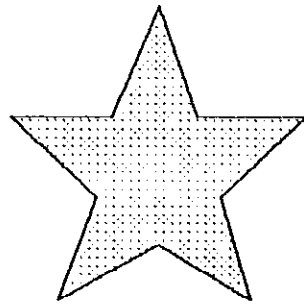


# Patrolmen's Benevolent Association

Town of Waterford Police Department  
Waterford, Connecticut.



"In The Community Interest"

By-Laws of the Association

## ARTICLE I - Name & Location

1. The name of the organization shall be; Patrolmen's Benevolent Association of Waterford, Connecticut.
2. The principal office shall be in Waterford, Connecticut.
3. The executive board may from time to time designate such other place or places for the transaction of association business.
4. For the purpose of these by-laws, the Patrolmen's Benevolent Association may be referred to as the PBA, or the Association.

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## ARTICLE II - Membership

1. Membership in the PBA shall be open to all sworn, full-time officers, employed with the Town of Waterford Police Department.
2. Membership in the PBA shall be open to all (retired) sworn, officers of the Town of Waterford Police Department; having retired in good standing with the department.
3. A membership card shall be issued to each member of the PBA; upon payment of annual membership dues; in the amount of \$3.00 per member/ per year.
4. Membership dues will be collected during the month of March; with the issuance of updated membership cards at the March monthly meeting.
5. The dues will be collected by the Treasurer, to be deposited in the general account of the PBA. The secretary will be notified of those members having paid; issuing membership cards to same.

6. Those persons not meeting their membership obligation shall not be considered as members, until such time as they have met the obligation. During this time, the person shall not be associated with or claim association with the PBA.

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### ARTICLE III - Meetings

1. The monthly membership meeting shall be held on the last Monday of each month. Notice of said meeting's time, date, and location, shall be posted by the secretary; no sooner than 14 days prior to the meeting, and no later than 7 days prior to the meeting.

2. Meetings may be called outside of the monthly meeting for matters of urgency. The president may call a full membership meeting, posting such meeting and it's intent, 72 hours prior to said meeting. A meeting of the executive board may be called in similar address, 24 hours prior to said meeting.

3. A minimum of five members, in good standing with the PBA, must be present to constitute a quorum.

4. The order of business, for the monthly meetings, shall be as follows:

1. OPENING REMARKS
2. READING OF THE MINUTES
3. COMMUNICATIONS & BILLS
4. REPORT OF THE TREASURER
5. COMMITTEE REPORTS
6. OLD/ UNFINISHED BUSINESS
7. NEW BUSINESS
8. GOOD & WELFARE OF THE ASSOCIATION
9. NOMINATIONS/ ELECTION OF OFFICERS
10. CLOSING REMARKS/ ADJOURNMENT

4. The meeting shall be presided over by the association's president, or in his absence, the association's vice-president.

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#### ARTICLE IV - President

1. The term of President shall be for a period of one year. Such term shall commence upon the announcement of the annual election results at the December meeting, and will continue until the installation of a successor.

2. The President of the PBA shall be the chief presiding officer of the Association; and shall act in this capacity on behalf of the Association.

3. In the event of a vacancy in any of the elected positions within the PBA, both officers and standing committees, the president shall appoint a member to fill the vacancy. The term of such appointment shall be until the next annual election. Challenges to said appointments may be made by a member of the association, in written form, to the executive board. The decision of the executive board will be final.

4. The President shall be an ex-officio member of the executive board, but shall not cast a vote on decisions of said committee.

5. The President shall not be eligible for membership in the By-laws committee.

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## ARTICLE V - Vice-President

1. The term of Vice-president shall be for a period of one year. Such period shall commence upon the annual election results being announced at the December meeting and will continue until the installation of a successor.
2. The Vice-president shall assume all powers and duties of the president, in the absence of the Association's president. The Vice-president shall serve as the Association's President, in the event the position becomes vacated; the term of which shall continue until the next annual election of officers for the Association.
3. The Vice-president shall be an ex-officio member of the By-laws Committee, but shall not cast a vote on decisions of said committee.

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## ARTICLE VI - Secretary

1. The term of Secretary shall be for a period of one year. Such period shall commence upon the annual election results being announced at the December meeting and will continue until the installation of a successor.
2. The secretary shall record the minutes of all Association meetings and shall maintain a written record of such minutes. He shall keep and maintain a written record of association membership, as well as maintain a record of past and resigned memberships. As part of the minutes of the association meetings, the secretary shall record the names of all persons present. The secretary shall be authorized to make expenditures, as

approved by the President, for the reasonable maintainence of this office and it's required materials.

#### ARTICLE VII - Treasurer

1. The term of treasurer of the Association shall be for a period of one year. Such period shall commence upon the annual election results being announced at the December meeting and will continue until the instillation of a successor.

2. The treasurer shall keep and maintain a permanent record of all monies received and distributed by the Association. Said records are to be kept in accordance with generally accepted accounting procedures. The Treasurer shall keep the primary checking account with a banking institution designated by the Association. Said account shall be of the type requiring two signatures to validate a check. Under this section it is understood that the authorized signatures shall be those of the Association's treasurer, and one of the following: President, Vice-president, or the Secretary. The treasurer shall be authorized to draw checks upon said account and will be responsible for the payment of bills incurred by the Association. The Treasurer shall make a report to the Association at each monthly meeting; giving a full account of all transactions made since the previous meetings report. An annual Treasurer's report shall be presented at the January meeting. The Treasurer shall make the report to the Association, giving a full account of the previous years' transactions and balances, including the present state of the treasury.

