

ESTABLISHMENT OF THE TOWN OF ADDISON PLANNING BOARD

ENACTED: MARCH 11, 2008
ARTICLE #32 – ANNUAL TOWN MEETING

CERTIFIED BY: _____
JOHN WOODWARD

NOTARY
My Commission Expires:

ATTEST: A TRUE COPY

DATED: _____

MARY FARNSWORTH

TOWN CLERK

AFFIX SEAL

Establishment of the Town of Addison Planning Board

1. Establishment

Pursuant to Article VIII, pt. 2, Section 1 of the Maine Constitution and 30-A M.R.S.A. § 3001, the Town of Addison hereby establishes a Planning Board.

2. Definitions

Board Member: Any regular or alternate member of the Planning Board.

3. Appointment: Term

- A. Board members shall be appointed by the Board of Selectmen and sworn by the clerk or other person authorized to administer oaths;
- B. The Board shall consist of 5 regular members and such number of alternates as the Board deems necessary;
- C. Once Board members are appointed and sworn, the Board shall have exclusive authority to define or change the status of a member as voting or nonvoting;
- D. The term of each member shall be 3 years.

4. Removal: Resignation

Board members may be removed by the Board of Selectmen for good cause after notice and hearing. Resignations of Board members must be confirmed by the Board of Selectmen.

5. Vacancy

When there is a permanent vacancy, the Board of Selectmen shall within 60 days of its occurrence appoint a person to serve for the unexpired term.

A vacancy shall occur upon the resignation or death of any member; when a member ceases to be a legal resident of the town; when a member fails to attend four (4) consecutive regular meetings; when a member fails to attend 75% of all meetings during the preceding twelve (12) month period; or when by majority vote the Board recommends that a member should be removed from the Board, the final determination to be made by the Board of Selectmen. The vacancy of a regular member shall be filled by an alternate member

based on seniority. When a vacancy occurs, the Chairperson of the Board shall immediately so advise the Selectmen in writing. The Planning Board will recommend new members to the Board of Selectmen.

6. Municipal Officers

Municipal officers and Town employees may not serve as Board members.

7. Organization and Rules

- A. The Board shall elect a chairperson, vice chairperson and secretary from among its members. The term of all offices shall be 1 year with eligibility for re-election;
- B. When a regular member is unable to act because of interest, physical incapacity, absence or any other reason satisfactory to the majority of the Board, the chairperson shall designate an alternate member in order of seniority to sit in that regular member's stead;
- C. An alternate member may and is encouraged to attend all meetings of the board and participate in its proceedings, but may vote only when he or she has been designated by the chairperson to sit for a regular member;
- D. Any question of whether a member shall be disqualified from voting on a particular matter shall be decided by a majority vote of the members except the member who is being challenged;
- E. The chairperson shall call at least one regular meeting of the Board each month;
- F. No meeting of the Board shall be held without a quorum consisting of 3 members or alternate members authorized to vote. The Board shall act by majority vote of the members present and voting;
- G. The Board shall adopt rules for transaction of business and the secretary shall keep a record of its resolutions, transactions, correspondence, findings and determinations. All records shall be deemed public and may be inspected during regular town office hours.

8. Duties

- A. The Board shall perform such duties and exercise such powers as are provided by Town of Addison ordinances and the laws of the State of Maine;
- B. The Board may obtain goods and services necessary to its proper function within the limits of appropriations made for the purpose.

9. Effectiveness

This ordinance supersedes all previous ordinances, which describe the establishment of the Town of Addison Planning Board.

Given under our hands this _____ day of _____, 2008

Michael L. Murphy, Selectman

Dale Crowley, Selectman

Thomas Batson, Selectman