

**Town of Littleton**  
**Littleton, NH**  
125 Main Street, Suite 200  
Littleton, NH 03561  
(603) 444-3996 Ext. 15

From: Ceil Stubbings

Date: November 1, 2016

Subject: Petitioned Warrant Articles/Requests for Funds - 2017

Greetings!

It is that time of year when many social service organizations ask the Town for funding. This includes you and your organization. You provide very important services to our community. Some residents of Littleton make use of your services – use them and desperately need them. For this reason, I am writing to inform you of the process we ask you to use when you make your request for funds to the Town of Littleton.

The process begins with a petitioned warrant. This petitioned warrant explains your request for funds. **At least twenty-five (25) of Littleton's registered voters** need to sign the petition. We also suggest you try to obtain more than twenty five signatures because too many times people who have signed were not registered voters. The petition needs to have each signatory's name (neatly and legibly printed), address and signature. Each page of the petition should have as the header the appropriate Warrant Article. You must present your petition, by mail or in person, during the budget process beginning in **November 2016**. **RSA 39:3; 40:13, II-a (b)** requires that the Selectmen receive all petitioned Warrant Articles on or before **Tuesday, January 10, 2017**. Although **January 10<sup>th</sup>** is the deadline to submit the petitioned warrant article it would be better to submit it to the Town Office at the end of December or the beginning of January.

At the **Deliberative Session**, a Littleton voter – likely one of the petitioners – needs to make the **Motion** bringing the Warrant Article to the floor. Another Littleton voter needs to **Second** the Motion. Then someone must completely, accurately and convincingly present the request, explaining to the voters' why they should support the request made. Please keep in mind the results from past Town Meetings: more than one Warrant Article failed because no one offered to **Second** the Motion. Despite the fact that **at least twenty-five (25)** registered voters in the Town of Littleton signed the petition it failed to be included in the Town Meeting Warrant.

Other Warrant Articles failed even after someone offered the Motion and Second. They failed because no one from among the **at least twenty-five (25)** voters who signed the petition resulting in the Warrant Article spoke to the need for this money.

At past **Deliberative Sessions** I am told that the voters asked why no one was there to support some of the Warrant Articles. Those voters, and the Selectmen who serve them, asked that I make contact with the requesting organizations to explain the process in Littleton. If you have any questions please call or email me.

Best Regards,

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