

## **SELECTMEN'S POLICY FOR PUBLIC INFORMATION AT BOARD OF SELECTMEN'S MEETINGS**

**This policy is a revision of the September 1999 Policy for the Public attending the Board of Selectmen's meetings.**

**All regular meetings and hearings of the Board shall be open to the Public. Executive Sessions will only be held in accordance with the Statutes of the Commonwealth of Massachusetts.**

**The Board invites and encourages citizens to attend the Board meetings in order to be well informed of the day to day business of their Town. The Board also encourages participation in order to hear the questions, concerns and ideas of its citizenry.**

**In order for all to be heard and to allow adequate time for the schedule business of the meeting, the following procedures are adopted:**

- 1. The Public Information portion of the meeting is for Public Information only, i.e. Announcements, request for more information, etc.**
- 2. The length of the Public Information Segment shall be at the discretion of the Chair.**
- 3. A speaker will be allowed five (5) minutes to speak.**
- 4. Any issue that may require a lengthy response or further information from the Board of Selectmen, Administration or Staff may be placed on a future meeting's agenda. This may be accomplished by calling or coming to the Selectmen's office at Town Hall.**
- 5. Individuals wishing to speak at a time when an agenda item is being discussed may be recognized by the Chair, as appropriate, for the benefit of providing new or additional information.**
- 6. All remarks will be addressed through the Chair.**
- 7. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are *ALWAYS out of order*. If the individual persists, the Chair may terminate the individual's right to continue.**
- 8. Written comments, longer than five (5) minutes may be presented to the Chair before or after the meeting for further consideration and review.**
- 9. The Chair may close the Public Information portion of the meeting in order to accommodate published Hearings at 6:30 PM. Public Information may resume at the end of the meeting.**

**Revised March 25, 2008 by the Dennis Board of Selectmen**