

MAINE STATE LEGISLATURE

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NEW DRAFT

EIGHTY-FIRST LEGISLATURE

SENATE

NO. 293

In Senate, March 26, 1923.

Reported by Mr. Brewster from Portland Delegation and laid on table to be printed under joint rules, and one thousand copies ordered printed.

L. ERNEST THORNTON, Secretary.

STATE OF MAINE

IN THE YEAR OF OUR LORD ONE THOUSAND NINE
HUNDRED AND TWENTY-THREE

AN ACT to Grant a New Charter to the City of Portland.

ARTICLE I

GRANT OF POWERS TO THE CITY

Corporate Existence Retained. The inhabitants of the
2 city of Portland shall continue to be a body politic and
3 corporate by the name of the city of Portland, and shall
4 have, exercise and enjoy all the rights, immunities, powers,
5 privileges and franchises and shall be subject to all the
6 duties, liabilities and obligations provided for herein, or
7 otherwise pertaining to or incumbent upon said city as a
8 municipal corporation, or to the inhabitants or municipal

9 authorities thereof; and may enact reasonable by-laws, reg-
10 ulations and ordinances for municipal purposes, not incon-
11 sistent with the constitution and laws of the state of Maine,
12 and impose penalties for the breach thereof, not exceeding
13 one hundred dollars in any one case, to be recovered for
14 such uses as said by-laws, regulations or ordinances shall
15 provide.

ARTICLE II

CITY COUNCIL.

Section 1. *Powers and Duties.* The administration of all
2 the fiscal, prudential, and municipal affairs of said city,
3 with the government thereof, except the general manage-
4 ment, care, conduct and control of the schools of said city
5 which shall be vested in a school committee as hereinafter
6 provided, and also except as otherwise provided by this
7 charter, shall be and are vested in one body of five mem-
8 bers, which shall constitute and be called the city council,
9 all of whom shall be inhabitants of said city, and shall be
10 sworn in the manner hereinafter prescribed. Said city
11 council shall exercise its powers in the manner hereinafter
12 provided.

The members of the city council shall be and constitute
2 the municipal officers of the city of Portland for all pur-
3 poses required by statute, and, except as otherwise herein
4 specifically provided, shall have all powers and authority
5 given to and perform all duties required of municipal offi-
6 cers, and mayors of cities under the laws of this state.

The city council is hereby constituted the overseers of
2 the poor of the city of Portland and shall perform all du-
3 ties required of overseers of the poor for cities by statute
4 or otherwise. As such overseers of the poor they may
5 authorize a clerk or agent to sign in their name and send
6 written notices and the written answers referred to or re-
7 quired in sections thirty-five and thirty-six of chapter twen-
8 ty-nine of the revised statutes, and such written notices and
9 written answers, so signed, shall have the same effect as
10 if signed by one or more of said overseers and sent by a
11 member or members of said overseers personally.

All the powers of establishing a watch and ward, now
2 vested by the laws of the state in the justices of the peace
3 and municipal officers, or inhabitants of towns, are vested
4 in the said city council so far as relates to said city; and
5 they are authorized to unite the watch and police depart-
6 ments into one department and establish suitable regula-
7 tions for the government of the same.

All other powers now or hereafter vested in the inhab-
2 itants of said city, and all powers granted by this act, ex-
3 cept as herein otherwise provided, as well as all powers
4 relating to the fire department, shall be vested in said city
5 council.

Sect. 2. *Composition, Election, Tenure of Office, etc.*

2 The city council shall be composed of five members elected
3 at large from the qualified voters of the city for a term of
4 five years and until their successors are elected and qualified,

5 except that at the first election of members of the city coun-
6 cil the member elect who shall receive the largest number
7 of votes cast at such election shall hold office for five years,
8 the member elect who shall receive the second largest num-
9 ber of votes cast at such election shall hold office for four
10 years, the member elect who shall receive the third largest
11 number of votes cast at such election shall hold office for
12 three years, the member elect who shall receive the fourth
13 largest number of votes cast at such election shall hold
14 office for two years and the fifth member elect shall hold
15 office for one year, and each shall hold office until his suc-
16 cessor is elected and qualified.

Each member shall be entitled to receive as salary the
2 sum of five hundred dollars per annum, payable quarterly,
3 for all services rendered, and shall not be eligible, while
4 a member of the council, to any other office of emolument
5 or profit under the city charter or ordinances, nor to hold
6 the office of city manager, nor to act as city manager.

Sect. 3. *Chairman.* At the first meeting, or as soon there-
2 after as possible, the city council shall elect one of its mem-
3 bers as chairman of the council for the ensuing year, and
4 until his successor is elected and qualified, and the city
5 council may fill for the unexpired term any vacancy as
6 chairman that may occur.

If the chairman shall fail from sickness, disability, ab-
2 sence from the city or other cause to attend to and per-
3 form the duties incumbent on him as such chairman, the

4 remaining members of the city council may by unanimous
5 vote, after notice and hearing, terminate the term of office
6 of said chairman and remove him therefrom and there-
7 upon by majority vote may elect some other member of
8 said city council chairman and such newly elected mem-
9 ber shall thereupon and thereafter hold the office and per-
10 form the duties of chairman for the balance of that year,
11 and until his successor is elected and qualified.

The chairman shall preside at all meetings of the council,
2 and shall perform such other duties, consistent with this
3 office, as the council may provide. He shall be entitled to
4 vote, and his vote shall be counted upon all matters and
5 things as a vote of other members of the council. The
6 chairman shall be recognized as the official head of the
7 city for ceremonial purposes, and shall have the powers
8 and authority given to and perform the duties required of
9 mayors of cities for all purposes of military law, and shall
10 act in lieu of the mayor in so far as representation is pro-
11 vided for the city by the mayor upon any board or com-
12 mission by any statute. In the temporary absence or
13 disability of the chairman the city council may select a
14 chairman pro tempore from among its number and he shall
15 exercise all the powers of the chairman.

Sect. 4. *Vacancies, Forfeiture of Office.* In case of a
2 vacancy caused by the death, resignation, removal from the
3 city, or removal from office, as hereinafter provided, of
4 any member of the city council more than six months prior

5 to the next regular city election, the vacancy shall be filled
6 by a special election, the warrant for which shall upon vote
7 of the city council be issued by a member of the city coun-
8 cil by vote designated for that duty.

Any member of the city council who shall be convicted
2 of a crime while in office shall, after due notice and hear-
3 ing before the city council and the production of the rec-
4 ords of such conviction, forfeit his office.

Sect. 5. *Regular Meetings and Qualifications.* The city
2 council shall meet at the usual place for holding meetings
3 at ten o'clock, A. M., on the second Monday in December
4 following the regular city election, and at said meeting the
5 councilmen elect shall be sworn to the faithful discharge
6 of their duties by a justice of the peace, or by the city
7 clerk. The city council shall, at its first meeting, or as
8 soon thereafter as possible, establish by ordinance or reso-
9 lution a regular place and times for holding its meetings,
10 and shall meet regularly at least twice each month.

Sect. 6. *Special Meetings.* Special meetings may be called
2 by the chairman, and in case of his absence, disability or
3 refusal, may be called by a majority of the members of
4 the city council. Notice of such meeting shall be served
5 in person or left at the residence of each member of the
6 city council at least twenty-four hours before the time for
7 holding said special meeting.

Sect. 7. *Quorum.* A majority of the members of the
2 city council shall constitute a quorum for the transaction

3 of business, but a smaller number may adjourn from time
4 to time. At least twenty-four hours' notice of the time and
5 place of holding such adjourned meeting shall be given to
6 all members who were not present at the meeting from
7 which adjournment was taken.

