



Johnson Hall Performing Arts Center
Entertainment & More Since 1864

May 2, 2008

Jeff Kobrock, City Manager
Andy MacLean, Mayor
6 Church St.
Gardiner, ME 04345

Dear Mr. Kobrock and Mr. MacLean:

This year, we are again working with Gardiner Rotary Club and Gardiner Main Street to host the annual Water Street and Waterfront Celebration as part of the Celebrate Gardiner Festival and the Chamber Whatever Week kickoff on June 21, 2008. Johnson Hall is producing an art workshop for kids and the music stage in the mini-park on Water Street, and the evening Waterfront Talent Show. Gardiner Main Street will continue to have art and food booths on Water Street, and Gardiner Rotary Club will continue to manage the Waterfront concessions and fireworks, and provide volunteers to help. Please accept this letter as formal request for assistance.

The Talent Show, which showcases local talent, will be held beginning at 6:30pm and will run for about two-and-a-half hours, until the fireworks begin at about 9 pm. (We must cancel if it is raining.) It usually brings about 2-3,000 people to downtown Gardiner, and this year will be a nice showcase for the new Waterfront improvements.

We respectfully request the use of the Waterfront Park for this community event on Saturday, June 21. Public Works employees did a great job last year, with Rusty Greenleaf's guidance, delivering and assembling the temporary staging. They now know the method for set-up and take-down. This year, we ask them to be available on Friday evening to move and set up, and on Sunday morning take down the staging. We will pay for and bring in the necessary lighting and sound equipment on Saturday. We request that we have access to the electricity outlets at the Waterfront Park all day, so that we may operate the lighting and sound equipment. Finally, we will also need to make the public bathrooms at the top of the knoll available to the audience. Rotary and Gardiner Main Street will be supplying two additional handicapped-accessible porta-potties to make those facilities useable by all.

We will copy Chuck Applebee and Reggie Grant of Public Works, and Public Safety Director James Toman on this letter so they will have the details in writing. Please feel free to call me if I can provide further information or assist in any way. My phone number is 582-7144. Thank you for your help in supporting this community event.

Sincerely,

Judy Lloyd

Executive Director, Johnson Hall

Cc: James Toman, Chuck Applebee, Reggie Grant