

BUDGET COMMITTEE ORDINANCE TOWN OF BENTON, MAINE

Adopted: November 7, 2023 Annual Town Meeting
November 13, 2023 Select Board Adoption

Revised:

Town of Benton, Maine – Budget Committee Ordinance

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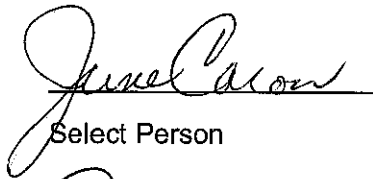
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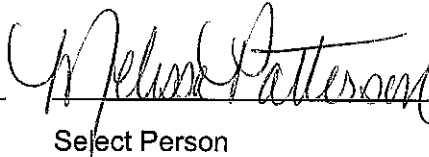
Town Of Benton Select Board, Budget Committee Ordinance Approval

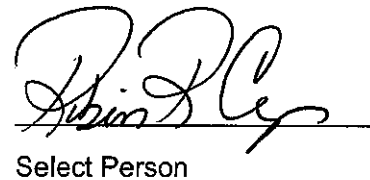
The Budget Committee Ordinance Town of Benton, Maine was approved by the Town November 7, 2023 by Secret Ballot.

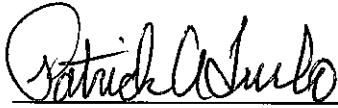
The Town of Benton Select Board adopts the plan November 13, 2023

Select Board Signatures:


Select Person


Select Person


Select Person


Select Person

Select Person

Municipal Clerk Signature & Certification:


Town Clerk or Designee

11/14/2023
Date

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Section I: Preamble

A. Authority

The regulations contained in this Budget Committee Ordinance are enacted under the Home Rule Authority granted by the State of Maine (30-A M.R.S.A. as 3001) and as adopted by the Town of Benton Residents at the November 7, 2023.

B. Title

This Ordinance shall be known and cited as the “**Budget Committee Ordinance, Town of Benton, Maine.**”

C. Purpose

This ordinance shall be known and cited as the Budget Committee Ordinance, Town of Benton. This ordinance is established to formalize the use of a budget committee.

D. Administrative Body

The provisions of this ordinance shall be administered by the Select Board.

E. Rules of Construction

Captions and headings within this Ordinance are intended to form a part of the Ordinance and to be utilized in determination the meaning and applicability of the sections they identify.

F. Conflict with other Ordinance(s)

This Ordinance is intended to be used in combination with the other ordinances adopted by the Town of Benton. In circumstances where the provisions of two or more ordinance are similar or conflicting, the town shall enforce the provisions which are more restrictive.

Whenever a provision of this Ordinance conflicts with or is inconsistent with another provision of this Ordinance or of any other ordinance, regulation or statute, the provision imposing the greater restriction shall control.

G. Severability

In the event of an authoritative finding that a provision of this Ordinance is invalid, the validity of the remaining provisions shall not be affected.

H. Repeal or Prior Ordinance

The prior Budget Committee Ordinance of the Town of Benton, together with all amendments currently in force, is hereby repealed and replaced, as of the effective date of this ordinance.

I. Effective Date

This ordinance shall take effect and be in force from the date of its adoption.

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J. Revisions

To preserve the integrity of this document revisions to this ordinance will be maintained in an addendum labeled Addendum A – Budget Committee Ordinance, Town of Benton Maine Revision History. Each revision will denote:

1. Warrant Article Language
2. Date of Town Hearing
3. Date of Town's Approval and Adoption by the Select Board
4. Detail of the revision including reference to Section, etc. The revision will be reflected as follows, to ensure the revision is understood:
 - a. Language additions are reflected with underline text, e.g. TEXT ADDITION
 - b. Language removal are reflected with strike-thru text, e.g.

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Section II: Definitions

Intentionally Omitted

Section III. Composition, Appointment, Qualifications, Terms and Vacancies

The Committee shall consist of no less than seven (7) nor more than twelve (12) members who shall be appointed by the Select Board and who shall be registered Benton voters. No official or employee of the Town may be a member. Members shall serve for a term of five years, except that they shall continue in office until their successors are appointed and sworn in. (For transition purposes, the initial terms shall be staggered so that an approximately equal number of terms shall expire annually.) Vacancies shall be filled within 60 days. The Select Board will process appointment for the unexpired term(s).

Section IV. Officers, Meetings, Quorum, Procedure

The committee shall annually elect a Chair, a co-Chair and a Secretary from among its members. The Chair shall call meetings as necessary or when requested by a majority of its members or when requested by the Select Board. A quorum necessary to conduct business shall consist of at least a majority of the appointed members. The Chair shall preside at all meetings (or co-Chair if the Chair is not present). The Secretary shall maintain a record of all proceedings including 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 that are consistent with the meaning and intent of this ordinance.

Section V. Powers and Duties, Authority, Recommendations, and Official Cooperation

The Committee shall have the following powers and duties:

- a. Review and make recommendations on the annual operating budget as proposed by the Select Board.
- b. Review and make recommendations on annual capital expenditures as proposed by the Select Board.
- c. Review and make recommendations on supplemental appropriations / expenditures and other budgetary actions whenever proposed by the Select Board.
- d. Make such other recommendations on fiscal matters as the Committee and/or the Select Board may deem advisable.
- e. The Committee's authority shall be advisory only. Any recommendations on a matter requiring Town Meeting action or Special Town Meeting action shall be printed with the article on the warrant (or on a ballot, if any) along with such other recommendations as shall be included by the Select Board or as required by law.

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- f. The Select Board and other appointed or elected municipal officers shall work with the Committee and shall provide the Committee with such information, proposals, records and data as may be necessary for the Committee to carry out its duties under this ordinance. Proposed warrant articles shall, if at all possible, be made available to the Committee at least two weeks before the Committee meets. The Treasurer and Select Board members shall attend Committee meetings as necessary to answer any questions and otherwise assist the Committee.

Section VI: Enforcement and Appeals

The Board of Select Persons are responsible for enforcement of this ordinance.

Addendum A – Budget Committee Ordinance, Town of Benton Maine Revision History

[illegible]