Sect. 8. *Procedure.* The city council shall keep a record
2 of its proceedings and shall determine its own rules of
3 procedure and make lawful regulations for enforcing the
4 same. The meetings of the city council shall be open to
5 the public. The city council shall act only by ordinance,
6 order or resolve; all ordinances, orders and resolves, ex-
7 cept orders or resolves making appropriations of money,
8 shall be confined to one subject which shall be clearly ex-
9 pressed in the title. The appropriation order or resolve
10 shall be confined to the subject of appropriations only. No
11 ordinance and no appropriation resolve shall be passed until
12 it has been read on two separate days, except when the
13 requirement of a reading on two separate days has been
14 dispensed with by a four-fifths vote of the voting members
15 of the city council. The yeas and nays shall be taken upon
16 the passage of all ordinances and entered on the record
17 of the proceedings of the city council by the clerk. The
18 yeas and nays shall be taken on the passage of any order
19 or resolve when called for by any member of the city coun-
20 cil. Every ordinance shall require on final passage the
21 affirmative vote of a majority of the voting members of
22 the city council. Every ordinance before final passage shall

23 be published, marked "Proposed Ordinance," in one or more
24 of the daily newspapers published in Portland, and shall
25 take effect and be in full force thirty days from and after
26 it shall have received final passage by the city council and
27 have been approved by some justice of the supreme judi-
28 cial court. Within ten days after said approval by such
29 justice said ordinance shall be published in full in one or
30 more of the newspapers published in said Portland, but
31 the failure to publish said ordinance either before or after
32 final passage shall not affect its validity or force.

No order or resolve shall take effect until ten days after
2 its passage, except that the city council may, by vote of
3 four-fifths of its members, pass emergency orders or re-
4 solves to take effect at the time indicated therein, but such
5 emergency orders or resolves shall contain a section in which
6 the emergency is set forth and defined.

ARTICLE III

INITIATIVE AND REFERENDUM

Sect. 1. *How Invoked.* The submission to the vote of
2 the people of any proposed ordinance, order or resolve, or
3 of any ordinance, order or resolve enacted by the city coun-
4 cil and which has not yet gone into effect, may be accom-
5 plished by the presentation of a petition therefor to the
6 city council in the manner hereinafter provided. Any ten
7 qualified voters of the city of Portland may originate a
8 petition putting in operation the initiative or the referen-
9 dum, by signing such petition at the office of the city clerk.

10 Whenever requested by ten such voters, the city clerk shall
11 prepare the proper petition with a copy of the ordinance,
12 order or resolve to be submitted attached thereto and upon
13 its being signed by said ten voters, the city clerk shall file the
14 petition and shall, during office hours for thirty business days
15 thereafter, keep the same open for signature by qualified
16 voters of the city, and no such petition shall be signed or
17 presented for signature at any place other than the clerk's
18 office. At the expiration of said thirty days, the city clerk
19 shall declare the petition closed and shall, at the first reg-
20 ular meeting of the city council thereafter, present to that
21 body the petition with verification of the number of valid
22 signatures thereto attached. If the number of valid sig-
23 natures to said petition shall amount to five hundred or
24 more, the city council shall immediately take the necessary
25 steps to submit to the voters of the city, the question pro-
26 posed in said petition; provided that in the case of the
27 referendum the entire repeal of the ordinance, order or
28 resolve sought to be referred, and in the case of the initia-
29 tive, the passage by the city council of the desired ordi-
30 nance, order or resolve, shall put an end to all proceedings
31 under said petition.

Sect. 2. *Form of Petition.* The petition used to origi-
nate the initiative or the referendum shall be substantially
in the following form:

Petition to the City Council

For the Submission to the People of the Question

Shall the proposed ordinance, order or resolve, a copy of which is hereunto attached, be adopted?

We, the undersigned, under oath, depose and say: That we are duly qualified voters of the city of Portland, residing respectively at the addresses placed opposite our names, and we hereby petition the city council to submit the foregoing question to the voters of the city of Portland at the next regular municipal election (or at a special election).

Names	Residences	Date
.....
.....
.....

I,, the city clerk of the city of Portland, do solemnly affirm that I witnessed the signing of each of the above signatures and that, at the time of said signing, I made certain that the person affixing his name thereto had reasonable knowledge of the purpose of the petition.

.....
City Clerk.

Date

Sect. 3. *Effect of Referendum Petition.* Whenever there has been originated as aforesaid, a petition for the reference to the people of any ordinance, resolve or order passed by the city council, which ordinance, order or resolve has not yet gone into effect, the same shall be suspended from going into operation until it has been submitted to a vote

7 of the people and has received the affirmative vote of a
8 majority of the voters voting on said question.

Sect. 4. *Time of Election.* Within ten days after an ini-
2 tiative or referendum petition with the required number of
3 valid signatures is presented by the city clerk, the city coun-
4 cil shall set a time for the holding of a special election at
5 which the proposed or suspended ordinance, resolve or or-
6 der shall be submitted to the voters of the city, which spe-
7 cial election shall be held not less than thirty nor more than
8 sixty days after such presentation; provided, that if a peti-
9 tion shall be so presented within four months next preced-
10 ing a regular municipal election, no special election shall
11 be called, but the question shall be submitted at said regular
12 election.

Sect. 5. *Publication of Ordinance.* Whenever any ordi-
2 nance, order or resolve is required by the provisions of
3 this charter to be submitted to the voters of the city at
4 any election, the city council must order one publication
5 of the complete text thereof to be made in one or more news-
6 papers of the city, such publication to be made not less than
7 ten days nor more than fifteen days prior to the election,
8 or in lieu of such publication, the city council may cause
9 the ordinance, order or resolve to be printed and mailed
10 with a sample ballot to each voter at least five days prior
11 to the election.

Sect. 6. *Form of Ballot.* The ballots used when voting
2 upon such proposed ordinance, order or resolve shall set

3 forth the title thereof in full and state its general nature,
4 and shall contain the words: "For the Ordinance, Order
5 or Resolve" and "Against the Ordinance, Order or Re-
6 solve."

Sect. 7. *Result of Election.* If a majority of the quali-
2 fied voters voting on said proposed initiative ordinance,
3 order or resolve or said referred ordinance, order or re-
4 solve, shall vote in favor thereof, such ordinance, order or
5 resolve shall take effect five days after the declaration of
6 the official canvass of the return of such election.

Sect. 8. *Conflicting Ordinances, Orders or Resolves.*
2 Any number of proposed or referred ordinances, orders or
3 resolves may be voted upon at the same election. In the
4 event that two or more ordinances, orders or resolves
5 adopted at the same election shall contain conflicting pro-
6 visions, the ordinance, order or resolve receiving the high-
7 est number of votes at such election shall be paramount
8 and all question of construction shall be determined accord-
9 ingly.

Sect. 9. *Order upon the Ballot.* In the event that two
2 or more ordinances, orders or resolves are submitted at
3 the same election, they shall be placed upon the ballot in
4 order of the priority of the filing of the respective peti-
5 tions and shall be given precedence upon the ballot over
6 any and all questions submitted by the city council on its
7 own initiative.

Sect. 10. *Repeal of Popular Ordinances, Orders or Re-*

2 *solves Enacted by the People.* The city council may sub-
3 mit, on its own initiative, a proposition for the enactment,
4 repeal, or amendment of any ordinance, order or resolve
5 (except as herein otherwise provided) to be voted upon
6 at any municipal election and should such proposition re-
7 ceive a majority of the votes cast thereon at any election
8 such ordinance, order or resolve shall be enacted, repealed,
9 or amended accordingly. An ordinance, order or resolve
10 proposed by petition or adopted by a vote of the people
11 shall not be repealed or amended except by a vote of the
12 people, unless such ordinance, order or resolve shall other-
13 wise expressly provide.

Sect. 11. *Further Regulations.* The city council shall
2 by ordinance, make such further regulations as may be
3 necessary to carry out the provisions of this article.

