

FACILITY GUIDE**

Room	Capacity	Fee (private use)	Fee (nonprofit organization-nonprofit activity)	Return form to and arrange entry	Comments
Town Hall Meeting Room	29	\$25.00	No fee	Rena Duncklee 673-8855, Ext. 214 (key)	Parking restrictions near fire station
Upper Town Hall	160*	\$50.00	No fee	Rena Duncklee 673-8855, Ext. 214 (key)	Parking restrictions near fire station. *If expect over 160 need to have Fire Chief notified and 2 fire fighters on duty.
Fire Station Meeting Room	80	\$25.00	No fee	Scott Knowles 672-8531	Emergency facility. Parking restrictions. Adult groups or groups with approved adult/child ratio only. Kitchen use by special permission.
Library Meeting Room	20	No fee per Library rules	No fee per Library rules	Myra Emmons 673-3300 (key)	May charge fee for use of kitchen or other equipment
Safety Complex Meeting Room	40	\$25.00	No fee	Wes Whittier 672-6216	Emergency facility- not yet available for private use adult groups or groups with approved adult/child ratio only.
Annex Meeting Room	25	\$25.00	No fee	Scott Knowles 672-8531	Not yet available for use –exit needed
Brusch Hall Upstairs	38	\$25.00	No fee	Rena Duncklee 673-8855, Ext. 214 (key 8 AM-2 PM)	
Brusch Hall Downstairs	3	\$25.00	No fee	Rena Duncklee 673-8855, Ext. 214 (key 8 AM-2 PM)	No children under age of 6
Brookline Chapel	160	\$150.00	No fee	Rena Duncklee 673-8855, Ext. 214 (key 8 AM-2 PM)	Cost includes rental for 3 hour event
RMMS Library	32		No fee*	Sally O'Hearn/Kevin Stone 673-4640	School hours/custodian
RMMS Gym	711 (?)	\$50.00	No fee	Sally O'Hearn/Kevin Stone 673-4640	School hours/custodian Use of kitchen additional fee (\$25.00)
RMMS Art Room	32		No fee	Sally O'Hearn/Kevin Stone 673-4640	School hours/custodian
RMMS Teacher Lounge	30		No fee	Sally O'Hearn/Kevin Stone 673-4640	School hours/custodian

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CSDA Gym	364 (plus bleachers)	\$150.00 (more if profit)	No fee	Lissa Farbotko/ Kevin Stone 673-0122	School hours/custodian
CSDA Stage	50		No fee	Lissa Farbotko/ Kevin Stone 673-0122	School hours/custodian
CSDA Art Room	33		No fee	Lissa Farbotko/ Kevin Stone 673-0122	School hours/custodian
CSDA Library	31		No fee	Lissa Farbotko/ Kevin Stone 673-0122	School hours/custodian
CSDA Lunch Room	110	\$150.00 (more if profit)	No fee	Lissa Farbotko/ Kevin Stone 673-0122	School hours/custodian Use of kitchen additional fee (\$25.00)
Brookline Community church (BCC) Fellowship Hall	83	\$75.00 (\$25.00 church members)	Fee waived for non profit for services in kind	Judy Cook Church 673-7511 Brookliner@aol.com	Donations accepted
BCC meeting rooms		\$20.00 No fee church members	Fee waived for non profit for services in kind	Judy Cook Church 673-7511 Brookliner@aol.com	Donations accepted
BCC kitchen use	--	Additional \$25.00		Judy Cook Church 673-7511 Brookliner@aol.com	
Brookline Legion	49	\$25.00		Dr. Ruth Wrigley 672-7895	

*General for Schools –utility fee of \$10.00/hour on non-school days. Custodian fee \$25.00/hour on non school hours.

Key

Town

Schools

Private

**Note: The information in this guide is kept current on the town building and is kept by the Board of Selectmen—other facilities where meeting can be held in town are listed for reference and rules are subject to change. Please contact the appropriate organization if you have any questions