



Bylaws of the Wastewater Exploratory Task Force of the Town of Rockport, Maine

Mission Statement:

The Task Force is formed to study the costs and benefits of a collaborative approach for improving wastewater treatment systems in the Towns of Rockport and Camden, including a municipal utility district, and the task force shall report its findings to the Select Board prior to the 2025 Rockport Town Meeting, such that any recommendations that need voter approval can be placed on the 2025 Town Meeting ballot. The Task Force work shall be governed by the following guiding principles:

- **Fair Price:** Sewage treatment must be available for a fair price to all residents who use the sewer system in Rockport.
- **Sufficient Treatment Plant Capacity:** Additional wastewater treatment plant capacity must be available, thus preserving or expanding Rockport's ability to pursue economic development (*e.g.*, workforce housing or commercial business expansion).
- **Business Model Innovation:** Look for innovative ways to develop a business structure and financial solution that is consistent with these guiding principles. That shall include the concept of a Municipal Utility District (MUD) for both towns (and perhaps include Rockland) or having a new plant in Rockport accept flows currently sent to Camden (*e.g.*, the landfill) to relieve stress on their plant. Nothing should be eliminated from consideration.

In addition, Article 15 provides for having a report prior to June 2025 Town Meeting. The issue of wastewater treatment is of critical importance to the Town of Rockport and its future, so it will be important to have monthly updates from the Task Force so the Town can continue to evaluate what is in the best interests of all residents, along the lines of the following:

The task force shall provide monthly status reports to the Board. If the Camden Select Board has not established a committee with a similar mission and at least one meeting of the two groups has not occurred by September 9, 2024, that information shall be reported to the Rockport Select Board and the Board will consider options to protect the interests of its residents. If Camden does establish a similar task force, the final report of the Rockport

Wastewater Exploratory Task Force shall be provided to the Rockport Board by the March 10, 2025, Select Board meeting, prior to the 2025 Rockport Town Meeting, to allow for potential voter consideration of the Task Force recommendations.

Section 1. Purpose

The purpose of these bylaws is to establish reasonable rules of procedure for task force meetings and to promote the fair, orderly and efficient conduct of the task force's proceedings and affairs in accordance with the mission statement. These bylaws shall govern the task force's practices and procedures except as otherwise provided by law and shall be liberally construed to accomplish their purpose.

The task force's work shall be in service to the direction provided by the Select Board in the task force's creation. Should the work of the task force extend beyond one year, the task force shall develop a workplan for all tasks remaining to complete the task force's work.

Section 2. Officers

Officers of the Committee shall consist of a Chair, Vice Chair and Secretary to be chosen annually at the first regular meeting in each fiscal year by and from among task force members unless otherwise provided by law. The Chair shall preside at all task force meetings and shall have authority to rule on questions of procedure, to maintain order and determine their course of proceedings, and to take such other action as may be necessary and consistent with these bylaws or other laws to enable the task force to perform its duties and conduct its affairs.

The Chair also shall set the agenda for each meeting. In the absence of the Chair, the Vice-Chair shall preside and shall have the same authority as the Chair. The Secretary shall maintain a permanent record of all task force meetings on a committee report.

Section 3. Meetings

Regular meetings of the task force shall be held. Special meetings may be called at the discretion of the Chair or upon request by a quorum of the Committee, provided, however, that notice thereof shall be given to each member at least 48 hours in advance.

Notice of all task force meetings shall be given as required by law, and all such meetings shall be open to the public except as otherwise provided by law.

No business may be conducted by the task force except at a duly called and noticed meeting or without a quorum.

Committee reports, or meeting minutes, shall be recorded and publicly available.

If the task force chooses to adopt a Remote Participation Policy, meetings of the task force may not be held with remote components (video conferencing or conference call), in full or in part, until the policy has been adopted following a public hearing.

Section 4. Voting

Any action of the task force shall require an affirmative vote of a majority of those present and able to vote.

No member may participate or vote in any matter in which the member has a conflict of interest or other disqualification as defined by law. Any question of whether a member has a conflict of interest or other disqualification shall be decided by a majority vote of the remaining members.

All members who are present and not disqualified as provided herein shall vote in every matter to be voted upon unless excused by the Chair for compelling cause shown.

Section 5. Waivers; Amendments

These bylaws, or any provision thereof, may be waived but only if they remain consistent with applicable law. These bylaws may be amended at any time in writing by majority vote of the task force after notice on the proposed amendment but shall not be effective until approved by the Select Board.

Adopted by the Rockport Voters on June 11, 2024

Article 15 - "Do you favor requiring the Rockport Select Board to appoint an advisory committee to study the costs and benefits of a collaborative approach for improving wastewater treatment systems in the Towns of Rockport and Camden, including a municipal utility district, and to have such committee report findings to the Board prior to the 2025 Rockport Town Meeting and prior to funding the construction of a new wastewater treatment plant?"