ARTICLE IV

SUPERINTENDING SCHOOL COMMITTEE

Section 1. *Composition, Eligibility, Election, Tenure of*
2 *Office, Special Provision.* The superintending school com-
3 mittee, hereinafter called the school committee, shall con-
4 sist of seven members elected at large from the qualified
5 voters of the city. They shall hold office for a term of
6 three years and until their successors are elected and quali-
7 fied, except that at the first election of members of the
8 school committee the three several members elect who shall
9 receive the largest number of votes cast at such election
10 for school committeeman shall hold office for three years,

11 the two several members elect who shall receive the next
12 largest number of votes cast at such election for school
13 committeeman shall hold office for two years, and the two
14 remaining members elect shall hold office for one year, and
15 each shall hold office until his successor is elected and
16 qualified.

Sect. 2. *Chairman.* The city council shall designate one
2 of its members to serve as chairman of the school com-
3 mittee, but he shall have no vote as such chairman except
4 in case of a tie.

Sect. 3. *Organization, Qualification, Quorum.* The school
2 committee shall meet for organization at four o'clock P. M.
3 on the second Monday in December following the regular
4 city election. The members elect shall be sworn to the
5 faithful discharge of their duties by a justice of the peace
6 or by the city clerk, and a record made thereof. A major-
7 ity of the whole number elected shall be a quorum.

Sect. 4. *Powers, Duties.* The school committee shall
2 have all the powers, and perform all the duties in regard
3 to the care and management of the public schools of said
4 city, which are now conferred and imposed upon school
5 committees by the laws of this state, except as otherwise
6 provided in this charter. They shall annually, and when-
7 ever there is a vacancy, elect a superintendent of schools
8 for the current municipal year, who shall have the care
9 and supervision of said public schools under their direc-
10 tion, and act as secretary of their board; they shall fix his

11 salary at the time of his election. They shall annually, as
12 soon after the organization of their board as practicable,
13 furnish to the city council an estimate in detail of the several
14 sums required during the ensuing municipal year for the
15 support of public schools. On the basis of such estimates
16 the city council shall make one gross appropriation for the
17 support of public schools for the ensuing municipal year,
18 and such appropriation shall not be exceeded, except by
19 consent of the city council, but the expenditure of said
20 appropriation shall be under the direction and control of
21 the school committee. No member of the committee shall
22 receive any compensation for his services. Neither the city
23 council nor the school committee shall have power or
24 authority to reduce the salaries or the existing salary
25 schedule of the teachers or employees of the school depart-
26 ment.

Sect. 5. *Vacancies.* Whenever, from any cause, a va-
2 cancy in the school committee shall occur, the vacancy shall
3 be filled at the next annual election for the unexpired term,
4 if any, by election in the usual manner, or the city council
5 may call a special election.

ARTICLE V

NOMINATIONS AND ELECTIONS

Section 1. *Date of Elections and Procedure to Determine*
2 *Results.* At the first election after this charter is in force,
3 to be held on the first Monday in December, A. D., nine-
4 teen hundred and twenty-three, the qualified voters of the

5 city shall ballot for five councilmen, and for seven mem-
6 bers of the school committee, and the qualified voters of
7 each ward shall, at the same time, ballot for a warden, a
8 ward clerk and two constables for his ward and in case
9 there is more than one voting precinct or island ward in
10 any ward, then the qualified voters of each such precinct
11 and island ward shall vote for a warden and a ward clerk
12 for his precinct or island ward, as well as for said two
13 constables from the ward at large; and thereafter, on the
14 first Monday in December in each year, a regular municipi-
15 pal election shall be held and the qualified voters of the
16 city shall ballot for a councilman to fill the unexpired term
17 of any councilman whose office is then vacant, if any such
18 vacancy then exists, but whose term of office would not
19 then have normally expired and for a councilman to fill
20 the office of the councilman whose term of office expires
21 that year and for such members of the school committee
22 as may be necessary to fill the office of those whose term
23 expires that year or for the unexpired term in which there
24 is a vacancy; and the qualified voters of each ward shall,
25 at the same time ballot for a warden, a ward clerk and
26 two constables for their ward and in case there is more
27 than one voting precinct or island ward in any ward, then
28 the qualified voters of each such precinct and island ward
29 shall vote for a warden and a ward clerk for such precinct
30 or island ward as well as for said two constables from said
31 ward at large.

All votes cast for the several officers shall be sorted, counted, declared and registered in open ward meeting, as provided by statute. The ward clerk shall forthwith deliver to each person elected warden or ward clerk a certificate of his election and shall forthwith deliver to the city clerk a certified copy of the record of such election.

After the first election held under this charter the then municipal officers and thereafter the city council shall, as soon as it conveniently can, examine the copies of the records of the several wards, certified as aforesaid, and shall cause the persons who shall have been elected councilmen or members of the superintending school committee to be notified in writing of their election; if it shall appear that at the first election five councilmen have not been elected, or if, after the first election, it shall appear that no person has been elected councilman, or if the person elected shall refuse to accept the office, warrants for another election to fill such vacancy shall be issued forthwith.

If it shall appear that at the first election to be held under this charter five councilmen have not been elected, the municipal officers then in office shall continue to hold office and perform their duties until five councilmen have been duly elected.

Sect. 2. *Warden and Ward Clerk. Eligibility, Tenure, Qualifications, Powers, and Duties, Vacancies, Ward Meetings, and How Called.* The warden and ward clerk, chosen as provided in the preceding section, shall be residents of

5 the ward and precinct for which they are elected and shall
6 hold their office for one year from the second Monday in
7 December following their election, and until others have
8 been chosen and qualified in their stead. The warden and
9 the ward clerk shall be sworn to the faithful performance
10 of their duties by a person qualified under the statutes of
11 the state to administer oaths, and a certificate of such oath
12 shall be entered by the clerk on the records of said ward.
13 The warden shall preside at all ward meetings, with the
14 powers of moderators of town meetings and if at any meet-
15 ing the warden shall not be present, the clerk of the ward
16 shall call the meeting to order and preside until a warden
17 pro tempore shall be chosen. The warden shall have all
18 rights and powers now held by the warden of such ward.
19 If neither the warden nor the ward clerk shall be present,
20 any legal voter in the ward may preside until a clerk pro
21 tempore shall be chosen and qualified.

Immediately following the election of a clerk pro tempore
2 a warden pro tempore shall be chosen. The clerk shall
3 record all the proceedings and certify the votes given and
4 deliver over to his successor in office all such records and
5 journals in his possession or under his control, together with
6 all documents and papers held by him in his capacity as
7 clerk. The ward clerk shall have and perform all rights
8 and duties now held and performed by the ward clerk of
9 such ward, so far as consistent with this charter. All ward
10 meetings shall be notified and called by the city council in

11 the manner provided by the laws of this state for notifying
12 and calling town meetings by the selectmen of the several
13 towns.

Sect. 3. *Nominations for Elective Officers to Be Made by*
2 *Petition.* The nomination of all candidates for elective
3 offices provided for by this charter shall be by petition.
4 The petition of a candidate for councilman or school com-
5 mitteeman shall be signed by not less than three hundred
6 nor more than five hundred qualified voters of the city. The
7 petition of candidates for warden, for ward clerk and for
8 constable shall be signed by not less than twenty-five nor
9 more than one hundred qualified voters of the ward wherein
10 the candidate is to be elected. No voter shall sign petitions
11 for more than one candidate for each office to be filled at
12 the election, and should any voter sign more than one such
13 petition, his signature shall be counted only upon the first
14 petition filed, and shall be held void upon all other petitions.

