



## **General Rules of Order for The Fremont Town Deliberative Session (SB2)**

When you arrive at the meeting, residents who are currently registered to vote, please go directly to the Supervisor of the Checklist and have your name checked off, at which point you will be given a voter card. These cards should be held up during all votes to express your desire to vote yes (you agree), no (you disagree) or abstain (no vote) on each Article or meeting process.

Unless changed by the voters at the Meeting, the Town Moderator will use the following Rules of Procedure to conduct the Meeting:

- The Moderator will not follow Robert's Rules. The Moderator will use the following general rules of procedure, whose main purpose is to keep the meeting moving, and not get bogged down in procedural quagmires.
- By majority vote, the voters can overrule any decision that the Moderator makes and any rule that the Moderator establishes. A voter can raise such a request by issuing a "Point of Order."
- Non-voters may not speak at the Meeting without the permission of the voters except, the Moderator will allow non-resident Town/School staff, consultants or experts who are at the Meeting to provide information about an Article, to speak.
- The Moderator will take Articles in the order that they appear on the Warrant unless the Moderator announces the intent to take Articles out of order.
- The Moderator will consider each Article, as follows:
  - The Moderator will announce the Article number, and the text of the Article will be displayed on the overhead screen. The Moderator need not read the full legal text of the Article, but instead will relay the "purpose" of the article.
  - The Moderator will recognize a member of the Budget Committee or of the Board of Selectmen/School Board, or the petitioner (if a petitioned Article) to move the Article to the floor for discussion.
  - Once seconded, the Moderator will recognize a member of the Budget Committee or of the Board of Selectmen/School Board, or the petitioner to explain the Article.
  - The Meeting will then debate and amend the Article
  - If an article is not motioned or second and brought to the floor, then the article will not be discussed but will be placed on the ballot as written.
- All initial presentations on Articles will be limited to ten (10) minutes, all speakers in debate will be limited to four (4) minutes.

- Everyone who speaks must use a microphone so they can be heard.
- No one may speak unless he or she has the floor
  - No one may have the floor unless recognized by the Moderator
  - Except for “Points of Order,” the Moderator will not recognize speakers unless they are standing at, or holding one of the microphones
  - Each speaker must provide his/her name and address
  - Each speaker may only speak once until everyone has spoken
- If any speaker would like to show a presentation on the provided equipment to add to a discussion about an Article, they should bring the presentation to the Moderator before the meeting starts.
- All questions and comments should be addressed to the Moderator. The Moderator will choose who responds to the questions.
- The Moderator will allow only one motion on the floor at a time. There are two exceptions to this rule:
  - A voter may raise a “Point of Order” at any time, and
  - If a voter has the floor, the voter may make
    - A motion to amend the pending motion or
    - A motion to “Call the Question”.
- If a person from the Legislative Body would like to “Call the Question” on an Article in process, it must be done from one of the provided microphones. This motion requires a 2/3 vote. If passed, this motion stops all debate on the existing motion. However, all those voters who are standing at a microphone and anyone seated at the head table who has previously told the Moderator that he/she wishes to speak on the Motion will be allowed to speak. In addition, the Moderator shall have the right to refuse a motion to “Call the Question”, if, in the Moderator’s opinion, the voters have not yet had an adequate opportunity to discuss an issue.
- Motions that will not be accepted:
  - Negative motions: which are motions that require a “no” vote to vote in the affirmative such as “I move that we not adopt the budget”
  - Motions to change the subject of an Article
  - Motions to strip an article of its information
- All speakers must be courteous and must speak to the issues, not the individuals raising them. The Moderator will not allow personal attacks or inappropriate language

- If any person behaves in a disorderly manner, and after notice from the Moderator, persists in such behavior, or shall in any way disturb the Meeting, or willfully violate any rule of proceeding, the Moderator may have a police officer, or any legal voter of the town, remove such a person from the meeting (RSA 40:8).
- Any vote on a bond issue over \$100,000 must be voted on by secret ballot. In addition, any five (5) voters may require that the vote on any Article or question be by secret ballot. To do so:
  - The written request must have all five (5) voter's names and signatures
  - All five (5) voters must be present and identified, and
  - The request must be presented to the Moderator at either the opening of the meeting or prior to the end of debate on the Article or question.
- Voters are hereby warned that if they leave after a particular Article they are interested in has passed or failed, it can be brought up for reconsideration (at a later point in the meeting) in which case your vote could be nullified, unless RSA 40:10 has been voted to restrict reconsideration. Basically, it is to your advantage to stay until the meeting has completed.

It is in the best interest of the Town and all those who attend to handle themselves with dignity and decorum throughout the meeting process. Please remember, an educated vote is the best vote.

Thank you,

Michael Rydeen  
Town Moderator