

**Town of Becket By-Laws, Article 16C**

**Parks and Recreation Committee**

(Adopted 4/5/2014; effective 3/4/2015)

**Section 1. Membership.**

There shall be a Parks and Recreation Committee consisting of five (5) members, all of whom shall be residents of the Town, appointed by the Board of Selectmen.

**Section 2. Terms and Compensation.**

The terms of each appointment, after the initial terms shall be for three (3) years each or until their successor has been appointed and qualified and shall be so arranged that as nearly an equal a number of terms as is possible shall expire each year. The initial appointments shall be of one, two and three years. Appointments shall be for three years and shall begin on the first business day in July (except for the initial terms which shall begin at their first meeting following the annual town election and run until June 30<sup>th</sup> of the following appropriate years). If a vacancy occurs, the Board of Selectmen shall appoint a new member who shall serve for the balance of the term of the member replaced. Committee members shall serve without compensation. Members may be eligible for reappointment.

**Section 3. Powers and Duties.**

The Committee shall act in an advisory capacity to the Board of Selectmen under their supervision and control. The Parks and Recreation Committee shall have the duties to investigate and recommend and carry out improvements in town sponsored recreation, sports, social and cultural opportunities for youth, establish policies governing the provision of recreation and parks services, develop goals and objectives and long range plans for the provision and future development of playgrounds, athletic facilities, parks and park amenities, such programs and activities that allow citizens to make the best possible use of present and future recreation facilities and services, and oversee the long term maintenance and improvements of the parks and recreation facilities under its jurisdiction. It shall set reasonable fees as appropriate and as approved by the Board of Selectmen. The

**Parks and Recreation Committee will work with the Town Administrator and Highway Department regarding the maintenance of park and recreation facilities. On an annual basis, the Parks and Recreation Committee will present a report of its actions in the Town Report.**

**Section 4. Meetings and Proceedings.**

**The Committee shall meet on a regular basis, as established by it, but not less frequently than once a quarter. Special meetings may be called by the Board of Selectmen, Chairman of the Committee or majority vote of the Committee. Minutes shall be kept of all meetings. The Committee may establish its own rules of procedure including those governing the conduct of its meetings.**

**Section 5. Quorum Requirements.**

**The Committee shall not meet or conduct business without the presence of a quorum. A majority of three (3) voting members shall constitute a quorum. The Committee shall approve its actions by a majority vote of those members present and voting.**

**Section 6. Election of Officers.**

**The Committee shall annually, at its first meeting of each fiscal year, elect a chairman, vice-chairman and secretary for the ensuing year. Annually the Committee shall provide the Board of Selectmen with the names of the officers for the upcoming year.**

**Section 7. Special Employees. Committee members shall be special municipal employees.**