

CITY OF WORCESTER



1890.

Rules and Orders
of
The City Council,
of
Worcester, Mass.
1890.

City Government, 1890.

MAYOR:

Term, One Year.

FRANCIS A. HARRINGTON, Harrington Court.

ALDERMEN:

Term, Two Years.

BENJAMIN BOOTH, President.

Ward One.

*J. LEWIS ELLSWORTH, Salisbury Street

Ward Two.

†WEBSTER THAYER, 17 Oak Avenue

Ward Three.

*A. FRANK GATES, Plantation Street

Ward Four.

†FRANCIS PLUNKETT, 1 Ledge Street

Ward Five.

*BENJAMIN BOOTH, 11 King Street

Ward Six.

†LYMAN A. ELY, 34 Benefit Street

Ward Seven.

*GRANVILLE A. LONGLEY, 19 Crown Street

Ward Eight.

†GEORGE C. WHITNEY, 74 Elm Street

ENOCH H. TOWNE, Clerk.

*Term expires 1891.

†Term expires 1892.

COUNCILMEN :

Term, Two Years.

GEORGE M. WOODWARD, President.

Ward One.

*JOHN S. BRIGHAM, 8 Wachusett Street
 †WARREN C. JEWETT, Holden Street
 †DANIEL W. PROUTY, 14 Lancaster Street

Ward Two.

*GEORGE L. ALLEN, 25 Windsor Street
 *EDMUND L. PARKER, 29 Kendall Street
 †ROCKWOOD HOAR, 34 Oak Avenue

Ward Three.

*WILLIAM J. RAFFERTY, 16 Suffolk Street
 †JOHN P. FAY, 53 Exchange Street
 †JOHN J. FLAHERTY, 2 Lyon Street

Ward Four.

*DAVID F. O'CONNELL, 13 Richland Street
 *MICHAEL L. RUSSELL, 4 Jefferson Street
 †DANIEL F. FITZGERALD, 24 Fox Street

Ward Five.

*EDWARD J. MCMAHON, 18 Spruce Street
 †ALEXANDER BELISLE, JR., 3 Chelsea St.
 †JOHN J. MURPHY, 251 Millbury Street

Ward Six.

*GEORGE M. WOODWARD, 831 Main Street
 *JOSEPH M. DYSON, 1 Stafford Street
 †MARVIN M. TAYLOR, 16 Oread Street

Ward Seven.

*CHARLES F. STEVENS, 666 Main Street
 †HENRY G. TAFT, 72 Woodland Street
 †IRVING E. COMINS, 46 Wellington Street

Ward Eight.

*GEORGE S. CLOUGH, 25 Merrick Street
 *EBEN F. THOMPSON, 29 Chestnut Street
 †CHARLES H. PINKHAM, 40 Pleasant Street

S. HAMILTON COE, Clerk.

*Term expires 1891.

†Term expires 1892.

Joint Standing Committees of the City Council.

Finance. The Mayor, Aldermen Ely and Whitney, the President of the Council, Councilmen Parker, Brigham and McMahon.

Claims. The Mayor, Aldermen Ely and Booth, the President of the Council, Councilmen Hoar, Taylor and McMahon.

Printing. Aldermen Gates and Plunkett, Councilmen Allen, Prouty and Murphy.

Highways and Sidewalks. Aldermen Ellsworth and Gates, Councilmen Clough, Taft and Fitzgerald.

Water. The Mayor, Aldermen Ellsworth and Booth, the President of the Council, Councilmen Jewett, Dyson and Fay.

Fire Department. Aldermen Booth and Thayer, Councilmen Parker, Rafferty and Allen.

Lighting Streets. Aldermen Longley and Ely, Councilmen Clough, Thompson and O'Connell.

Military Affairs. Aldermen Whitney and Gates, Councilmen Allen, Fitzgerald and Pinkham.

Education. The Mayor, Aldermen Ely and Ellsworth, the President of the Council, Councilmen Hoar, Thompson and McMahon.

Charities. Aldermen Thayer and Whitney, Councilmen Stevens Russell and Comins.

Ordinances. Aldermen Plunkett and Thayer, Councilmen Taylor, Stevens and Russell.

Sewers. The Mayor, Aldermen Longley and Plunkett, the President of the Council, Councilmen Brigham, Belisle and Comins.

Public Buildings. Aldermen Whitney and Longley, Councilmen Allen, Jewett and O'Connell.

Mayor's Inaugural and Unfinished Business. Aldermen Thayer and Booth, Councilmen Taft, Dyson and Flaherty.

Public Works. The Mayor, Aldermen Ellsworth, Longley and Booth, the President of the Council, Councilmen Jewett, Brigham, Clough and Parker.

Standing Committees of the Board of Aldermen.

Assessments for Sewers. Aldermen Plunkett and Longley.

