

ORDINANCE ADOPTION /PETITION PROCESS

Board of Selectmen
Section 3.5: Public Hearing on
& Publication of Ordinances

BOS Proposal
Need – Discussion – Propose Ordinance –
Vote to send to Public Hearing

Public Hearing
At least one Public Hearing held
before approving any Ordinance

Publication
Notice: At least 5 days in
advance of Public Hearing
[Section 3.5(a)]

BOS Adopts Ordinance
Recording and Publication
Town Clerk Records Ordinance

**BOS ACTION
OPTIONS**

**Town Meeting
Adopts Ordinance**

Publication
Notice: Within 10 days Summary of
Ordinance Published [Section 3.5(b)] –
unless full text required by Statute

VOTER PETITION

Publication
Notice: At least 5 days in advance
of Town Meeting
[Section 2.3 & Statute Section 7.2]

Effective Date
21st day after ordinance publication
following final passage
[Section 3.5(c)] - except as provided in
Sections 2.6 & 2.7

PETITION FOR SPECIAL TOWN MEETING
Overrule of BOS Action
Petition Deadline: 20 days after Ordinance
Publication; 5% of Voters – based on # of Electors
as of date of submission of Petition [Section 2.7]

Effective Date
15th day after ordinance
publication following passage
[Statute Section 7-157(a)]

TIME PROVIDED FOR PETITION FILING
The number of days for Voters to file a petition to overrule BOS adoption of an Ordinance in practice would be about a month or more – from date of BOS adoption or even the public hearing, plus number of days until publication (up to 10 days), plus 20 days following publication

IF PETITION CERTIFIED BY TOWN CLERK
Special Town Meeting held within 21 days
of certification; Notice: At least 5 days in
advance of Special Town Meeting

Effective Date
If not Overruled: At conclusion
of Town Meeting or later date
originally specified by BOS

Overrule Requirement
Vote of at least 50 Voters
constituting a majority of those
present & voting

**Section 2.8: Petition for
Special Town Meeting for
Enactment of Ordinances or
Other Action**
*Provides for Voters, at any time to
petition for enactment of any
proposed ordinance or other
action not inconsistent with the
Charter or applicable law*