

**TOWN OF WAREHAM
OFFICE OF THE SELECT BOARD**

54 Marion Road
Wareham, MA 02571

PLACING AN ARTICLE ON A TOWN MEETING WARRANT

Any citizen who wishes to place an article on a Town Meeting warrant for consideration by Town Meeting members must follow the procedures listed below.

Please refer to the Town of Wareham By-laws for general Town Meeting procedures.

1 PREPARE YOUR STATEMENT

Prepare a written request (petition) with a clear statement of the intent of the petitioner for the proposed warrant article, specifically, the exact wording for which you seek Town Meeting's approval.

A clear statement with the required signatures is acceptable or, if you choose, a sample form is attached for your use. To view samples of previous articles to assist in drafting your article, view one of the Town's Annual Reports. Annual Town Reports may be found on the Town's website. <https://www.wareham.ma.us/board-selectmen/pages/town-reports>.

It is advisable that a private attorney review the proposed petition language prior to submittal.

2 COLLECT SIGNATURES

To insert an article in the warrant for an Annual Town Meeting, the petitioner must collect signatures from at least 10 individuals registered in the Town of Wareham. The lead petitioner should be the first signer. The petition shall not be valid unless the required number of registered voters not only sign their names, but also state their residence, with street and number, if any.

3 CONTACT INFORMATION

Please be sure the lead petitioner's contact information is indicated on the petition so that they may be informed prior to Town Meeting when their article will be discussed. Contact information and the article language should be **on each petition sheet** submitted in support of your proposed article.

4 SUBMIT TO THE SELECT BOARD OFFICE

Submit the original petition with required number of signatures to the Select Board's Office by the deadline established prior to Town Meeting, which is the date that the warrant closes. **A copy of the proposed Warrant Article must also be submitted in WORD.**

5 SIGNATURE VERIFICATION

The Select Board's Office will submit the signatures to the Town Clerk for verification and certification to the Town Clerk.

6 PRESENTATION

Prior to Town Meeting, petitioners will be contacted to present their articles to the Select Board and to the Finance Committee.

7 ATTEND TOWN MEETING

Petitioners will also be expected to attend Town Meeting to present their article and/or respond to questions.

