
Town Clerk
Lianne Bedard

ORDINANCE TO ESTABLISH HARTFORD PLANNING BOARD

- Article I. Pursuant to Article VIII, part 2, Section 1 of the Maine constitution, and 30A MRSA Section 4301, the Town of Hartford hereby establishes the Hartford Planning Board.
- Article II.
- A. Board members and alternates shall be appointed by the Selectmen and sworn in the town clerk or other person authorized to administer oaths.
 - B. The board shall consist of five members and two alternates. Alternates may participate in any meeting, but may vote only when the chairperson designates an alternate to temporarily replace a full member who is absent, or otherwise unable to vote as determined by the chairperson.
 - C. The term of each member shall be five years, except the initial appointments shall be for 1, 2, 3, 4, and 5 years respectively. The term of each alternate shall be two years, except the initial appointments shall be for 1 and 2 years respectively. A member or alternate who fails to attend three consecutive regular monthly meetings of the board shall be deemed to have submitted his or her resignation, and the chairperson shall so inform the selectmen. The selectmen may appoint a replacement, or decline to accept the resignation.
 - D. A selectman may not be a board member or alternate. No board member or alternate member shall be related to another by blood or marriage or cohabitation within the immediate family including grandchildren, grandparents or in-laws.
 - E. Conflict of interest, if alleged by any board member or alternate, shall be determined by a majority of voting members excepting the one being challenged.
- Article III.
- A. The board shall elect a chairperson, vice chairperson, and secretary from among its members. The term of all officers shall be one year with eligibility for re-election.
 - B. The chairperson shall call at least one regular meeting of the board each month.
 - C. The board shall adopt bylaws and the secretary shall keep a record of its resolutions, transactions, correspondence, findings and determinations. All records shall be deemed public and may be inspected at reasonable times.

The board shall perform such duties and exercise such powers as provided by Hartford Ordinances and the laws of Maine. It may obtain goods and services necessary to its proper function within the limits of appropriations made for the purpose.

Approved at the March 11, 1989 Town Meeting
Amended at the June 12, 2008 Annual Town Meeting
Amended at the June 13, 2026 Annual Town Meeting