



Town of Georgia  
Facilities Use Policy

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## 1 Policy

### 1.1 Purpose

1.1.1 The Town of Georgia has four facilities that are available for use by Georgia residents and members of the public. It is the intent of the Town to have these facilities used as frequently as possible, but it is the obligation of the Town to ensure that its facilities are maintained in good condition and their use and maintenance do not impose an undue financial cost on the Town's residents. This policy is intended to help ensure that the Town's facilities will be well maintained, enjoyable, accommodating and will provide a safe environment and that the Town will be fair and consistent with all parties wishing to use its facilities.

### 1.2 Facilities to which this Policy applies.

- 1.2.1 Georgia Beach Pavilion and grounds.
- 1.2.2 Georgia Library Community Room.
- 1.2.3 Georgia Fire & Rescue Community Room.
- 1.2.4 Georgia Town Hall Meeting Room.

### 1.3 Priority of Use

1.3.1 The Town of Georgia will make these four facilities available on a first come first serve basis for individuals, groups and organizations to rent / use during times when the facilities are not being utilized for Town of Georgia programs or by Town staff, boards, commissions and committees, or Town of Georgia sponsored events.

### 1.4 Hours of Use

1.4.1 The Georgia Beach facilities are generally available from May to September for use during the following hours: 9:00 am – dark. (Contact Town Hall to reserve and to obtain necessary forms.)

1.4.1.1 There is a fee of \$200.00 for use of the pavilion. Non-Profit organizations and other groups may apply in writing to the Selectboard at least 30 days in advance of their requested event date to request a waiver of this fee. Waiver of this fee is at the discretion of the Selectboard. A signed waiver of liability form is required of all signatories, acknowledging that they understand all rules and that they assume all responsibility for and assure the compliance of the conduct and behavior of their guests.

1.4.2 The Georgia Library Community Room hours of availability shall be at the discretion of the Library Trustees or their designee. This meeting room is available only during regular hours when the library is staffed. Contact the librarian on duty to set up reservation and to obtain the necessary forms.

1.4.2.1 There is a fee of \$50 for use of this room. Non-Profit organizations and other groups may apply in writing to the Library Trustees at least 30 days in advance of their requested meeting date to request a waiver of this fee. Waiver of this fee is at the discretion of the library Trustees. A signed waiver of liability form is required of all signatories, acknowledging that they understand all rules and that they assume all responsibility for and assure the compliance of the conduct and behavior of their guests.

1.4.3 Georgia Fire & Rescue Community Room - by appointment. Contact Town Hall to schedule.

1.4.4 Georgia Town Hall Meeting Room – by appointment. Contact Town Hall to schedule.

## 1.5 Prohibitions

1.5.1 The following uses are strictly prohibited at the beach facilities:

1.5.1.1 No open fires: barbecue pits are available for patrons use.

1.5.1.2 No glass bottled beverages, cans or plastic only.

1.5.1.3 No dogs or pets allowed except for service animals.

1.5.1.4 No Smoking in or on any Town beach facility or on the property.

1.5.1.5 No Skateboards, Bikes, Blades or wheels allowed on the Tennis/Basketball Court. No Vehicles on the greens or back access road to the beach pavilion. If you need access to unload “heavy” items, or for handicapped assistance, please ask in advance for permission. There is no parking inside fenced areas at the beach.

## 1.6 Occupancy

1.6.1 Occupancy of the facilities will be limited as follows:

<u>Facility</u>	<u>Maximum Occupancy</u>
Beach Pavilion	350
Library Community Room	45
Georgia Fire & Rescue Community Room	50
Town Hall Letourneau Meeting Room	20

## 1.7 Obligations of Individual Users

1.7.1 Users must return the facilities in a neat, orderly and clean condition after their use. Properties will be inspected by Town personnel prior to and after use. Users will be responsible for, and liable to, the Town for all repairs to the facilities required as a result of damage caused by users. Individuals will be required to sign a user agreement and may require a refundable deposit in the amount of \$100.00. Individuals signing the user agreement are responsible for the conduct of their guests and the compliance of their guests with the rules for the facility being used. All individuals signing a user agreement will be required to also sign a Liability Release, Waiver, Discharge and Covenant Not To Sue form.

## 1.8 Groups and Businesses

1.8.1 Social service and community service groups, businesses, and non-profit groups wishing to use the facilities shall be required to execute a Facility Rental Agreement for each event and will be required to provide a Certificate of Insurance with a minimum coverage of \$1 Million, naming the Town of Georgia as an additional insured.