

The Town of Glenburn hereby ordains that the following ordinance be enacted.

## GLENBURN RECYCLING COMMITTEE ORDINANCE

### **1. Establishment.**

Pursuant to Maine Constitution VIII Part Second Municipal Home Rule and Title 30-A M.R.S. §3001, the Town of Glenburn hereby establishes the Glenburn Recycling Committee.

### **2. Type of Committee.**

The Committee shall be an Advisory Committee.

### **3. Appointments**

- A. Applicants to the Recycling Committee must submit an application and may be interviewed by the Municipal Officers in accordance with the Town Council's Appointment Procedure Policy.
- B. Committee members appointed by the Municipal Officers shall be sworn in by the Clerk or another person authorized to administer oaths.
- C. The Committee shall consist of 5 regular members.
- D. The term of each member shall be for 3 years or until the member's successor is appointed and qualified, except that the initial appointments made under this ordinance shall be as follows: two regular members, 3 years; two regular members 2 years; one regular member, one year. Each term shall commence at the beginning of the Town's fiscal year, (July 1<sup>st</sup>).

### **4. Vacancies**

A vacancy shall exist whenever:

- A. A member dies.
- B. A member resigns from the committee.
- C. A member ceases to be a voting resident of the Town.
- D. A member is removed from the committee by the Municipal Officers.

When there is a vacancy, the Municipal Officers shall within 60 days of its occurrence attempt to appoint a person to serve for the remainder of the unexpired term.

### **5. Removals**

The Municipal Officers may remove any member of the Recycling Committee for any one of the following reasons:

- a. Failure by any member of the Committee to attend three (3) consecutive regular meetings.
- b. Failure of any member to attend at least 75% of all meetings during the preceding twelve (12) month period.
- c. If a committee member is in bad standing with the committee, the committee may vote by simple majority to recommend to the Town Council the removal for cause of such member.
- d. For cause.

Removal based on either a. or b. above shall not require notice and hearing and shall only require a majority vote of the Municipal Officers. The Recycling Committee may recommend to the Municipal Officers in writing against removal pursuant to a. or b. above whenever it finds that the absences of the member subject to removal are excusable.

Removal based on either c. or d. above shall require notice and hearing to the member affected and shall be by a majority vote of the Municipal Officers.

## **6. Mission**

The mission of the Glenburn Recycling Committee is to advise the Council and educate the public on matters related to recycling.

## **7. Objectives**

- A. Monitor curbside recycling program.
- B. Assist in coordinating recycling events.
- C. Help plan and staff exhibits at appropriate events to promote recycling.
- D. Help investigate and make recommendations for implementation of other recycling opportunities in the community.
- E. Actively work with area schools and organizations to help develop environmentally sound programs for students and adults.
- F. Help develop educational programs and flyers and assist in the creation of educational articles to be published in local newspapers, community fliers and other public service announcements.

## **8. Organization and Rules.**

- A. At their first meeting of each fiscal year, the committee shall elect a Chairperson, Vice Chairperson 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 year with eligibility for re-election.
- B. When the Chairperson is unable to act because of interest, physical incapacity, absence or any other reason satisfactory to the committee, the Vice Chairperson shall perform the duties of the Chairperson in his/her absence.

- C. The committee shall establish its own regular meeting schedule. The committee shall attempt to meet at least six times annually. The Chairperson may call special meetings when necessary.
- D. Agendas for the meetings will be developed by an employee of the town in consultation with the Chairperson, if necessary.
- E. No meeting of the committee shall be held without a quorum consisting of three members authorized to vote.
- F. The Secretary shall keep a record of its resolutions, votes, transactions, correspondence, findings and determinations. All records shall be deemed public and may be inspected at reasonable times.

**9. Effective Date**

The effective date of this ordinance shall be at the expiration of 30 days after adoption.

Adopted December 13, 2012, effective January 12, 2013