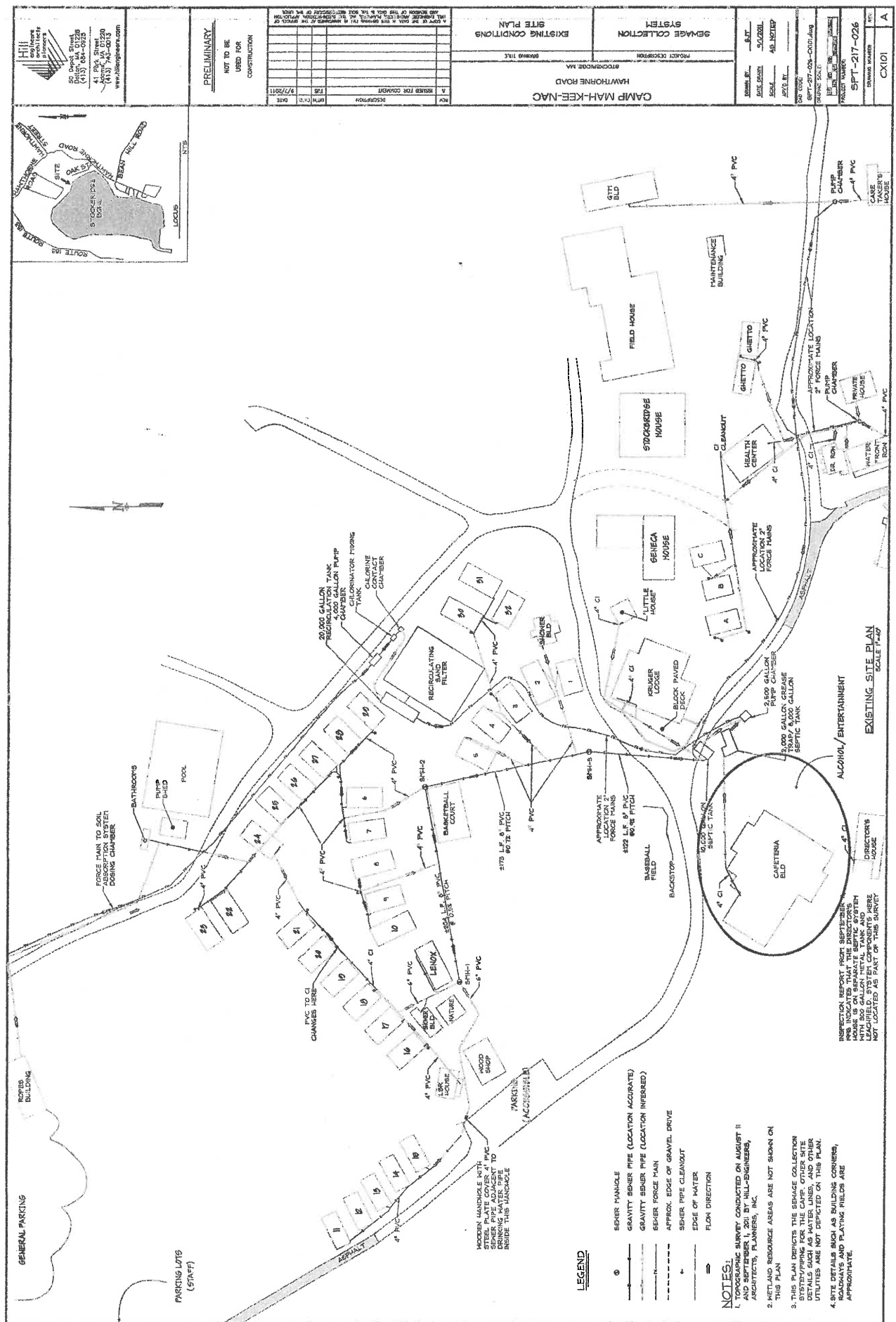
Event Approval: YES ☐ NO ☐

Written Approval if required: YES ☐ NO ☐

Certificate of Insurance Received: YES ☐ NO ☐

Permit Issued: \_\_\_\_\_





TEXT





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

July 17, 2023

Dear Michael,

Please accept this letter as authorization by MAH-KEE-NAC OPERATING CO., LLC dba Camp Mah-Kee-Nac for the application of both an Event/Alcohol Permit and Entertainment Permit by Glynn Hawley of Pan-Mass Challenge ("PMC") for events on-site at 6 Hawthorne Road, Stockbridge, MA 01262, September 21, 2023 through September 24, 2023.

