

# **Town of Acton, Maine**

## **Appointments/Reappointment Policy**

### **I. Purpose:**

To establish written guidelines and procedures to be used by the Selectmen when making their annual appointments/reappointments.

### **II. Policy:**

It is the policy of the Town of Acton to appoint qualified people to the positions for the various board, committees and municipal offices.

#### **A. Appointments**

Appointments are normally for one, two, or three years, depending on the position, and will be staggered.

Appointments to municipal positions such as the Code Enforcement Offices, Deputy Code Enforcement Officer, Health Officer, Animal Control Officer, and Constable will be for one year.

Annually, in the month of May or whenever a vacancy exists and there are no prospective candidates, the Board of Selectmen shall advertise, by various means, that there are vacancies on the various boards and committees. The Selectmen shall maintain an open list of people wishing to serve on various boards and committees.

#### **B. Reappointment**

Appointments to any board or committee does not mean that a person is automatically reappointed at the end of his/her term of appointment. If there are other candidates who are interested in serving on a board or committee for which there is a vacancy, the Selectmen shall review the background and qualifications of all these candidates and appoint those that they feel are the best qualified and will serve the best interest for the Town of Acton.

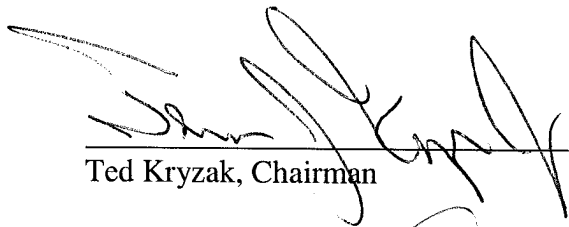
Generally, if there is a vacancy on a board or committee and there are alternate members appointed, first consideration will be given to moving the alternate member up to a regular position on that board or committee.

C. **Removal**

Failure to attend three (3) meetings, except for illness, emergency or excused absence by the Chairman, shall reason for removal form the committee.

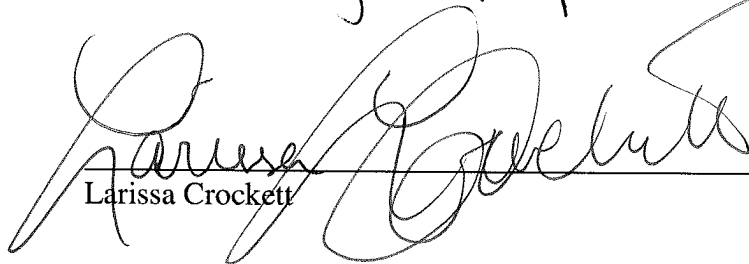
The Board of Selectmen may remove a member for cause, upon written notice, after a public meeting.

Adopted: 1/9/1996 Amended: 3/18/2010 Amended 01/26/2012



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Ted Kryzak, Chairman



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Larissa Crockett



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Bill Shields

Board of Selectmen, Assessor, and Overseer of the Poor