

**TOWN OF GORHAM
BOARD AND COMMITTEE DESCRIPTIONS**

PLANNING BOARD

Membership - 7

Term - 3 years

Meets - First and sometimes third Mondays of each month

Establishing Authority - State Law, Town Charter, Land Use and Development Code and Planning Board, Ordinance

Responsibilities - "The Planning Board shall exercise such powers and perform such duties and other functions as are authorized and provided for under the Town's ordinances and the Laws of the State pertaining to zoning, subdivisions and land-use throughout the Town."

BOARD OF APPEALS

Membership - 7

Term - 3 years

Meets - Thursday, usually third Thursday of each month

Establishing Authority - State Law, Town Charter and Land Use and Development Code

Responsibilities - To hear and make decisions on appeals from the decision of the Code Enforcement Officer regarding the Land Use and Development Code. The Board of Appeals is a semi-judicial board.

BOARD OF TRUSTEES - BAXTER MEMORIAL LIBRARY

Membership - 9

Term - 3 years

Meets - Second Thursday of each month

Establishing Authority - Town meeting vote in 1908

Responsibilities - The management of the affairs of the new public library in every particular.

BOARD OF ASSESSMENT REVIEW

Membership - 3

Term - 3 years

Meets - When necessary

Establishing Authority - State Law - Title 30-A, Town Charter Article VI

Responsibilities - To review, on behalf of the assessor, written applications of taxpayers for abatement and make recommendations relative thereto to the Assessor and to adopt regulations regarding the procedure for assessment review.

GORHAM CONSERVATION COMMISSION

Membership - 7 members

Term - 3 years

Meets – Every other month

Establishing Authority - State Law (Title 30A)

Responsibilities - Care and supervision of the public parks, and subject to the approval of the Council, direct the expenditure of all moneys appropriated for the improvement of same. This commission shall conduct research in conjunction with the Planning Board into the local land areas and shall seek to coordinate the activities of conservation bodies organized for similar purposes. They may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment it deems necessary. It shall keep an index of all open areas, publicly or privately owned, within Gorham.

BOARD OF VOTER REGISTRATION APPEALS

Membership – 3 members, 2 Alternates

Term – 3 years, Clerk appointment 4 years

Meets – When necessary

Establishing Authority – State Law – Title 21-A Section 103

Responsibilities – To hear appeals from decisions of the Registrar of Voters.

FAIR HEARING BOARD

Membership - 5 members

Term - 3 years

Meets - When necessary

Establishing Authority - State Law and the General Assistance Rules and Regulations

Responsibilities - To hear appeals from decisions of the Welfare Director

ECONOMIC DEVELOPMENT CORPORATION

Membership - 9

Term - 3 year

Meets – Usually second or third Wednesday of each month

Establishing Authority - Council order #3262 passed at August 4, 1992 meeting and then incorporated

Responsibilities - The purpose of the corporation is to foster, encourage and assist the physical location, settlement or resettlement of industrial, manufacturing, commercial, fishing, agricultural, recreational and other business enterprises within the Town. To purchase, lease or otherwise acquire, hold, own, use, manage, operate, enjoy, improve, develop, and otherwise deal and trade in and with property, both real and personal, of every kind and description, or any interest therein, land, tenements, and buildings, structures, and other improvements thereon and therein and to sell, convey, mortgage, lease, or otherwise dispose of the same; to do any and all lawful acts and things necessary, pertaining, convenient or incidental to the foregoing purposes or any part hereof tending to increase the value, usefulness, comfort or convenience of the property or any part thereof at any time held by said corporation, and to have or exercise all the rights, powers and privileges appertaining to corporations of similar nature organized and existing under the laws of the State of Maine.

HISTORIC PRESERVATION COMMISSION

Membership- 7

Term – 3 year

Meets – As needed

Establishing Authority – Created October 4, 2016

Responsibilities –

- 1. Qualifications for service on Commission: The Historic Preservation Commission consists of 7-members who are residents or property owners in Gorham. They shall have a combination of interest, knowledge and experience in the Town, its history and historic preservation. Members are volunteers who serve without compensation for 3-years terms.**
- 2. Duties of the Commission: The Commission performs the following duties:**
 - a. Review applications: The Commission reviews any application to establish a new Historic District in Gorham, establish a new Historic property or establish a new Historic Landmark. Once in receipt of an application, the Commission holds a public hearing and then makes a written recommendation to the Town Council.**
 - b. Review applications and issue Historic Preservation Certificates: A property owner, whose property is within a Historic District, shall obtain a Historic Preservation Certificate before demolishing or moving a building that is listed on the National Register of Historic property.**
 - c. Review applications for construction of new residential units in Historic Districts. A property owner must obtain a Historic Preservation Certificate before constructing a new residential unit in a Historic District. This does not apply to additions of existing structures or routine maintenance.**
 - d. Historic Landmarks: The Commission reviews applications to move or demolish Historic Landmarks listed on the National Register of Historic property.**
 - e. Advise and Educate: The Commission may advise, assist and educate residents, property owners and officials of Gorham concerning aspects of historic preservation, renovation and reuse of historic structures, buildings, landmarks and sites. The Commission also serves as an advisor to the Town regarding historical and cultural resources.**
 - f. Compile Resources: The Commission may compile resources useful to individual property owners who wish to construct or maintain historic property.**
 - g. Create Inventory: The Commission may create and maintain a detailed inventory of property within the Town's historic districts, landmarks and historic sites.**