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**BYLAWS OF THE
UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE**

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Adopted: November 27, 2001
Amended: January 15, 2008

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PREAMBLE

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The Upper Valley Lake Sunapee Regional Planning Commission (herein referred to as “the Commission”) is a regional planning commission organized under the provisions of NH R.S.A. 36:45-53. The purpose of the Commission is to promote coordinated, orderly and efficient development of land and prosperity of the Region and to promote a spirit of regional cooperation among the member municipalities.

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ARTICLE I. NAME

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The name of the Committee shall be the Transportation Advisory Committee (TAC).

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ARTICLE II. AUTHORIZATION

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The Committee was established as a part of the New Hampshire Department of Transportation planning process and is hosted by the Commission.

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ARTICLE III. PURPOSE

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The purpose of the Committee shall be to provide technical advice and policy recommendations regarding transportation planning issues to the Commission. Committee representatives shall be the liaison between this committee and their community/agency and shall perform the necessary tasks to facilitate coordination and cooperation between the two respective entities that they represent.

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The Committee shall write the Regional Transportation Plan (RTP) to address a long-term vision for growth in the Region as it pertains to the transportation network. The RTP will serve as the official Regional policy statement that will help to guide transportation funding decisions. The Committee shall adopt the RTP and recommend it to the UVLSRPC Board of Commissioners to be adopted as the transportation element of the Regional Plan. The RTP shall be updated every five years with the Regional Plan.

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The Committee shall also prioritize Regional transportation projects for inclusion in the Statewide Transportation Improvement Program for New Hampshire.

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ARTICLE IV. MEMBERSHIP

Each dues-paying municipality and county in the Region shall be entitled to one voting representative and one alternate. The alternate shall be authorized to act in the absence of the representative. Municipal representatives and alternates shall be appointed by and report to the municipal legislative/governing body.

A majority of the voting members shall be representatives of member communities.

The Committee may appoint at-large voting members that may include representation from a wide array of transportation/land use related agencies or groups.

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The New Hampshire Department of Transportation, Federal Highway Administration New Hampshire Division, and the non-dues paying county governments may each appoint one non-voting representative to the Committee.

The appointing authority shall determine the term of appointment for membership.

ARTICLE V. VOTING

Those members present and voting shall constitute a quorum of the TAC for voting at meetings.

ARTICLE VI. OFFICERS

Committee Officers shall consist of a Chairperson and a Vice Chairperson who shall be selected from the membership by the Committee. The Officers shall be elected annually at the beginning of each Commission's fiscal year.

The Chairperson shall call meetings, preside over all meetings and perform such other duties as are customary to the office and as may be assigned by the Committee.

The Vice Chairperson shall perform the duties of the Chair in the absence of the Chairperson. In the absence of both officers, those members present shall appoint a Chairperson pro tempore to preside over that meeting.

Should the offices of Chair or Vice Chair become vacant, the Committee shall conduct an election to fill the unexpired term.

The Commission shall serve as the Committee secretary.

ARTICLE VII. MEETINGS

The Committee shall meet bi-monthly at dates, times and places agreed upon by the majority of the members. Special meetings may be held at the request of the Chair. Notice of such meetings shall be given at least one week in advance.

All meetings shall be open to all interested individuals.

ARTICLE VIII. AMENDMENTS

The Bylaws may be amended by a majority vote of the Committee provided that proposed amendments to these Bylaws shall be presented in writing to Committee members at least fifteen (15) days prior to the date of the Committee meeting at which they are to be discussed and voted on.

ARTICLE IX. ADOPTION

The Bylaws were adopted by the Committee on November 27, 2001 and amended on January 15, 2008.