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TOWN OF HARRISON
VILLAGE OF HARRISON
ALFRED F. SULLA, JR. MUNICIPAL BUILDING
BUILDING DEPARTMENT
1 HEINEMAN PLACE
HARRISON, NY 10528
Phone: 914-670-3050
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MEMORANDUM

To: JACKIE GREER, TOWN CLERK

From: ROBERT FITZSIMMONS, BUILDING DEPT.

Date: May 1, 2014

Re: SPECIAL EVENT PERMIT **BLOCK-LOT: 0631.-5 - Application #: 14-22472**

THE BUILDING DEPARTMENT IS IN RECEIPT OF THE ATTACHED SPECIAL EVENT PERMIT FROM THE FOLLOWING PROPERTY OWNER AND/OR ORGANIZATION:

ALS ASSOCIATION OF GREATER NY
MANHATTANVILLE COLLEGE
2900 PURCHASE ST
PURCHASE, NY 10577

THEY HAVE REQUESTED THE PERMIT FEE BE WAIVED, AND THE SERVICES OF THE HARRISON POLICE DEPARTMENT AND HARRISON AMBULANCE CORPS. I AM REQUESTING TO PUT THEM ON THE NEXT AGENDA FOR APPROVAL BY THE TOWN BOARD.



April 29, 2014

To Whom It May Concern at the Town of Harrison, NY,

Please accept this letter as an addendum for the Special Event Permit Application regarding our annual charity walk on Saturday, June 14, 2013 on the grounds of Manhattanville College. The Walk to Defeat ALS is a national program through which millions of dollars are raised every year to provide research and patient services for those afflicted with ALS (Lou Gehrig's Disease). ALS is a fatal neuromuscular disease for which there is no known cause or cure. The Greater New York Chapter of the ALS Association is the top chapter in the country, having won nine major awards at this year's national conference. This year the New York Chapter will produce seven walks.

We have arranged with the staff at Manhattanville to have the event on June 14. It's a basic charity walk. We will have about 800 people park on-site, gather in an open field, listen to some music, eat breakfast, they'll walk on a route contained within the campus borders, return to the field, have lunch, and leave. Set-up is 6:00 a.m., the walkers arrive around 9:30, the walk starts at 11:00, and the event usually ends around 1:00. We have 10' x 10' and 20' x 20' rental tents that are set-up and broken down on the day of the event. The walk is rain or shine. Lunch normally involves cooking hot dogs on charcoal rental grills. Our staff wears gloves and is well-versed in safe cooking procedures. We bring a fire extinguisher to all events.

We request the presence of a Harrison police officer on-site to help with traffic before the walk and to secure the Registration Tent during the walk, as some walkers will be bringing cash (9:00 a.m.-1:00 p.m. commitment). We recognize that this often requires a fee, so please advise. We will also call the First Aid squad to request an ambulance to be stationed on-site.

The ALS Association has a \$1,000,000 umbrella insurance policy and we will be providing copies to the Town and to Manhattanville College to name them both as additionally insured.

Since this is a non-profit event for a particularly worthwhile cause, we request that any permit fees be waived. Please contact me with any questions or requests for additional information: 973-489-7232. Thank you for your time and consideration of this terrific event.

Best Regards,



Dave Popkin, Event Manager

Walk to Defeat ALS