

DIVISION 5. - MONUMENTS AND CEREMONIES COMMISSION

Sec. 2-221. - Commission established.

The town does hereby create a monuments and ceremonies commission which shall consist of 15 members to be appointed by the board of selectmen. Members shall serve for three-year terms commencing on December 1st of the year of their appointment.

(Code 1972, § 55-1; Res. of 9-22-1997)

Sec. 2-222. - Organization and procedures.

- (a) The commission annually shall elect a chairman, a vice chairman, a treasurer and a secretary by a majority vote of its membership. Minutes of all meetings and votes of the commission shall be kept and copies thereof filed with the town clerk.
- (b) The commission shall adopt and file with the town clerk reasonable rules and regulations. No vote or action of the commission will be valid unless adopted by the affirmative votes of a majority of the members, taken during a meeting held pursuant to its rules and regulations.
- (c) The commission shall hold regular monthly meetings. In addition, the chairman may call special meetings with two (2) days' prior notice.

(Code 1972, § 55-2; Res. of 9-22-1997)

Sec. 2-223. - Duties and powers.

- (a) The following are duties regarding monuments:
 - (1) To identify, catalogue and make a periodic survey of all memorial monuments, markers and plaques erected on public property.
 - (2) To establish guidelines for the erection of new monuments, markers and plaques on public property.
 - (3) To identify the maintenance and upkeep needs of all memorial monuments, markers and plaques on public property.
 - (4) To promote and encourage actions by individuals and organizations that will enhance the town's monuments.
- (b) The following are duties regarding parades and celebrations:
 - (1) To organize, prepare and monitor public patriotic parades when requested by the board of selectmen.
 - (2) To prepare and monitor public celebrations, anniversaries and special community events when requested by the board of selectmen.
- (c) The commission shall consult and coordinate its activities with such other town boards and commissions as have relevance to the furtherance of its purpose.
- (d) The commission shall prepare and present to the board of selectmen an annual operating budget which shall include, but not be limited to, planned expenses by project and activity, estimated revenues to be derived from such projects or activities, and anticipated contributions.
- (e) The commission shall be responsible for operating within its approved budget, and for this purpose shall conduct a quarterly review of actual expenses and revenues. Accounting records and procedures shall be maintained in accordance with approved town procedures. Prior approval by the

commission is required for any financial commitments or budget expenditures as will be specified in the rules and regulations of the commission.

- (f) The commission shall have the authority to appoint such subcommittees as needed.
- (g) The commission shall be authorized to establish guidelines for the erection or installation of monuments, plaques, or memorials on public property. These guidelines, when developed and whenever changed, are subject to public hearing.
- (h) The commission is authorized to receive, on behalf of the town, gifts for the purposes included in section 2-223, subject to the maximum amount set by the board of selectmen as provided in chapter 2, article II, section 2-33. In the event a gift exceeds the maximum amount set by the board of selectmen in section 2-33, the acceptance of said gift must be submitted to the representative town meeting for approval.
- (i) The commission shall submit an annual report to the board of selectmen of its activities and finances, as well as any other reports, which may be required.

(Code 1972, § 55-3; Res. of 9-22-1997; Ord. of 6-12-2007(1))

Secs. 2-224—2-300. - Reserved.