

**TOWN OF GORHAM
BOARD AND COMMITTEE DESCRIPTIONS**

PLANNING BOARD

Membership - 7

Term - 3 years

Meets - First and sometimes third Mondays of each month

Establishing Authority - State Law, Town Charter, Land Use and Development Code and Planning Board, Ordinance

Responsibilities - "The Planning Board shall exercise such powers and perform such duties and other functions as are authorized and provided for under the Town's ordinances and the Laws of the State pertaining to zoning, subdivisions and land-use throughout the Town."

BOARD OF APPEALS

Membership - 7

Term - 3 years

Meets - Thursday, usually third Thursday of each month

Establishing Authority - State Law, Town Charter and Land Use and Development Code

Responsibilities - To hear and make decisions on appeals from the decision of the Code Enforcement Officer regarding the Land Use and Development Code. The Board of Appeals is a semi-judicial board.

BOARD OF HEALTH

Membership - 3

Term - 3 years

Meets - No meeting schedule set

Establishing Authority - State Law Title 22, Town Charter, Sec. 306

Responsibilities - Act as an advisory body to the local health officer.

Note - One member must be a physician and one member must be a woman

BOARD OF TRUSTEES - BAXTER MEMORIAL LIBRARY

Membership - 9

Term - 3 years

Meets - Second Thursday of each month

Establishing Authority - Town meeting vote in 1908

Responsibilities - The management of the affairs of the new public library in every particular.

BOARD OF ASSESSMENT REVIEW

Membership - 3

Term - 3 years

Meets - When necessary

Establishing Authority - State Law - Title 30-A, Town Charter Article VI

Responsibilities - To review, on behalf of the assessor, written applications of taxpayers for abatement and make recommendations relative thereto to the Assessor and to adopt regulations regarding the procedure for assessment review.

GORHAM CONSERVATION COMMISSION

Membership - 7 members

Term - 3 years

Meets - Every other month

Establishing Authority - State Law (Title 30A)

Responsibilities - Care and supervision of the public parks, and subject to the approval of the Council, direct the expenditure of all moneys appropriated for the improvement of same. This commission shall conduct research in conjunction with the Planning Board into the local land areas and shall seek to coordinate the activities of conservation bodies organized for similar purposes. They may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment it deems necessary. It shall keep an index of all open areas, publicly or privately owned, within Gorham.

BOARD OF VOTER REGISTRATION APPEALS

Membership – 3 members, 2 Alternates

Term – 3 years, Clerk appointment 4 years

Meets – When necessary

Establishing Authority – State Law – Title 21-A Section 103

Responsibilities – To hear appeals from decisions of the Registrar of Voters.

FAIR HEARING BOARD

Membership - 5 members

Term - 3 years

Meets - When necessary

Establishing Authority - State Law and the General Assistance Rules and Regulations

Responsibilities - To hear appeals from decisions of the Welfare Director

RECYCLING COMMITTEE

Membership - 7 members

Term - 3 years

Meets – As needed

Establishing Authority - Order # 3134 voted by the Council 11/12/91

Responsibilities - 1. Learn of State, regional, and local efforts to recycle from interaction with:

- Maine Waste Management Agency
- Regional Waste Systems
- Successful recycling efforts in other communities
- USM
- Special recycling seminars
- Maine Resource Recovery Association

2. Assist and advise Town Council and Town staff on development of a comprehensive recycling program:

- Conduct survey of citizens to determine attitudes and preferences

- Suggest items to be recycled

- Develop strategies on how, when, and where recycling can be accomplished. (Strategy to look at curbside v. drop off collection of recyclables, mandatory v. voluntary participation, and possible implementation of incentive fees.)

- Advise on state mandates and law

- Develop a composting program

Work with business to implement office paper/corrugated cardboard recycling programs.

3. Promote and publicize recycling throughout the community (within schools, businesses, industry, and homes) by utilizing local newspapers, annual reports, cable TV, schools, special promotions, etc.

4. Promote and publicize waste reduction throughout the community.

Explore WasteCap and Model Community programs through the Maine Waste Management Agency

Implement waste reduction measures in Town Hall and other facilities

Educate citizens about waste reduction

5. Encourage, with other recycling committees, the development of national and international markets to deal with what we recycle.

ECONOMIC DEVELOPMENT CORPORATION

Membership - 9

Term - 3 year

Meets – Usually second or third Wednesday of each month

Establishing Authority - Council order #3262 passed at August 4, 1992 meeting and then incorporated

Responsibilities - The purpose of the corporation is to foster, encourage and assist the physical location, settlement or resettlement of industrial, manufacturing, commercial, fishing, agricultural, recreational and other business enterprises within the Town. To purchase, lease or otherwise acquire, hold, own, use, manage, operate, enjoy, improve, develop, and otherwise deal and trade in and with property, both real and personal, of every kind and description, or any interest therein, land, tenements, and buildings, structures, and other improvements thereon and therein and to sell, convey, mortgage, lease, or otherwise dispose of the same; to do any and all lawful acts and things necessary, pertaining, convenient or incidental to the foregoing purposes or any part hereof tending to increase the value, usefulness, comfort or convenience of the property or any part thereof at any time held by said corporation, and to have or exercise all the rights, powers and privileges appertaining to corporations of similar nature organized and existing under the laws of the State of Maine.

HISTORIC PRESERVATION COMMISSION

Membership- 7

Term – 3 year

Meets – As needed

Establishing Authority – Created October 4, 2016

Responsibilities – The Commission shall receive any application to establish a new Historic District or establish an individual historic property or land mark. The Commission will hold a public hearing on the application and make a recommendation to the Town Council. The Commission will assist, advise and educate residents, property owners and officials concerning the physical and financial aspects of preservation, renovation, rehabilitation and reuse of historic and archaeological sites, structures, building and landmarks. The Commission will act as an advisor to the Town regarding historical and cultural resources. The Commission will establish and maintain a detailed inventory of property within the 3 historic districts and historic sites in Gorham. The Commission may compile resources useful to individual property owners who wish to construct or maintain historic property.