Assessments for Street Betterments. Aldermen Gates and Ellsworth.

Enrollment. Aldermen Plunkett and Ellsworth.

Bills in Second Reading. Aldermen Gates and Thayer.

Elections and Returns. Aldermen Longley and Whitney.

Standing Committees of the Common Council.

Bills in Second Reading. Councilmen Rafferty,
Prouty and Pinkham.

Enrollment. Councilmen Dyson, Stevens and
Murphy.

Elections and Returns. Councilmen Taft,
Bellisle and Prouty.

City Officers.

CITY TREASURER AND COLLECTOR OF TAXES.

WILLIAM S. BARTON.

CITY CLERK.

ENOCH H. TOWNE.

CITY SOLICITOR.

FRANK P. GOULDING.

CITY AUDITOR.

JOHN F. HOWELL.

CITY ENGINEER.

CHARLES A. ALLEN.

CITY MESSENGER.

CHARLES MARVIN.

CITY PHYSICIAN.

LEMUEL F. WOODWARD.

WATER COMMISSIONER.

JOHN G. BRADY.

WATER REGISTRAR.

GEORGE E. BATCHELDER.

COMMISSIONER OF HIGHWAYS.

LUCIAN B. STONE.

SUPERINTENDENT OF PUBLIC BUILDINGS.

CHARLES H. PECK.

ASSISTANT SUPERINTENDENT OF PUBLIC BUILDINGS.

CHARLES ADAMS.

SUPERINTENDENT OF SEWERS.

RICHARD FOBES.

ASSESSORS OF TAXES.

Term, Three Years.

HARRISON G. OTIS, Chairman.

(Term expires 1890.)

AMOS M. PARKER,

(Term expires 1891.)

THOMAS TALBOT, Secretary.

(Term expires 1892.)

ASSISTANT ASSESSORS.

Term, One Year,

Ward 1.—FREEMAN H. PELTON,

Ward 2.—EDWIN H. MOULTON,

Ward 3.—JOHN W. FOLEY,

Ward 4.—L. JUDSON GOODELL,

Ward 5.—THOMAS F. BOYLE,

Ward 6.—CHARLES H. FITCH,

Ward 7.—JONATHAN LUTHER,

Ward 8.—GEORGE PRITCHARD.

BOARD OF HEALTH.

Term, Two Years.

JAMES C. COFFEY, Clerk.

(Term expires 1891.)

GEORGE E. BATCHELDER.

*(Term expires 1892.)*LEMUEL F. WOODWARD, City Physician,
*ex-officio, Chairman.**(Term expires 1891.)*

TRUSTEES OF THE CITY HOSPITAL.

At Large. Term Four Years.

CHARLES F. MANN, Secretary.

(Term expires 1891.)

HENRY A. MARSH.

(Term expires 1892.)

THOMAS H. GAGE, President.

(Term expires 1893.)

ALBERT WOOD.

*(Term expires 1894.)**Representing City Council.**Term One Year.*

J. LEWIS ELLSWORTH, Alderman.

(Term expires 1891.)

DANIEL F. FITZGERALD, Councilman.

(Term expires 1891.)

ROCKWOOD HOAR, Councilman.

(Term expires 1891.)

COMMISSIONERS :

HOPE CEMETERY.

Term, Five Years.

ALBERT TOLMAN, Chairman.

(Term expires 1891.)

WILLIAM BUSH, Superintendent.

(Term expires 1892.)

THOMAS M. ROGERS.

(Term expires 1893.)

ELIJAH B. STODDARD, Secretary.

(Term expires 1894.)

ALBERT CURTIS, Assistant Superintendent.

(Term expires 1895.)

JAQUES FUND AND OTHER FUNDS OF THE CITY
HOSPITAL.

Term, Three Years.

CHARLES B. PRATT, Secretary.

(Term expires 1891.)

ALBERT CURTIS, President.

(Term expires 1892.)

HENRY A. MARSH.

(Term expires 1893.)

WILLIAM S. BARTON, Treasurer.

PUBLIC PARKS.

Term, Five Years.

EDWARD W. LINCOLN, Chairman and Sec.

(Term expires first Monday in May, 1890.)

JAMES DRAPER.

(Term expires first Monday in May, 1891.)

EDWARD L. DAVIS.

(Term expires first Monday in May, 1892.)

MARTIN GREEN.

(Term expires first Monday in May, 1893.)

O. B. HADWEN.

(Term expires first Monday in May, 1894.)

SINKING FUNDS.

Term, Three Years.

HENRY A. MARSH, Secretary.

(Term expires 1891.)

EDWARD L. DAVIS, Chairman.

(Term expires 1892.)

STEPHEN SALISBURY.

(Term expires 1893.)

WILLIAM S. BARTON, Treasurer.

FENCE VIEWERS.

Term, One Year.

