

TOWN OF GRANVILLE
Policy For Use Of Granville Town Hall
Adopted By Selectboard October 6. 2008

Objectives:

The first priority for use of the Granville Town Hall is to serve as a meeting place for the residents of the town of Granville.

The Town Hall will be available for student physical education activities during the 2008 – 2009 school year. PE will take place about two times per week for periods of 45 minutes with the understanding that heat will not be turned up during PE classes and gym equipment will not be stored in the Town Hall. PE will be pre-empted by any scheduled Town Hall meeting or function.

At times, it will be the policy of the Granville Selectboard that the Town Hall will be made available for use by residents and others on a rental basis in conformance with the conditions listed below:

Conditions:

1. The Granville Selectboard will specifically approve or deny each requested use of the Town Hall. Any party wishing to rent the Town Hall must make a written request stating dates, time, purpose, number of people expected and any other information which will be useful to the selectboard. These requests can be filed with the Town Clerk or given to any selectboard member for consideration by the board. Once a proposed use is approved, the Renter must sign a Rental Agreement available from the Town Clerk and pay the fees required.
2. The Granville School will be notified whenever a function is scheduled during class hours and whenever the kitchen facilities are scheduled for use. Town Hall renters will be told to bring their own cleaning supplies and vacuum to clean the facilities when the rental use is complete. It is the responsibility of the selectboard to make certain the facilities have been satisfactorily cleaned and ready for use by the school. Any problems should be reported to the Town Clerk.
3. Special security consideration should be agreed upon in advance between between the School and the selectboard when a meeting or event is scheduled in the Town Hall during school classes.

4. Facilities must be thoroughly cleaned when done. An additional cleaning fee of \$20 per hour may be charged if more cleaning is necessary.
5. If rental use results in any damage to town buildings or facilities, either the renter will satisfactorily repair the damage, or the selectboard will have repairs done and the renter will be billed.
6. The renter must agree to hold the Town of Granville harmless from any loss or liability resulting from the rental use and occupancy of the building.
7. The use of alcohol may be permitted when the renter provides for the Town Constable or other law enforcement officer to be on site during the rental
8. Use of fireworks will not be permitted.
9. Smoking within the building is not permitted
10. Daily fees will be \$50 for use of the Town Hall and \$40 for use of the kitchen. plus a \$50 damage deposit to be returned after inspection. The selectboard may alter these fees to account for special circumstances.