



**PLYMOUTH PARKS & RECREATION COMMISSION  
BY-LAWS**

PLYMOUTH, CT  
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**ARTICLE I - PURPOSE:**

The Plymouth Parks and Recreation Commission, established under Chapter IV Section 3a. of the Plymouth Town Charter, and Chapter 12 Sec.12-22 of the Plymouth Town Ordinances, shall have the purpose set forth in said Charter/Ordinance and as hereafter amended. Among these purposes are the promotion and research into the recreational activities of the Town of Plymouth, the conduct of research into the recreational trends in the municipality, the making of recommendations to appropriate officials and agencies of the Town of Plymouth regarding action to improve its recreational activities and development of such, to seek to coordinate activities of and cooperate with unofficial bodies organized to promote such recreational activities and may advertise, prepare, print and distribute informational fliers as presented by the Director or his/her secretary.

**ARTICLE II - OFFICERS:**

Section 1. The officers of the Plymouth Parks & Recreation Commission shall be regular members of the commission and shall have the duties normally conferred by parliamentary usage on such officers.

Section 2. The Chairperson shall preside at all meetings of the Plymouth Parks & Recreation Commission and shall have the duties normally conferred by parliamentary usage on such officer.

Section 3. The Chairperson shall be one of the regular members of the Commission and shall have the privilege of discussing all matters before the Commission and vote thereon.

Section 4. The Vice-Chairperson shall act for the Commission in the Chairperson's absence, and the Vice-Chairperson shall be a regular member of the Commission.

Section 5. The appropriate officials shall hire a recording secretary to take the commission minutes. His/her pay rate shall be fixed by the Mayor/Comptroller's office. This paid position shall not be included in the membership of the commission.

**ARTICLE III - MEMBERSHIP**

Membership shall be through the standard process of application to the Mayors office and approval shall be by the Mayor/Town Council. Members shall attend a minimum of seven (7) meetings per year with one (1) excused absence. Membership shall be renewable every three (3) years. A renewal application must be received by the Commission Chairperson who will approve/disapprove and pass it on to the Mayor/Town Council for final approval.

**ARTICLE IV - ELECTION OF OFFICERS**

Section 1. Officers of the Parks & Recreation Commission shall be Chairperson and Vice-Chairperson.

Section 2. Nomination of officers shall be made from the floor at a regular meeting which shall be held in January of each year and the election shall follow immediately after nominations are closed.

Section 3. A candidate receiving a majority vote of the regular membership of the Commission shall be declared elected and shall serve for one year or until his successor shall take office.

Section 4. Vacancies in offices shall be filled by the above election process as needed.

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**ARTICLE V - MEETINGS**

Section 1. Meetings shall be called by the Chairperson in conjunction with the Director or upon request of a majority of the members of the Commission. The Director or Chairperson shall thereupon notify all members of the Commission not less than 48 hours in advance of such meeting. All meeting notices shall comply with the Connecticut Freedom Of Information Statutes.

Section 2. A majority of the membership of the commission shall constitute a quorum. Power to vote shall be vested only in the members of the Commission. Voting shall be by voice. A roll call vote can be called at any time by the Chair. The record of any roll call vote shall be kept as a part of the minutes.

Section 3. Regular meetings shall be held as voted on by the commission at the November meeting and filed in the office of the Town Clerk by December 31.

**ARTICLE VI - ORDER OF BUSINESS** (Section deleted)

**ARTICLE VII - EMPLOYEES**

Section 1. The Commission shall have the right to hire a Director and personnel per Town Charter Chapter 4, Section 3b, to carry out the necessary programs.

**ARTICLE VIII - COMMITTEES**

The Chairperson with the consent of the Commission may appoint sub committees as may be needed in January to assist in the business of the Commission. The membership of such committee shall be chosen from the Commission members only. All such committees shall be provided a formal charge and shall report to the Commission its findings and recommendations, unless otherwise directed.

**ARTICLE IX - AMENDMENTS**

Section 1. These bylaws may be amended by a two-thirds vote of the entire membership of the Commission.

Bylaws Adopted on: 2/10/11

Amended on: 1/13/11

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Commission Chairperson

Filed in Town Clerks Office:         
*Date, Rockwell*

Adopted - 2011

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