

Town of China Budget Committee Ordinance

Section 1. Establishment.

Pursuant to 30-A M.R.S.A. Section 3001, a Budget Committee is hereby established for the Town of China, Maine. This Ordinance shall repeal and replace any previous actions taken by any previous town meeting vote including but not limited to the most recent known vote taken in 1947 and those immediately preceding and dating back to 1932.

Section 2. Composition; Election (Appointment); Qualifications; Terms; Vacancies.

The Committee shall consist of 7 members who shall be elected by the town at-large at the Annual Town Meeting and who shall be registered voters of the Town. Candidates shall take out and properly process nomination papers and be elected by referendum election on a secret ballot. The election and constitution of the Budget Committee shall be as follows: a Chairperson shall be elected from the town at-large; a Secretary shall be elected from the town at-large; one additional member shall be elected from the town at-large; and one member shall be elected from each of the four areas or districts as indicated on the attached Budget Committee District Map. No person may be elected to be or serve as a Member representing a particular area unless he or she is a resident of that area.

The Budget Committee District Map was signed by the Select Board and attested to by the Town Clerk on June 13, 2006, and being the date of adoption.

Members serving on the Budget Committee as of the date of enactment of this Ordinance shall be entitled to serve the remainder of their terms. For transition purposes, representatives from areas 1 and 3, and the Chairperson elected at-large shall be elected at the annual election in 2006 to serve terms of one year, and shall thereafter be elected in odd-numbered years to serve terms of two years. Representatives from areas 2 and 4, and the Secretary and other Member elected at-large shall be elected at the annual election in 2006 to serve terms of two years, and shall thereafter be elected in even-numbered years to serve terms of two years.

The elected member from a given area or candidates at-large shall be the candidate receiving the largest number of votes cast. Voters shall have the right to cast ballots for one candidate from each of the areas and for the respective candidates-at-large running in any given year.

When there is a permanent vacancy due to the resignation of a Member, the Select Board shall appoint a person to complete the unexpired term. Such appointment shall be done within 45 days of the date of resignation or dismissal and the person shall be chosen from the same election area, if applicable. If there are two or more qualified candidates, the Select Board may at their discretion hold a special election to fill the vacancy.

Section 3. Officers; Meetings; Quorum; Procedure.

The Chairman shall call meetings as necessary or when so requested by a majority of members or the municipal officers. A quorum necessary to conduct business shall consist of at least a majority of members. The Chairman shall preside at all meetings. The Secretary shall maintain a record of all proceedings including all correspondence of the Committee. All meetings and records shall be subject to the Maine Freedom of Access Act, 1 M.R.S.A. Sections 401-410. The Committee may adopt rules of procedure not inconsistent with this ordinance.

Section 4. Responsibilities, Powers and Duties; Authority; Recommendations; Official Cooperation.

The Committee shall have the following responsibilities, powers and duties:

1. To review and make recommendations on the annual municipal and school operating budgets as proposed by the municipal officers and School Committee (Superintendent);
2. To review and make recommendations on annual municipal and school capital expenditures as proposed by the municipal officers and School Committee (Superintendent);
3. To review and make recommendations on supplemental appropriations and expenditures and other budgetary action whenever proposed by the municipal officers and School Committee (Superintendent);
4. To make such other recommendations on fiscal matters as it may from time to time deem advisable.

The Committee's authority shall be advisory only. Any recommendation on a matter requiring town meeting action shall be printed with the article in the warrant and on the ballot, if any, along with such other recommendations as may be included by the municipal officers or required by law. The municipal officers and town manager shall cooperate with and provide the Committee with such information as may be reasonably necessary and available to enable it to carry out its functions under this ordinance.