

**TOWN OF ESSEX
BOARD OF SELECTMEN
PUBLIC PROPERTY NAMING POLICY**

PURPOSE

The Board of Selectmen believes that the naming of public property such as buildings, parks, squares and ways is a matter of great importance and deserves careful consideration. The Board, therefore, establishes this policy to establish a systematic and consistent approach for the naming of Town-owned property.

APPLICABILITY

This policy shall apply to all Town-owned property subject to the care, custody and control of the Board of Selectmen. Such property is comprised of all the real estate and personal property owned by the Town, that is not by law or Town Meeting vote placed in the charge of another particular board, officer or department, including but not limited to: public buildings, parks, squares, public ways and private ways open to public use.

POLICY

When considering naming of any public property or portion thereof, the Board may consider the following guidelines:

- Priority should be given to names carrying geographical, historical or cultural significance to the area in which the property is located or to the Town as a whole.
- Property may be named after an individual when the individual has a historical association with the property, the area in which it is located or the Town as a whole, or where the individual played a leadership role in the Town, such as through distinguished service in military, law enforcement, firefighting or public office. Quality of contribution in these areas may be considered along with length of service.
- Property may be named after an individual or organization that has made significant financial and civic contributions to the Town, or that has made a direct financial grant to the Town for purposes of developing a particular property.
- Names should be chosen in a manner that avoids duplication, confusing similarity or inappropriateness.

Suggestions for the naming of any public property or portion thereof may come to the Board from any town official or member of the public. The suggestion shall be in writing, and if the suggestion is from a member of the public, it must be supported by fifty (50) or more registered voters of the Town, as evidenced by their signatures on the request.

Upon receipt of a naming request or upon a consensus of the Board to name a particular property or portion thereof, the Board shall make an announcement at a public meeting. So as to provide for an opportunity to receive input from appropriate sources, the Board will delay making a decision until the next regularly scheduled meeting, at the earliest.

Prior to voting on a name, the Board may solicit the advice of the Essex Historical Commission, surrounding property owners, residents, affected parties, other Town officials or anyone else that the Board believes can contribute meaningful input.

The naming of any property shall require a majority vote of the members present.

This Policy is only a guide and nothing herein shall be construed so as to limit the Board's authority to use its discretion based on the facts and circumstances surrounding a particular issue.

This Policy may be amended or rescinded by the Board by majority vote.