

Charter

Greenfield Economic Development Advisory Committee

I. PURPOSE

To advise and make recommendations to the Board of Selectmen and the Planning Board on issues relating to Economic Development; to prepare information for prospective businesses describing the advantages of settling in Greenfield; to advise prospective and existing businesses in the approval process with other Town boards and committees; and to develop a long-range economic development strategy for the Town of Greenfield, within the parameters of the Master Plan, to be presented to the Board of Selectmen.

II. REPORTS TO

The Economic Development Advisory Committee shall report to the Board of Selectmen and the Planning Board.

III. TERM & MEMBERSHIP

The Economic Development Advisory Committee shall be appointed by the Board of Selectmen and shall consist of 5 members (one of which shall be Chair and one shall be Vice Chair).

- a. One member shall represent the Planning Board.
- b. There shall be a minimum of two members of the business community.
- c. A majority of the Committee shall be residents of the Town of Greenfield.
- d. All members and alternates shall serve a one year term. Reappointment of members and alternates are at the discretion of the Board of Selectmen.
- e. There shall be a maximum of three alternates appointed by the Board of Selectmen.

IV. QUORUM

Three members shall constitute a quorum of the Economic Development Advisory Committee with a minimum of two regular members present. Although business may be discussed without a quorum present, no decisions shall be made.

V. MEETING DATES AND TIMES

The Economic Development Advisory Committee shall meet at least once monthly.

VI. CHAIRPERSON

The Chair and Vice Chair of the Economic Development Advisory Committee shall be nominated by the remaining members of the Committee each year at an ordinary meeting held in March. If the Chair is not present at the meeting, the meeting will be chaired by the Vice Chair.

VII. MEETINGS AND RECORDS

The Economic Development Advisory Committee shall be subject to and comply with the requirements of RSA 91-A in all respects, including but not limited to the proper posting of meetings, maintenance of meeting minutes, and access to public documents and meetings.

VIII. VOTING

Voting is formal. Alternates may vote only when they are specifically designated to sit in place of a member who is either absent or has disqualified him or herself. The Chair must designate which alternate shall serve in the place of a regular member. Alternates may otherwise participate in any meeting in accordance with EDAC rules and procedures.

IX. PECUNIARY INTEREST

No member or alternate of the Economic Development Advisory Committee shall vote in, or take part in the discussion of, matters in which the member or alternate, or the member's or alternate's partner or any relation of the member or alternate, has any personal or pecuniary interest. When uncertainty arises as to the conflict of interest of a Committee member or alternate in particular circumstances, the Committee shall, upon the request of that member or alternate or another member, vote on the question of whether that member or alternate should be disqualified from discussion.

X. REPORTING FORMAT

Matters to be considered by the Economic Development Advisory Committee must be included in the agenda for the meeting, and must be provided in writing to the Chair at least 48 hours prior to the start of the meeting.