

TOWN OF YORK
SELECTMEN'S POLICY
PUBLIC PARTICIPATION AT SELECTMEN'S MEETING

All regular and special meetings of the Board shall be open to the public and the media. Only those executive session meetings, where the Board discusses personnel, labor negotiations, or other matters where private sessions are required or permitted pursuant to State Statute, shall be closed to the public and media. Pursuant to State Law, matters discussed during such executive sessions may require public action at a regular or special Board of Selectmen's Meeting.

The Selectmen desire to hear the viewpoints of citizens throughout the Town, but also need to conduct the Board's business in an orderly and efficient manner. The Board shall schedule two periods during each regular Selectmen's Meeting for public participation and comment. The Board may set a time limit on the length of these periods and/or a time limit for individual speakers.

If a presentation requires more than such time limits allow, the Town Manager shall be contacted at least one week in advance of a regular meeting so that the presentation may be considered for inclusion as a formal agenda item.

The Board shall accept comments and questions from the public concerning any issue during a short period at the beginning and end of the agenda following public hearings (if any). The Chair shall be responsible for recognizing all speakers (who properly identify themselves for the record). The Selectmen shall be given an opportunity to respond to the concerns or questions the Selectmen wish to address officially which are not in response to public comment or questions at said meeting, must be held over for the next available agenda and handled pursuant to the Selectmen Policy on Transaction of Business except that, by unanimous consent, the Selectmen may deal with emergency or special items.

The Selectmen shall give due attention to comments and contributions from the audience, but shall not be required to respond or take action immediately. Audience inquiries, other than simple questions, shall be referred to the Town Manager or that item may be included in the agenda for a subsequent meeting if necessary.

Citizens shall not be recognized by the Chair as the Board conducts its official business, except when the Board schedules, in advance, an interim public discussion period on a particular item or the majority of the Board feels that such input is pertinent to the discussion subject matter.

During the Citizens Forum and the Citizens/Selectmen's Forum sections of the regular meeting, Citizens should limit their comments to no more than five minutes. Additional extensions of time may be granted, unless objected to by a majority vote of the Board. Members of public may speak more than once during each of these sections of the meeting unless objected to by a majority vote of the Board.