

Select Board

21 State Line Road PO Box 525 West Stockbridge, Mass. 01266-0525

Tel. (413) 232-0300 x319

Fax. (413) 232-7195

E-mail: admin@weststockbridge-ma.gov

Select Board Meeting

Meeting Agenda

21 State Line Rd, Town Hall

June 24, 2020

AGENDA

6:00 PM: Open Meeting
Review and act on previous meeting minutes.

Other business/action/discussion items:

-Rouge Restaurant-add outside seating approval/denial- Maggie Merrell

Select Board Speak Time

Citizen Speak Time

Adjourn



Select Board

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Select Board Meeting Minutes

June 16, 2020

Remote Access by [Free Conference Call.com](https://www.freeconferencecall.com)

10:05 AM: Open Meeting

Quorum present: Select Board Members: Bernie Fallon, Chair; Eric Shimelonis, Member, and Town Administrator Marie Ryan.

Review and act on previous meeting minutes.

Agenda Items/Action/Discussion Items: Meeting Opened at 10:05 AM

Vote/Discussion approval of DOR 1/12th Budget Plan:

Bernie explained that this plan has been requested by the Massachusetts Department of Revenue. He then asked Marie to explain. Marie stated that due to COVID-19 and all towns having to postpone and move their town meetings to a later date, in case of any type of emergency, natural or COVID-19 related, the State DOR is asking that each town prepare, approve and submit a "1/12th Budget" to the DOR just in case we do not end up being able to complete our town meeting prior to July 1. This will allow us to be able to pay bills and out payroll if we are not able to get town meeting completed by July 1.

Eric said it made sense, and Bernie agreed. Bernie made the motion to approve the 1/12th Budget Plan that Elaine had prepared, Eric seconded and all were in favor.

Bernie made a motion to adjourn, Eric seconded, the Select Board adjourned at 10:08 AM.

Respectfully submitted,

Marie Y. Ryan

Marie Y. Ryan

**Town of West Stockbridge
Temporary Outdoor Dining Application**

Establishment Name: Royce Restaurant Location: West Stockbridge
Property Owner Name: Maggie Merelle / WAMUC Email/Phone: rombuto@royce-restaurant.com
Business Owner Name: Maggie Merelle Email/Phone: _____
Mailing Address: P.O. Box 19 Town: West Stockbridge State: MA Zip: 01766
Business Phone: 413-232-4111 Days/Hours of Operation: Wed-Sun 5-9
Applicant Name/Roll: Maggie Merelle c/o Cell/Email: 413-717-0717
Royce Inc, DBA

Outdoor Seating Use: Restaurant: Yes No Alcohol Service: Yes No

Will there be music* played to outdoor patrons? Yes No

** No amplified live entertainment will be allowed in temporary seating areas unless approved by Select Board.

Are you proposing to use a tent** for outdoor seating? Yes No Tent Size: _____

** Be advised that a tent permit may be required from the Building Dept. for some tents.

Number of Tables: _____ Maximum Number of Patrons: _____

Check all that apply:

- All required signage will be provided COVID-19 Control Plan Completed & on file
 Seating is proposed on a sidewalk Seating is proposed in 5 parking spots
 Plan meets all requirements of COVID-19 MA safety Requirements for Restaurants (attached)

Description of where tables will be located (attach Drawing/Plan): see Attached

This application will not be processed without the following information:

- Plan including a diagram of the proposed outdoor seating
 If applicable: Liability insurance for seating on Town property; indemnifying the Town of West Stockbridge.
 Written permission from Landlord/owner of the area proposed to be used for outdoor seating.
 Completed Restaurant MA COVID-19 Checklist (attached)

I fully understand the Mandatory Standards, Protocols and Permitting/Licensing Requirements outlined for Temporary Outdoor Dining Areas and agree to comply with all expressed parameters requirements:

Applicant Signature: Maggie Merelle Date: 6/18/20

Applicant Name printed: Maggie Merelle Role: Owner

Application Process Description

Application: Should be sent to Marie Y. Ryan, Town of West Stockbridge Town Administrator, either by email at admin@weststockbridge-ma.gov or by mail to PO Box 525, West Stockbridge, MA 01266. Questions should also be directed to Marie Ryan's e-mail. There is no application fee.

