

***Town of South Windsor***  
**JUVENILE FIRESETTER INTERVENTION  
AND PREVENTION COMMISSION  
BY-LAWS**

**ARTICLE I           Mission**

The mission of the Juvenile Firesetter Intervention and Prevention Commission is to develop and administer programs to solve and prevent the problem of juvenile arson, to seek grants to fund such programs, and to advise and provide recommendations to the Town Council on such matters.

**ARTICLE II           Membership**

- A.     The membership shall consist of 4 members all of whom are voting members   The members are as follows:
  - 1. Chief of Volunteer Fire Department or designee
  - 2. Chief of Police or designee
  - 3. South Windsor Youth and Family Services Coordinator or designee
  - 4. South Windsor Fire Marshal or designee
- B.     If a designee is being named that persons name shall be forwarded to the Chairman prior to the start of each term of office or whenever the designee is being changed.

**ARTICLE III          Term of Office**

- A.     All members of the Commission shall have four (4) year terms. These four (4) year terms are renewable up to three (3) times, with a list of members to be sent to the Town Council for approval.
- B.     The term of office shall begin on September 1 of the year of appointment.
- C.     If a member has been found to have conduct unbecoming of a Commissioner and three quarters (3/4) of the remaining Commissioners votes for removal of this member, then the Chairman shall make a recommendation to the Town Council for removal of this member.

## ARTICLE IV                      Organization

- A.     The Commission shall choose from among its membership a Chairman and a Secretary
  - 1.   The Chairman shall preside at all meetings of the Commission, appoint sub-committee members, and may call special meetings.
  - 2.   The Secretary of the Commission shall keep such records of the Commission's activities as are deemed necessary, as well as handle the correspondence of the Commission.
  - 3.   The above officers shall serve for two (2) year terms.
  - 4.   The Chairman shall be empowered between meetings to make decision for the Commission as necessary.
  
- B.     At the second to last meeting of the fiscal year which constitutes the end of his/her two (2) year term, each officer may indicate whether or not he/she wants to renew for another two (2) year term. If the officer wants to remain in his/her position, he/she may do so by a majority vote (not including that officer's vote) at the final meeting of that fiscal year. If the officer wants to leave his/her position, he or she may do so freely after the last meeting of that fiscal year.
  
- D.     The Commission shall meet at the call of the Chairman six times annually with no meetings to be held in July, August, or December. Meetings shall be held in September, November, January, March, May, and June. A notification of the meeting shall be sent to all members at least one (1) week in advance.
  
- E.     Special meetings may be called by the Chairman on an as needed basis. A notification of the meeting shall be sent to all members at least one (1) week in advance.
  
- F.     Three quarters (3/4) of the membership of the Commission shall constitute a quorum.
  
- G.     A simple majority vote of the quorum present is needed to pass any resolution of the Commission.

ARTICLE VI            Amendment

These By-Laws may be amended by the Commission as follows:

A proposed amendment must be discussed and tabled at the meeting it is introduced. The proposed amendment shall be voted on at the next regular meeting. The proposed amendment is accepted by three quarters (3/4) of the membership of the Commission voting in favor.

ARTICLE VII           Effective Date