Sect. 4. *Form of Nomination Paper.* The signatures to
2 nomination papers need not all be affixed to one nomination
3 petition, but to each separate petition there shall be attached
4 an affidavit of the circulator thereof stating the number of
5 signers on each petition, and that each signature appended
6 thereto was made in his presence and is the genuine signa-
7 ture of the person whose name it purports to be. With each
8 signature shall be stated the place of residence of the signer
9 giving the street and number of the street, or their descrip-

tion sufficient to identify the same. The form of the nomination petition shall be substantially as follows:

To the city clerk of the city of Portland:

We, the undersigned voters of the city of Portland, hereby nominate whose residence is for the office of, to be voted for at the election to be held in the city of Portland on the day of, 19....; and we individually certify that we are qualified to vote for a candidate for the above office and that we have not signed more nomination petitions of candidates for this office than there are persons to be elected thereto.

Name Street and Number
....., being duly sworn, deposes and says that he is the circulator of the foregoing nominating petition containing signatures, and that the signatures appended thereto were made in his presence and are the signatures of the persons whose names they purport to be.

(Signed)

Subscribed and sworn to before me this
day of, 19.....

.....
Justice of the Peace
(or Notary Public.)

If this petition is deemed insufficient by the city clerk he shall forthwith notify by mail at No. street.

Sect. 5. *Filing Nomination Papers. Acceptances of*
2 *Nominations Must Be Filed.* The nomination petitions for
3 any one candidate shall be assembled and united into one
4 petition, and filed with the city clerk not earlier than thirty
5 nor later than sixteen days before the day of election. No
6 nomination shall be valid unless the candidate shall file with
7 the city clerk in writing not later than sixteen days before
8 the day of election, his consent, accepting the nomination,
9 agreeing not to withdraw, and, if elected, to qualify.

Sect. 6. *List of Candidates to Be Published.* The city
2 clerk shall certify the list of candidates and shall cause to
3 be published in one or more of the daily newspapers pub-
4 lished in said Portland the names, residences and office to
5 which nominated of the candidates who have duly filed the
6 above described petitions and acceptances.

Sect. 7. *Ballots, etc., to be Prepared by the City Clerk.*
2 Specimen ballots and official ballots for use in all city elec-
3 tions shall be prepared by the city clerk and furnished by
4 the city.

Sect. 8. *Form of Ballot.* Ballots for use in elections
2 under this charter shall contain the names of the various
3 candidates, with their residence and the office for which
4 they are a candidate, and shall be furnished with four col-
5 umns for crosses at the right of the candidate's name and
6 residence, and said columns shall be headed, respectively,
7 "First Choice," "Second Choice," "Third Choice" and
8 "Other Choices," and shall be of substantially the form

9 provided in the following section. Such ballots shall be
10 without party mark or designation.

Sect. 9. The face of the ballot shall be of the following
2 form:

City of Portland
Regular (or Special) City Election
Official Ballot

Candidates for office in the city of Portland at an election
held on Monday, the day of A. D.

Instructions.

To vote for any person, make a cross (X) in the square
2 at the right of the name voted for, and in the proper column
3 according to your choice.

Vote your first choice in the first column; vote your sec-
2 ond choice in the second column; vote your third choice in
3 the third column; vote in the fourth column for all the
4 other candidates whom you wish to support.

Do not vote more than one choice for one person, as only
2 one choice will count for any one candidate on this ballot.

For (name of the office First Second Third Other
to be filled). Choice Choice Choice Choices

() to be chosen.

Vote for () on each
choice.

Name of candidate
and residence.

Name of candidate
and residence.

Name of candidate
and residence.

Name of candidate
and residence.

Back of Ballot.

Portland, Maine, Monday, , A. D.

Official Ballot

Ward

(Facsimile of signature)

City Clerk.

Sect. 10. *Rotation of Names of Candidates.* The city
2 clerk in preparing all ballots for election under this charter
3 shall arrange the names of all qualified candidates for each
4 office in alphabetical order according to surnames, except
5 as hereinafter provided. In any case where the names of
6 four or more persons appear on one ballot as candidates
7 for the city council or superintending school committee, the
8 city clerk shall have printed as many sets of ballots as there
9 are candidates for any single office. Each set of ballots
10 shall begin with the name of a different candidate, the other
11 names being arranged thereafter in regular alphabetical
12 order, commencing with the name next in alphabetical or-
13 der, after the one that stands first on that set of ballots.
14 When the last name is reached in alphabetical order it shall
15 be followed by the name that begins with the first letter
16 represented in the list of names and by the others in regular
17 order. The ballots so printed shall then be combined in

18 blocks of fifty so as to have the fewest possible ballots
19 having the same order of names printed thereon together
20 in the same block.

Sample ballots shall be printed from the arrangement of
2 the first group of ballots to be printed as above provided.

Sect. 11. *Count of Ballots.* As soon as the polls are
2 closed, the warden shall immediately open the ballot boxes,
3 take therefrom the ballots and sort, count and declare them
4 in open meeting in the presence of the ward clerk; and the
5 ward clerk shall form a list of the persons voted for with
6 the number and character as to choice of the votes for
7 each person against his name, shall make a fair record
8 thereof in the presence of the warden, and in open ward
9 meeting enter the total number thereof on a tally sheet
10 provided by the city clerk. The ward clerk shall enter the
11 number of the first choice, second choice, third choice and
12 other choice votes, for each candidate opposite the name
13 of such candidate on said tally sheet, and make return there-
14 of to the city clerk on a blank by said city clerk to be pro-
15 vided. Only one vote shall be counted for any candidate
16 on any one ballot. If two or more choices are marked on
17 one ballot for one and the same candidate, the highest choice
18 marked shall be counted, except as otherwise herein pro-
19 vided, and all other marks considered void. If a ballot
20 contains either first choice, second choice or third choice
21 votes in excess of the number of offices to be filled, no vote
22 in the column showing such excess shall be counted. Ex-

23 cept as hereinbefore provided, all choices shall be counted
24 as marked on the ballot.

Sect. 12. *Returns. Canvass.* Upon receipt of the re-
2 turns, after the first election under this charter, the then
3 municipal officers and thereafter the city council shall de-
4 termine the successful candidates as hereinafter provided
5 in this section.

The person receiving a majority of first choice votes, cast
2 at an election for any office, shall be elected to that office;
3 if no candidate received such a majority of the first choice
4 votes for such office, then a canvass shall be made of the
5 second choice votes received by each candidate for the
6 office; all second choice votes received by any candidate
7 shall then be added to the first choice votes received by
8 said candidate for the office, and the candidate receiving
9 the largest number of first choice and second choice votes
10 combined, if such total votes constitute a majority, shall
11 be elected to said office. If no candidate shall receive a
12 majority of the first choice and second choice votes com-
13 bined, then a canvass shall be made of the third choice
14 votes received by each candidate for said office, and all third
15 choice votes received by any candidate shall then be added
16 to the total of the first choice and second choice votes for
17 such candidate, and the candidate receiving the largest num-
18 ber of said total first choice, second choice and third choice
19 votes, if such total constitutes a majority, shall be elected
20 to said office; if no candidate shall have such a majority

21 after adding the first choice, second choice and third choice
22 votes, then a canvass shall be made of the other choice votes
23 received by each candidate for the office and such other
24 choice votes shall then be added to the total of the first
25 choice, second choice and third choice votes received by
26 such candidate, and the candidate having the largest num-
27 ber of first choice, second choice, third choice and other
28 choice votes combined, shall be elected to such office.

A tie vote between two or more candidates shall be de-
2 cided in favor of the one having the highest number of
3 first choice votes. If they each received an equal number
4 of first choice votes, then the one who received the high-
5 est number of second choice votes shall be deemed elected.
6 If they each received the same number of first choice and
7 second choice votes, then the candidate receiving the high-
8 est number of third choice votes shall be deemed elected.
9 If they each received the same number of first choice, sec-
10 ond choice, third choice and other choice votes, then the
11 tie shall be determined by lot under the direction of the
12 city clerk.

