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RECREATION BOARD

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MEMORANDUM

2023 JUL 27 AM 8:24
TOWN CLERK'S OFFICE
BRISTOL, RHODE ISLAND

To: Steven Contente
Town Administrator

From: Warren Rensehausen, CPRP
Director
Bristol Parks and Recreation Department

Date: July 26, 2023

Re: James Rielly Foundation– Town Common, Santa House event from October 28, 2023 to February 29, 2024

The Department of Bristol Parks and Recreation supports the James Rielly Foundation request and ask the following.

- Allow open access to Town Common and any sidewalk or walkway in the vicinity.
- Remove any rubbish and signage that the event accumulates.
- Provide payment for any damage done to the grounds or property of the Town Common from this event.
- Work with the Parks & Recreation Director or designee to finalize safety plans for winter conditions.
- Contact the Parks & Recreation director or designee in advance and post event to meet onsite .

TOWN COUNCIL

AUG 02 2023

MEETING

Copy to
STEVEN CONTENTE
Town Administrator