TOWN OF BOWDOINHAM

COMMUNITY DEVEOPMENT ADVISORY COMMITTEE

BYLAWS

Adopted September 28, 2010

I. Purpose

To develop and assist in plans designed to support and enhance community and economic development in the Town of Bowdoinham.

II. Appointment

Appointments to the Community Development Advisory Committee shall be made by the municipal officers.

The Community Development Advisory Committee shall consist of seven members.

The term of each member shall be three years, except the initial appointments which shall be for one, two and three years. All newly designated committee members are to be sworn in by the Town Clerk.

A vote of a quorum may direct the action of the municipal officers to declare a permanent vacancy due to the unexcused absence of a member from three regular meetings of the Community Development Advisory Committee in a twelve-month period. When there is a permanent vacancy, the municipal officers shall within 60 days of its occurrence appoint a person to serve for the unexpired term.

A municipal officer may not be a member of the Community Development Advisory Committee.

III. Qualifications

Each member of the Community Development Advisory Committee shall be:

a. a legal resident of the Town of Bowdoinham; or
b. an owner of a business that is located in the Town of Bowdoinham.

IV. Compensation

There shall be no compensation provided for the membership of the Community Development Advisory Committee.

V. Duties; Responsibilities

The Community Development Advisory Committee shall have the following duties and responsibilities:

1. Develop goals, policies, strategies, plans and projects to support and enhance Bowdoinham's community and economic development.

2. Perform such duties and exercise such powers as are provided by Town ordinances and the laws of the State of Maine.

3. The Committee may obtain goods and services necessary to its proper functioning within the limits of appropriations made for the purpose, as approved by the Selectboard.

VI. Organization

The Committee shall elect a chair, vice chair and secretary at the first regular meeting of each year for a one year term.

The chair shall call the meetings to order and conduct all business. If both the chair and vice-chair are absent, the members present shall chose a chair for that meeting by majority vote.

The secretary shall take the minutes at each meeting. If the secretary is not present or elected, then an individual shall be appointed at each meeting to record.

Any member who has a direct or indirect pecuniary interest or who for other reasons has a bias in any question on which he or she must decide must make full disclosure of that interest or bias on the record and must abstain from voting or attempting to influence a decision in his or her capacity as a member. 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. Such a member may participate as a member of the public.

The chair shall call at least one regular meeting each month unless there are no agenda items for a given regular meeting. The Committee may establish a different regular meeting day and/or different regular start time by majority vote of its members. The chair may call special meetings when necessary. Notice of special meetings shall be posted as required by law.

No meeting shall be held without a quorum consisting of four members. If there be any vacancies, then a quorum shall consist of a simple majority of the current membership. In the event that a quorum is not present, committee may:

- reschedule the meeting to another date and adjourn the meeting; or
- the committee may continue the meeting with the understanding that no official votes will be taken.

Notice of regular, special and rescheduled meetings shall be posted as required by law.

VII. Amendments

Ratification and amendments of these by-laws will be reviewed annually and amendments must be approved by a majority vote of the committee and the Selectboard.

Severability
The invalidity of any section or provision of these Bylaws shall not be held to invalidate any other section or provision of these Bylaws.

Signed and adopted by the Board of Selectmen on September 28, 2010

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Brian Hobart, Chair

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Daniel Billings

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Douglas Tourtelotte

Attest: