

# MAINE STATE LEGISLATURE

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EIGHTY-FIRST LEGISLATURE

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HOUSE

NO. 82

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House of Representatives, Feb. 9, 1923.

Referred to Committee on Legal Affairs, sent up for concurrence and 500 copies ordered printed.

CLYDE R. CHAPMAN, Clerk.

Presented by Mr. Beckett of Calais.

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STATE OF MAINE

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IN THE YEAR OF OUR LORD ONE THOUSAND NINE  
HUNDRED AND TWENTY-THREE

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AN ACT to Amend the Charter of the City of Calais, Providing  
for the Election of a City Manager.

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Be it enacted by the People of the State of Maine, as follows:

Section 1. The mayor and aldermen may, at their discretion, after the year nineteen hundred twenty-three, elect a city manager, who shall be the administrative head of the city; he shall hold office for the term of two years, unless sooner removed for cause; he shall receive such salary as the city council shall fix at the beginning of each year of his service, which shall not be increased or diminished during the year; he shall have charge of, and be responsible

9 to the city council for, the administration of all departments  
10 of the city.

Sect. 2. The following officers and heads of departments  
2 shall be appointed by the city manager, subject to confirma-  
3 tion by the city council: City engineer, street commissioner,  
4 inspector of buildings, chief engineer and assistant engineer  
5 of the fire department, city marshal and deputy marshals  
6 of the police department and superintendent of cemeteries,  
7 and upon recommendation of said officers shall appoint all  
8 minor officers and employees in each of these departments.

Sect. 3. All bills and claims against the city shall be ex-  
2 amined by the city manager and if found correct so certified  
3 by him. No bill or claim against the city, not so certified,  
4 shall be placed upon the city payrolls until it shall have  
5 been presented to the city council and ordered paid by vote  
6 of the council. Payrolls for the regular city pay-days shall  
7 be prepared by the auditor, under the direction of the city  
8 manager, and when certified as correct by the city manager  
9 and auditor, shall be paid by the city treasurer on order of  
10 the mayor, countersigned by the city manager.

Sect. 4. The city manager shall report to the city council  
2 at its regular monthly meeting the receipts and disburse-  
3 ments of the city for the previous month, with such other  
4 information as the city council may desire, and at the close  
5 of each municipal year shall make a full report of city af-  
6 fairs, covering each department, with such recommendations  
7 as he may deem for the best interests of the city.

Sect. 5. During the temporary vacancy the office of city  
2 manager, or during the absence or disability of the city  
3 manager, the mayor for the time being shall perform the  
4 duties of manager and receive compensation for his serv-  
5 ices at the same rate paid the manager. If the office of  
6 manager becomes vacant by resignation, permanent disabil-  
7 ity, death or removal from office, the city council shall elect  
8 a successor for the unexpired term, and the mayor shall  
9 act as manager during the interim, and receive the same  
10 compensation as above provided.

Sect. 6. Sections one to five inclusive of this act shall  
2 take effect only when accepted, as hereinafter provided, by  
3 the electors of said city qualified to vote in a municipal elec-  
4 tion. Said sections shall be submitted to be voted upon by  
5 the qualified electors of said city at the regular annual elec-  
6 tion to be held on the first Monday of April, nineteen hun-  
7 dred and twenty-four. Said election shall be called, adver-  
8 tised and conducted according to the law relating to mu-  
9 nicipal elections in said city. The ballots to be used in said  
10 election shall be in such form as to permit said first five  
11 sections of this act to be voted upon by an expression of  
12 the voter's opinion on the following question: "Shall the  
13 charter of the City of Calais be amended to provide for the  
14 election of a city manager?" Opposite and to the right of  
15 said question shall be printed the two words "Yes" and  
16 "No" with the usual squares in which the voter is to mark  
17 in the manner required by law to express his opinion. Other

18 brief and suitable explanations of the subject matter sub-  
19 mitted may be printed on the ballots, which in other respects  
20 shall conform with all the requirements of law. If said  
21 sections one to five shall receive more affirmative than nega-  
22 tive votes at said election they shall be deemed to have been  
23 accepted and shall thereupon be in full force and effect.  
24 The result of said election shall be declared by the mayor  
25 and aldermen, and due certificate thereof filed with the city  
26 clerk and with the secretary of state. A printed copy of  
27 the full text of these acts shall be posted with each notice  
28 of said election, and two copies shall be kept posted in each  
29 voting place in said city during said election.

Sect. 7. All acts and parts of acts inconsistent herewith,  
2 and all provisions of the charter and ordinances of said city  
3 of Calais inconsistent with this act are hereby modified so  
4 as to conform with the provisions of this act; but this sec-  
5 tion shall take effect as to the subject matter covered in  
6 sections one to five inclusive of this act only when said sec-  
7 tions shall be finally accepted by the electors of said city of  
8 Calais as provided in section six.