

The Housing Authority of the Town of Rocky Hill  
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## **BOARD MEETING POLICY/PUBLIC ATTENDANCE**

The Housing Authority of the Town of Rocky Hill adopts the following policy for the purpose of public attendance

The individuals appearing before the Board of Commissioners are expected to follow these guidelines:

1. Persons/tenants/residents seeking to speak before the board will be requested to complete a Request for Public Comment Sheet, which shall contain the procedures as reflected in this policy. The board reserves the right to modify those procedures as necessary for an orderly and efficient meeting.
2. Address the board only at the appropriate time as indicated on the agenda and when recognized by the Chairman of the Board.
3. Identify oneself and be brief. Ordinarily, comments shall be limited to 3-5 minutes. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the individual may be allowed to speak for more than 3-5 minutes.
4. Observe the Chairman's decision to shorten public comment to conserve time and give the maximum number of individuals an opportunity to speak.
5. Observe the Chairman's decision to determine procedural matters regarding public participation not otherwise covered in Board Meeting Policy.
6. Conduct oneself with respect and civility toward others and otherwise abide by the boards policy.
7. After the public/tenants/residents have been heard and the board begins deliberations, no comments or questions shall be permitted during the meeting. The public/tenants/residents can voluntarily withdraw from the meeting at this time.

Susan Moores Carotenuti  
Executive Director  
Accepted on 10/24/21