

**TOWN OF BRIDGTON
ESTABLISHMENT OF THE BRIDGTON PLANNING BOARD ORDINANCE**

This Ordinance repeals and replaces the Ordinance previously enacted and amendments thereto and is enacted pursuant to The Maine Constitution Article VIII and 30-A MRSA Sec 3001.

Election

A. Members of the Bridgton Planning Board shall be elected at the Annual Town Meeting. Nomination and balloting procedures set forth in 30A M.R.S.A. Sec. 2528 shall be used.

B. The Board shall consist of five (5) regular and two (2) alternate members.

C. The term of office shall be three (3) years, with approximately one-third of the positions to be elected each year. No more than two (2) regular members shall be elected in any one year, except to replace a member due to a vacancy.

D. As per 30-A MRSA 2602, a vacancy shall occur upon the nonacceptance, resignation, death, removal from the municipality, permanent disability or incompetency, failure to qualify for the office within 10 days after written demand by the municipal officers and failure of the municipality to elect a person to office. The chairperson of the Board shall immediately advise the municipal officers in writing when a vacancy occurs.

When there is a vacancy, the municipal officers may appoint a person to serve until the next Annual Town Meeting at which time the vacancy shall be filled by election for the remainder of the original term.

E. A regular or alternate member may serve until his/her successor is elected and qualified.

F. Neither a municipal officer nor his/her spouse may be a member of the Board.

G. All members of the Board shall be legal residents of the Town of Bridgton.

Organization and Rules

A. The Board shall elect a chairperson and vice-chairperson from among its members and create and fill such other offices as it may deem necessary. The Board may either elect a secretary from among its members or utilize a non-member hired to serve in

that capacity. The term of office for the elected officers shall be one (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 chairperson, the chairperson shall designate an alternate member to sit in his/her stead.

C. An alternate member may attend all meetings of the Board and may participate in its proceedings, but may vote only when he/she has been designated by the chairperson to sit for a regular member. An alternate may make and second motions.

D. The chairperson shall call at least one (1) regular meeting of the Board each month.

E. No meeting of the Board shall be held without a quorum consisting of three (3) regular members or alternate members authorized to vote. The Board shall act by majority vote based on the number of members present and voting, except that every order or resolve shall require, on final passage, the affirmative vote of three (3) members of the Board.

F. 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.

Duties and Powers

A. The Board shall perform such duties and exercise such powers as are provided by municipal ordinance and the laws of the State of Maine.

B. The Board may obtain goods and services necessary to carry out its proper function within the limits of appropriations made for this purpose.

Effective Date

This Ordinance shall take effect immediately upon its adoption by the Citizens of Bridgton

Enacted June 14, 1995

Revised: June 8, 2010