

## **CIRCULATION OF PETITIONS ORDINANCE - TOWN OF HOLLIS, MAINE**

### **PURPOSE.**

This ordinance is enacted pursuant to 30-A M.R.S.A. Section 3001 to inform the residents of the Town of Hollis the way in which they can circulate a citizen's petition pertaining to the Town to be included on the Annual Town Meeting warrant or considered at a Special Town Meeting for a vote. Residents shall review all applicable sections prior to initiating a petition to include 30-A M.R.S.A. Section 2522 and 2528 (5).

Any provisions in state law or other town ordinances would control the action taken by the citizen. If there is no specific guidance, the provisions of this ordinance prevail.

### **PROCESS.**

#### **Petition Review:**

The petition shall commence with the circulators of the petition filing a copy of the petition, including the text of the petitioned item and form of the signature pages, with the Town Clerk, who shall notify the municipal officers of the filing.

All pages of the petition, including the text of the petitioned item and the signature pages, shall be uniform in size and style and shall be assembled for filing. The petition shall be examined by the town attorney prior to being circulated prior to being circulated for signatures to assure accuracy in its text and references, clearness and preciseness in language, and consistency with all federal, state, and local laws, ordinances, rules and regulations. The town attorney shall not materially change its meaning and effect.

**Circulation of the Petition:**

During the circulation, the signature pages of the petition shall contain or have attached the full text of the petitioned item.

The petition shall be signed only by the voters of the town and shall include the address of each voter who signs.

**Return to Town Clerk's Office:**

The signed signature pages must be filed with the Town Clerk's Office within 90 days of the original filing with the Clerk. Only the Town Clerk's Office can validate a petition.

Each signature page shall have attached to it an affidavit executed by the circulator stating:

- a. That the circulator personally circulated the petition;
- b. That the signatures were affixed to the page in the circulator's presence;
- c. That the circulator believes each signature to be that of the person whose name it purports to be;
- d. That the signer, before signing, had an opportunity to read the full text of the petitioned item;
- e. The number of signatures on the page are clearly labeled.

If the signed pages are not filed within 90 days of the original filing, the signed pages are invalid.

**Inclusion in the Warrant:**

After the Town Clerk's Office has validated the signatures, a copy of the petition shall be sent to the Select Board to be included on the Annual Town Meeting warrant for a vote.

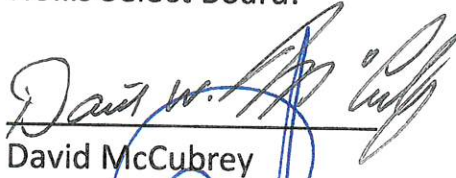
If the Select Board elects to not include the petition on the warrant, the Select Board shall schedule a Special Town Meeting within 60 days of submission of the petition.

The ballot cannot include a notation that the question is a petitioned question. A note may be placed on the warrant above or below the warrant article simply stating that the article was submitted by citizen petition.

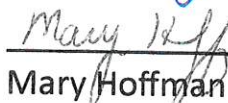
If the question being submitted is an appropriation question, the recommendation of the Select Board and Finance Committee must be included on the ballot.

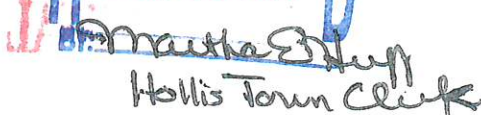
*Amendments to this ordinance was voted in under Article 22 at the Hollis Annual Town Meeting on June 13, 2023.*

Hollis Select Board:

  
David McCubrey

  
John Rogala

  
Mary Hoffman

RECEIVED  
JUN 28 2023  
  
Martha E. Hupp  
Hollis Town Clerk