

**BYLAWS OF THE
FINANCIAL ADVISORY COMMITTEE of LIMINGTON MAINE
Revised 2005
Revised 2009
Revised 2026**

Section 1. Establishment.

Pursuant to 30-A M.R.S.A, Section 3001, a Financial Advisory Committee is hereby established for the Town of Limington, Maine, County of York, March 21, 1998.

Section 2. Purpose and Scope

The purpose of these bylaws is to establish 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 Committee's practices and procedures except as otherwise provided by law and shall be liberally construed so as to accomplish their purpose.

Section 3. Composition; Appointment; Qualifications; Terms

The Committee shall consist of a minimum of three (3) and up to (10) members who shall be appointed by the municipal officers and who shall be registered voters of the Town of Limington. No other elected official * shall be a member of this Committee. Members shall serve for terms of three (3) year staggered terms, except that they may continue in office until their successors are appointed. Vacancies shall be filled within thirty (30) days by appointment of the municipal officers for the unexpired term.

*An elected official is defined as any person elected from a town of Limington ballot.

Section 4. Officers; Meetings; Quorum; Procedure.

Officers of the Committee shall consist of a Chairman, Vice-Chairman, and Secretary to be chosen annually at the September regular meeting in each year by and from among Committee members unless otherwise provided by law. **The Chairman shall call meetings as needed, 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. A member of the Financial Advisory Committee may forfeit office for failing to attend three (3) consecutive regular meetings of the Committee without being excused by a vote of the Committee. The Chairman shall preside at all Committee meetings and shall have authority to rule on questions of evidence and procedure, to maintain order and determine the course of proceedings, and to take such other action as may be necessary and not inconsistent with these bylaws or other law to enable the Committee to perform its duties and conduct its affairs. The chair also shall set the agenda for each meeting. In the absence of the Chairman, the Vice-Chairman shall preside and shall have the same authority as the Chairman. The Secretary shall maintain a permanent record of all Committee 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.

Notice of all Committee meetings shall be given as required by law, and all such meetings shall be open to the public except as otherwise provided by law. No business may be conducted by the Committee except at a duly called and noticed meeting or without a quorum consisting of a majority of the Committee being present. The business at regular meetings shall include but not limited to the following:

Roll call and determination of a quorum.
Minutes of the previous meeting and communications.
Old(unfinished) business.
New business.
Old business.
Adjournment.

The Committee may adopt rules of procedure not inconsistent with these bylaws.

Section 5. Officers; Meetings; Quorum; Procedure.

The Committee shall have the following powers and duties:

- A. To review and make recommendations on the operating budget as proposed by the municipal officers and/or town manager;
- B. To review and make recommendations on capital expenditures as proposed by the municipal officers and/or town manager;
- C. To review and make recommendations on supplemental appropriations and expenditures and other budgetary action whenever proposed by the municipal officers and/or town manager;
- D. To make such other recommendations on fiscal matters as it may from time to time deem advisable;
- E. To advise municipal officers and/or town manager on information and criteria needed to review budget requests from department heads, social agencies, non-profit organizations, etc.

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/or 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 these bylaws.

Revised April 21, 2005 by Selectmen

Revised October 13, 2009 by Selectmen

Revised August 13, 2026 by Selectmen