

TOWN OF MENDON GENERAL BY-LAWS

CHAPTER II

Town Meetings

Section 1. The Annual Town Meeting of the Town of Mendon for the transaction of business relating to the affairs for the Town shall be held on the first Friday in May.

Section 2. The annual Town Meeting for the election of Town officers and the determination of such matters as are required by law to be elected or determined by ballot shall be held on the Tuesday occurring eleven days after the first Friday.

Section 3. The polls for the annual Town Meeting for the election of Town officers and the determination as such matters as are required by law to be elected or determined by ballot shall be opened at seven (7) o'clock in the forenoon and shall remain open until (8) o'clock in the evening.

Section 4. Notices of all Town Meetings shall be given by posting an attested copy of the warrant for such meeting in three (3) or more public places in the Town of Mendon at least fourteen (14) days before said meeting; one copy thereof shall be posted on the Town Hall Building. Copies of all town meeting warrants shall also be delivered by hand or other means to every household at least 3 (three) days before said meeting.

Section 5. Whenever a Town Meeting shall adjourn to a future date, the Selectmen shall cause a notice of the date, time, and place of adjournment to be published in a newspaper circulated in the Town. Such notice shall briefly state the business to come before the adjourned meeting.

Section 6. All articles to be included in the annual Town warrant shall be submitted to the Selectmen seven (7) weeks before the date of the annual Town Meeting.

Section 7. Copies of the warrant and of the report of the Finance Committee thereon shall be made available to the voters at or prior to the annual Town Meeting.

Section 8. The Moderator shall appoint tellers, who shall permit only registered voters to enter upon the floor of the meeting place at the annual or any Town Meeting; the stage may be occupied under the direction of the Moderator. The presence of persons on the floor other than registered voters shall be allowed only with the approval of the majority of the members present at the time of the meeting.

Section 9. If a motion can be sub-divided, it shall be divided, and the question shall be put separately upon each part thereof, if (10) ten voters so request.

Section 10. 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 time certain; to commit; to recommit or refer; to amend; to postpone indefinitely; shall be received and shall have precedence in the foregoing order: the first three (3) shall be decided without debate.

Section 11. On 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.

Section 12. Any voter desiring to speak upon a question or matter on debate shall rise to his feet, and each person shall, in turn, be recognized by the Moderator.

Section 13. Any person who is employed as an attorney by another interested in any matter under discussion at Town Meeting shall disclose the fact of his employment before speaking thereon.

Section 14. When a question is put, the consensus of the Meeting shall be determined by the voices of the voters and the Moderator shall declare the vote as it appears to him. If the Moderator is unable to decide the vote by sound of the voices, or if his decision is immediately questioned by seven (7) or more voters rising in their places for that purpose, he shall determine the vote by ordering a show of hands and he may appoint tellers to make and return the count.

Section 15. Ten voters rising in their places for that purpose shall determine that the vote on any motion shall be taken by secret ballot.

Section 16. No vote shall be reconsidered at an adjourned session of a Town Meeting unless that adjourned session is held on the same day, and no vote shall be reconsidered later than one (1) hour from the time the vote is declared by the Moderator; no vote may be reconsidered on a Motion to Adjourn, lay on the table, or for the previous question, and no question shall be reconsidered more than once.

Section 17. All Special Committees, unless directed otherwise, shall submit a report within a year after their appointment, or shall be discharged.

Section 18. When necessary or desirable, the Town may hold annual or special town meetings outside its geographic boundaries at either Mendon-Upton Regional High school facilities or at the Blackstone Valley Vocational Regional School.

Section 19. On matters requiring a two thirds vote by statute, a count need not be taken unless the vote so declared is immediately questioned by seven (7) or more voters as provided in Mass. General Laws, Chapter 39, Section 15.