ALBERT C. BUTTRICK, CHAS. BALLARD,

FREDERICK H. CHAMBERLAIN.

FIELD DRIVER.

Term, One Year.

LUCIAN B. STONE.

POUND KEEPER.

MICHAEL J. HOLLEY.

ENGINEERS OF THE FIRE DEPARTMENT.

Term, Three Years.

SIMON E. COMBS, Chief.

(Term expires 1891.)

EDWIN L. VAUGHN, First Engineer.

(Term expires 1890.)

GEORGE S. COLEMAN, Second Engineer.

(Term expires 1890.)

CLIFFORD O. LAMB, Third Engineer.

(Term expires 1892.)

JAMES D. SHAW, Fourth Engineer.

(Term expires 1892.)

CHARLES M. MILLS, Clerk.

SUPERINTENDENT OF FIRE ALARM TELEGRAPH.

Term, One Year.

CHARLES M. MILLS.

(Term expires 1891.)

DIRECTORS OF THE FREE PUBLIC LIBRARY.

Term, Six Years.

E. H. RUSSELL, Chairman,

(Term expires 1891.)

THOMAS GRIFFIN, *(Term expires 1891.)*

A. G. BULLOCK, *(Term expires 1892.)*

J. O. MARBLE, *(Term expires 1892.)*

EDWARD B. GLASGOW, *(Term expires 1893.)*

M. H. HARRIS, *(Term expires 1893.)*

P. L. MOEN, *(Term expires 1894.)*

B. W. POTTER, *(Term expires 1894.)*

E. I. COMINS, Secretary and Treasurer,

(Term expires 1895.)

WALDO LINCOLN, *(Term expires 1895.)*

SAMUEL WINSLOW, *(Term expires 1896.)*

EVERETT J. BARDWELL, *(Term expires '96.)*

SAMUEL S. GREEN, Librarian.

INSPECTOR OF MILK, PROVISIONS AND VINEGAR.

Term, One Year.

JAMES C. COFFEY.

SEALER OF WEIGHTS AND MEASURES.

Term, One Year.

JONAS WHITE.

OVERSEERS OF THE POOR.

Term, Three Years.

FRANCIS A. HARRINGTON, Mayor, Prest.
 FRANCIS A. HARRINGTON, Mayor,
 A. P. MARBLE, Superintendent of Schools,
 W. ANSEL WASHBURN, City Marshal,
ex-officiis Members.

CHARLES B. PRATT, (Term expires 1891.)
 H. A. HARRINGTON, (Term expires 1891.)
 DENNIS C. LEONARD, (Term expires 1892.)
 ALZIRUS BROWN, (Term expires 1892.)
 E. P. CURTIS, (Term expires 1893.)
 GEORGE S. CLOUGH, (Term expires 1893.)

GEORGE W. GALE, Clerk.

KEEPER OF ALMSHOUSE.

BENJAMIN F. PARKHURST.

POLICE DEPARTMENT:

CITY MARSHAL,

W. ANSEL WASHBURN.

FIRST ASSISTANT MARSHAL.

FRIEWALDAU C. THAYER.

SECOND ASSISTANT MARSHAL.

AMOS ATKINSON.

KEEPER OF THE LOCKUP.

W. ANSEL WASHBURN.

REGISTRARS OF VOTERS.

Term, Three Years.

RICHARD MATTHEWS, Chairman.

(Term expires 1890.)

VACANCY.

(Term expires 1891.)

GEORGE H. MELLEEN.

(Term expires 1892.)

ENOCH H. TOWNE, City Clerk,

ex-officio, Clerk.

SCHOOL COMMITTEE.

Term, Three Years.

FRANCIS A. HARRINGTON, Mayor,

ex-officio, President.

WARD ONE.

REBECCA BARNARD, (Term expires 1891.)

HOMER T. FULLER. (Term expires 1892.)

WM. T. SOUTHER, (Term expires 1893.)

WARD TWO.

CHARLES F. ADAMS, (Term expires 1891.)

JAMES FORSSTEDT, (Term expires 1892.)

WILTON H. DESPER, (Term expires 1893.)

WARD THREE.

EUGENE M. MORIARTY, (Term expires 1891.)

DANIEL J. SAVAGE, (Term expires 1892.)
 JAMES F. GUERIN, (Term expires 1893.)

WARD FOUR.

DANIEL J. KELLEY, (Term expires 1891.)
 THOMAS F. DEAN, (Term expires 1892.)
 M. J. P. McCAFFERTY. (Term expires 1893.)

WARD FIVE.

JOSEPH H. KELLEY, (Term expires 1891.)
 PETER J. NIHILL, (Term expires 1892.)
 JAS. B. FITZPATRICK, (Term expires 1893.)

WARD SIX.