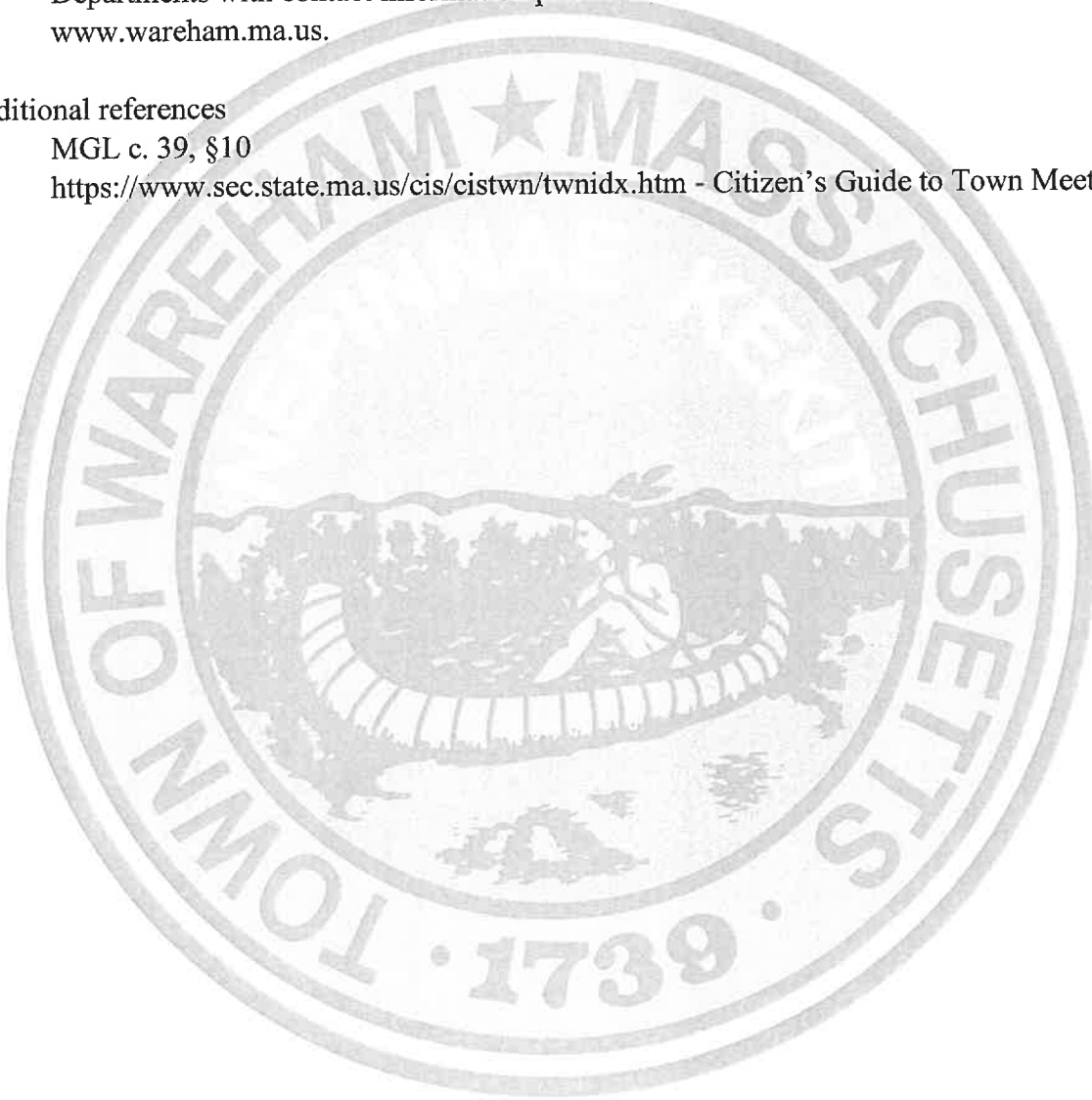
8 BY-LAW CHANGE

If your petition recommends a by-law change, we advise that you meet with the Department Head whose department is involved in the by-law. If it entails a zoning change, you must present your article to the Planning Board. For a complete list of Departments with contact information please visit the Town website at www.wareham.ma.us.

Additional references

MGL c. 39, §10

<https://www.sec.state.ma.us/cis/cistwn/twnidx.htm> - Citizen's Guide to Town Meeting



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Town Meeting Warrant Article

TO BE COMPLETED BY THE PETITIONER

Title of proposed article:

Warrant Article:

(Must also be submitted in WORD to the Select Board's Office-selectboard@wareham.ma.us)

To see if the Town will

Motion:

To see if the Town will

Explanation:

FOR OFFICE USE ONLY

Identifier: _____ Article # _____

Submitted by: _____

Date: _____

Reference Information:

Article Inserted by the Select Board at the request of: _____

PETITION FOR TOWN MEETING ACTION

Date _____

Honorable Select Board
Town of Wareham, Massachusetts

We, the undersigned registered voters of the Town of Wareham, do hereby petition the Wareham Select Board to insert the following article in the Warrant for the Annual Town Meeting:

Article: *To see if the Town...*

SIGNATURE OF REGISTERED VOTER (10 FOR REGULAR & 100 FOR SPECIAL TOWN MEETING)

PRINT NAME SIGNATURE ADDRESS PRECINCT

★			

To be completed by the Registrar of Voters:

IT IS CERTIFIED THAT _____ OF THE ABOVE SIGNATURES CHECKED AND THUS _____ NAMES ARE QUALIFIED VOTERS IN THE TOWN OF WAREHAM.

REGISTRAR OF VOTERS

★ The first signatory is the lead petitioner of the Article and will be listed as such on the Town Meeting Warrant.

PETITION CONTACT INFORMATION ★

Contact person: _____

Address: _____

Phone number: _____