WARRANT ARTICLE INSTRUCTIONS

1. Complete the attached "sample form", with the petition, and submit to the Office of the Town Manager, Town Hall, 365 Boston Road, Billerica, MA for inclusion into the Warrant.

2. All petitions require the signatures of ten (10) registered Town of Billerica voters. To be safe, we recommend you get at least fifteen (15) signatures – just in case someone is not a registered voter.

3. Important: The first signer shall be deemed the "Petitioner" of the article. In addition, he will be requested to appear before the appropriate Town Boards, Committees or Commissions during the Public Hearing process.

4. Any petition seeking to amend a General or Zoning By-Law must state the article and section to be amended and which set of By-Laws, General or Zoning, will be affected. (Example: To see if the Town will vote to amend Article I, Section 1 of the General By-Laws to read as follows.…)

5. Any petitioner seeking to amend a General or Zoning By-Law must include a copy of the original By-Law for inclusion in the "Town Meeting Report".

This "sample form" is to be utilized as an aid. It is not meant to supercede any provision of the General By-Laws or the Town Charter.

Important: If your Warrant Article runs so long in length that signatures must be put on a second page, the entire Warrant Article must be repeated on the second page along with the remainder of the signatures.

The Town Managers Office must receive all petitions at lease fifty (50) days prior to the beginning of Town Meeting.

Sample Form

To see if the Town will vote to (insert petition here)…(See example below)

> *To see if the Town will vote to see if the Town will adopt a By-Law pursuant to M.G.L. Chapter 166 Sections 22B, 22C, 22D, 22E and 22F to require a utility to remove any poles and overhead wires and associated overhead structures installed or constructed within the Town of Billerica. Failure to comply with said By-Law shall be punishable by fines as per M.G.L. Chapter 166 Section 22D; or act in relation thereto.*

…… always end with "or act in relation thereto".

Signed: **(Must be Town of Billerica Registered Voters)**
(Remember, the first signer shall be deemed the "petitioner" of the article.)

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_____	_____

Contact Person:

Name: _____

Address: _____
_____

Telephone: _____

Warrant Article:

To see if the Town will vote to

;or act in relation thereto.

Signed: **(Must be Town of Billerica Registered Voters)**
(Remember, the first signer shall be deemed the "petitioner" of the article.)

Name	Address
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Contact Person:

Name: _____

Address: _____
_____

Telephone: _____