

MAINE STATE LEGISLATURE

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DOCUMENTS

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THE LEGISLATURE

OF THE

STATE OF MAINE,

DURING ITS SESSIONS

A. D. 1851--2.

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1852.

RULES AND ORDERS

OF THE

SENATE OF MAINE,

FOR THE POLITICAL YEAR

1851.




RULES AND ORDERS.

1. The president shall take the chair at the time to which the senate stands adjourned; but in case the president shall be absent, the secretary shall preside, until a president pro tem. be chosen.

2. When the senate are called together in the morning, on the appearance of a quorum, the journal of the preceding day shall be read.

3. The president shall have the right to name a senator to perform the duties of the chair during his absence; but such substitution shall not extend beyond an adjournment.

4. The president may read sitting, but he shall rise to put a question. He shall declare all votes; but if any senator doubt  all those voting in the affirmative,


when called upon by the president, shall rise and stand until they are counted, and also all those in the negative, in like manner, to make the vote certain.

5. The president shall consider a motion to adjourn as always first in order, and it shall be decided without debate.

6. A motion when seconded, and not before, shall be received and considered. It shall be reduced to writing and laid on the table, if desired by the president, or any senator, and shall then be deemed to be in possession of the senate, to be disposed of by the senate; but the mover may withdraw it, at any time before a decision or amendment be made to it.

7. When the president speaks, he shall address the board. When a senator speaks, he shall stand in his place and address the president, and when done speaking shall sit down.

8. The president, when he speaks to any member of the board, and the members when referring to each other in debate, shall use in their address the title of *senator*, and by way of distinction name the county in which he resides.



9. The president shall name the person to speak, when more than one rise for that purpose at the same time ; but in all cases, the senator who shall rise first and address the chair, shall speak first.

10. No member shall speak more than once to the same question, to the prevention of any other who desires to speak and has not spoken, nor more than twice without first obtaining leave of the board, if any senator objects, unless he be the mover of the matter under debate, and then not more than three times without leave as aforesaid.

11. No senator shall interrupt another while speaking, except to call to order, or to correct a mistake in point of fact.

12. No new motion or proposition shall be received under color of amendment, as a substitute for the motion, or question under debate.

13. When a question is under debate, no motion shall be received, but to adjourn, to lie on the table, to commit, to amend, to postpone to a day certain, or to postpone indefinitely ; which several motions shall have precedence in the order in which they stand arranged.

14. An amendment proposed may be amended before it is adopted, but not afterwards, except the vote adopting it be first reconsidered.

15. When a motion has been made and carried, it shall be in order for any member of the majority to move for a reconsideration thereof, on the same or succeeding day.

16. Questions of order may be debated, like other questions, and shall be decided by the president, subject to an appeal to the board on motion thereof regularly made and seconded.

17. A question containing two or more propositions capable of division, shall be divided whenever desired by any member.

18. In filling up blanks, the largest sum and longest time shall be put first.

19. Every paper shall be once read at the table, before any senator shall be obliged to vote on it, but when the reading of a paper is called for, that has been before read to the senate, if any senator object, the question shall be determined by the senate.

20. All bills and resolves in the second reading shall be committed to the committee on bills in the second reading, to be by them examined, corrected, and so reported to the senate.

21. Upon the second reading of a bill or resolve, after the same shall be read through, and before the question is put upon its passage, it shall be read and considered by paragraphs, at the request of any member of the board; and no bill or resolve shall have a second reading, unless a time, not less than one hour, be assigned therefor.

22. No bill or resolve shall be passed to be engrossed, without being twice read; and all bills and resolves, immediately after the same shall have been passed to be engrossed, shall be committed to the committee on engrossed bills, whose duty shall be to examine the same, and to see that the same have been truly engrossed; and before any bill shall pass to be enacted, it shall be reported by the committee for the examination of engrossed bills, to be truly and correctly engrossed, and the title thereof read by the president.