Whenever the word "majority" is used in this section it
2 shall mean more than one-half of the total number of valid
3 ballots cast at such election for the candidates whose elec-
4 tion is being canvassed.

Sect. 13. *Specimen Ballots to be Published and Posted.*

2 The city clerk shall cause specimen ballots to be posted in
3 public places in each ward and voting precinct and adver-

4 tised in the newspapers not later than ten days prior to the
5 city election and advertised in the newspapers at least twice
6 more prior to the election. Such specimen ballots shall be
7 printed on colored paper and marked specimen ballots, and
8 shall contain the names of the certified candidates with the
9 residence of each, instructions to voters, and such meas-
10 ures as may be submitted to the voters by the legislature
11 or by the city council. Such ballots shall be without party
12 mark or designation.

Sect. 14. *Recall Provisions.* Any member of the city
2 council or school committee may be recalled and removed
3 therefrom by the electors of the city as herein provided.

Procedure for Filing Recall Petition. . Any voter of the
2 city may make and file with the city clerk an affidavit con-
3 taining the name or names of the member or members
4 whose removal is sought and a general statement of the
5 reasons why his removal is desired. The clerk shall there-
6 upon deliver to the voter making such affidavit copies of
7 petition blanks for such removal printed forms of which he
8 shall keep on hand. Such blanks shall be issued by the
9 clerk with his signature and official seal thereto attached;
10 they shall be dated and addressed to the city council, shall
11 contain the name of the persons to whom issued, the num-
12 ber of blanks so issued, and the name of the person or
13 persons whose removal is sought. A copy of the petition
14 shall be entered in a record book to be kept in the office
15 of the city clerk. The recall petition, to be effective, must

16 be returned and filed with the city clerk within forty-five
17 days after the filing of the affidavit. The petition before
18 being returned and filed shall be signed by voters of the
19 city to the number of at least ten per cent of the number of
20 registered voters as determined at the time of the last pre-
21 ceding regular municipal election and to every such signa-
22 ture shall be added the place of residence of the signer,
23 giving the street and number or other description sufficient
24 to identify the place. Such signatures need not all be on
25 one paper but the circulator of every such paper shall make
26 an affidavit that each signature appended to the paper is
27 the genuine signature of the person whose name it purports
28 to be. All such recall papers shall be filed as one instru-
29 ment, with the endorsements thereon of the names and
30 addresses of three persons designated as filing the same.

Examination and Amendment of Recall Petitions. Within
2 ten days after the filing of the petition the clerk shall ascer-
3 tain whether or not the petition is signed by the requisite
4 number of voters and shall attach thereto his certificate
5 showing the result of such examination. If his certificate
6 shows the petition to be insufficient, he shall forthwith so
7 notify in writing one or more of the persons designated on
8 the petition as filing the same; and the petition may be
9 amended at any time within the ten days after the giving
10 of said notice, by the filing of a supplementary petition up-
11 on additional papers, issued, signed and filed as provided
12 herein for the original petition. The clerk shall, within ten

13 days after such amendment, make like examination of the
14 amended petition, and attach thereto his certificate of the
15 result. If then found to be insufficient, or if no amendment
16 was made, he shall file the petition in his office and shall
17 notify each of the persons designated thereon as filing it of
18 that fact. The final ending of the insufficiency of a petition
19 shall not prejudice the filing of a new petition for the same
20 purpose.

Calling of Recall Election. If the petition or amended
2 petition shall be certified by the city clerk to be sufficient
3 he shall submit the same with his certificate to the city
4 council at its next meeting and shall notify the member or
5 members whose removal is sought of such action. The
6 city council shall thereupon, within ten days of the receipt
7 of the city clerk's certificate, order an election to be held
8 not less than forty nor more than sixty days thereafter;
9 Provided, that if a regular municipal election is to occur
10 within ninety days after the receipt of said certificate, the
11 city council may in its discretion provide for the holding
12 of the removal election on the date of such other municipal
13 election. The removal election shall be called and held and
14 nominations made as in other elections under this charter
15 except for the specific limitations of this section.

Form of Ballot in Recall Election. Unless the member
2 or members whose removal is sought shall have resigned
3 within ten days after the receipt by the city council of the
4 city clerk's certificate, the form of the ballot at such election

5 shall be as nearly as may be: "Shall A be recalled? Shall
6 B be recalled?" etc., the name of the member or members
7 whose recall is sought being inserted in place of A. B., etc.,
8 and the ballot shall also contain the names of the candidates
9 nominated in place of the men recalled, as follows: "Candi-
10 dates for the place of A, if recalled; Candidates for the
11 place of B, if recalled," etc., but the men whose recall is
12 sought shall not themselves be candidates upon such a
13 ballot. The names shall be arranged as provided in sections
14 nine and ten hereof.

In case a majority of those voting for and against the
2 recall of any official shall vote in favor of recalling such
3 official he shall be thereby removed, and in that event the
4 candidate to succeed him for the balance of the unexpired
5 term shall be determined as provided in sections eleven and
6 twelve hereof.

If the person or persons sought to be removed shall have
2 resigned within ten days after the receipt by the city coun-
3 cil of the city clerk's certificate referred to in this section
4 above, the form of ballot at the election shall be the same,
5 as nearly as may be, as the form in use at a regular mu-
6 nicipal election and all other procedure shall be the same.

Procedure on Refusal of City Council. Should the city
2 council fail or refuse to order an election as herein pro-
3 vided, such election may be ordered by any justice of the
4 supreme judicial court.

Sect. 15. *State Laws Not Inconsistent Applicable.* The

2 provisions of the laws of the State of Maine relating to
3 the qualifications of electors, registration, the manner of
4 voting, the duties of election officers, and all other par-
5 ticulars in respect to preparation for, conducting and man-
6 agement of elections, so far as they may be applicable, shall
7 govern all municipal elections of Portland, except as other-
8 wise provided in this charter.

ARTICLE VI

ADMINISTRATIVE OFFICERS

Section 1. *Titles and Appointment.* There shall be the
2 following administrative officers and boards:

(a) The following officers and boards shall be appointed by
2 ballot by a majority vote of the voting members of the city
3 council: City manager, city clerk, corporation counsel,
4 treasurer and tax collector, auditor, gas agent, assessors of
5 taxes, health officer, city hall music commission, trustees
6 of Evergreen cemetery, two members of board of regis-
7 tration under section six, chapter five of the revised stat-
8 utes, and they may elect nine constables at large.

(b) The following officers shall be appointed by the city
2 manager, subject to confirmation by the city council: com-
3 missioner of public works, city electrician, chief of police,
4 chief of the fire department, secretary to overseers of the
5 poor, city physician upon recommendation of the health
6 officer, inspector of buildings who shall give all his time
7 to the work of his office and who shall not have any inter-
8 est, direct or indirect, in any building or material concern,

9 and all other department heads whose position may from
10 time to time be created by ordinance; and, except as herein
11 otherwise provided, upon recommendation of the heads of
12 their departments, all minor officers and employees.

Sect. 2. *Power of Council with Regard to Appointive
2 Officers and Boards.* The council shall have power by or-
3 dinance or resolve:

(a) To create any new appointive office.

(b) To authorize the appointment of assistants or depu-
2 ties in any office.

Sect. 3. *Civil Service Rules for Police and Fire Depart-
2 ments.* The city council shall provide by ordinance for a
3 system of civil service rules for the appointment, promo-
4 tion, demotion, lay-off, reinstatement, suspension and re-
5 moval of the members of the police department and of the
6 fire department, other than the chiefs of said departments,
7 and for a civil service commission to administer the same.

