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[HISTORY: Art. 1 adopted as Art. 4, Section 1, of the revised bylaws of Halifax; Art. II adopted as Art. 10 of the revised bylaws of Halifax; Art. III adopted as Art. 26 of the revised bylaws of Halifax, amended 5-10-1976 Annual Town Meeting, Art. 12; Art. IV adopted 5-13-1996 Annual Town Meeting, Art. 42; Art. V adopted 5-13-1985 Annual Town Meeting, Art. 54; Art VI adopted 5-13-1996 Annual Town Meeting, Art. 45. Amendments noted where applicable.]

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GENERAL REFERENCES

Finances – See Ch. 23.  
Purchasing – See Ch. 37.

COMMITTEES

ARTICLE I  
**General Provisions**

**[Adopted as Art. 4, Section 1, of the revised bylaws of Halifax]**

**§ 13-1. Duty of committees.**

It shall be the duty of all committees appointed prior to the Annual Town Meeting to make report at said Meeting, unless otherwise directed, upon the matters referred to them.

ARTICLE II  
**Finance Committee**  
**[Adopted as Art. 10 of the revised bylaws of Halifax]**

**§ 13-2. Establishment; purpose.**

There shall be a Committee called the Finance Committee, which shall consider any and all municipal questions for the purpose of making reports or recommendations thereon to the town.

**§ 13-3. Members; compensation. [Amended 3-2-1965 ATM, Art. 38]**

Such Committee shall consist of seven (7) members, voters of the town, who shall serve without compensation.

**§ 13-4. Membership restrictions. [Amended 3-6-1967 ATM, Art. 28; 5-11-1998 ATM, Art. 51]**

No member of such Committee, during his term of service, shall hold any elective or appointive town office or be a member of any committee having to do with the expenditure of town funds or money unless a member is needed to serve on the Wage and Personnel Board under the provisions of Chapter 35 of the town's Bylaws.

**§ 13-5. Appointments. [Amended 3-6-1967 ATM, Art. 28; 5-8-1978 ATM, Art. 18]**

The Finance Committee shall be appointed by an appointing committee composed of the Moderator, Chairman of the Board of Selectmen and a member of the present Finance Committee whose term does not expire in the current year, and who is chosen by the other members of the Finance Committee. Such appointing committee, or a majority of them, shall, within thirty (30) days after the Annual Town Meeting appoint the required number of members to fill such vacancies as they may occur for a period of three (3) years, provided that, of the three (3) terms expiring in 1968, two (2) of the vacancies will be filled for a period of two (2) years and one (1) for a period of one (1) year. Appointments shall become effective on June 15 of the year in which they are made.

**§ 13-6. Rules and regulations.**

The Committee may, from time to time, make such rules and regulations with reference to its meetings and the conduct of its work as it deems best for the interest of the town.

**§ 13-7. Quorum.**

Four (4) members shall constitute a quorum thereof.

**§ 13-8. Preparation for Town Meeting.**

The Committee shall, prior to each Annual Town Meeting for the transaction of business, prepare and publish for distribution to the voters of the town a budget showing in detail the anticipated income and expenditures for the then-current year, together with its advice and

recommendations for the appropriation of the town funds and also municipal matters coming before such Town Meeting.

**§ 13-9. Responsibilities at Special Meetings.**

The Committee shall also at each Special Meeting give its advice and recommendations on all municipal matters under consideration.

**§ 13-10. Vacancies. [Amended 3-6-1967 ATM, Art. 28]**

Whenever a vacancy occurs in the Finance Committee, notice in writing shall be given to the Selectmen, within seven (7) days, who, together with the remaining members of the Finance Committee, serving as an appointing committee, shall, within fourteen (14) days of such notice, fill such vacancy for the balance of the unexpired term.

**§ 13-11. Excessive absence.**

If a member is absent from the Committee for more than four (4) consecutive meetings for reasons other than illness, said Committee may declare a vacancy on said Committee.

**§ 13-12. Effect on existing terms.**

Nothing herein shall affect the terms of the members of the Finance Committee as constituted on the effective date of this Article.

