

Town of Plattsburgh Board
Public Comment Policy
1.16.2017

The Town of Plattsburgh Town Board has a long standing policy which encourages citizens to contact its elected Supervisor and Councilmembers to address issues which involve the Town. When members of the public desire to address the entire Town Board the Town of Plattsburgh hereby establishes a Public Comment Policy to allow those members of the public an additional opportunity to address the Board. In addition to public hearings, a special time is hereby set aside for the purpose of receiving comments and suggestions from citizens. All comments made during the public comment period shall be subject to the following procedures:

1. A public comment period not to exceed thirty minutes will be held at the beginning of the regular scheduled Work Session and Board Meeting.
2. Speakers may but are not required to give their name, address and or organization.
3. Speakers must be recognized by the presiding officer.
4. Each person coming forward to speak will have up to 5 minutes to make his or her statement and may not yield any remaining time they may have to another speaker.
5. Speakers shall address the Board members from the podium, and not approach the Board or any other Town employees.
6. Council members, with the permission of the presiding officer, may ask questions of a speaker during or after his remarks, but only for the purpose of clarification or information.
7. When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the presiding officer may require that the group(s) designate not more than two spokespersons and limit the total time for public comment to 10 minutes for each point of view or side of an issue.
8. Statements are to be directed to the Town Board as a whole, and not to individuals. Public comment is not intended to require the Board to provide any answer to the speaker.
9. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
10. The Town Board may by majority voice vote grant more time to a speaker or a topic.

Interested parties or their representatives may address the board at any time by written or electronic communications.