Per our agreement with PMC, assuming the receipt of adequate insurance coverage and the necessary permits from the Town of Stockbridge, Camp will allow alcohol service and consumption as approved by the permit, in and around the area of the Dining Hall ("CAFETERIA BLD" on attached facility map).

Additionally, Camp is providing parking for the PMC on Camp's Woodshop Lot (Accessible), Upper Staff Lot and our Upper Sports Fields.

Finally, addressing trash, PMC will be utilizing Camp's compactor and recycling containers leased by Camp through Casella. The compactor will be emptied prior to the PMC arrival on September 21, 2023 and will be collected and disposed the week of September 25, 2023.

If there is any additional information needed from Camp Mah-Kee-Nac, please feel free to contact me at 413-446-9892.

Thanking you in advance,

Kevin Lilley  
Associate Director

cc. Glynn Hawley - Operations Director, Pan-Mass Challenge

## **CAMP MAH-KEE-NAC**

### **SUMMER**

6 Hawthorne Road  
Lenox, MA 01240

### **WINTER**

2321 Chestnut Ave  
Ardmore, PA 19003





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**Board of Selectmen**  
**Entertainment License Application**

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.

Date of Application: 6/14/23

Application Fee: \$15

(See attached Entertainment License Fee Schedule)

One-day : ☒

Annual: ☐

Weekday: ☐

Sunday: ☐

**ENTERTAINMENT LICENSE INFORMATION:**

**Applicant Information:**

Applicant's Name: Berkshire Theatre Group Email: crcka@Berkshiretheatre.org

Applicant's Address: 83 East Main Street Phone: 413-448-8084 ext 102

**Event Contacts:**

Name of responsible person overseeing entertainment: Kim Krautter

Phone number to call, if needed, during the event: 413-881-4405

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: Main Stage

Address of proposed entertainment: 83 East Main Street

Manager/Owner: Berkshire Theatre Group

Telephone: 413-448-8084 Ext 102

Email: crcka@BerkshireTheatre.org

**PROPOSED ENTERTAINMENT:**\*Annual \_\_\_\_\_ One-Day ☒

Weekday \_\_\_\_\_ Sunday \_\_\_\_\_

\* Annual Entertainment License is available only for multiple-occasion events of the same description, hours, type, # attendees and requirements as have been included in this application.

Date(s) or days of the week of proposed entertainment: Friday Aug 18 2023Event Start Time 4:30Event End Time 6:30**Narrative describing proposed entertainment:**Microphone for speech**Description of the premises to be used (ie, 1<sup>st</sup> floor, patio, indoors, outdoors, etc.):**

**Floor Plan:** Attach a floor plan showing where on the premises Live Music or Entertainment will take place

**Attendance:**Number of attendees expected: 80 ( if >250 persons, applicant must notify Chief of Police)

Will you charge an admission fee? Y or N



**Please check all that apply:**

**Dancing:** By Patrons \_\_\_\_ By Entertainers \_\_\_\_ No Dancing \_\_\_\_

**Music:** Recorded \_\_\_\_ Juke Box \_\_\_\_ Live Music \_\_\_\_  
Amplification System \_\_\_\_ DJ \_\_\_\_ No Music \_\_\_\_

**Shows:** Theatre \_\_\_\_ Movies \_\_\_\_ Floor Show \_\_\_\_  
Light Show \_\_\_\_ No Show \_\_\_\_

**Nudity:** Nudity, as described in *M.G.L. c. 140, § 183A* \_\_\_\_  
No Nudity ☒ \_\_\_\_

**Admission:** Yes \_\_\_\_ No \_\_\_\_  
If yes, how much \_\_\_\_

**Other:** Video Games/ Automatic Amusement Devices \_\_\_\_ (Indicate Quantity)  
Pool/Billiard Tables \_\_\_\_ (Indicate Quantity)  
Televisions \_\_\_\_ (Indicate Quantity)