23. No resolve of any kind, or order making any grant of money, lands or other public property, shall be finally

passed without being twice read; nor shall such resolve or order have a second reading, unless a time not less than one hour be assigned therefor; and before any such resolve or order shall finally pass, it shall be reported by the committee for the examination of engrossed bills, to be truly copied from the original and the title thereof read by the president.

24. Eleven o'clock on each day, Mondays and Saturdays excepted, shall be assigned for the consideration of public acts, and business of a general character, which shall have precedence of all business of a private or special nature.

25. When the yeas and nays are taken, the names of the senators shall be called alphabetically.

26. After a question is put to vote, no senator shall speak on it, but every senator who may be at the senate board, shall vote, unless excused by the board, or excluded by interest.

27. The unfinished business, in which the senate was engaged at the time of the last adjournment, shall have preference in the orders of the day.

28. No engrossed bill or resolve shall be sent to the house, without notice thereof being given to the senate by the president.

29. Every member who shall present a petition, shall place his name thereon and briefly state its subject.

30. All confidential communications made by the governor to the senate, shall be by the members thereof kept inviolably secret until the senate shall by their resolution take off the injunction of secrecy.

31. No rule shall be dispensed with, except by the consent of two-thirds of the members present.

32. Any member of the senate may exchange seats on consulting the president and obtaining his permission.

33. No member shall absent himself from the senate, without leave, unless there be a quorum left present at the board.

34. All committees shall be nominated by the president, (except when it may be determined that the election shall be by ballot,) and appointed by the board.

35. The following standing committees shall be appointed at the commencement of the session, viz :—

STANDING COMMITTEES OF THE SENATE.

On bills in the second reading,

On engrossed bills,

To consist of twelve members each. Any one of the first and any two of the second shall constitute a quorum.

36. No member of the senate shall act as counsel for any party, before any committee of the legislature.

37. All messages from the senate to the house and to the governor, or governor and council, shall be carried by the secretary, and all papers shall be transmitted to the governor and council, and to the house by the secretary or his assistant.

38. No bill or resolve, the subject matter of which has been acted upon by a committee, shall be laid upon the table by leave.

MEMORANDA.

1. Orders, motions in writing, and reports of committees, should never be presented on less than half a sheet of paper.
2. When a *report* of a committee is made to the senate, it should be accompanied by the *order*, appointing said committee.
3. Petitions, memorials, and remonstrances from towns, in their *corporate capacity*, should be indorsed thus, "*Petition of the town of —*," [stating concisely the subject matter thereof.]
4. Petitions, memorials and remonstrances from individuals, should be indorsed thus, "*Petition of —, and others of the town of —*," stating concisely the subject matter thereof.
5. Petitions, memorials and remonstrances from corporations, should be indorsed thus, "*Petition of —*," [naming the corporation, and stating concisely the subject matter thereof.]
6. The name of the member presenting petitions, memorials and remonstrances, should be indorsed on the back thereof, *near the bottom*, with the place of his residence.
7. The member presenting an *order*, should put his name thereto, on the *inside*, at the bottom of the page, on the left, with the place of his residence.
8. Petitions, memorials and remonstrances on which *leave to withdraw* was ordered by a former legislature,

cannot be recalled from the files with a view of being again referred. The *original*, however, may be taken from the files, and the subject presented *de novo*.

9. Bills and resolves *refused a passage, rejected or postponed indefinitely* by a former legislature, cannot be called from the files with a view of being considered by the present legislature.
10. All bills, resolves, petitions, memorials and remonstrances before a preceding legislature, not acted upon *definitely*, are, at the commencement of each session, *as a matter of course*, brought forward and referred to appropriate committees.
11. The heading or caption of BILLS, should be as follows :

STATE OF MAINE.

In the year of our Lord one thousand eight hundred
and fifty-two.

An act ———

Be it enacted by the senate and house of representatives in legislature assembled, as follows :

12. The caption of RESOLVES, as follows :

STATE OF MAINE.

[omitting the year required in bills.]

Resolve ———