Initial Approval: Once your written application has been initially approved, you will be notified that you may begin installation of the proposed outdoor seating area in accordance with the approved or amended application materials.

Inspection: Once installation is complete, contact Brian DuVal, Building Commissioner at bduval@weststockbridge-ma.gov, (413) 232-0300 ext. 313 for inspection of setup.

Final Approval and Inspection: Upon successful inspection(s), a certificate will be issued for the new area, and an amended Temporary Common Victualer or Alcohol License will be issued.

***Note: All permits will be issued for an initial 30-day period which shall be automatically extended until November 1, 2020, unless otherwise notified.*

OFFICIAL USE ONLY:

Date Received: _____

Building Commissioner: ✓

___ Approved ___ Disapproved

Signature: _____

Date: _____

Comments: _____

Board of Health:

___ Approved ___ Disapproved

Signature: _____

Date: _____

Comments: _____

Fire Chief:

___ Approved ___ Disapproved

Signature: _____

Date: _____

Comments: _____

Police Chief:

___ Approved ___ Disapproved

Signature: _____

Date: _____

Comments: _____

DPW Director:

Approved Disapproved

Signature: _____

Curt Wilson

Date: _____

6/18/2020

Comments: _____

*Absolutely "NO" drilling/pinning or penetration of any kind into
Surfaces for the Umbrella Anchors.*

PERMIT DECISION: (Select Board)

Based on the submitted Application for Temporary Outdoor Dining and Department reviews, and with the authority invested in the Select Board of the Town of West Stockbridge, I hereby (check one):

We, Approve Disapprove of this application and authorize Initial Approval with the following comments/restrictions: _____

** Final approval and permits must be issued to the applicant prior to use of the outdoor dining area.

Signature: _____

Date: _____

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OFFICIAL USE ONLY:

Date Received: _____

Building Commissioner:

Signature: Brian DuVal

Approved Disapproved

Date: 6/17/20

Comments: _____

Board of Health:

Approved Disapproved

Signature: _____

Date: _____

Comments: _____

Fire Chief:

Approved Disapproved

Signature: _____

Date: _____

Comments: _____

Police Chief:

Approved Disapproved

Signature: _____

Date: _____

Comments: _____

ROUGE has already operates and provides a small area for Outdoor Dining.

What we are requesting is a temporary expansion of the area, to offset the restrictions of Indoor Dining.

This request includes the closure and use of the Center Street after 5pm (when there are no businesses open). This space can be shared with the other Restaurants in town, to provide an Outdoor dining pavilion not unlike Great Barrington's and Lenox's closing of their town Streets.

We are aware that this is a dramatic change to West Stockbridge.
It is temporary and, we believe, an appropriate response to preserve Businesses, provide Employment and most importantly, keep People Safe.

Our target date for this opening is July 4th Weekend.

Let's all work together and show our support for Rouge on its 20th year.

Many thanks and be safe

OUTDOOR SEATING REQUEST

We are requesting to expand our outdoor seating as follows:

- Sidewalk in front of 3 & 5 Center Street
- 1 parking-currently-prohibited parking space (next to crosswalk)
- 4 parking spaces in front of our buildings 3 & 5 Center Street
- Layout of tables allows for a MINIMUM of 6FT between all individual parties, following state Covid-19 requirements
- This will allow for seating of 40 people (still a 60% reduction of our normal capacity)
- Tables on sidewalk can be put out on a daily basis, allowing public sidewalk access until we open for service.
- We would block the parking spaces for the season using physical barriers (which we will provide such as painted palate walls & planters) to create separation between the road and tables.
- Due to the fact that we are at the mercy of Berkshire summer weather, we will need to have large umbrellas covering tables, which may need to be temporarily anchored to the ground/street/sidewalk

> CURT

> On Jun 15, 2020, at 2:34 PM, Marie Ryan <admin@weststockbridge-ma.gov> wrote:

>

> Hi Maggie,

>

> I have attached the application for the Temporary Outdoor Dining for you. Please complete and get it back to me so I can have the different departments review it as well prior to having the Select Board approve.

