

## CHAPTER 20

### ADVISORY BOARD

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- S20-1. Establishment; membership; terms; disqualification.**

a. There shall be an Advisory Board for the town composed of eleven (11) members, four (4) of whom shall be appointed for terms of three (3) years, and none of these appointed members shall hold an elective or appointed office of the town; provided, however, that any vacancy and all appointments of new members shall be made by an appointing board of three (3) composed of the Moderator, Chairman of the Board of Selectmen and the Chairman of the Advisory Board, unless the Chairman's term on the Board has expired, in which event the senior member shall serve on said Board; such new appointments shall be for terms of three (3) years and shall be made as soon as may be following the Annual Town meeting. The terms of office of said members shall commence immediately upon qualification and shall expire at the close of final adjournment of the Annual Town Meeting at which their successors are appointed. A majority of the current membership of the board shall constitute a quorum, provided however that at least four members shall be present to constitute the quorum.

B. Said board shall choose its own officers and shall serve without pay and shall cause to be kept a true record of its proceedings.

C. A member who fails to attend one third (1/3) of all meetings held within a six-month period of time shall be disqualified from membership automatically. Said six-month period shall be from June through November and December through May. In the event that a member is disqualified, the Chairman of the Advisory Board shall notify the disqualified member, the Moderator and the Chairman of the Board of Selectmen. A disqualified member may reapply. In the present context, any posted meeting shall be considered to have been held, whether a quorum is achieved or not,

unless the meeting is canceled prior to the meeting's posted time.

D. Appointments shall be made annually. The term of office shall begin at the time of the appointment and shall expire at the final adjournment of the Annual Town Meeting next succeeding.

**S20-2. Compensation.**

The Board shall serve without pay, except the Clerk, whose compensation shall be fixed by the Board of Selectmen.

**S20-3. Chairman.**

The Board shall organize by choosing from its own number a Chairman.

**S20-4. Consideration of warrants.**

A. It shall be the duty of the Board to consider all articles in the warrant for all town meetings and to report thereon at the meeting in writing.

B. The Selectmen shall immediately, upon issuing a warrant, transmit a copy thereof to the Board who shall thereupon take the same under consideration.

**S20-5. Time limit for recommendations.**

A. Every board and officer of the town, whether elective or appointive, charged or vested with the disbursement or expenditure of money or funds voted by the town for such board or officer or earned or received by such board or officer through or by virtue of its municipal office or function shall submit their recommendations for appropriations, together with budget for all anticipated expenditures, to the Committee on or before November 1 of each year; such recommendations and budget to be on such forms as may be required by the Committee.

B. Capital outlay items costing one hundred dollars (\$100) or more shall be included as a line item within the budget of every board or officer of the town.

**S20-6. Hearings.**

A. The Board may give one (1) or more hearings regarding every proposed appropriation.

B. The various town officers and boards may be required by said Board to attend said hearing or hearings and give such evidence and explanations as may be required of them concerning their recommendations for appropriations.

**S20-7. Decisions; reports.**

Said Board shall duly consider all matters before it and shall approve or disapprove the articles in the warrant within the scope of its investigation hereunder and it shall report in writing to the Selectmen.

**S20-8. Construal of provisions.**

Nothing in this Article shall be construed so as to prevent the town from appropriating money or making a sale of property according to law without the matter first being acted upon and recommendations and report made thereof by said Board.

**S20-9. Eligibility for elective office.**

No member of the Advisory Board shall become a candidate for elective office unless prior to announcement of candidacy or request for nomination papers by himself or authorized representative, he shall resign from membership on said Board.

**S20-10. Distribution of warrants to voters.**

At least seven (7) days prior to every town meeting, the Board shall mail or distribute a copy of the warrant to each household in which one (1) or more registered voter resides. Whenever possible, the copy of the warrant shall contain the recommendation of the Board on each Article.