

(2) **Time.** The hour for holding succeeding annual town meetings may be fixed at any such meeting.

(3) **Place.** Any annual or special town meeting may be held in the town or in any village or city within or adjoining the town.

(4) **Order of Business.** No reconsideration of any vote shall be had at any town annual or special meeting unless it be taken by a majority vote within one hour from the time such vote shall have been passed.

(5) **Presiding Officer.**

(a) If present, the town board chairperson shall chair the town meeting. If the town board chairperson is absent, another town board supervisor shall chair the town meeting. If no town board supervisor is present, the town meeting shall elect a chairperson of the meeting.

(b) If the annual town meeting is held in a year when the office of the town board chairperson is filled by election, the person holding the office on the date prior to the date of the election shall preside at the annual town meeting and is entitled to receive the per diem, which is always paid to the presiding officer. If such person is absent or refuses to serve as the presiding officer, the presiding officer shall be chosen under Par. (a).

(6) **Clerk of Meeting.** The Town Clerk shall serve as clerk of the town meeting. If absent, the Deputy Town Clerk shall so serve. If the Deputy Clerk is absent or if there is no Deputy Clerk, the town meeting chairperson shall appoint a clerk for the meeting.

1.03 **SPECIAL TOWN MEETINGS.**

(1) **Purpose.** Special town meetings may be held for the purpose of transacting any lawful business which might be done at the annual meeting. No matter voted upon or decided at any such special town meeting shall be acted upon in any subsequent special town meeting held in such town prior to the time for holding the next annual town meeting.

(2) **How Called.** Special town meetings may be called by the electors at the regular annual meeting; the Town Board; or pursuant to a request being made to the Town Clerk in writing signed by a number of electors equal to not less than 10 percent of the votes cast in the town for governor at the last general election.

(3) **Notice.** The Town Clerk with whom the request is filed shall not more than twenty (20) days nor less than fifteen (15) days before the date of the meeting, publish a Class 2 notice under Wis Stats Chapter 985.

(4) **Contents of Notice.** The notice shall state the date, time, location and purpose of the meeting.