

**Managing Public Participation At Selectmen's Meetings**  
**Selectmen's Policy**  
**Amended And Adopted July 20, 2010**

- Selectmen's meetings are for the purpose of the Board of Selectmen conducting the business of the Board. Everyone in attendance has the right to see and hear everything that is presented and/or discussed.
    - Selectmen's meetings are not open public discussion forums; the meetings are business meetings.
    - Selectmen's meetings are not open to unlimited discussion and debate by members of the audience.
  - Public is welcome to attend Selectmen meetings; however, participation by members of the public shall be controlled and limited in order that the Selectmen may conduct their business.
  - The Chair of the Board of Selectmen shall run the meeting; in the absence of the chair, the Board shall appoint an interim chair for the duration of the meeting.
1. Members of the public will be welcome to offer comment not more than twice on each agenda item.
  2. Members of the public shall refrain from speaking until recognized by the chair.
  3. Members of the public shall come forward and address the Board from a designated podium.
    - a. The purpose is to give people an opportunity to address the Board.
    - b. Rules for approaching the podium may be waived by the Board in cases of disability, or presentations that have been requested by the Board or Town Manager as part of the agenda.
  4. Each person will have two opportunities to speak for a period of time not to exceed two (2) minutes each time, to offer comment and/or suggestions on the specific topic on the table for consideration by the Board of Selectmen.
  5. Public participation and comment time is an opportunity to raise concerns and ideas. Time shall be limited on each topic at the discretion of the Chair, subject, upon objection, to a vote of the full Board. If topics warrant an extended discussion or require some action by the Selectmen, the Board shall request that topic to be placed on a future agenda.