

## Chapter 49 - PARKS AND RECREATION BOARD

### Sec. 49-1. - Establishment.

There is hereby created and established a parks and recreation board which shall aid the town council in such matters relating to parks and recreation as the council may from time to time request.

(Ord. No. 2010-001, § 2, 4-12-10)

### Sec. 49-2. - Membership; terms of office; vacancies.

Members of the parks and recreation board shall be residents of the town. The parks and recreation board shall consist of five members who shall be appointed, subject to the approval of the town council, by the mayor. The terms of office for members of the parks and recreation board shall be two years, unless sooner removed by the council. The absence from more than three regular meetings during any calendar year by a member shall be considered a forfeiture of that member's seat on the board. In that event, the existence of the vacancy shall be noticed, and the board shall receive applications of interested persons seeking to fill the vacancy. The board shall consider the applications and make a recommendation to town council regarding the appointment of a new member to fill the unexpired term of the forfeiting member. Upon receipt of the recommendation, council shall appoint a new member to fill the unexpired term of the forfeiting member.

(Ord. No. 2010-001, § 2, 4-12-10)

### Sec. 49-3. - Meetings; voting; officers.

The parks and recreation board may adopt such rules and regulations which it deems necessary to carry out the provisions of this resolution. However, the following rules shall apply to the parks and recreation board:

- (a) *Meetings.* The parks and recreation board shall hold one regularly scheduled meeting each month. Special meetings may be called by the chairman, when necessary.
- (b) *Voting.* Three members of the parks and recreation board shall constitute a quorum. Action of the parks and recreation board shall be by majority vote.
- (c) *Officers.* The parks and recreation board shall annually select from among its membership a chairman and a secretary. This annual selection shall occur at the regularly scheduled January meeting.
  - (1) The duties of the chairman shall be as follows:
    - a. To secure a meeting place for meetings;
    - b. To preside over meetings;
    - c. To call special meetings as necessary;
    - d. To attest to the accuracy of the minutes, prior to the minutes being submitted to the Town Council; and
    - e. To appoint subcommittees to assist the board in fulfilling its duties.
  - (2) The duties of the secretary shall be as follows:
    - a. To record the proceedings of all meetings of the board;
    - b. To promptly transcribe the minutes of all meetings of the board;
    - c. To ensure that notice of all meetings of the board has been properly provided; and

- d. To serve as chairman pro-tempore.

(Ord. No. 2010-001, § 2, 4-12-10)

Sec. 49-4. - Duties of the board.

In addition to any other assignment which may be requested by the council from time to time, the parks and recreation board shall have the following duties.

- (a) To study and make recommendations concerning the development and use of all parks, parkways, playgrounds, and other recreational facilities of the town.
- (b) To study and recommend reasonable rules and regulations in connection with the use of all parks, parkways, playgrounds, and other recreational facilities of the town.
- (c) To study and recommend the establishment, change, and modification of reasonable rates and charges for the use of any of the town recreational facilities, both as to resident and non-resident users.
- (d) To survey the need for improving existing recreational facilities and to recommend new and future parks, playgrounds, and recreational facilities for the purpose of meeting the needs of the public for adequate and sufficient recreational opportunities.
- (e) To serve as the Tree Preservation Board.

(Ord. No. 2010-001, § 2, 4-12-10)