

CHAPTER 3
Town Meetings – Elections

Section 3.1 Dates of Meetings

- 3.1.1 All business of the Annual Town Meeting, except the election of such officers and the determination of such matters as are required by law to be determined by ballot, shall be considered on the third Tuesday in May
Approved September 14, 1987
Amended Oct. 3, 2017

- 3.1.2 The Annual Town Meeting for the Election of Town Officers shall be held on the second Tuesday in June.
Approved October 19, 1987

- 3.1.3 The polls shall be opened at 10-00 a.m. and shall remain open until 8:00 in the evening
Approved August 20, 1973

Section 3.2 Notice of Meetings

- 3.2.1 Notice of every town meeting shall be given by posting attested copies of the warrant thereof in at least five (5) public places in the town, not less than seven (7) days before the day fixed for such meeting Copies of said warrant shall be sent to all officers, boards or committees concerned therein
Approved June 1, 1955

- 3.2.2 At lease: five (5) days before the day fixed in the warrant for the annual town meeting, a copy of the annual report will be furnished at the Town Hall for all interested residents

- 3.2.3 At least five (5) days before the day fixed in the warrant for any town meeting, the Board of Selectmen will notify each registered voter of same by postcard
Approved October 15, 1982

Section 3.3 Conduct of Meetings

- 3.3.1 Quorum The number of voters necessary to constitute a quorum at any town meeting shall be twenty-five (25); provided, however, that a number less than a quorum may from time to time adjourn the same This shall not apply to such parts of meetings as are devoted exclusively to the election of town officers
Approved June 1, 1955

- 3.3.2 Order of action on Articles of the warrant shall be acted upon in the order in which they appear unless otherwise determined by a majority vote of the meeting.
Approved June 1, 1955

- 3.3.3 Priority of motions. When a question is before the meeting, the following motions, namely- to adjourn; to lay on the table; for the previous question; to postpone to a certain time, to commit; recommit, or to refer, to amend; to

postpone indefinitely; shall be received and shall have precedence in the foregoing order; and the first three shall be decided without debate

Approved June 5, 1955

- 3.3.4 Amendments. On the proposed amendments involving sums of money, the larger or largest amount shall be put to the question first, and an affirmative vote thereon shall be a negative vote on any smaller amount

Approved June 1, 1955

- 3.3.5 Disclosure of employment as Attorney. Any person who is employed as an attorney by another interested in any matter under discussion at a Town Meeting shall disclose the fact of his employment before speaking thereon

Approved June 1, 1955

- 3.3.6 Manner of voting When a question is put, the sense of the meeting shall be determined by a show of hands, and the Moderator shall declare the vote as it appears to him if the decision of the chair is doubted, the Moderator shall request all persons in the house to be seated and shall appoint tellers The vote will then be taken by "Yes" or "No" ballot

Approved June 1, 1955

- 3.3.7 Balloting. The meeting may order that the vote on any motion shall be taken by a "yes" or "No" ballot

Approved June 1, 1955

- 3.3.8 Limit of Debate No person shall speak for more than ten minutes on any question unless his time shall be extended by the Moderator or vote of the meeting

Approved June 1, 1955

- 3.3.9 Committee reports- All committees shall report as directed by the town. If no report is made within a year after its appointment, a committee shall be discharged unless, in the meantime, the town shall have granted an extension of time

Approved June 1, 1955

- 3.3.10 Completion of Business. No motion, the effect of which would be to dissolve the meeting, shall be in order until every article in the warrant therefor has been duly considered and acted upon, but this shall not preclude the postponement of consideration of any article to an adjournment of the meeting at a stated time and place.

Approved June 1, 1955

Section 3.4 Nominations

- 3.4.1 Caucus, a town caucus for the nomination of candidates for town officers shall be held on the sixth Tuesday preceding the annual town meeting at 7:00 o'clock in the evening. Such caucus shall be called by the selectmen and conducted in accordance with G.L. c. 53, § 121.

Approved August 10, 1989

Amended Oct. 3, 2017

- 3.4.2 Nomination Papers. Nomination of candidates may also be made by means of

nomination papers in accordance with Chapter 53, Section 6-17, G L. The latest time for filing nomination papers with the Town Clerk shall be 5:00 pm on the 28th day preceding the date of the election and the latest time for submitting such papers to the registrars shall be 5:00 pm of the fourteenth day preceding the final filing date Nomination of candidates for town officers may be made by means of nomination papers in accordance with the town bylaws and general Laws of the Commonwealth regardless of whether or not such candidates were selected as candidates by the town at the town caucus

Approved August 10, 1989