

HOLLIS PLANNING BOARD MEMBERSHIP ORDINANCE

*voted in
March 3, 1984
Annual Town Meeting*

1. Establishment.

Pursuant to MRSA Const. Art. VIII-A and 30 MRSA # 1917, the Town of Hollis hereby re-establish the Hollis Planning Board.

2. Appointment

- 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 7 members.
- C. The term of each member shall be five (5) years, except the initial appointments which shall be for 1,2,3,4, and 5 years respectively.
- D. When there is a permanent vacancy, the municipal officers shall within sixty (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, 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 seventy-five (75) percent of all meetings during the preceding twelve (12) months 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.

3. Organization and Rules

- A. The board shall elect a chairman and a secretary from among its members and create and fill such other offices as it may determine. The term of all offices shall be one (1) year with eligibility for re-election.
- B. 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.
- C. The chairman shall call at least one regular meeting of the Board each month.
- D. No meeting of the board shall be held without a quorum consisting of four (4) members.
- E. 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 prepare a Comprehensive Plan as defined by 30 MRSA # 4961.
- B. The board shall perform such duties and exercise such powers as are provided by Hollis Zoning Ordinance and the laws of the State of Maine.
- C. The board may obtain goods and services necessary to proper function within the limits of appropriations made for that purpose.