

Rules for Decorum at Public Meetings/Hearings: July 8, 2021

RESOLUTION #1 Motion by Kimball, Second by Darcangelo

RESOLVED, that in an effort to help the Town of Lysander Planning Board conduct efficient and productive meetings, the Planning Board, on July 8, 2021, adopt the following policy on Rules of Decorum at Public Meetings:

PUBLIC MEETING/HEARING RULES:

1. Any individual who desires to speak at a public hearing shall sign-in on the sign-in sheet provided at the meeting.
2. Only those signed-in shall be allowed to speak.
3. Speakers shall be allotted 3-5 minutes to present their comments, the time to be kept by the Chairman or his/her designee.
4. Speakers may supplement their oral comments with written comments before the public hearing is closed.
5. Speakers shall direct their comments only to the Planning Board.
6. The purpose of a public hearing is to gather information from the public, not to answer questions or address comments from the public on the night of the public hearing.
7. The Chairman of the Planning Board, at his/her discretion, may determine if a speaker's question or comment can be readily addressed by the Applicant at the public hearing.
8. Speakers shall state his or her name and address and limit their comments to the subject of the public hearing.
9. Speakers shall be limited to one opportunity to present their comments during the public hearing.
10. Speakers may not address the Board until recognized by the Chairman.
11. Discussion between Speakers and attendees of the public meeting or hearing is prohibited.
12. Members of the audience shall courteously listen and not interrupt a Speaker while the public hearing is being conducted.
13. Speakers should present their remarks in a courteous manner.
14. A person who disregards the directives of the Chairman in enforcing the rules, disturbs the peace at the meeting, makes impertinent or slanderous remarks or generally conducts himself in a boisterous or inappropriate manner while addressing the Planning Board, could be barred from further participation and forfeit any balance of time remaining for his comments.
15. If after a final warning, the speaker refuses to step down, the Planning Board Chairman may request that law enforcement remove the individual from the meeting room. §240.20 of the Penal Law.

4 Ayes -- 0 Noes