Neither the city council nor civil service commission shall
2 have power or authority to reduce, terminate, or diminish
3 in any way the pay, term of office, or pension or retirement
4 privileges of the members of the police department or of
5 the fire department of the city of Portland, as now enjoyed
6 by them, other than the chiefs of said departments, except
7 that the city council may provide for the removal for cause
8 of members of either the fire or police department upon
9 presentation of charges and hearing before the civil service
10 commission hereinbefore provided for. No further or other

11 physical examination shall be required of the present mem-
12 bers of the police or fire departments other than that to
13 which they are now subject.

Sect. 4. *Term of Service.* All appointive officers whose
2 terms of service are specified herein to be for a fixed term,
3 shall be removable by the city council upon written charges,
4 notice and hearing, if upon such hearing they are adjudged
5 guilty of the charges preferred.

All other appointive officers shall hold office during the
2 pleasure of the appointing power.

The term of office of members of city hall music commis-
2 sion, trustees of Evergreen cemetery, and members of the
3 board of registration of voters shall be as now provided by
4 law, except as otherwise specifically provided in this act.

Sect. 5. *Compensation of Officers.* The city council shall
2 fix by order the salaries of the appointees of the city coun-
3 cil. Salaries of the appointees of the city manager shall
4 be fixed by the city manager, subject to the approval of
5 the city council.

Sect. 6. *Appointment and Qualification of the City Man-
2 ager.* The city manager shall be chosen by the city coun-
3 cil solely on the basis of his character and his executive
4 and administrative qualifications, and may or may not be
5 a resident of the city of Portland or of the State of Maine
6 at the time of his appointment. He shall give bond for the
7 faithful discharge of his duties to the city of Portland in
8 such sum as the city council shall determine and direct, and

9 with surety or sureties to be approved by the city council.
10 The premium on his bond shall be paid by the city.

Sect. 7. *Powers and Duties of the City Manager.* The
2 city manager shall be the administrative head of the city
3 and shall be responsible to the city council for the admin-
4 istration of all departments. The powers and duties of the
5 city manager shall be as follows:

(a) To see that the laws and ordinances are enforced,
2 but he shall delegate to the chief of the police department
3 the active duties connected therewith regarding criminal
4 misdemeanors.

(b) To exercise control over all departments and divi-
2 sions created herein or that may hereafter be created.

(c) To make appointments as provided in this charter.

(d) To assign the duties of two or more officers to one
2 officer.

(e) To divide the duties of any office between two or
2 more officers.

(f) To attend meetings of the city council, except when
2 his removal is being considered, and recommend for adop-
3 tion such measures as he may deem expedient.

(g) To keep the city council fully advised as to the busi-
2 ness and financial condition and future needs of the city
3 and to furnish the city council with all available facts, fig-
4 ures and data connected therewith, when requested.

(h) To perform such other duties as may be prescribed
2 by this charter or required by ordinance of the city council.

Sect. 8. *Substitute.* During any vacancy in the office
2 of city manager, and during the absence or disability of the
3 city manager, the city council may designate a properly
4 qualified person to perform the duties of manager and fix
5 his compensation; while so acting he shall have the same
6 powers and duties as those given to and imposed on the
7 city manager. Before entering his duties, he shall give
8 bond to the city of Portland in a sum and with surety
9 or sureties to be approved by the city council. The premium
10 on said bond is to be paid by the city.

Sect. 9. *Duties of Administrative Officers other than*
2 *Manager.* Duties of administrative officers other than the
3 city manager may be prescribed by the city council. Such
4 duties shall not be inconsistent with the provisions of this
5 charter.

Sect. 10. *Assessors of Taxes.* There shall be three
2 assessors of taxes appointed for terms of three years by the
3 city council, and until their successors are appointed and
4 qualified, except that the first city council to be elected
5 under this charter, shall appoint three assessors for one,
6 two, and three years respectively, and until their successors
7 are appointed and qualified. If for any reason a vacancy
8 shall exist in the membership of the board of assessors, the
9 vacancy shall be filled forthwith by the city council for the
10 unexpired term. The assessors appointed as above provided
11 shall exercise the same powers and be subject to the same
12 duties and liabilities that similar officers of the several towns

13 and cities in the state may exercise, and may now or here-
14 after be subject to under the laws of the state. The asses-
15 sors may appoint one assistant assessor in each ward and
16 one additional assistant assessor in each ward, if the city
17 council shall so direct, whose duty it shall be to furnish the
18 assessors with all the necessary information relative to per-
19 sons and property taxable. The compensation of such
20 assistant assessors shall be fixed by the city council but
21 such assistant assessors shall hold office during the pleasure
22 of the assessors.

Sect. 11. *Park Commission.* The members of the city
2 council shall be and constitute the park commission and
3 shall have the powers and perform the duties given to and
4 prescribed for the park commission of the city of Portland
5 by the laws of the state of Maine but they shall receive no
6 compensation as such commissioners.

Sect. 12. *Tax to be Assessed.* To enable said commission
2 to extend the work of the Back Bay and Fore River com-
3 mission and to make improvements, to enlarge the park
4 areas, to maintain the public grounds and cemeteries
5 under their charge, and to pay for additions to grounds
6 and cemeteries already acquired, or to be acquired by the
7 city of Portland, a tax of one mill on the dollar shall be
8 assessed annually by the assessors of said city of Portland
9 upon all estates and property subject to taxation in said
10 city, to be taken at the last regular valuation. The amount
11 of said tax, when raised, shall be set aside as a special

12 fund to be expended by said commission for the purposes
13 specified in this charter; provided, however, that one per
14 cent of the amount of the above tax, shall be reserved by
15 the city treasurer each year to cover any uncollected por-
16 tion of this tax and carried to the credit of the account
17 known as overlayings and abatements.

Sect. 13. *Duties and Powers of Park Commission.* It
2 shall be the duty of the park commission to keep itself
3 informed of the progress of city planning in this and other
4 countries; to have made studies and recommendations for
5 the improvement of the plan of the city with a view to the
6 present and future movement of traffic, the convenience,
7 health, recreation, general welfare and other needs of the
8 city, dependent on the city plan, of all new public streets,
9 ways, sewers, conduits, land, buildings, bridges and all other
10 public places and structures, of additions and alterations in
11 those already existing and of the layout or plotting of new
12 subdivisions of the city.

Sect. 14. *Health Officer.* The health officer is given the
2 same powers and authority and is subject to the same duties
3 and liabilities as are now held by or imposed upon the
4 health officer or board of health for the city of Portland,
5 and he shall perform such other duties, not inconsistent
6 with the law of the state, as the city council shall determine.

Sect. 15. *Recreation Commission.* The members of the
2 city council shall be and constitute the recreation commis-
3 sion for the city of Portland and they shall have all the

4 power and authority and be subject to the same duties and
5 liabilities as are now possessed by the recreation commission
6 of the city of Portland.

Funds for the purpose of carrying out the duties and work
2 of said recreation commission shall be supplied in the same
3 way and to the same amount as are now provided and
4 supplied, or may be fixed hereafter.

ARTICLE VII

BUSINESS AND FINANCIAL PROVISIONS

Section 1. *Accounts and Records.* Accounts shall be kept
2 by the auditor, showing the financial transactions of all
3 departments of the city. Forms for all such accounts shall
4 be prescribed by the auditor, with the approval of the city
5 council. Accounts shall be kept in such a manner as to
6 show fully at all times the financial condition of the city.
7 The auditor shall furnish to the city manager, prior to the
8 first regular meeting of the city council in each month,
9 a report containing in detail the receipts and disburse-
10 ments of the city on all accounts, the expenditures made
11 and the obligations incurred during the preceding calendar
12 month, and a balance sheet showing the financial condition
13 of the city, of the several funds, and the total unexpended
14 balance to the credit of each department.

