



TOWN OF DURHAM
630 Hallowell Road
Durham, Maine 04222

Bylaws of the Durham Budget Committee

Section 1. Purpose and Scope:

The Budget Committee of the Town of Durham was established through a Town Meeting vote in 1933 as the Town “voted to have a Budget Committee of nine members to be elected at Town Meeting from the floor, three for 3 years, 3 for 2 years, 3 for 1 year. Three members shall be elected each year thereafter”. There being no ordinance or bylaws created at the time of creation, these Bylaws have been established for the purpose of establishing reasonable rules of procedure for Committee meetings and to promote the fair, orderly and efficient conduct of the Committee’s proceedings and affairs. These bylaws shall govern the Committee’s practices and procedures except as otherwise provided by law and shall be liberally construed so as to accomplish their purpose.

Section 2. Organization:

In the event of a vacancy in the membership, or if any member of the Committee during his/her term of office shall die, become incapacitated, resign, or cease to be a resident of Durham, the Selectmen shall promptly appoint a person to serve until the next Annual Town Meeting, and the vacancy shall then be filled by election of a candidate for the remainder of the term.

The first meeting annually shall be called by the Chairman of the Budget Committee (or in the absence of the chairman, the vice-chairman shall call) who will notify members of the committee in writing and post a notice of the meeting at the Town Office. All meetings of the Budget Committee shall be open to the public in accordance with the State of Maine’s Right to Know Law (1 M.R.S.A. §§ 401-410).

At the first annual meeting, the committee shall select from its membership a chairperson and a vice-chairperson. The Town’s Meeting Secretary shall keep an accurate record of the decisions and actions taken by the committee and make the minutes available.

A minimum of five members of the budget committee shall constitute a quorum for the conducting of business. In the absence of a quorum, an informational meeting may be held but no action may be taken.

Section 3. Responsibility:

The Budget Committee shall, by majority vote of the committee members present and voting, make recommendations regarding each warrant article having a financial impact, whether at the Annual Town Meeting or a Special Town Meeting.

The Budget Committee shall review and make recommendations on annual capital expenditures as proposed by the municipal officers. The Committee shall also review the long range capital improvement plan for the Town and its annual fiscal impact.

The Budget Committee shall review and make recommendations on supplemental appropriations and expenditures and other budgetary action whenever proposed by the municipal officers.


The Budget Committee shall annually review the report of the auditor and make recommendations for meeting the needs identified by the auditor.

The Budget Committee shall make such other recommendations on fiscal matters as it may from time to time deem advisable.


Approved this 23rd day of February, 2015 by:

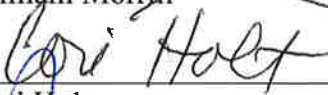

Milton Simon


Terry Kirk

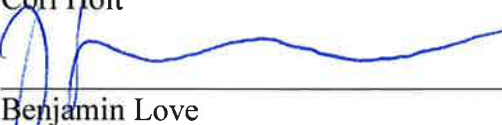

Charles Pollock

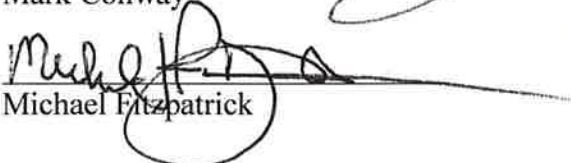

William Morrill


Kevin Nadeau


Cori Holt


Mark Conway


Benjamin Love


Michael Fitzpatrick

The Durham Budget Committee