

# **ARTICLE VI ADMINISTRATIVE AND JUDICIAL BOARDS**

## **6-1 ADMINISTRATIVE BOARDS / COMMITTEES / COMMISSIONS**

### **A. Planning Board**

There shall be a Planning Board consisting of seven (7) members as provided by New Hampshire State Law. Six (6) of these members shall be appointed by the Town Council for terms of three (3) years, such terms to be staggered. One (1) Town Council member shall be appointed annually to serve as an ex officio member. There shall also be three (3) alternate members appointed in the same manner as regular appointed members, except no more than one (1) alternate appointed member's term shall expire in a single year. The Town Council shall fill any vacancy for the period of the unexpired term. The Planning Board shall have all the powers granted to Planning Boards by New Hampshire State Law.

### **B. Conservation Commission**

There shall be a Conservation Commission consisting of seven (7) members. Six (6) of these members shall be appointed by the Town Council for terms of three (3) years, such terms to be staggered. One (1) Town Council member shall be appointed annually to serve as an ex officio member. There shall also be three (3) alternate members appointed in the same manner as regular appointed members, except no more than one (1) alternate appointed member's term shall expire in a single year. The Town Council shall fill any vacancy for the period of the unexpired term. The Conservation Commission shall have all the powers granted to Conservation Commissions by New Hampshire State Law.

### **C. Parks and Recreation Committee**

There shall be a Parks and Recreation Committee consisting of twelve (12) residents of the Town of Merrimack. The Town Council shall appoint seven (7) members of the Committee for three (3) year terms and two (2) alternates who will serve for a period of three (3) years each. One (1) Town Council member shall be appointed annually to serve as an ex officio member. In addition, four (4) members shall be recommended from Merrimack organizations. There shall be one (1) voting member from each of the following organizations: the Merrimack Youth Association (MYA), the Senior Citizen Club, the School Board, and a representative from the Merrimack High School student body. Such organization members shall be recommended by their organization and, if approved by the Town Council, they shall be appointed for a one (1) year term. Vacancies of Town Council appointed members shall be filled by appointment of the Town Council for the unexpired term. Vacancies of the other members shall be filled by recommendation of their respective organizations and approved by the Town Council for the unexpired term. The Parks and Recreation Committee shall have all the powers granted to Parks and Recreation Committees by New Hampshire State Law.

### **D. Heritage Commission**

There shall be a Heritage Commission consisting of five (5) members. Three (3) of these members shall be appointed by the Town Council for terms of three (3) years, such terms to be staggered. One (1) Town Council member shall be appointed annually to serve as an ex officio member. One (1) member shall be recommended by the Planning Board and approved by the Town Council. This member shall be appointed annually to serve as an ex officio member. There shall also be three (3) alternate members appointed in the same manner as regular appointed members, except no more than one (1) alternate appointed member's term shall expire in a single year. The Town Council shall fill any vacancy for the period of the unexpired

term seeking the recommendation of the Planning Board if a vacancy in the Planning Board member should occur. The Heritage Commission shall have all the powers granted to Heritage Commissions by New Hampshire State Law.

#### **E. Other Administrative Committees**

Other administrative committees may be established as necessary by the Town Council.

### **6-2 ELECTED BOARDS / COMMITTEES / COMMISSIONS**

#### **A. Trustees of Trust Funds**

There shall be a board of three (3) Trustees of Trust Funds whose powers and duties are provided by New Hampshire State Law. Trustees of Trust Funds shall be elected at the regular Town election for terms of three (3) years, one (1) Trustee each year. Vacancies shall be filled by appointment by the Town Council for the unexpired term.

#### **B. Library Trustees**

There shall be a board of five (5) Trustees of the Library whose powers and duties are provided by New Hampshire State Law. Library Trustees shall be elected at the regular Town election for terms of 3 years, staggered so that no more than 2 Trustees are elected at one time. Vacancies shall be filled by appointment by the Town Council for the unexpired term.

#### **C. Ethics Committee**

The Ethics Committee shall consist of five (5) residents of the Town of Merrimack. Ethics Committee members shall be elected at a regular Town election for terms of three (3) years, staggered so that no more than two (2) members are elected at one time. A quorum of three (3) or more Committee members shall be necessary to hear any complaint that is filed. Should a vacancy in the Committee arise, the remaining members of the Ethics Committee shall appoint a Town resident to serve out the remainder of the term. Any tie shall be resolved by the vote of the Town Moderator. The members of the Ethics Committee shall elect a Chairperson on an annual basis.

### **6-3 JUDICIAL BOARDS / COMMITTEES / COMMISSIONS**

#### **A. Zoning Board of Adjustment**

There shall be a Zoning Board of Adjustment appointed by the Town Council, consisting of five (5) members each serving a three (3) year term and three (3) alternates each serving a three (3) year term. Such terms shall be staggered. The Town Council shall fill any vacancy for the period of the unexpired term. The Zoning Board of Adjustment shall have all the powers granted to such boards under New Hampshire State Law.

### **6-4 VACANCIES IN ELECTED OFFICE**

Unless otherwise specified in this Charter, or as otherwise provided by New Hampshire State Law, in the event of a vacancy in an elected office, board or commission of the Town, the Town Council shall fill that vacancy by appointment, such appointment to continue until the next regular Town election.

**6-5 TERMS OF APPOINTIVE OFFICE**

The terms of office of all members of appointed boards, committees, and commissions shall begin on July 1 and end on June 30. If an appointee receives an appointment subsequent to July 1 of the year in which the term of office originally commenced, the term to which the person was appointed will end June 30 in the year that it was scheduled to end.

**6-6 ANNUAL REVIEW OF TOWN BOARDS / COMMITTEES / COMMISSIONS**

At least annually, and more often if town affairs warrant, the Town Council shall meet with the chairs of all standing and other Town boards, committees, and commissions to review significant actions taken by the committees, projects currently under discussion, and anticipated activity for the coming year.