Sect. 2. All the accounts of the city shall be audited
2 annually by a qualified accountant to be chosen by the city
3 council.

Sect. 3. *Reports.* The auditor shall publish each month
2 a statement of the financial condition of the city.

Each of the administrative officers and boards shall an-
2 nually, on such a date as may be fixed by the city council,
3 render to the city manager a full report of the transactions
4 of his or their department for the year. On the basis of
5 these reports, the city manager shall prepare and publish
6 an annual report for general distribution. In addition to
7 a summary of the services rendered by the various depart-
8 ments, the report shall show:

(a) Receipts classified according to sources.

(b) Expenditures classified according to objects. The
2 classification of receipts and expenditures in the report
3 shall conform in general to the classification in the auditor's
4 books.

(c) Balance sheets.

(d) Such other financial information as may be required
2 by the city council.

Sect. 4. *Annual Budget.* Not later than one month be-
2 fore the end of the fiscal year, the city manager shall sub-
3 mit to the city council budget estimates for the ensuing
4 fiscal year. This budget shall be compiled from detailed
5 information furnished by the administrative officers and
6 boards on blanks, the forms of which shall be designated
7 by the city manager, and shall contain:

(a) Exact statement of the financial condition of the
2 city.

(b) Itemized statement of appropriations recommended
2 for current expenses, and for permanent improvements;
3 with comparative statements in parallel columns of expendi-
4 tures for the current and next preceding fiscal year. An
5 increase or decrease in any item shall be indicated.

(c) Itemized statement of estimated revenue from all
2 sources, other than taxation; and a statement of taxes re-
3 quired, with comparative figures from the current and next
4 preceding year.

(d) Such other information as may be required by the
2 city council.

The budget shall be published not later than two weeks
2 after its submission to the city council. The city council
3 shall fix a time and place for holding a public hearing upon
4 the budget, and shall give a public notice of such hearing,
5 which shall be at least ten days before the final passage of
6 the appropriation resolve.

Sect. 5. *Appropriation Resolve.* As early as practicable
2 after the beginning of the fiscal year, the city council shall
3 pass an annual appropriation resolve, which shall be based
4 on the budget submitted by the city manager.

The total amount appropriated shall not exceed the esti-
2 mated revenue of the city.

Before the annual appropriation resolve has been passed
2 the city council may make appropriations for current de-
3 partmental expenses, chargeable to the appropriation for
4 the year, when passed, to an amount sufficient to cover the

5 necessary expenses of the various departments until the
6 annual appropriation resolve is in force.

Sect. 6. *Transfers.* The city council in the appropriation
2 resolve shall provide for a reserve fund from which trans-
3 fers shall be made only by vote of the city council, and
4 no transfer of any money shall be made from any fund
5 other than this reserve fund until the end of the fiscal year,
6 at which time after all warrants have been paid out of the
7 various funds against which such warrants have been drawn,
8 the auditor shall transfer to the reserve fund any balance
9 or balances then remaining in the various other funds, ex-
10 cept balances in the school fund; the city council shall then
11 transfer the full balance then in the reserve fund to the
12 sinking fund of the city; provided, however, that the city
13 council may, in special cases, continue any particular fund
14 without transfer temporarily pending the completion of ex-
15 penditures in process or in contemplation.

Sect. 7. *Borrowing.* The borrowing of money by and
2 for the city shall be limited as to form and purpose by the
3 provisions of section eight and section nine of article seven
4 of this charter. The credit of the city shall in no manner
5 be loaned to any individual, association or corporation.

Sect. 8. *Bond Issues.* Money may be borrowed, within
2 the limits fixed by the constitution and statutes of the state
3 now or hereafter applying to said Portland, by the issue
4 and sale of bonds or notes pledged on the credit of the
5 city, the proceeds to be used for the payment of indebted-

ness of the city contracted for the acquisition of land, the construction and equipment of buildings and other permanent public improvements, and the payment or refunding of bonds, notes, and certificates of indebtedness previously issued. No order providing for the issue of bonds shall be passed without public notice given by posting notice of the same in two public places in the city of Portland, and publishing said notice in at least two daily newspapers published in said Portland at least two weeks before final action by the city council, and the approval of four-fifths of all the members of the city council. Every issue of bonds shall be payable within a fixed term of years; if said bonds are issued in payment of indebtedness incurred for a permanent improvement the term of such bonds shall not exceed the estimated period of utility of said improvement but the declaration of the city council embodied in the order authorizing the issue shall be a conclusive determination of the estimated period of utility thereof; and the term within which all bonds shall be made payable shall in no case exceed thirty years. Bonds issued after the adoption of this charter shall be made payable in equal, annual, serial installments as pertains to principal, and interest shall be made payable semi-annually. Every order for the issue of bonds shall provide for a tax levy for each year of an amount necessary to meet the payment of the annual, serial installment of principal and interest; and such amounts shall be included in the tax levy for each year until the debt is

33 extinguished; provided, however, that bonds issued to re-
34 fund any indebtedness of the city of Portland existing prior
35 to the adoption of this charter or bonds issued to refund
36 such bonds shall not be subject to the aforesaid require-
37 ment of being made payable in equal, annual, serial install-
38 ments.

Sect. 9. *Temporary Loans.* Money may be borrowed in
2 anticipation of receipts from taxes during any fiscal year,
3 but the aggregate amount of such loans outstanding at any
4 one time shall not exceed eighty per cent of the revenue
5 received from taxes during the preceding fiscal year. All
6 such loans shall be paid within the year out of receipts
7 from taxes for the fiscal year in which said loans are made.
8 Money may be borrowed in anticipation of money to be
9 received from the sale of bonds to be issued, in case such
10 bond issue has been authorized; all such loans shall be paid
11 within one year and are subject to the provisions of laws
12 of the state of Maine in relation thereto. This section shall
13 not limit in any way the power granted to towns and cities
14 to borrow money as contained in chapter four, section sixty-
15 two of the revised statutes and acts amendatory thereof and
16 additional thereto.

Sect. 10. *Sinking Fund.* Until the bonded indebtedness
2 of the city of Portland in force at the time of the adoption
3 of this charter together with any renewals thereof is fully
4 paid, the city council shall raise and set apart each year for
5 a sinking fund a sum equal to one and one-half per cent

6 of the total amount of appropriations for that year. The
7 sinking fund shall be applied only to the payment of that
8 bonded indebtedness of the city, the payment of which has
9 not been provided for by payments in serial installments.

The sinking fund shall be invested as provided by the
2 revised statutes of the state of Maine and all acts in ad-
3 dition thereto and in amendment thereof.

Sect. 11. *Payments.* Money shall be paid out only on
2 warrants on the city treasury issued by the auditor and
3 countersigned by the city manager and a member of the
4 city council to be designated from time to time by said city
5 council.

The auditor shall examine all pay-rolls, bills and other
2 claims and demands against the city, and shall issue no
3 warrant for payment until he finds that the claim is in
4 proper form, correctly computed, duly certified and legally
5 due and payable.

The auditor may require any claimant to make oath to
2 the validity of his claim, may investigate any claim, and
3 for such purpose or purposes may examine witnesses under
4 oath.

Sect. 12. *Bonds of Officers.* The city council shall re-
2 quire a bond with sufficient surety or sureties, satisfactory
3 to the city council, from all persons trusted with the col-
4 lection, custody or disbursement of any of the public mon-
5 eys; and may require such bond from such other officials

6 as it may deem advisable; the premium charges for said
7 bonds to be paid by the city.

Sect. 13. *Collection and Custody of City Moneys.* All
2 moneys received by any officer, employee or agent of the
3 city belonging to the city, or for or in connection with the
4 business of the city, shall forthwith be paid by the officer,
5 employee or agent receiving the same into the city treas-
6 ury, and shall then be deposited by the city treasurer with
7 some responsible banking institution or institutions to be
8 chosen by said city council. All interest from all deposits
9 of money belonging to the city shall accrue to the benefit
10 of the city.

