

# **BAXTER STATE PARK ADVISORY COMMITTEE**

## **I. INTRODUCTION**

The Baxter State Park Advisory Committee (“Advisory Committee”) was first appointed in 1970 by the Baxter State Park Authority (“Authority”) to provide the Authority the benefit of the advice and resource capability of persons experienced in Baxter State Park (“Park”) affairs and familiar with Governor Baxter’s intentions in creating the Park. At that time, turnover in the three State offices (Attorney General, Director of Maine Forest Service, and Commissioner of Inland Fisheries & Wildlife) that comprise the Authority justified the establishment of the Advisory Committee which, although its role is purely advisory, could provide continuity in conjunction with Park staff in Park management and consistently with Governor Baxter’s wishes and the directives of the Authority. The Advisory Committee members have always been selected by the Authority, thereby assuring that the Advisory Committee would be comprised of individuals whose advice was valued by the Authority.

## **II. STATEMENT OF PURPOSE**

The purpose of the Advisory Committee is to advise the Authority on issues referred to the Advisory Committee by the Authority or Director concerning the Park. It shall be comprised of persons knowledgeable of Governor Baxter’s intentions for the Park and familiar with the Park, its history and master plan. The Advisory Committee members shall provide a forum for discussion of and recommendation on assigned Park issues prior to decisions by the Authority.

A major purpose of the Advisory Committee shall be to review long-term trends, issues, and opportunities, and to advise the Authority about appropriate response to changes. The Advisory Committee is encouraged to bring to the attention of the Authority and Director issues that the Advisory Committee deems appropriate for study and consideration. The role of the Advisory Committee is strictly advisory, recognizing that responsibility for decisions rests with the Authority and the Director.

## **III. CRITERIA**

Anyone serving on the Advisory Committee must have a commitment to the interests of Baxter State Park; must not appear to or in fact have a conflict of interest of a financial, political, or personal nature; and must not appear to or in fact be using his or her association with the Park for financial, political, or personal gain.

The criteria for appointment to or continued service on the Advisory Committee will include, but not necessarily be limited to, the following:

- Increase of diversity and talent.
- Interest in serving on the Advisory Committee as shown by prior attendance at meetings and/or volunteering at the Park.
- A mix of expertise and talent on the Advisory Committee useful to the Park.
- Geographical distribution.
- Availability to attend the meetings and otherwise provide assistance to the Park.
- No appearance of conflict or gain.

Based upon these criteria, the Authority will strive for new membership and perspectives balanced with a commitment to continuity.

Anyone wishing to be considered for appointment to the Advisory Committee may contact the Park Director and will be asked to complete an information questionnaire. Based thereon, a list of interested persons will be kept from which the Authority may draw.

#### **IV. MEMBERSHIP**

Members of the Advisory Committee shall be appointed by the Authority, which may seek recommendations from the Chair or the Advisory Committee and Park Director.

##### **A. Advisory Committee:**

1. The Advisory Committee may consist of as many as 15 members (13 plus representation from the Baxter family [presently two]).
2. Members shall be appointed to a two-year (2) term. No member may serve more than three (3) consecutive terms other than the members of the Baxter family. A person may be reappointed in the future after a break in service of at least 12 months.
3. Staggered terms shall be utilized as much as possible to provide continuity.
4. A member shall be appointed by the Authority to serve as Chair for a two-year (2) term. This person should have previously served as Vice Chair for at least one year. The Advisory Committee may recommend a person for appointment as the Chair. The Chair shall not serve more than two (2) consecutive terms.
5. A Vice Chair shall be appointed by the Authority for a two-year (2) term. The Advisory Committee may recommend a person for

appointment as Vice Chair.

6. Appointment of the Chair, Vice Chair, and other Advisory Committee members shall take place at the May meeting.

**B. Responsibilities of Chair:**

1. Responsible for setting dates and agenda for Advisory Committee meetings, in consultation with the Director.
2. Conduct meetings of the Committee.
3. Consult with Authority and Director.
4. Consult with Vice Chair on all of the above.
5. Share the responsibility to attend subcommittee meetings with Vice Chair.
6. Attend Investment Committee meetings.

**C. Responsibilities of Vice Chair:**

1. Share the responsibility of setting up dates and agenda for Advisory Committee meetings.
2. Conduct meetings in absence of Chair.
3. Share with Chair the responsibility to attend subcommittee meetings.
4. Share with Chair the responsibility of consultation with Park Director.

**D. Appointment and Re-appointment of Advisory Committee Members:**

1. The Chair of the Advisory Committee and the Park Director will make recommendations for appointment to the Advisory Committee when requested by the Authority.
2. Re-appointment for another two-year (2) term may be recommended based on a review of a member's contribution and participation and a written inquiry to the person whose term is expiring asking about the person's continued interest and ability to attend regular meetings of the Committee.

**E. The Park Director or the Director's designee is designated as an Ex Officio member of the Advisory Committee.**

**V. ACTIVITIES**

The Advisory Committee members are expected to participate in a number of activities:

- A. As individuals, to visit the Park; to talk with the staff and users of the Park; to discuss Park affairs with members of the Authority; and to assist the staff in

- their areas of expertise upon the request of staff or the Authority.
- B.** To consider and make recommendations on issues referred to the Advisory Committee by the Authority. Subcommittees may be formed to research, prepare materials and make proposals. In cases where a subcommittee is formed to address an issue, it shall report its recommendations to the full Advisory Committee for discussion and approval before recommendation is given to the Authority.
  - C.** To meet at least six (6) times per year to discuss long-term management issues and to prepare recommendations for the Authority's consideration. It is expected that appropriate staff will participate in those discussions and that the Authority will be advised of the Advisory Committee's activities.

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Alec Giffen, BSPA Chair  
Director MFS

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R. Dan Martin  
Commissioner IF&W

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Janet Mills  
Attorney General

Dated: \_\_\_\_\_