

## **Select Board Public Comment Guidelines**

Adopted May 2021, amended April 11, 2022

### **Information for public meetings:**

The purpose of these practices is to make the experience for all involved a productive and informative use of the Public Comment period at Select Board meetings.

1. Public Comment is to allow residents an opportunity to share information or make announcements that benefit the community at large.
2. The topic should **not** be related to an agenda item. If a member of the public wants to comment on an agenda item they can do so during the discussion of that item.
3. Comments should be 3 minutes or less.
4. Speakers are required to state their name and town of residence.
5. Sharing comments, announcements and concerns are encouraged rather than asking questions. Public Comment is not a time for discussion. If you have specific questions it is best to call the Town Manager to get a full explanation and accurate information.
6. If the topic requires much discussion the item will be considered as an agenda item at a future meeting.
7. Once an individual's comment is finished, unless a Board member has a clarifying question, the speaker is asked to take their seat to hear any Board response.