3. The Treasurer shall be responsible for the filing of all registrations and forms to assure the Association is in full accordance with State and Federal regulations.

4. The Treasurer may draw upon the accounts of the Association up to \$100.00 to pay debts of the Association. For debts over \$100.00, a majority vote by the membership present at the monthly meeting shall be accepted as authorization for the expenditure.
5. The Treasurer shall maintain a checking account in the name of the Association, with a balance not to exceed \$5000.00. The remaining monies shall be maintained in an account(s), in the name of the Association, designated by the financial committee.
6. The Treasurer's records shall be maintained by a "checks and balances" system, working with a member of the executive board, appointed by the Association's President.
7. The Association's financial records shall be audited on a yearly basis. The Financial Committee shall act as the Association's liaison.

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#### ARTICLE VIII Executive board

1. The Executive board shall consist of five members. The term of these positions is for a period of one year. Such period shall commence upon the annual elections results being announced at the December meeting and shall continue until the installation of a successor.
2. The executive board shall have the power to authorize expenditures, not to exceed \$300.00, upon a majority vote taken by all five members. Such expenditures shall be reported at the next monthly meeting; the report shall include the amount of the expenditure, and the reason for the expenditure, submitted in writing.

void. The board shall have the final say in determination of the validity of the reasons presented by the remaining petitioners.

6. If any member of the Association is dismissed from the Town of Waterford Police Department and notifies the Executive board in writing of his or her intention to appeal such dismissal, the membership of such individual shall remain in effect unconditionally for thirty days. At the end of the thirty days, the executive board shall review the individual's status, and shall present their findings of continuation or dismissal with the Association, at the next monthly meeting.

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#### ARTICLE IX By-laws Committee

1. The By-laws committee shall consist of three members whose term of office shall consist of three years commencing upon their appointment by the President. Any officer appointed to fill a vacancy other than for expiration of term, shall complete the term of his predecessor.

2. The By-laws committee shall be responsible for the interpretation of the Constitution and by-laws of the Association.

3. Any amendment, deletion, or addition to the constitution or by-laws of the Association shall be submitted to the committee by the Association's presiding officer of the meeting at which time such matters will be discussed. The committee shall consider each amendment, addition, or deletion and shall present each in form of a motion at the next monthly meeting of the Association. In addition, the committee shall present it's recommendations regarding the amendment, addition, or deletion.

The by-laws committee shall not consider any amendment, addition, or deletion to the Constitution or by-laws of the Association except those presented by the presiding officer of an Association meeting; or of those originating within the by-laws committee itself.

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#### ARTICLE X Sick & Welfare Committee

1. The sick and welfare committee shall consist of two members of the Association; on a volunteer or appointed basis. This committee may also be known as the hospitality committee. The term of this position is for a period of one year or until a successor is appointed.
2. The members of this committee shall be responsible for visiting those members or their family members who are hospitalized or afflicted with such infirmity as to be bed-ridden for an extended period of time. The committee may, in lieu of a physical visit, or in addition to a physical visit, send an arrangement of flowers , basket of fruit, or other symbol of cheer, the cost of which shall not exceed \$35.00. It shall be the responsibility of the two persons on this committee to determine which of the members of the Association or their dependents receive such cheer items.
3. If a member of the Association dies, \$300.00 will be allocated to assist in financing a funeral reception. If a dependent of an Association member dies, \$200.00 will be allocated to assist in financing a funeral reception. The committee shall be in charge of these arrangements.

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## ARTICLE XI Elections

1. The offices of President, Vice-president, Secretary, Treasurer, and Executive board members shall be filled by elections. Those offices vacated prior to the end of the term shall be filled by an appointee of the President.

2. Any member in good standing with the Association shall be eligible to be a candidate and to hold office in the Association.

3. Notification of nominations for offices shall be posted with the notice for the November meeting, not less than fourteen days prior to the meeting.

Nominations may be made from the floor during the November meeting, or by written nomination on a sheet to be posted, listing those positions open for elections. Such sheet shall be posted by the Secretary, along with the meeting announcement.

4. The elections for offices shall be held by written ballots being made available to all members of the Association, present at the meeting. Such ballots shall be accepted for a period of seventy-two hours prior to the December meeting; closing at 1200 hours, the day of the December meeting.

5. The President shall appoint three members, other than himself, to constitute an elections committee, who's sole purpose will be to count the ballots and report their findings to the Association. The nominee receiving the most votes for each office shall be declared the winner.

6. The winners of each office shall assume the duties of their respective offices at the January meeting. In the event of a challenge(s) to an elected office, the current officer shall remain until the challenge is settled.

The forementioned By-laws are accepted,  
this 26 day, of May, in the year 1992,  
as the By-laws governing the Patrolmen's Benevolent Association, of  
Waterford, Connecticut.

Any previous By-laws of this Association are considered void under  
these articles. All further amendments, additions, or deletions shall be  
carried out as specified by these By-laws.

President Richard C. Hauser Jr.  
Richard C. Hauser Jr.

Vice-President Jeffrey V. Nixon  
Jeffrey V. Nixon

Secretary Robert A. Strohl Jr.  
Robert A. Strohl Jr.

Patrolmen's Benevolent Association