

Filing No. 2017-01C

**CERTIFICATION OF OFFICIAL TEXT OF A PROPOSED REVISION TO  
CHARTER  
BY THE SELECT BOARD OF THE TOWN OF RUMFORD  
[30-A M.R.S. § 2104]**

**Proposed Revision of Charter Articles III and IV regarding Ordinances**

To: **BETH BELLEGARDE**, *Town Clerk*:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text of a

REVISION to the Charter regarding **Charter Articles III and IV regarding Ordinances** approved by the Select Board and which is to be presented to the voters for their consideration on June 13, 2017.


Pursuant to 30-A M.R.S. § 2104, you will retain this copy of the complete text of the proposed charter revision as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the Town Polling Places on the day of the vote.


Dated: March 2, 2017

**SELECT BOARD OF THE TOWN OF RUMFORD**

  
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**JEFFREY STERLING**, Chair

  
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**MARK N. BELANGER**, Vice-Chair

  
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**M. PETER CHASE**, Selectperson

  
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**JAMES WINDOVER**, Selectperson

  
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**CHRISTOPHER BRENNICK**, Selectperson

**ARTICLE III**  
**WARRANTS FOR MEETINGS AND TOWN REFERENDA**

**Section 1. Duty to Prepare.** It shall be the duty of the Board of Selectpersons to prepare the warrants for all Town meetings, the annual budget referendum, and Ordinance referendum for the Town, which shall be processed in accordance with the provisions hereinafter made. Such warrants shall be clear, concise, and in proper legal form, and shall be approved by the Town Attorney as to form and legality before they are signed and issued by the Board.

**Section 2. Basic Articles for Referendum.** The Board shall prepare and insert in the annual warrant for the referendum or Town Meeting such articles as appear essential and expedient for the conduct of the Town affairs for the ensuing year, but shall not burden such warrants with trivial matters of no general interest and which should be handled by administrative procedure.

**Section 3. Budget and Ordinance Referenda.**

**A. Finance Committee Hearing** (See Article XIV, Section 1 for composition of Finance Committee): The Finance Committee shall receive a proposed budget for the operations of the Town (aside from initiated articles) from the Town Manager no later than February 15th of each year for its review. The Finance Committee shall hold one public hearing on the budget during March. At the hearing, the Chairperson of the Finance Committee shall present the budget and be responsible for running the hearing. The hearing shall be open to comments from the Finance Committee, the Town Manager, department heads and any citizen or taxpayer of the Town of Rumford. The Chairperson shall follow Roberts Rules of Order for administering the hearing. The Finance Committee shall vote to approve or modify the budget proposed by the Town Manager. Notice of this meeting shall be as provided in Article V of this Charter for notices of Town meetings.

**B. Additional Articles for Annual Warrant:** The Board shall also include in the annual warrant for the budget referendum such additional articles as shall have been initiated and processed as provided in section 5 of this article.

**C. Monetary Issues Which Arise After Adoption of the Budget.** In the event that monetary issues arise after the adoption of the budget by the voters of the Town, the Selectpersons may call a special Town meeting pursuant to Article V, Section 6 of this

Charter to present the issues for vote at the special Town meeting by secret ballot at that special Town meeting.

**Section 4. Articles Relating to Ordinances and the Charter.** The Board of Selectpersons shall also include in the warrant for the annual referendum and November election such additional articles relating to Ordinances, as shall have been initiated and processed in accordance with the provisions of Article IV of this Charter and Charter proposals or changes initiated and processed in accordance with state law and Article IV of this Charter.

Reproduction in the warrant for the referendum of any proposed Ordinance, amendment to an existing Ordinance, or revision of a group of Ordinances or Charter proposals or changes shall not be required, provided that the pertinent article refers to the Ordinance or Charter proposals, amendments or revisions by title and by the filing number of the Town Clerk, and provided further, that such Ordinance or Charter proposal, amendment or revision, with an appropriate title, is filed in triplicate with the Town Clerk prior to the time the warrant for the referendum is issued by the Board.

**Section 5. Procedure for Initiated Articles.** The Finance Committee annually shall hold two public hearings, one during the 1st and one during the 2nd week of March, for the purpose of receiving proposals for articles, other than those relating to Ordinances, to be included in the warrant for the annual Town budget referendum. An appropriate notice of said 2 hearings shall be combined and shall be given publicity in the same manner as provided in Article V of this Charter for notices of Town meetings.

Such hearings may be held in conjunction with regular or special meetings of the Board, or independently, as the Finance Committee may determine. The Town Manager shall attend such meetings and act as secretary to the Finance Committee, and the Town Attorney shall likewise attend and render legal advice as the Finance Committee may require.

At such hearings, the elected and appointed officers and agents of the Town and any qualified voter of the Town shall present, in writing, to the Finance Committee, such proposals relative to articles, other than Ordinances and the Charter, as they may consider appropriate or advisable for inclusion in the annual warrant.

To the end that brevity and orderly form shall result, all boards, commissions, departments and officials submitting proposals involving appropriations of money shall group all related items, wherever practical and legal, under one (1) article, in such form that the total appropriation requested shall appear as well as the itemized allocation of such total.

The Finance Committee shall take action on each proposal so placed before the meeting, and by majority vote of those members present shall approve or reject such proposal. The secretary of the Finance Committee shall record each vote and announce the result forthwith, and no other notification shall be required.

The board, commission, officer or voter aggrieved by the decision of the Finance Committee on a submitted proposal may, within seven (7) business days following such decision, file with the Finance Committee, through the Town Manager, a petition or petitions signed in the aggregate by at least 10 percent of registered voters of the Town as of January 1st of the current year, with their street addresses, and street numbers, if any, requesting the inclusion of the rejected article in the warrant. Said petition or petitions shall be referred to the Town Clerk for inspection, and the Clerk, as soon as possible, shall certify to the Board whether or not there are on said petition or petitions the required number of signatures of qualified voters of the town which are in his/her opinion genuine. If the certificate is in the affirmative, the Board shall thereupon insert such article in the warrant with an appropriate legend to indicate that the same originates by petition. The Board shall have the right to revise such an initiated article before inclusion in the warrant, as to form, on its own motion. It shall also revise the same as to substance to such extent as may be required by written opinion of the Town Attorney to make said article conform to the provisions of the constitution and general law of the state, of this Charter and the Ordinances of the Town.

#### ARTICLE IV

#### PROMULGATION OF ORDINANCES AND CHARTER AMENDMENTS

**Section 1. Ordinances.** The Board of Selectpersons shall hold 2 public hearings during the months of February and September, for the purpose of receiving proposals for articles relating to new Ordinances or to amendment of or elimination of existing Ordinances, to be included in the warrant for the next Town annual referendum in June or for the November election. Notice of such hearings, and the procedure with relation to such proposals, shall be the same as provided in section 5, of Article III of this Charter.

**Section 2. Charter Amendments.** On a semi-annual basis in June and November of each year, the Board of Selectpersons shall have the opportunity to amend the Town of Rumford Charter in accordance with the provisions of Title 30-A MRS §§ 2104, 2105 and 2528-2532.