



Piscataquog River Local Advisory Committee

c/o Southern New Hampshire Planning Commission
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PISCATAQUOG RIVER LOCAL ADVISORY COMMITTEE

BY-LAWS

Adopted November 3, 1994

Amended February 6, 1997

Article I

NAME

A. The name of this voluntary organization shall be the Piscataquog River Local Advisory Committee, hereinafter referred to as the Committee.

Article II

AUTHORIZATION and DUTIES

- A. The authorization for the establishment of the Committee and its duties are set forth under New Hampshire RSA Chapter 483 and amendments thereto.
- B. The Committee shall:
 - 1. Advise the Commissioner of the New Hampshire Department of Environmental Services (hereinafter referred to as the Commissioner), the Rivers Management Advisory Committee (RMAC), and the municipalities through which the Piscataquog River flows, on matters pertaining to the management of the river.
 - 2. Consider and comment on any federal, State, or local governmental plans to approve, license, fund, or construct facilities that would alter the resource values and characteristics of the River.
 - 3. Develop or assist in the development and adoption of a local river corridor management plan pursuant to RSA 483:10. Such adoption shall be subject to the approval of the municipal legislative body of the municipality.
 - 4. Report annually to the RMAC and the Commissioner on the status of compliance with federal and state laws and regulations, local ordinances, and plans relevant to the Piscataquog River.
- C. The Committee may apply for and accept, from any source, gifts, grants, and donations of money. The Committee may, without further authorization, expend any funds so received to carry out its duty pursuant to RSA 483:8-a.

Article III MEMBERSHIP

- A. The Commissioner shall appoint the committee. Committee members shall be chosen from lists of nominees submitted by the local governing bodies of Deering, Weare, New Boston, Francestown, Lyndeborough, Goffstown, and Manchester.
- B. The Commissioner shall appoint at least one (1) person from each of these municipalities to the committee. All members of the Committee shall be New Hampshire residents. In the event of a member's resignation, the Commissioner shall appoint a new member upon the nomination of that municipality's governing board.
- C. The Committee shall be composed of at least seven (7) members who represent a broad range of interests in the vicinity of the Piscataquog River corridor. These interests shall include, but not be limited to, local government, business, conservation interests, recreation, agriculture, and riparian landowners. If an interest is not represented by the local governing bodies' nominations, the Commissioner may appoint a member from the vicinity of the Piscataquog River corridor to the Committee who will represent that interest.
- D. Each member shall serve a term of three (3) years.

Article IV OFFICERS

- A. The Officers of the Committee shall consist of a Chairperson, Vice-Chairperson, and Clerk.
- B. The Chairperson shall preside at all meetings and hearings of the Committee and the Chairperson or her/his designee shall have the authority to represent the Committee as required before local, state, and federal governments, and public and private agencies in carrying out the duties of the Committee.
- C. The Vice-Chairperson shall act for the Chairperson in his/her absence, perform the duties of the treasurer, and assume such other duties as may be assigned by the Chairperson or the Committee. As treasurer, the Vice-Chairperson shall receive and make payments as authorized by the Committee, maintain and reconcile bank accounts, report on all financial activity to the Committee at the regular monthly meeting, submit an annual report of all financial activity to the Committee, and transact any and all other necessary financial business as authorized by the Committee.
- D. The Clerk shall keep a record of all meeting notices, minutes, and correspondence and shall assume such other duties as may be assigned by the Chairperson or the Committee.

Article V ELECTION OF OFFICERS

A. Officers shall be elected annually in September of each year. A candidate receiving a majority vote of the members present shall be declared elected and shall serve for one year until a successor is elected. Vacancies in office shall be filled immediately at the next meeting by a majority vote of the members in attendance, providing a quorum is present.

Article VI VOTING POWERS

- A. Each member shall be entitled to one (1) vote and each member shall be present to vote. A quorum shall consist of at least one-half (½) of the total number of members.
- B. Business may be conducted with any number of members present; but, should a quorum not be present, all business requiring a vote shall be deferred until the next regularly scheduled meeting. If the next regularly scheduled meeting fails to have a quorum, a favorable vote by a majority of members present shall decide for the committee all such deferred business.
- C. Determinations of any matter before the Committee shall require a majority vote of those voting.

Article VII MEETINGS

- A. All meetings shall be open to the public. Notice of all meetings shall be posted at least 24 hours in advance and in accordance with all applicable local, state, and federal laws.
- B. Regular meetings of the Committee will be held on the first Thursday of each month.
- C. Regular meetings of the Committee will normally be held at the Weare Public Library located in Weare, New Hampshire, or at any other site as decided at the prior meeting.
- D. Special meetings of the Committee may be called by the Chairperson provided that at least 4 days notice of the time, place, and business of such meeting be given to each member.
- E. Robert's Rules of Order will govern the proceedings at the meetings when necessary as determined by the Chairperson.
- F. The minutes of previous meetings shall be submitted for approval at the regular meeting and any errors noted and corrections made, after which the regular order of business may be addressed. The reading of the minutes may be dispensed with and the same

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approved if there are no objections. Copies of the minutes shall be forwarded to each member prior to the next meeting.

G. Records shall be kept of member attendance. The Committee considers regular attendance by all members imperative to the performance of the local advisory committee mission. Accordingly, in the event that any member is absent from four or more consecutive meetings the Chairperson may request the Commissioner to terminate that membership and make a new appointment to replace that former member.

Article VIII SUPPORT SERVICES

A. The Committee may request support for its activities from each municipality and/or regional planning agencies for in-kind services, which may include, but not be limited to, secretarial services, postage expense, and photocopying.

B. The Committee may request other support for its activities and accept the services of the regional planning agencies, Merrimack River Watershed Council, National Park Service, New Hampshire Office of State Planning, New Hampshire Department of Environmental Services, Society for the Protection of New Hampshire Forests, Piscataquog Watershed Association, local governments, or other entities as appropriate.

Article IX AMENDMENTS

A. These by-laws may be amended at any regular meeting by majority vote provided that such amendment has been presented in writing to the Committee at its previous meeting.