ALZIRUS BROWN, (Term expires 1891.)
 GEORGE F. BALCOM, (Term expires 1892.)
 JULIAN F. BIGELOW, (Term expires 1893.)

WARD SEVEN.

SAM'L E. HILDRETH. (Term expires 1891.)
 ARTHUR E. DENNIS, (Term expires 1892.)
 GEORGE F. BROOKS, (Term expires 1893.)

WARD EIGHT.

GEORGE SWAN, (Term expires 1891.)
 AUSTIN S. GARVER, (Term expires 1892.)
 GEORGE L. SANFORD, (Term expires 1893.)

A. P. MARBLE, Supt. and Secy.

TRUANT OFFICERS.

HENRY E. FAYERWEATHER,
 MICHAEL J. ENGLISH.

Past Mayors of the City of Worcester,

FROM 1848 TO 1889.

LEVI LINCOLN,	1848.	Died May 29, 1868.
HENRY CHAPIN,	1849-50-51-52.	Died Oct. 13, 1878.
PETER C. BACON,	1851-52.	Died Feb. 7, 1886.
JOHN S. C. KNOWLTON,	1853-54.	Died June 11, 1871.
GEO. W. RICHARDSON,	1855-57.	Died June 15, 1886.
ISAAC DAVIS,	1856-58-61.	Died April 1, 1883.
ALEXAN'R H. BULLOCK,	1859.	Died Jan. 7, 1882.
WILLIAM W. RICE,	1860.	
P. EMORY ALDRICH,	1862.	
D. WALDO LINCOLN,	1863-64.	Died July 1, 1880.
PHINEAS BALL,	1865.	
† JAMES B. BLAKE,	1866-7-8-9-70.	Died Dec. 18, 1870.
EDWARD EARLE,	1871.	Died May 19, 1877.
GEORGE F. VERRY,	1872.	Died Oct. 5, 1883.
CLARK JILLSON,	1873-75-76.	
EDWARD L. DAVIS,	1874.	
CHARLES B. PRATT,	1877-78-79.	
FRANK H. KELLEY,	1880-81.	
ELIJAH B. STODDARD,	1882.	
SAMUEL E. HILDRETH,	1883.	
CHARLES G. REED,	1884-85.	
SAMUEL WINSLOW,	1886-87-88-89.	

† Elected for the fifth time, Dec. 12, 1870. Died Dec. 18, 1870.

* Elected Mayor, *ad-interim*, by the City Council in joint convention, Dec. 19, 1870, to fill the vacancy caused by the decease of James B. Blake.

WORCESTER.

First settled, 1674.
Named and resettled, 1684.
Permanently settled, 1713.
Incorporated as a Town. 1722.
" " City, 1848.
Area, 36 square miles.
Population, May 1, 1885, 68,389.
(estimated) Jan. 1, 1890, 84,000.
Male Polls, May 1, 1889, 23,325.
Female Polls, May 1, 1889, 211.
Dwellings, May 1, 1889, 9165.
Valuation, " " " \$69,403,251.
Tax, " " " \$ 1,110,452.02.
Rate of Taxation per \$1000, \$16.
Net Debt November 30, 1889, \$2,489,791.56.
Registered Voters December 1889, Males, 13,794.
" " " Females, 148.
Municipal Election, Tuesday next after second Monday in December.
City Council organization on the First Monday in January.
Vote for President, 1888, 12,891.
" " Governor, 1889, 10,080.
" " Mayor, 1889, 10,757.
Miles of Public streets, 69.98.
" " Private " 59.
" " Paved " 5.04.
" " Brick Sidewalks, 54.08.
" " Concrete " 7.60.
" " Sewers, 70.
" " Water pipe, 114.

Joint Rules and Orders

OF THE

CITY COUNCIL.

SECT. 1. At the commencement of the municipal year, the following joint standing committees shall be chosen or appointed by their respective boards:—

A committee on finance.
A committee on claims.
A committee on printing.
A committee on highways and sidewalks.
A committee on water.
A committee on fire department.
A committee on lighting streets.
A committee on military affairs.
A committee on education.
A committee on charities.
A committee on ordinances.
A committee on sewers.
A committee on public buildings.

A committee to assign the mayor's inaugural address, and all unfinished business of the previous year. Each of the above committees shall consist of two aldermen and three members of the common council, except when it may be otherwise ordered.

SECT. 2. In all joint committees, the number of members from the common council shall be one greater than the number from the board of aldermen.

SECT. 3. The mayor shall be, *ex-officio*, chairman of any joint committee of which he is a member; and of other joint committees, the first named member of the board of aldermen; and in case of his resignation or absence, the next named member of the same board; and afterwards, the member of the common council first in order, shall call the meetings of the committee, and act as chairman.

SECT. 4. When either board shall not concur with the other in any ordinance, order or resolution, sent from such other, notice of such non-concurrence shall forthwith be given.

