

DEVENS ENTERPRISE COMMISSION

33 Andrews Parkway, Devens, MA 01434
978-772-8831 x3338 Fax 978-772-1529

PERMIT NO. _____

DEC No. _____

APPLICATION DATE: _____

1 Day License (Level 1)

(Fill out application form completely and legibly)

FEE: \$50.00 + \$200.00 PH process fee

(Check payable to Devens Enterprise Commission)

A 1-Day License requires a public hearing. Applications must be submitted at least 21 days prior to the public hearing date.

PROPERTY

OWNER mass Development - Devens EVENT APPLICANT mass Development - Devens

ADDRESS 33 Andrews Parkway ADDRESS 33 Andrews Parkway

TOWN/STATE Devens, MA TOWN/STATE Devens, MA 01434

PHONE 978-772-8876 PHONE 978-772-8876

FAX N/A FAX N/A

[Signature]
SIGNATURE OF PROPERTY OWNER

LOCATION / STREET / FIELD: Verbeck Fields - Near playground, Jackson & Antietam intersection

EVENT: Devens Food Truck & Craft Festival

Please provide the following information with your 1-Day License Application

- DATE: 6/4/23 HOURS (that alcohol will be served): FROM 11am TO 6pm
- Event Description food trucks, 2 beer trucks, vendors, & lawn games
- Provide a site plan showing proposed layout of event (can be hand drawn) as well as the premises for dispensing and consumption of alcohol, outlining the area to be roped or fenced off (including dimensions of area, access point(s), internal layout – serving areas, tables, seating etc.). At least one (1) Police Officer shall remain in the roped or fenced off area at all times and security is required at each access point. **
- 1-Day License is valid for wine and/or malt beverages only. Special licenses for the sale of all alcoholic beverages may be issued to Non-Profit organizations ONLY. Provide proof of Non-Profit status if you are applying for an all alcoholic beverages license
- Licensees must purchase alcoholic beverages from an authorized source; licensees CANNOT purchase from a package store and CANNOT accept donations from anyone. See the list of authorized sources at: www.mass.gov/abcc/pdf/authorizedsources1-day.pdf
- Police & Fire Detail Notification (CALL 978-772-8800): YES NO
- Waste Management (incl. recycling/composting): through Devens Recreation

**** It is illegal in Devens to sell, serve, and consume alcohol beverages on public property without a license. The outdoor area is to be enclosed by fencing or other barrier set-up for the purpose of restricting the removal of alcoholic beverages by patrons/guests. The applicant is an individual, as the responsible manager for the organization. He or she agrees to control the dispensing of alcohol to persons not under the age of twenty-one (21), and that there is to be no service of alcohol to individuals who are or "appear to be" under the influence alcohol. Note: The DEC reserves the right to anticipate potential nuisance conditions at the time the event is proposed and to require assurance of non-impact or reasonable mitigation commitments (including restricting hours of the event and requirements to provide proof that the convener of the event has adequate insurance) at the time the Event Permit is issued. The DEC may also impose protective measures with respect to the active use (i.e., boating, swimming, or fishing) of a surface water resource.**

[Signature]
APPLICANT SIGNATURE

Devens Food Truck and Craft Festival Narrative

We are hosting the Devens Food Truck and Craft Festival on Verbeck Field, the field at the corner of Jackson Road and Antietam Street from 11am-6pm on June 4th. Please see the categories below for more information.

Food Trucks – all food trucks will provide their temporary or seasonal food permits from NABH, a certificate of insurance, and a signed hold harmless agreement. Food trucks will be around the perimeter of the field in the yellow areas (see attached layout map). The Chamber of Commerce is managing vendor registration for us this year and reports that we currently have 7 food trucks signed up for the event as of 5/4. We hope to have 10 total food vendors registered before the event.

Craft/Nonprofit Vendors – all craft/nonprofit vendors will provide a signed hold harmless agreement. Craft vendors will be spread throughout the food truck areas. We currently have 5 craft vendors signed up as of 5/4, but we hope to register at least 15 before the event.

Beer Vendors – beer vendors will provide their COI and hold harmless and will be located inside a 50x60 foot fenced off area. Galvanized steel, interlocking barricades will be used to fence the area off and a State Police detail trooper will be hired to monitor the alcohol area while alcohol is being sold. The beer vendors will be providing one staff member to count people entering/exiting the beer area to make sure we do not go over capacity and a TIPS Certified staff member to ID people wishing to enter and purchase alcohol. There will be tables with seating, as well as trash and recycling barrels inside of this area. Beer vendors are Dirigible Brewing Co. and Sterling Street Brewery. To help remedy the issue of unsupervised children we encountered last year, we would like to ask that children appearing to be under the age of 12 be allowed into the alcohol area with an adult that is over the age of 21. Because of this, we will give adults over 21 years old bracelets (children will not get a bracelet).

Music – we will have a playlist mix playing until 2pm and Point the Finger Band playing from 2-6pm. We will be using a generator to power our speaker and the band's equipment. There will also be a stage set up for the band to utilize. The stage is 16x24 feet and is constructed from metal with carpet on top, and has wooden stairs. With the exception of breaks for the performers, music will be playing throughout the duration of the events. Generators will follow safety guidelines set by the DEC.

Inflatable – we will have one inflatable slide that will be secured to the ground. The blower for the slide will be powered by a generator. An employee from the inflatable company (Party People Inc.) will be supervising participants on the inflatable. The slide will be closed in the event of high winds.

Restrooms – we will provide at least four portable toilets at the location and have access to many others, if they are needed. Restrooms will be located away from food vendors to minimize risk of transfer of bacteria and odor.

Trash and Recycling – trash and recycling barrels will be spread throughout the event area. A DPW staff member will be responsible for removing bags as they get full and putting them in Recreation trash or recycling dumpsters.

Parking – we plan on utilizing three large and two small Recreation parking areas for this event, but we have three additional large parking areas that we can open if we get more attendees than expected. We will have a-frame directional signage out that will point people to approved parking areas.

Expected Attendance –From last year’s attendance, we estimate around 2,000 attendees throughout the event, but we have additional parking areas and directional signage if more people show up than we estimated.

Rules for Attendees – No pets, no outside alcohol, no BBQs or open flames, park in approved parking areas only. Rules will be on the marketing flyer and will be posted at the entrance to the event.

Devens Food Truck and Craft Festival Layout Map



Devens Food Truck and Craft Festival Parking Map

