



Town of Framingham
Board of Selectmen

Policy on Cushing Chapel Rental

Issue date: August 23, 2001

Type of policy: New () Amendment (X)

Effective date: September 2, 2001

Amendment date: August 8, 2002

Amendment date: November 3, 2015

Level: Department () Division () Town Wide (X)

Policy Statement

The Cushing Memorial Chapel is a memorial to soldiers and veterans of the Town of Framingham. It shall be operated by the Facilities Management Department with the assistance of an Advisory Committee, as described below, and funded from an authorized revolving fund specifically created for this purpose. The Town shall maintain and operate the Chapel as both a memorial to soldiers, veterans and others who have used the Chapel throughout its long history, and as a non-sectarian meeting and function place.

References

Information Packet and Rental Guidelines.

Special Terms

None.

Policy Description

A. Authority

The Board shall have the authority to interpret, modify, add to, delete from, or otherwise take action related to this policy from time to time, as it sees fit.

B. Advisory Committee

The Board of Selectmen shall be advised in the day-to-day affairs of the Chapel by an Advisory Committee consisting of eleven (11) members appointed by the Board of Selectmen. Terms of office shall begin on July 1st of the appointing year and end on June 30th of the expiring year and shall range from one to three years. The Committee shall be comprised of the following persons:

- Chair of Framingham's Veteran's Council, or his/her designee, 3 year term;
- President of Framingham Historical Society, or his/her designee, 3 year term;
- Director of Facilities Management, 3 year term;
- Eight (8) Framingham residents; each for two (2) year terms, with the initial terms staggered four one-year terms and four two-year terms.

Advisory Committee members shall have the responsibility of advising the Board of Selectmen as it relates to all aspects of the Chapel, including operations and maintenance of, and improvements to, the Chapel. While the Board of Selectmen is not bound by the decisions of the Advisory Committee, due consideration shall be given to their input prior to an action or inaction taken relating to or affecting the Cushing Chapel. The Board of Selectmen shall delegate their authority for day-to-day operations of the Chapel to the Town Manager, who shall also be responsible for carrying out any decisions of the Board as they relate to the Chapel.

Meetings of the Advisory Committee shall be held on a fixed day and time to be determined by the members. All meetings shall be posted for the public in accordance with the Massachusetts Open Meeting Law. Notice of each shall be delivered separately to the Board of Selectmen.

C. Regulations & Fees

Regulations concerning the fees and operation of the Chapel shall be established by the Town Manager, and shall be reviewed from time to time as is deemed necessary.

There shall be no fee charged for the funeral of a veteran of military service. Please see **Information Packet and Rental Guidelines** for more information.

The Chapel is operated under a revolving fund as voted by Town Meeting and authorized by Massachusetts General Laws Chapter 44, Section 53E Yz.

D. Acceptance

This policy shall take effect ten (10) calendar days after approval by the Board of Selectmen.