

## **Monetary Guidelines for Windsor Town Hall Usage**

Due to the increased requests for the use of the Town Hall, the Select Board has determined the following guidelines be in place until further notice.

### **No Fee**

1. A Town sponsored department and/or function that benefits the residents of Windsor, such as
  - Parks department activities
  - Meetings of any town committee or commission such as Historical or Cultural Councils
  - Council on Aging activities
  - Community Luncheon
  - Free tax preparation from an agency such as BCAC
  - Free family engagement activities from such entities as the Family and community Engagement Coordinator
  - Free events sponsored by the Cultural Council, Historical society, Board of Health, or clinics
2. In general, any free service that involves and benefits the Windsor community to encourage participation in social and/or learning opportunities and doesn't charge a fee.

### **Fee(s)**

- The Town Hall is available for personal functions as needed for a fee. Any event sponsored by an individual, residing in Windsor or not, or non-town agency for which a donation or admission fee is charged, will be required to pay a rental fee. (See attached form).

### **Hall Only**

Residents - \$40

Non-residents - \$75

### **Hall and Kitchen**

Residents \$60

Non Residents \$90

Oct 2019