

The Annual Report

Town of

BROWNFIELD

Maine

For the Fiscal Year Ending

June 30, 1993

ARTICLE 41

The Town voted to accept an ordinance entitled "Establishment of Brownfield Planning Board".

ESTABLISHMENT OF BROWNFIELD PLANNING BOARD ORDINANCE

1. ESTABLISHMENT. Pursuant to Art. VIII, pt. 2, Section 1 of the Maine Constitution and 30-A MRSA Section 3001, the town of Brownfield hereby establishes the Brownfield Planning Board.

2. APPOINTMENT.

- A. Board members shall be elected by the annual town meeting and sworn by the clerk or other person authorized to administer oaths.
- B. The board shall consist of 5 members and 2 associate members.
- C. The term of each member shall be 5 years. The term of office of an associate member shall be 5 years. The current members, shall serve until their appointed terms expire.
- D. When there is a permanent vacancy, the municipal officers shall within 60 days of its occurrence appoint a person to fill the vacancy to the current fiscal year end, i.e. June 30. A vacancy shall occur upon the resignation or death of any member, or when a member ceases to be a voting resident of the town, or when a member fails to attend four (4) consecutive regular meetings, or fails to attend at least 75% of all meetings during the preceding twelve (12) month period. When a vacancy occurs, the chairman of the board shall immediately so advise the municipal officers in writing. The board may recommend to the municipal officers that the attendance provision be waived for cause, in which case no vacancy will then exist until the municipal officers disapprove the recommendation. The municipal officers may remove members of the planning board by unanimous vote, for cause, after notice and hearing.
- E. A municipal officer may not be a member or associate member.

3. ORGANIZATION AND RULES.

- A. The board shall elect a chairperson and vice chairperson annually. The Board shall appoint a secretary who may or may not be a member or associate member of the Board.
 - B. When a member is unable to act because of interest, physical incapacity, absence or any other reason satisfactory to the chairman, the chairman shall designate an associate member to sit in his stead.
 - C. An associate member shall attend all meetings of the board and participate in its proceedings, but may vote only when he has been designated by the chairman to sit for a 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 chairman 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 4 members or associate members authorized to vote. An affirmative vote by 3 members is required to pass any motion.
 - 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 at reasonable times.
4. DUTIES; POWERS.
- A. The board shall be the Municipal reviewing authority of subdivisions under 30-A MRSA Sections 4401 et.seq..
 - B. The board shall perform such duties and exercise such powers that are provided by Brownfield ordinance and the laws of the State of Maine.
 - C. The board may obtain goods and services necessary to its proper function within the limits of appropriations made for the purpose.