



TOWN OF TRURO

P.O. Box 2030, Truro MA 02666

Tel: (508) 349-7004 Fax: (508) 349-5505

MEMORANDUM

Date: July 25, 2006; Revised November 15, 2016, July 13, 2021, August 9, 2022

From: Select Board

To: Recreation Advisory Committee

Re: Recreation Advisory Committee Charge, Revised

In accordance with the Truro Town Charter, Chapter 6-4-4, the Select Board has unanimously voted to revise the Charge to the Recreation Advisory Committee, originally established on April 22, 2003, as follows:

RECREATION ADVISORY COMMITTEE

The Recreation Committee shall be composed of seven (7) members appointed by the Select Board to serve staggered terms of three years, including two alternates who shall be appointed annually.

Guided by the Town's interest in the health, wellness and welfare of all its citizens, regardless of age, the Committee's primary purpose will be to investigate in cooperation with the Recreation Director, recommend to the Select Board, and support innovative programs for all residents of Truro; some programs will involve young people (from preschool through teens), some will be designed for adults and/or senior citizens, and some will be planned to appeal to and be engaged in by citizens of all ages.

The Committee's efforts will include, but not be limited to, the following:

1. Assist the Recreation Director (RD) in efforts to broaden the scope of the Recreation Department to serve people of all ages, including special projects. Identify and advocate for active and passive recreation opportunities, capital projects, and programs.
2. Make recommendations to the Recreation Director for programs and special events. Provide documentation (when and if available) on how these proposed programs have worked and their cost.
3. Annually review program fee structures for non-revolving fund programs, hold public hearings as necessary, and recommend non-revolving fund program fees to the Select Board for approval.

Recreation Advisory Committee Charge

August 9, 2022

Page 1

4. Work with the RD, Town Manager and Select Board in the search for filling vacancies on the Recreation Committee. This may include suggesting names of possible interested people and providing feedback concerning applicants and interviewees.
5. Work with the RD to develop and submit the annual status report to the Select Board and Town Manager on all current programs and accomplishments, as well as a statement of goals for the upcoming year.
6. Work with the RD to review and make annual recommendations for capital projects and associated funding lines for the annual budget to the Select Board and Town Manager. Provide budget requests as needed for Committee projects to the Select Board and Town Manager.
7. Hear complaints received by the Committee and/or forwarded by the Select Board pertaining to programs and review said complaints with the Recreation Director to devise solutions. If a complaint cannot be resolved at this level, it will be forwarded to the Select Board and/or the Town Manager. Complaints should be handled in accordance with Select Board Policy 31: Written Complaints and Communications.



Kristen Reed, Chair



Robert Weinstein, Vice-Chair



John Dundas, Clerk



Sue Areson



Stephanie Rein
Select Board
Town of Truro