SECT. 5. In every case of disagreement on any matter requiring the joint action of the two boards, if either board shall request a conference, and appoint a committee for that purpose, the other board shall appoint a committee to confer with them; each committee shall consist of three members on the part of each board representing its vote. Said committees shall meet at a time appointed by the chairman of the committee on the part of the board requesting the conference, and state to each other the reasons of their respective boards, for or against the proposed action, and report at the same or at the next regular meeting; and their report, if agreed to by a majority of each committee, shall be first acted on by the board asking the conference, and may be either accepted or rejected,

SECT. 6. Each board shall transmit to the

other, all papers on which any ordinance, joint order or resolution shall be founded, and all papers on their passage between the two boards, shall be under the signatures of their respective clerks or presiding officers.

SECT. 7. Either board may propose to the other, for its concurrence, a time to which both shall adjourn, which subject shall have precedence over other business; and when the time has been fixed, either board may adjourn, unless it is otherwise requested, and the reasons therefor are given by the board making the request.

SECT. 8. When any matter is referred to a joint committee, the city clerk shall furnish the clerk of such committee with a copy or the original, of all votes or papers pertaining to the subject matter referred, within forty-eight hours. The reports of all committees, signed by a majority of the members thereof, may be made to either board, except in case of committees of conference.

SECT. 9. No committee shall act by separate consultation, and no reports, except minority reports, shall be received, unless they shall have been agreed to in committee actually assembled, and no report shall be received recommending the expenditure of money, unless it shall contain a careful estimate of the amount required.

SECT. 10. It shall be the duty of every joint committee, to whom any subject shall be specially referred, unless otherwise ordered, to report thereon, within four weeks, or ask for further time.

SECT. 11. No committee shall enter into any contract with any of its members, nor purchase or authorize the purchase of any articles of any such member.

SECT. 12. No chairman of any committee shall audit or approve any bill or account against the city for any supplies or services, unless ordered so to do by vote of the committee at a meeting regularly called, which vote shall be certified by its clerk.

SECT. 13. Joint standing committees shall cause records to be kept of their proceedings, in books provided by the city for that purpose.

SECT. 14. All reports and other papers submitted to the city council, shall be written in a fair hand, and the clerks of the boards, respectively, shall make copies of any papers to be reported by committees, at the request of the respective chairmen thereof.

SECT. 15. No business shall be transacted by the city council in convention, except such as shall have been previously agreed on, unless by unanimous consent.

SECT. 16. Every joint resolution shall have as many readings in each board as the rules of that board require, after which the question shall be, on passing the same, and when the same shall have been passed, it shall be sent to the other board for concurrence, and when such resolution shall have so passed in each board, the same shall be enrolled by the clerk of the common council, and examined by a committee of that board;

and, on being found by said committee to be correctly enrolled, without further reading or question shall be signed by the president of the common council, and sent to the other board, where a like examination shall be made by a committee of that board, and, if found correctly enrolled, the same shall be signed by the mayor.

SECT. 17. Every ordinance shall have as many readings in each board as the rules of that board require, after which the question shall be on passing the same to be enrolled, and when the same shall have passed to be enrolled, it shall be sent to the other board for concurrence; and when such ordinance shall have so passed to be enrolled in each board the same shall be enrolled by the clerk of the common council, and examined by a committee of that board, and, on being found by said committee to be correctly enrolled, the same shall be reported to the council, when the question shall be on passing the same to be ordained, and when said ordinance shall have so passed to be ordained, it shall be signed by the president of the common council, and sent to the other board, where a like examination shall be made by a committee of that board, and, if found correctly enrolled, the same shall be reported to the board, and the question shall be on passing the same to be ordained; and when the same shall have passed to be ordained, it shall be signed by the mayor.

SECT. 18. After the annual appropriations shall have been made, no subsequent

expenditure shall be authorized for any object, unless provision for the same shall be made by a specific transfer from some of the appropriations contained in the annual order, or from any money or monies in the treasury not otherwise appropriated, or by expressly creating therefor a city debt; but no such debt shall be created, unless the order authorizing the same, pass by the affirmative votes of two-thirds of the whole number of each branch of the city council, voting by yeas and nays.

SECT. 19. No expenditure shall be made for the providing of armories for the use of military companies, for the celebration of holidays, and for other purposes of a public nature, unless the order authorizing such expenditure shall be adopted by a vote of two-thirds of the members of each branch of the city council present, and voting by yeas and nays.

SECT. 20. The city clerk shall be clerk of the city council in convention and also clerk of all joint committees where no other provision is made.

SECT. 21. All salaried officers chosen by the city council shall be elected by ballot and in all elections by ballot, blanks shall be reported but not counted as votes.

