

## **Establishment of Albion Cemetery Committee Ordinance**

**1. Establishment:** This Ordinance is being established for the Town of Albion to create a Cemetery Committee.

- a. A Cemetery Committee for the town Albion is hereby established.
- b. The Cemetery Committee consisting of 5 volunteer members will be appointed by the Board of Selectmen using recommendations from the Cemetery Committee.
- c. The term of each member shall be 3 years, except the initial appointments which shall be one member for a 1 year term, two members for a 2 year term, and two members for a 3 year term
- d. When there is a permanent vacancy, the selectmen shall within 60 days of its occurrence appoint a person to serve for the unexpired term.
- e. Not more than 1 municipal officer may serve as a member.

### **2. Organization and Rules**

- a. The board shall elect a chairman and a secretary from among its members and create and fill such other offices as it may determine. The term of all offices shall be 1 year with the eligibility for re-election.
- b. Any question of whether a member shall be disqualified from voting on a particular matter shall be decided by a majority vote of the members except the member who is being challenged.
- c. The board will meet at least 2 times each year, and any other time the board decides is necessary.
- d. The board shall adopt rules for transaction of business and the secretary will keep a record of meetings, decisions, and correspondence. All records will be public and may be inspected at reasonable times.
- e. Meetings will be open to the public.

### **3. Duties and Powers**

- a. The committee shall be responsible to the Selectmen for the control and management of the all Albion public cemeteries, including recommending an annual budget and recommending hiring of contractors.
- b. The committee shall ~~annually~~ recommend ~~one member as~~ a candidate for the position of sexton/superintendent to the Selectmen for appointment.
- c. The sexton will be responsible for assigning and selling cemetery lots and keeping records of lot locations and payments and depositing the money to the town clerk.
- d. The committee shall perform such duties and exercise such powers as are provided by town ordinance and the laws of the State of Maine.

#### **PROPOSED CHANGE**

**Section 3. b. to read: "The committee shall recommend a candidate for the position of sexton/superintendent to the Selectmen for appointment." (remove "annually" and "one member as")**