**Operational Requirements:**

1. **Parking Plan:** Off-street parking shall be provided for the licenses premises' patron capacity at the rate of one parking space per 2.5 patrons; provided, however, that this provision may be waived by the Select Board upon a showing of good cause. (please provide description)
2. **Ticket Price:** Section 181 Licensees shall cause the price charged for admission to appear on every ticket of admission (*M.G.L. c.140, §182A*).
3. **Cover Charge.** Section 183A Licensees shall conspicuously post, in letters no less than one inch in height, the minimum charge or cover charge to be imposed per event at the licensed premises (*M.G.L. c.140, §183D*).
4. **Duty to Keep Order.** No Licensee shall permit any disorder, disturbance or illegality of any kind to take place in or on the licensed premises.
5. **Insurance.** Unless otherwise specified by *M.G.L. c.138, §12, M.G.L. c.140, §181, or M.G.L. c.140, §183A*, the Licensee shall provide proof of insurance to the Select Board within ten (10) days of the first event in commercially reasonable amounts.

The application process begins when you submit this completed Special Events Permit Application to the Town of Stockbridge. A public hearing may be conducted within thirty (30) days of acceptance of an application. Please note that submission of your application should in no way be construed as final approval or confirmation of your request. Upon receipt of your complete application, the permit process begins and it will be scheduled for the next available Select Board meeting . You may be required to speak before the Board of Selectmen to explain your event. If your event requires additional permits, licenses, certificates, site inspections or police detail, you will be notified. In some cases, costs are associated.

Deirdre M. Hanger

Name (please print)

[Signature]

Signature

6/14/23

Date

**Office Use Only:**

Date Received: \_\_\_\_\_

Payment Received: YES ☐ NO ☐

Floor Plan Received: YES ☐ NO ☐

Parking Plan: YES ☐ NO ☐

Event Approval: YES ☐ NO ☐

Written Approval if required: YES ☐ NO ☐

Certificate of Insurance Received: YES ☐ NO ☐

Permit Issued: \_\_\_\_\_



## Town of Stockbridge

50 Main Street, P.O. Box 417  
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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: Berkshire Theatre Group Date: 6/14/23  
Address of Applicant: 83 East Main Street Stockbridge  
Phone: 413-448-8084 ext 102 Email: Aricka@BerkshireTheatre.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: Main Stage  
Address of proposed entertainment: 83 East main st  
Manager/Owner: Berkshire Theatre Group  
Phone: 413-448-8084 ext 102 Email: Aricka@Berkshiretheatre.org

##### **Description of the premises to be used (ie, 1<sup>st</sup> floor, patio, indoors, outdoors, etc.)**

Tent on the front lawn of the Main stage for a donor event for around  
80 ppl on Friday August 18 from 4:30-6:30

**Description of location: (i.e. museum, garden, estate):** Theatre (front lawn)



**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): Donor Appreciation Event

**Date of Event:** Fri, August 18

**Event Start Time:** 4:30

**Event End Time:** 6:30

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

**Number of attendees expected:** 80 ( 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>

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### 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
- ☐ 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

6/14/23

Date

#### Office Use Only:

Date Received: \_\_\_\_\_

Payment Received: YES ☐

NO ☐

Written Approval if required:

