

PROTOCOL FOR PUBLIC HEARINGS

Tonight, we will be conducting a public hearing on an important matter. The Trustees need, and look forward to receiving, public input. This is an opportunity for members of the public to give their views, which we will consider in making our decisions.

It is important that this public hearing be conducted in an orderly manner with courtesy and decorum and in order to provide a fair opportunity for all who wish to speak. To accomplish that, the following rules of procedure will be followed.

1. We ask each person who wishes to speak to sign the attendance sheet, giving your name and residence address. That will assist the stenographer in recording the minutes of the hearing, and I will call on people to speak in the order in which they signed in.
2. As each person begins to speak, please give us your name and residence address.
3. Each speaker will be limited to two minutes, in order that we can hear from everyone who wishes to speak.
4. We will allow speakers a second opportunity to speak, but only after all persons wishing to speak have had a first opportunity to do so. There will be a time limit of one minute for the second opportunity and we ask that you not repeat your earlier comments.
5. We encourage everyone to submit remarks in writing, as well as, or in place of, verbal remarks. Written and oral statements will be given equal consideration.
6. A public hearing is an opportunity for the public to give your views. It is not a question and answer session. Questions put to the Board will not be responded to. Trustee's may ask questions of a speaker but are not required to respond to questions.
7. All comments should be directed to the Trustees, not to other speakers or persons attending the hearing.
8. Every person in attendance must conduct himself or herself properly. Shouted comments or other disruptive conduct will not be tolerated. It is important that order be maintained, so that the Trustees can have the benefit of public input.
9. For those speakers who may have had a problem or bad experience with a neighbor, we suggest that you describe that problem or that experience without referring to the neighbor by name.