

For 247 years, the Town of Groton has held town meetings—most of them under these timbers—for the purpose of deciding the town's needs and how much to spend for those needs; these decisions can become controversial and heated; therefore, we need to have some rules of procedure and conduct. These are the rules that we will follow for this meeting unless modified by a majority of the voters present for this meeting:

Tony Tavares, Moderator

1. Robert's Rules are not being used.
2. Our purpose is to have a meeting that is civil, informative, and as brief as possible
3. A request to change a rule can be made by a point of order
4. You are a legislative body by law, and only registered voters of the town may participate
5. Registered voters of the town must have a voter card received from the supervisors of the checklist at the start of this meeting—if you do not have this card, please see the supervisors now—without it you may not speak or vote on the articles.
6. Articles will be considered in the order that they are presented in the warrant
7. Articles will be read as presented; a motion to move the article will be asked for; and for a second; when seconded, the person moving the article will be recognized to speak for the article; then the article will be open for floor discussion and debate.
8. Persons that move and second an article or motion must state their name (RSA91A:2)
9. Comments and questions are to be directed to the moderator; not to others in the room.
10. Persons wishing to speak on the article must raise their hand or stand at their seat, showing their voter card, and be recognized by the moderator in order to have the floor. While that person has the floor, everyone else should be courteous and refrain from speaking so that all in the room can hear the person having the floor. The person recognized must first state their name before speaking.
11. Everyone wishing to speak on an article will have an opportunity to speak at least once.
12. Non-residents may speak only by approval of the voters
13. If a motion to move the article is made, all persons who, prior to the motion, have indicated that they wish to speak may be allowed to speak, if they have not already spoken to the article, before the motion is accepted. Once the motion has been made no additional speakers may request to speak. Once the motion is accepted, a vote on the motion will be taken; a simple majority vote will be required to pass the motion; if it passes, all discussion on the article stops and a vote on the article will be taken.
14. Articles may be amended; this must be made in writing and not change the intent of the article.
15. Secret Yes/No ballots can be requested prior to a voice vote; this requires a written request by five voters, present at the meeting: (RSA40:4a).
16. If a vote is questioned by seven or more voters immediately after the moderator declares a non-ballot vote and before other business is begun, a secret ballot will be taken: (RSA40:4b). The request may be oral or in writing.
17. A motion to restrict reconsideration of any prior vote taken may be made; if passed, this means that those votes are protected by RSA40:10 at the current meeting. If it is desired to reconsider a protected vote, it will be done at a separate meeting with notice, at least seven days later.
18. Finally, RSA40:7 requires everyone to "be silent at the desire of the moderator, on pain of forfeiting \$1 for each offense, for the use of the town." (A potential fund raiser)