>

> Thank yo so much!

>

> Marie

>

> Marie Y. Ryan

> Town Administrator

REQUESTED OUTDOOR SEATING: SIDEWALK IN FRONT OF 3 & 5 CENTER STREET
1 PARKING-CURRENTLY-PROHIBITED SPACE (NEXT TO CROSSWALK)

4 PARKING SPACES IN FRONT OF 3 & 5 CENTER STREET

SPACE 4

SPACE 3

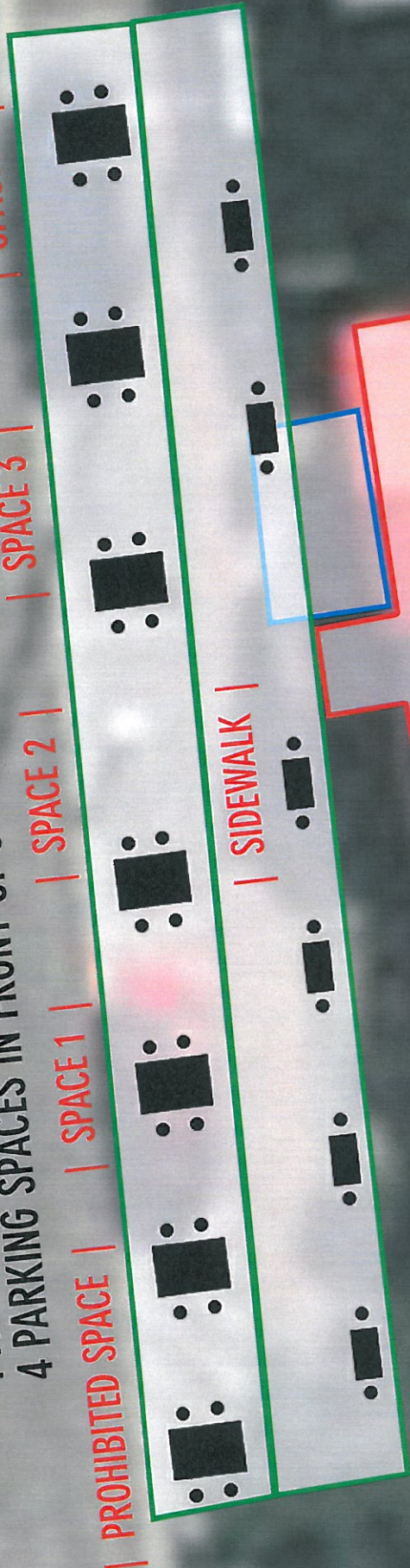
SPACE 2

SPACE 1

PROHIBITED SPACE

SIDEWALK

ROUGE





Message

Thu, Jun 18, 2020 2:38 PM

From:  maggie merelle <maggiemerelle@gmail.com>
To:  Marie Ryan
Cc:  Jeremy Kenny <jkenny@me.com>

Subject: Re: OUTDOOR SEATING REQUEST Application ROUGE

Thank you.
There is no intent to drill or pin the umbrellas.
Thanks.

On Jun 18, 2020, at 2:35 PM, Marie Ryan <admin@weststockbridge-ma.gov> wrote:

Hi Maggie, Here is Curt's comment.

Only concern that I have the 8th line item mentioned under "OUTDOOR SEATING REQUEST".

Large umbrellas may need to be temporarily anchored to the ground/streets/sidewalk.

Absolutely NO anchoring of any kind that would require drilling/pinning or penetrating the surfaces of the sidewalk brick/granite curbing or the street asphalt will be allowed.

These penetrations will allow water to penetrate and result in premature failure of these surfaces.

Thanks,
Curt

Marie Y. Ryan
Town Administrator
413-232-0300 x319
P.O. Box 525
West Stockbridge, Ma 01266

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