SECT. 22. When the two branches are in convention, and there occurs any difference of opinion in regard to modes of proceeding not otherwise provided for, the city council shall be governed by parliamentary practice as set forth in "Cushing's Manual of the Law and Practice of Legislative Assemblies."

SECT. 23. The chairman, on the part of the Aldermen, and Common Council, of the Committees on Water, Sewers, Highways, Fire, and Lighting Streets, with the Mayor and President of the Council as members *ex-officio*, shall constitute a committee of public works.

The committee shall meet at least once a month, at which time the chairman of the several committees shall submit a statement of the work contemplated by the department under his direction, for the month ensuing.

A Journal shall be kept under the direction of the City Engineer as clerk of the committee, in which shall be entered from week to week, by the Chairman or Commissioner of the several committees, the work in progress or contemplated for the week ensuing, said journal to be open to the inspection of any member of the Government, or the Commissioners.

The said committee shall have power to make any rules or regulations, not in conflict with the rights of the several committees as prescribed in these rules.

The said committee shall be considered as constituted upon the appointment of the Joint Standing Committees.

Rules and Orders

OF THE

BOARD OF ALDERMEN.

SECTION 1. The order of business shall be as follows:

First. The mayor shall call the board to order, and if a quorum be present, shall cause the roll to be called, and the names of the absentees recorded.

Second. The journal of the previous meeting shall be read.

Third. Petitions, reports and other papers requiring the action of the common council shall be called for, and be disposed of by reference or otherwise.

Fourth. The orders of the day shall be taken up—meaning by the orders of the day, the business remaining unfinished at the previous meeting, and such communications as may have been subsequently sent up from the common council.

Fifth. New business may be introduced by any member of the board.

Sixth. Such nominations, appointments and elections as may be in order, shall be considered and disposed of.

SECT. 2. Every ordinance shall pass through the following stages before it shall be considered as having received the final action of this board, viz: first reading,

second reading, passage to be enrolled, passage to be ordained; and every joint resolution shall have two several readings, before the question shall be taken on its final passage.

SECT. 3. A resolve, an order for appropriating money, or an ordinance, may be rejected at either stage in its progress, but may not pass through all its stages in one day except by general consent.

SECT. 4. Standing committees shall be appointed on assessments for sewers; on assessments for street betterments; on enrollment; on bills in the second reading, and on elections and returns.

SECT. 5. No member shall be interrupted while speaking, but by a call to order, or for a correction of a mistake, nor shall there be any conversation among the members while a paper is being read, or a question stated from the chair.

SECT. 6. The foregoing rules and order of business, shall be observed in all cases, unless suspended for a specific purpose by a vote of two-thirds of the members present.

SECT. 7. All committees shall be appointed and announced by the mayor, unless the board shall determine otherwise.

Rules and Orders

OF THE

COMMON COUNCIL.

RIGHTS AND DUTIES OF THE PRESIDENT.

SECTION 1. The president shall take the chair at the hour appointed for the meeting, call the members to order, and, if a quorum be present, cause the roll to be called, and the names of the absentees recorded. He shall then call for the reading of the minutes of the preceding meeting, and proceed to business.

SECT. 2. He shall preserve order and decorum, may speak to points of order in preference to other members, and shall decide all such questions, subject to an appeal to the council by motion regularly seconded; and no other business will be in order till the question on the appeal shall have been decided. He shall also nominate all committees not elected by ballot, unless the council shall determine otherwise.

SECT. 3. He shall arise to address the council, to state facts, or to put a question, but may read sitting.

SECT. 4. When a question is under debate, the president shall receive no motion but to adjourn, to lay on the table, for the previous question, to postpone to a certain

day, to commit, to amend, or to postpone indefinitely; which several motions shall have precedence in the order in which they are arranged. He shall declare all votes, but if a vote be doubted he shall order a return of the number voting in the affirmative and in the negative without any further debate.

SECT. 5. He may call any member to the chair for a period of time not extending beyond an adjournment; and when out of the chair, the president may participate in any debate; but shall not resume the chair while the same question is pending; and on going into a committee of the whole, he shall appoint the chairman.

SECT. 6. Questions shall be propounded in the order in which they are moved; unless the subsequent motion be previous in its nature: except that in naming sums and fixing times, the largest sum and the longest time shall be first put.

SECT. 7. After a motion is stated by the president, it shall be disposed of by a vote of the council, unless withdrawn by the mover before an amendment or decision.

SECT. 8. A motion to adjourn shall always be in order; that, and the motion to lay on the table, shall be decided without debate.

SECT. 9. The previous question shall be put in this form: "Shall the main question be now put?" It only shall be admitted when demanded by a majority of the members present; and, until it is decided, shall preclude all amendments and debate

of the main question, and after the adoption of the previous question, the sense of the council shall forthwith be taken upon amendments reported by a committee, upon all pending amendments, and then upon the main question.

