

## **Public Forum Policy**

Each Board of Selectmen's meeting shall begin with a Public Forum (after approval of Minutes, if applicable). This Public Forum portion of the meeting shall not, in its entirety, exceed twenty minutes. \* Each recognized speaker at the Public Forum shall keep his/her remarks to no more than three minutes. \*

Generally, remarks that are to be considered appropriate for the Public Forum 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 Public Forum comments and/or declare them out of order.

Previous actions and/or deliberations of the Board of Selectmen are not appropriate for discussion at the Public Forum.

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

## **Board of Selectmen Agenda Request**

Any citizen may offer an item for consideration on the weekly agenda of the Board of Selectmen. Requests for agenda consideration must be submitted in writing to the Office of the Town Manager by noon, Wednesday. Every effort will be made to place the item on an upcoming Selectmen's agenda as time and space allows, if the item is determined to be an appropriate agenda topic.