

FITCHBURG REDEVELOPMENT AUTHORITY

DOCUMENT NO. 2 - APPROVED IN
RESOLUTION NO. 1 ADOPTED ON AUG. 24, 1964

BY-LAWS OF THE FRA * ARTICLE I - THE AUTHORITY

Section 1. Name of Authority. The name of the authority shall be "the Fitchburg Redevelopment Authority".

Section 2. Seal of Authority. The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of it's organization.

* ARTICLE II - OFFICERS

Section 1. Officers. The officers of the Authority shall be a Chairman, a Vice-Chairman, a Treasurer, an Assistant Treasurer, and a Secretary who shall be Executive Director.

Section 2. Chairman. The Chairman shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chairman shall sign all contracts, deeds and other instruments made by the Authority. At each meeting, the Chairman shall submit such recommendations and information as he may consider proper concerning the business affairs and policies of the Authority.

Section 3. Vice-Chairman. The Vice-Chairman shall perform the duties of the Chairman in the absence or incapacity of the Chairman, and in case of a vacancy in the office of the Chairman.

Section 4. Treasurer and Assistant Treasurer. The Treasurer shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority except as otherwise authorized by resolution of the Authority. The Authority may by resolution designate one or more members to countersign such orders and checks, and may from time to time qualify, change or cancel any such designation. The Assistant Treasurer shall perform the duties of the Treasurer in the absence or incapacity of the Treasurer, and in case of a vacancy in the office of the Treasurer. The Treasurer and Assistant Treasurer shall give bond for the faithful performance of their duties. Any member elected to the office of Treasurer or Assistant Treasurer shall serve without compensation other than payment of necessary expenses.

Section 4. Executive Director. The Executive Director of the Authority shall be the ex-officio Secretary, and shall have general supervision over the administration of it's business and affairs, subject to the direction of the Authority. He shall be charged with the management of the housing projects of the Authority. He shall have care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such a bank or banks as the Authority may select. He shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority, at each regular meeting, or oftener when requested, an account of his transactions and also of the financial condition of the Authority.

The compensation of the Executive Director shall be determined by the Authority and he shall give bond for the faithful performance of his duties, but a member of the Authority serving as Secretary and Executive Director in a temporary capacity shall serve without compensation other than payment of necessary expenses.

FITCHBURG REDEVELOPMENT AUTHORITY (continued)

ARTICLE II -OFFICERS

Section 6. Secretary. The Secretary shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the Authority in a minute book to be kept for such purposes. (documents and supplementary material forming a part of the minutes may be kept in a supplementary document book,) and shall perform all duties incident to his office. He shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

At any regular or special meeting in the absence of the Secretary, a Secretary pro tempore may be appointed from among the members of the Authority who shall serve without compensation other than the payment of necessary expenses.

Section 7. Duties of Members. The Members of the Authority shall perform such duties as are incumbent upon them by reason of their election to any office and shall perform such duties and functions as may from time to time be required by the Authority or the by-laws, or which may arise by reason of their appointment to serve on committees functioning within the Authority or in cooperation with other persons or groups.

Section 8. Election or Appointment. The Chairman, Vice-Chairman, Treasurer and Assistant Treasurer shall be elected at the annual meeting of the Authority from among the Members of the Authority, and shall hold office for one year or until their successors are elected and qualified.

The Authority shall appoint one person to fill the office of Secretary and Executive Director. Any person appointed to fill the office of Secretary and Executive Director, or any vacancy therein, shall have such terms as the Authority fixes, but no Member of the Authority shall be eligible to this office except as a temporary appointee.

Section 9. Vancancies. Should the office of Chairman, Vice-Chairman, Treasurer or Assistant Treasurer become vacant, the Authority shall elect a successor from it's membership at the next meeting, and such election shall be for the unexpired term of said office.

Section 10. Additional Personnel. The Authority may from time to time employ such personnel as it deems necessary to exercise it's powers, duties and functions as prescribed by the Housing Authority Law of the Commonwealth of Massachusetts, as amended, and all other laws of the Commonwealth of Massachusetts applicable thereto.

FITCHBURG REDEVELOPMENT AUTHORITY (continued)

ARTICLE III - MEETINGS

Section 1. General Provisions. Annual meetings and regular meetings of the Authority shall be held at such a time and place as may be originally designated or subsequently changed by resolution adopted by the Authority at any regular or special meeting. All meetings shall be held at the office of the Authority in the absence of the specific designation of some other meeting place in any such resolution. In the event that the date of any annual or regular meeting as provided in any such resolution shall fall on a Sunday or a legal holiday, the meeting shall be held on the next succeeding secular day at the place and time designated in the resolution.

Section 2. Annual Meetings. Annual meetings of the Authority shall be held without notice for the purpose of electing officers, receiving the annual report of the Executive Director, and for the conduct of such other business as may be before the meeting.

In City Council, January 21, 1964

ORDERED:- That the City Council does hereby determine that a Redevelopment Authority is needed in the City of Fitchburg for the purpose of the clearance of substandard, decadent and blighted open areas and engaging in Urban Renewal and Land Assembly and Redevelopment projects, and it is hereby further ordered that it is in the public interest that a Redevelopment Authority be organized in the City of Fitchburg under the provisions of General Laws-Chapter 121-Section 26B.

SIGNED

George J. Bourque
George J. Bourque, Mayor

John J. ...
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CITY CLERK'S OFFICE
CITY OF FITCHBURG, MASS.