SECT. 10. On all questions and motions whatsoever, the president shall take the sense of the council by yeas and nays, provided one fifth of the members present shall so require.

SECT. 11. When two or more members rise at the same time, the president shall name the member who is to speak first.

RIGHTS AND DUTIES OF MEMBERS.

SECT. 12. In the absence of the president, the member present whose election is of the earliest date shall call the council to order, and preside until a president *pro tempore* shall be chosen by ballot; and if an election is not effected on the first trial, on a second ballot a plurality of votes shall elect. When any member is about to speak in the council, he shall rise in his place and respectfully address the presiding officer, confining himself to the question under debate, and avoiding personalities.

SECT. 13. No member shall be mentioned in the debate by his name, but may be described by the place he occupies, or such other designation as may be intelligible and respectful.

SECT. 14. No member speaking shall be interrupted by another, but by a call to order or to correct a mistake.

SECT. 15. No person shall speak more than once on a question, to the prevention of any other who has not spoken and is desirous to speak; nor more than twice without the consent of the board; and all questions relating to priority of business, shall be taken without debate.

SECT. 16. When the president or any other member is speaking, no one shall stand up, or pass unnecessarily before the person speaking.

SECT. 17. Every motion shall be reduced to writing if the president or any member require it.

SECT. 18. A motion to reconsider a vote shall only be in order at the same or the meeting next succeeding that at which the vote was passed. If a motion is made to reconsider a vote at the same meeting at which it is passed, and it is moved to postpone its consideration until the next meeting such motion to postpone shall require for its adoption the affirmative vote of but one-fourth of the members voting; and, *provided further*, that no action of the council upon a motion to reconsider a vote, upon an incidental or subsidiary question, shall remove the main subject under consideration, from before it. When a motion for reconsideration is decided, that decision shall not be reconsidered. The motion to "postpone until the next meeting" the consideration of a motion to reconsider a vote, shall not be debatable, and shall not be in order, on and after the last Monday in December.

SECT. 19. Every member who shall be in the council when a question is put, shall give his vote, unless the council for special reasons excuse him, or unless his private interest is involved therein.

SECT. 20. No motion or proposition on a subject different from that under consideration, shall be admitted under color of an amendment.

SECT. 21. All reports may be committed or re-committed at the pleasure of the council. And when a motion is made to refer a subject, and different committees are proposed, the question shall be taken in the order following:

A standing committee of the council.

A select committee of the council.

A joint standing committee.

A joint select committee.

SECT. 22. All questions shall be divided when the sense will admit of it, if called for by any member of the council.

SECT. 23. No rule or standing order of the council shall be suspended, unless three-fourths of the members present consent thereto; nor shall any rule or order be repealed or amended, without one day's notice being given of the motion therefor, nor unless a majority of the whole council concur therein.

SECT. 24. No member shall be obliged to serve on more than two committees at the same time, nor be chairman of more than one nor on any committee having in charge matter touching his individual interest.

SECT. 25. All differences of opinion in regard to points of order or modes of proceeding not otherwise provided for, shall be governed by Parliamentary practice, as set forth in Cushing's "Law and Practice of Legislative Assemblies."

COMMUNICATIONS, COMMITTEES, REPORTS,
RESOLUTIONS, ETC.

SECT. 26. All papers addressed to the council shall be presented by the president, or by a member in his place, and shall be read by the president, clerk, or such other person as the president may request, and shall be taken up in the order in which they were presented, unless when the council shall otherwise direct.

SECT. 27. Standing committees shall be appointed on bills in the second reading, on enrollment, and on elections and returns.

SECT. 28. No committee shall sit during the sitting of the council, without special leave, except the committee on the second reading of bills and ordinances, and the committee on enrollment.

SECT. 29. The rules of proceeding in the council shall be observed in the committee of the whole, so far as they may be applicable, except the rule limiting the times of speaking.

SECT. 30. When a committee is nominated by the chair, the first person named shall be the chairman. In elections of committees by ballot, when the chairman is not specially chosen, the person having

the highest number of votes shall act as chairman, and in case of an equality of votes between two or more members of a committee, the members thereof shall choose a chairman.

SECT. 31. All ordinances, orders and resolutions, shall have two several readings before they shall be finally passed by the council.

SECT. 32. All ordinances, before being read a second time, shall be referred to the committee on the second reading of bills and ordinances; and after being reported upon by said committee, shall be again read, after which second reading the question shall be on passing the same to be enrolled. An ordinance shall not pass through all its stages in one day.

SECT. 33. All ordinances, orders or resolutions, imposing penalties or authorizing the expenditure of money, whether the same may have been appropriated or not, and all orders or resolutions authorizing a loan, shall have but one reading on the same day, in case an objection to the second reading is made and sustained by the affirmative votes of one-fourth of the members present and voting, *provided*, however, that nothing herein contained shall prevent the passage of an order at any meeting of the council, to authorize the printing of any documents relating to the affairs of the city.