Sect. 14. *Purchasing of Supplies.* The purchasing agent
2 shall purchase all supplies for the city and for the several
3 officers and boards thereof, excepting for supplies for the
4 city schools, which school supplies he shall purchase only
5 upon requisition by the superintending school committee.

The purchasing agent shall see to the delivery of supplies
2 to each officer and department to whom they belong, and
3 take and file receipts therefor. He shall conduct all sales
4 of property belonging to the city which are unfit or unnec-
5 essary for the city's use, but only after such sale has been
6 authorized by the city council, and subject to such restric-
7 tions as the city council may by ordinance provide.

The city manager shall act as purchasing agent until the
2 city council by ordinance shall provide for the appointment
3 of a purchasing agent.

ARTICLE VIII.

PUBLIC UTILITIES

Section 1. *Franchises.* All public utility franchises, here-
2 after granted, and all renewals, amendments, and extensions
3 thereof shall be granted or made only by a four-fifths vote
4 of the voting members of the council. No franchise and
5 no renewal or amendment thereof shall be granted or made
6 within three months after the application therefor is filed
7 with the city clerk nor within thirty days after the publica-
8 tion in full of the proposed franchise in its final form, nor
9 until a public hearing has been held thereon. No public
10 utility franchise shall be transferable except with the ap-
11 proval of the city council.

Sect. 2. *Right of Regulation.* All orders providing for
2 grants, renewals, amendments or extensions of public utility
3 franchises shall retain to the city the following rights:

(a) To repeal the same by order at any time for non-
2 use, or for failure to begin construction within the time
3 prescribed, or for failure to otherwise comply with the
4 terms prescribed;

(b) To require proper and adequate extension of plant
2 and service, and the maintenance of the plant and fixtures
3 at the highest practicable standard of efficiency;

(c) To establish reasonable standards of service and
2 quality of products and prevent unjust discrimination in
3 service or rates;

(d) To impose such other regulations as may be con-

2 ducive to the safety, welfare, and accommodation of the
3 public.

ARTICLE IX.

MISCELLANEOUS PROVISIONS

Section 1. *Members of the City Council Ineligible for*
2 *Certain Offices.* No member of the city council shall during
3 the term for which he was chosen be eligible for any other
4 office the salary of which is payable by the city, nor shall
5 he during such term hold any such office.

Sect. 2. *No Personal Interest.* No city manager, no
2 member of the city council, no subordinate city officer, no
3 member of any board or commission charged with the ex-
4 penditure of any money appropriated by the city council
5 or belonging to the city, no officer or employee of the city,
6 elected or appointed, shall be interested, directly or in-
7 directly, in any contract entered into by or in behalf of
8 the city of Portland for work or material, or the purchase
9 thereof, to be furnished to or performed for the city, and
10 all contracts made in violation hereof are void and the city
11 treasurer is expressly forbidden to pay any money out of
12 the city treasury on account of any such contract. No such
13 officer or employee, except a policeman or fireman, shall
14 accept or receive from any person, firm or corporation act-
15 ing under a franchise or license from the city, any frank,
16 free pass, free ticket, or free service, or accept directly or
17 indirectly from any such person, firm or corporation, any
18 service upon terms more favorable than those granted to

19 the public generally. This provision shall not apply, how-
 20 ever, to any free service now or hereafter provided for by
 21 contract, franchise or ordinance.

Sect. 3. *Referendum. Date of Meeting. Form of Ques-*
tion. Procedure. This act shall be submitted for approval
 3 or rejection to the qualified voters of the city of Portland
 4 at an election to be held the second Monday in September
 5 in the year A. D. nineteen hundred and twenty-three and
 6 warrants shall be issued for such election in the manner
 7 now provided by law for the holding of municipal elections,
 8 notifying and warning the qualified voters of said city to
 9 meet in the several ward meetings of said city, there to
 10 cast their ballot concerning the selection of a charter for the
 11 city of Portland in substantially the following form:

FORM OF BALLOT

Place a cross X in the square after the form of charter
 which you select. Mark only one form or your ballot will not
 be counted.

FORMS OF CHARTER

Plan 1. Present form of charter with mayor,
 board of nine aldermen, and common council of
 twenty-seven members elected by wards and with
 party designation.

Plan 2. Form providing mayor and board of
 fourteen aldermen elected one from each ward and
 five at large with party designation retained.

Plan 3. Council-manager form providing for a
 city council of five members elected from the city at
 large without regard to ward lines and without party
 designation.

Otherwise said ballot shall be in the form provided by
2 law when a constitutional amendment is submitted to the
3 vote of the people. The provisions of law relating to the
4 preparation of voting lists for municipal elections shall
5 apply to such election and said election shall in all other
6 respects be conducted as municipal elections in said city are
7 now conducted by law, and the results thereof shall be de-
8 termined in the manner now provided by law for the de-
9 termination of the election of mayor. If a plurality of the
10 valid ballots deposited as aforesaid shall favor the adoption
11 of plan three, so-called, on said ballot, and provided further,
12 if the number of ballots favoring plan three, so-called, on
13 said ballot shall also constitute more than fifty per cent of
14 the total number of valid ballots cast at said election, then
15 this act shall take effect as herein provided and the mayor
16 shall forthwith make proclamation of the fact.

Sect. 4. *Date When Effective.* So much of this act as
2 authorizes the submission of the acceptance of this charter
3 to the voters of the city of Portland shall take effect as
4 provided in the constitution of the state, but it shall not
5 take further effect unless adopted by the voters of the city
6 of Portland as hereinbefore provided. If adopted by the
7 voters of the city, then this act for the purpose of nomi-
8 nating and electing officers hereunder shall take effect on
9 the date of its adoption by the voters, and for all other
10 purposes this act shall take effect on the second Monday

11 in December in the year nineteen hundred and twenty-
12 three.

All acts and parts of acts inconsistent herewith are hereby
2 repealed.

Sect. 5. *Ordinances Not Inconsistent Continued in Force.*

2 All ordinances in force at the time when this charter takes
3 effect, not inconsistent with the provisions of this charter,
4 shall continue in force until amended or repealed.

All rules and regulations of the municipal officers of the
2 city of Portland in force at the time when this charter
3 takes effect, not inconsistent with the provisions hereof,
4 shall continue in force until amended or repealed.

Sect. 6. *Existing Contracts Not Invalidated, Unless In-*
2 *consistent.* All rights, actions, proceedings, prosecutions,
3 and contracts of the city or any of its departments, pend-
4 ing or unexecuted when this charter goes into effect and
5 not inconsistent therewith shall be enforced, continued or
6 completed in all respects as though begun or executed here-
7 under.

Sect. 7. *Term of Office, Officers, Boards.* All officials,
2 officers, trustees, members of commissions or departments,
3 hereafter to be appointed or elected under the provisions
4 of this charter by the city council or city manager, whose
5 term of office has not been herein otherwise provided for,
6 shall not serve out their present terms but shall continue
7 in office only until their successors are appointed or elected,
8 and qualified as provided in this act. The term of office

9 of the present members of the board of overseers of the
10 poor, board of health, park commission, and recreation com-
11 mission shall terminate on the second Monday in Decem-
12 ber, nineteen hundred and twenty-three; and the term of
13 office of the present members of the city hall music com-
14 mission and trustees of Evergreen cemetery shall terminate
15 at the same time and the first appointments of successors
16 to the two latter boards shall be for terms of one, two, and
17 three years respectively, and thereafter for three years or
18 for the unexpired term. The terms of the present mem-
19 bers of the board of registration of voters shall not be af-
20 fected by this act.