YES ☐

NO ☐

Floor Plan Received: YES ☐

NO ☐

Liquor Liability Insurance Received: YES ☐

NO ☐

Parking Plan: YES ☐

NO ☐

Control of Litter Plan Received YES ☐

NO ☐

Copy of Certified Bartender Card: YES ☐

NO ☐

License Approval: YES ☐

NO ☐

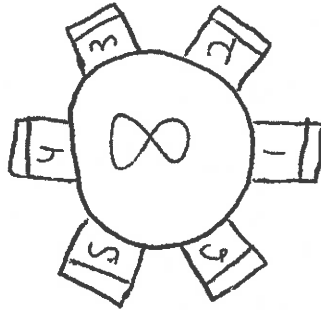
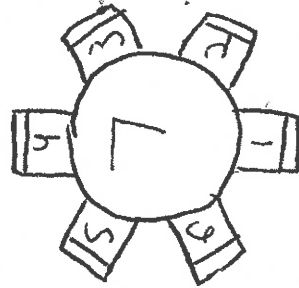
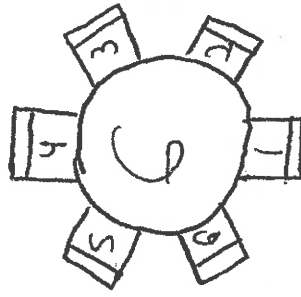
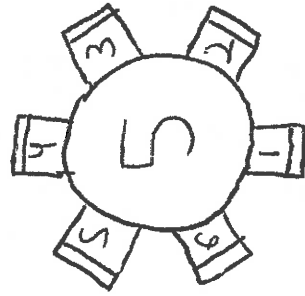
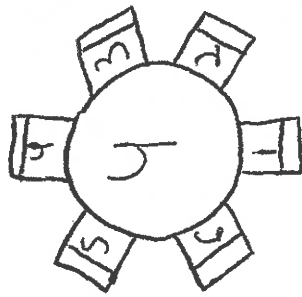
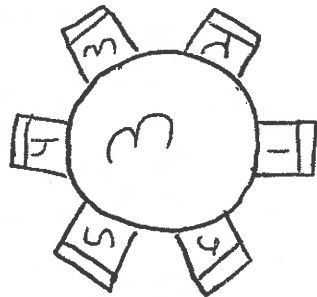
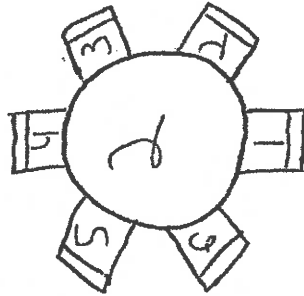
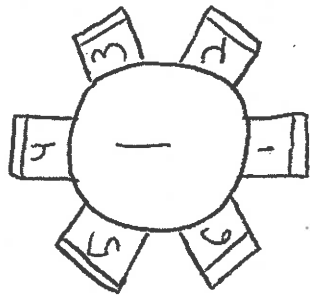
Permit Issued: \_\_\_\_\_





015 Freshments Circle Summer Barbecue Floor Plan

MIC



BAR

Yale  
Hill  
Road



COHEN | KINNE | VALICENTI | COOK

Alexa S. Bunnell  
Paralegal

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

July 17, 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 One-Day License Applications*

Dear Mr. Canales:

On behalf of the BSO, I am enclosing an Application for Special One Day Alcoholic Beverage License (the "Application") in connection with the following events being held at Tanglewood:

1. Train (August 24, 2023)
2. Jackson Browne (August 31, 2023)
3. John Legend (September 3, 2023)

In addition to the Application, I am enclosing a check in the amount of \$150.00 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 applicable for each of the above-listed events.

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

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

244 Main Street  
Great Barrington, MA

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

57 Spring Street, 2nd Floor  
Williamstown, MA



**SUPPLEMENT TO TOWN OF STOCKBRIDGE  
APPLICATION FOR SPECIAL ONE DAY ALCHOLIC BEVERAGE LICENSE**

**EVENT DETAILS**

1. Train (7:00PM on Thursday, August 24, 2023)
2. Jackson Browne (7:00PM on Thursday, August 31, 2023)
3. An Evening with John Legend (7:00PM on Sunday, September 3, 2023)





## 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: Boston Symphony Orchestra, Inc. Date: July 17, 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, 1<sup>st</sup> 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):

**Date of Event:** \_\_\_\_\_

**Event Start Time:** \_\_\_\_\_

**\*multiple events, please see  
attached for details**

**Event End Time:** \_\_\_\_\_

**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)

\*ticket sales for each of these events are ongoing. Full capacity = approximately 5,100 patrons.

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

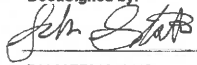
(<https://www.mass.gov/orgs/alcoholic-beverages-control-commission> ) for complete rules and regulations.



### 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
- ☒ 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.*

DocuSigned by:  
  
74A60FF8131041D...  
Signature

7/18/2023

Date

#### Office Use Only:

Date Received: \_\_\_\_\_

Payment Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Written Approval if required:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Floor Plan Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Liquor Liability Insurance Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Parking Plan:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Control of Litter Plan Received	YES <input 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: _____		



**LITTER CONTROL PLAN**

Trash receptacles will be placed throughout the Shed during the event, including at the point of sale of alcohol. The applicant employs staff that are responsible for emptying the trash receptacles intermittently throughout the event, and on an as-needed basis.

**PARKING PLAN**

Please see attached map, which indicates each of the designated parking lots used for the events. Berkshire County Sheriff's Office will be conducting police details to ensure safety of patrons crossing roadways from designated parking areas



