



Town of South Thomaston, Maine  
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**PROPOSED ORDINANCE**  
**ESTABLISHMENT OF A MUNICIPAL PLANNING BOARD**

As voted by Townspeople in 1973  
Modified in 1974, Amended in 1990, Amended in 2021

1. Establishment. Pursuant to MRSA Constitution Art. VIII-A and 30 MRSA, sec 1917, the Town of South Thomaston hereby establishes the Municipal Planning Board
2. Appointment.
  - A. Appointments to the Board shall be made by the municipal officers.
  - B. The Board shall consist of five (5) members and two (2) associate members.
  - C. The term of each member and associate member shall be three (3) years or as determined by the municipal officers.
  - D. When there is a permanent vacancy, the municipal officers shall within 60 days of the occurrence appoint a person to serve for the unexpired term.
  - E. Municipal officers shall not serve as a member or associate member.
3. Organization and Rules.
  - A. The board shall elect a Chairperson and Vice-Chairperson from among its members. The Board may either elect a Secretary from among its members or hire a non-board member to serve as Secretary. The term of all officers shall be one (1) year with eligibility for re-election.
  - B. When a member is unable to act because of interest, physical incapacity, absence or any other reason satisfactory to the chair, the chair shall designate an associate member to sit in his/her stead.
  - C. An associate member may attend all meetings of the Board and participate in its proceedings, but may vote only when he/she has been designated by the chair 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 chair shall call at least one regular meeting of the board each year.
  - F. No meeting of the board shall be held without a quorum consisting of three (3) members or associate members authorized to vote.
  - G. The board shall adopt rules for transaction of business and the secretary shall keep a record of its resolutions, transactions, correspondence, findings

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and determinations. All records shall be deemed public and may be inspected at reasonable times.

4. Duties; Powers.

- A. The board shall perform such duties and exercise such powers as are provided by town ordinance and the laws of the State of Maine.
- B. The board may obtain goods and services necessary to its proper function within the limits of appropriations made for the purpose.