SEC. 34. The seats of the common council shall be numbered, and determined by

lot, and no member shall change his seat, but by permission of the president.

SECT. 35. All committees of the council shall consist of three members, unless a different number be specially ordered. And no report shall be received from any committee, unless actually assembled; and all reports shall be in writing.

SECT. 36. It shall be the duty of every committee of the council to whom any subject may be specially referred, to report thereon within four weeks, or ask further time.

ELECTIONS.

SECT. 37. All salaried officers shall be chosen by ballot; blanks shall be reported, but not counted as votes.

DUTIES OF CLERK, ETC.

SECT. 38. The clerk shall keep brief minutes of the votes and proceedings of the council, entering thereon all accepted resolutions; he shall notice reports and memorials, and other papers submitted to the board, only by their titles, or a brief description of their purport. When the yeas and nays are taken, the clerk shall call the names of all the members except the president, in alphabetical order.

SECT. 39. The clerk of the common council shall keep the record of committees who may require that service; and on the appointment of every standing committee, a book for record shall be provided by its chairman or by said clerk; and the clerk

shall have the custody of all the minutes by him kept, and the records of the several committees shall be open to the inspection of the members of the city council.

SECT. 40. The clerk shall notify, in writing, the chairman of all committees of the council, of the appointment of such committees.

- 32 Corner of Exchange and Union streets.
- 34 Corner Green and Bradley streets.
- 35 Corner Winthrop and Vernon streets.
- 36 Corner of Front and Spring streets.
- 37 Corner of Highland and North Ashland streets.
- 38 Salisbury St., opp. Highland Military Academy.
- 39 Thayer's Factory, Valley Falls.
- 41 Corner of Thomas and Summer streets.
- 42 Corner of Cambridge and Southbridge streets.
- 43 Quinsigamond, Wire Mill office.
- 45 Corner of Shrewsbury and East Worcester Sts.
- 46 Hose Two's house, Grafton street.
- 47 Corner of Belmont street and Oak avenue.
- 48 Corner of Southgate and Camp streets.
- 49 Park avenue, corner May street.
- 51 Lincoln square, corner of Main street.
- 52 Prescott street, Richardson M'fg Co.
- 53 Corner of Providence and Harrison streets.
- 54 Belmont street, State Lunatic Asylum.
- 56 Corner of William and Chestnut streets.
- 57 Hermon street, W. C. Young & Co's factory.
- 58 Corner of Woodland and King streets.
- 59 Lincoln street, corner Green lane.
- 61 Gardner street, Forehand & Wardsworth's.
- 62 Corner of Orange and Plymouth streets.
- 63 Washington square, Forrest House.
- 64 Corner of Grafton and Barclay streets.
- 65 Elm street, Corner of Linden.

- 67 Hose Six's House, Pleasant street, cor. Winslow.
- 68 Graton & Knight's tannery, Bloomingdale St.
- 69 Elm square, corner Grafton street.
- 71 Corner of Main and Central streets.
- 72 Corner of Austin and Newbury streets.
- 73 Corner of Wachusett and Dix streets.
- 74 Windsor street and Harrington avenue.
- 75 Corner of May and Woodland streets.
- 76 Corner of West and William streets.
- 78 Lake View.
- 81 City Poor Farm.
- 82 Corner of Cambridge and Pitt streets.
- 83 Park avenue, corner Sunnyside street.
- 84 Pakachoag Mills, Brussels street.
- 85 Corner of Benefit and Beacon streets.
- 87 Putnam Lane and East Worcester streets.
- 91 Corner of West Boylston and Millbrook streets.
- 92 Chandler and Dewey streets.
- 93 Coes square.
- 94 Corner of Charlotte and Clifton streets.
- 95 Lincoln street, Adams square.
- 121 Corner of Piedmont and Davis streets.
- 141 Union street, Loring & Blake's shop.
- 213 Corner of Main and Wyman streets.
- 231 Foster street, near Cutting & Bishop's shop.
- 271 Corner of Pleasant and Chestnut streets.
- 281 Corner of Ward and Taylor streets.
- 291 Chandler street, corner June.

- 341 Fox street, corner Ingalls.
342 Columbia street, corner Arlington.
371 West street, near W. P. Institute.
416 Hanover street, corner of Arch.
451 Corner of Prospect street and Eastern avenue.
452 East Central street, corner Eastern avenue.
491 Park avenue corner Shirley street.
521 Prescott street, near North.
541 Bloomingdale Cement Pipe Works
621 Washington street, corner of Gold.
631 Worcester Steel Works.
721 Wellington street, opp. Jaques avenue.
761 Elm street, corner of Sever.

3 General Alarm.

333 No School.

2 Recall.