

## **Public Announcements and Agenda Requests Policy**

Each Board of Selectmen's meeting shall begin with Public Announcements and Agenda Requests (following approval of minutes, if applicable). This portion of the meeting shall not, in its entirety, exceed twenty minutes.\*

Each recognized speaker during Public Announcements and Agenda Requests shall keep his/her remarks to no more than three minutes.\*

Generally, remarks that are to be considered appropriate for this portion of the meeting are those that do not encourage debate, but rather are more simple announcements, requests or statements of interest. If a subject, in the opinion of the Chairman of the Board or the majority of its members, would better be addressed as a future agenda item because it warrants public notice and/or debate, then the Chairman shall restrict the comments and/or declare them out of order.

Previous actions and/or deliberations of the Board of Selectmen are not appropriate for discussion during Public Announcements and Agenda Requests.

The Chairman of the Board of Selectmen shall have the discretion on whether to place a citizen/taxpayer-requested item on the Board's agenda.

\*These time limits will be enforced at the discretion of the Chairman of the Board of Selectmen.

*(This policy was formerly the Public Forum Policy, adopted Jan. 18, 2005. The name of this portion of the Board of Selectmen's meeting was changed by the Board on April 1, 2014; 5<sup>th</sup> paragraph added June 26, 2018)*