ARTICLE III  
**Municipal and School Building Committee**  
**[Adopted as Art. 26 of the revised bylaws of Halifax;**  
**amended 5-10-1976 Annual Town Meeting, Art. 12]**

**§ 13-13. Membership; terms.**

The Municipal and School Building Committee is to be appointed by the Moderator and the Board of Selectmen. Two (2) of these appointments shall be for one-year terms, two (2) appointments shall be for two-year terms, and one (1) appointment shall be for a three-year term. Thereafter all appointments shall be made for a three-year term. In addition thereto, the head of the department under whose ultimate jurisdiction the proposed building will come shall automatically be an ex officio member for the duration of the construction or equipping or erection or renovation of that building.

**§ 13-14. Vacancies.**

If vacancies occur, they shall be filled by procedures set forth in M.G.L.A. C.41, § 11.

**§ 13-15. Duties. [Amended 5-9-1994 ATM, Art. 41]**

It shall be the duty of the Municipal and School Building Committee to build, erect and otherwise provide new buildings or additions and renovations to existing buildings as directed by the town and to be responsible for major maintenance and repair projects as directed by the Board of Selectmen.

ARTICLE IV<sup>1</sup>  
**Holidays in Halifax Committee**  
[Adopted 5-13-1996 ATM, Art. 42]

**§ 13-16. Establishment; membership.**

There is established a Holidays in Halifax Committee consisting of three (3) members to promote the holiday spirit through the cooperation of town departments and town offices for the enjoyment of the Town of Halifax. One (1) member shall be the Fire Chief or the Chief's designee. The other two (2) members shall be appointed by the Board of Selectmen for a term of one (1) year from July 1 to June 30.

ARTICLE V  
**Communications Center Committee**  
[Adopted 5-13-1985 Annual Town Meeting, Art. 54;  
Amended 5-13-2013 Annual Town Meeting, Art. 57]

**§ 13-17. Communications Center.**

The Halifax Board of Selectmen shall have jurisdiction over and responsibility for the administration of the Halifax Communication Center and shall have the ability to designate one or more individuals to supervise and oversee the day-to-day operations of the Center.

ARTICLE VI  
**Beautification Committee**  
[Adopted 5-13-1996 Annual Town Meeting, Art. 45]

**§ 13-18. Establishment; membership.**

There is established a Beautification Committee consisting of five (5) members to work with other town boards to enhance the natural beauty of the Town of Halifax and to raise community pride. All members shall be appointed by the Board of Selectmen for a term of one (1) year from July 1 to June 30.

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<sup>1</sup> Editor's Note: Former Art. IV, Transportation Committee, adopted 5-12-1975 ATM, Art. 27, was repealed 5-14-1986 Annual Town Meeting, Art. 42.

ARTICLE VII  
**Agricultural Commission**  
**[Adopted 5-11-2015 Annual Town Meeting, Art. 63]**

**§ 13-19. Establishment, Membership.**

There is established an Agricultural Commission to represent the Halifax farming community. Said Commission once appointed shall develop a work plan to guide its activities. Such activities include, but are not limited to the following: shall serve as facilitators for encouraging the pursuit of agriculture in Halifax; shall promote agricultural-based economic opportunities in Town; shall act as advocates, educators, and/or negotiators on farming issues; shall work for preservation of prime agricultural lands; and shall pursue all initiatives appropriate to creating a sustainable agricultural community.

The Commission will consist of six members from the active farming community of Halifax and one resident at large appointed by the Board of Selectmen; three members for a term of three years; two members for a term of two years; and three thereafter; and two members for a one-year term, and three years thereafter. Up to five alternates may also be appointed by the Board of Selectmen, each for one-year terms, and/or any other action relative thereto.

Guiding Principles for Commission Appointment: Member should: represent Town geographically, represent the diversity and scale of agricultural businesses, represent the diversity of the Town's population, encourage next generation farmers. The overall intent is to be inclusive not exclusive.

Mission: Promote agricultural-based economic opportunities; preserve, revitalize, and sustain the Halifax agricultural industry, and encourage the pursuit of agriculture as a career opportunity and lifestyle.