



## **Town of Southwest Harbor**

# **Harbor Committee Bylaws**

The purpose of the Southwest Harbor Harbor Committee is to establish and maintain order for the arrangement and utilization of moorings, public landings, boat ramps, harbor channels and related properties in the Harbor in the Town of Southwest Harbor subject to approval of the Select Board and/or Town Meeting Vote, if necessary.

### **ORGANIZATION**

1. The Committee shall be composed of 5 to 12 Town residents, all of voting age, nominated by the Select Board for a term of three (3) years, or for the remainder of any term of a vacated membership.
2. A quorum is constituted by a majority of the current members.
3. The committee shall organize itself with a Chair, Vice Chair and Secretary.
4. Election of Officers shall take place, annually at the first meeting in October.

### **DUTIES OF CHAIRMAN**

1. The Chair shall preside at all meetings of the Committee when present. In his/her absence, the Vice Chair shall preside. In the absence of both, the Harbor Master shall preside.
2. The Chair shall appoint a Chair and members of sub-committees, if necessary.
3. The Chair, or in his/her absence the Vice Chair or the Harbor Master, shall present to the Select Board on behalf of the Committee their recommendations for harbor activities.

### **DUTIES OF VICE CHAIR**

The Vice Chair shall serve as alternate to the Chair in his/her absence at general meetings of the Harbor Committee.



## **Town of Southwest Harbor**

### **DUTIES OF SECRETARY**

The Secretary shall keep a faithful and complete record of all the meetings, attendance, reports, and notes both for and against.

### **NOTICE**

Notice of the meetings shall be given so that all members shall have reasonable opportunity to make plans to attend. Failure to attend three (3) consecutive meetings shall automatically suspend that member from the Committee unless excused by the Chair.

Action by a majority of members present shall be necessary for the Committee in making reports and recommendations for Select Board. Any member(s) of the Committee may submit at Town Meeting a minority report.

These by-laws may be amended or changed at any time by a vote of a quorum of the Harbor Committee and approved by Select Board.

### **VACANCIES**

Whenever a vacancy occurs in the membership of the Committee the Chairman and Secretary shall notify the Select Board of the vacancy.



**Town of Southwest Harbor**

**APPROVED**

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George Jellison, Jr., Chair

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Carolyn Ball, Vice Chair

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Allen Willey

\_\_\_\_\_  
Chad Terry

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Vacant