
ROAD ASSOCIATION
NOTICE OF MEETING
WARRANT

TO: Property owners and occupants of _____ Road Association,
Town/City of _____, Kennebec County, Maine

Greetings,

You are hereby notified by the undersigned notary pursuant to 23 M.R.S.A. §3101 to 3106 that there will be a meeting in the home of _____ located on _____ Saturday, _____, 2020 at _____ a.m./p.m. to act on the following articles for the maintenance of _____ for the twelve month period from _____, 2020 to _____, 2021.

Article 1:

To elect a moderator for the meeting and see what rules of procedure the owners will choose to conduct the meeting.

Article 2:

To see if the owners will elect a President for a one (1) year term whose duties shall be: to oversee the general operations and help determine what repairs and maintenance are needed for the upkeep of said roads, to make recommendations to the owners and Board of Directors, and to perform such duties as the owners' or Board of Directors directs and/or as authorized by 23 M.R.S.A. §3101 to 3106, and to serve on the Board of Directors. (Accept Nominations and Vote)

Article 3:

To see if the owners will elect a Road Commissioner for a one (1) year term whose duties shall be: to determine what repairs and maintenance are needed for the upkeep of said roads, to execute contracts for such maintenance, to make recommendations to the owners and Board of Directors, and to perform such maintenance and duties as the owners' or Board of Directors directs and/or as authorized by 23 M.R.S.A. §3101 to 3106, and to serve on the Board of Directors. (Accept Nominations and Vote)

Article 4:

To see if the owners will elect a Secretary for a one (1) year term whose duties shall be: to record and maintain the administrative records of said organization, and to perform such duties as are determined by the owners or Board of Directors, and to serve on the Board of Directors. (Accept Nominations and Vote)

Article 5:

To see if the owners will elect a Treasurer for a one (1) year term whose duties shall be: to record and maintain the financial records of said organization, and to perform such duties as are determined by the owners or Board of Directors, and to serve on the Board of Directors. (Accept Nominations and Vote)

Article 6:

To see if the owners will approve and accept the proposed budget which is attached hereto, including the assessment structure, for the fiscal year of _____, 2020 to _____, 2021.

Article 7:

To see if the owners will approve _____, 2020 as the deadline for the payment of the assessments for the 2020-2021 fiscal year.

Article 8:

To see if the owners will authorize a contract for making repairs and maintaining the road.

Article 9:

To see if the owners will determine the manner of calling future meetings.

Dated: _____, 2020

By: _____
Notary Public

Note:

If voting by proxy or by absentee ballot is allowed this notice must state that and provide instruction for doing it.

If bylaws are to be reviewed and adopted, a draft copy of the bylaws must be provided with this notice.