

**TOWN OF WHITESTOWN  
RULES OF PROCEDURE  
GUIDELINES FOR PUBLIC COMMENT  
ADOPTED APRIL 3, 2002**

- The public shall be allowed to speak only during a public hearing or during the public comment period of the meeting or at such other times as a majority of the Town Board shall allow.
- Speakers must give their name, address and organization, if any.
- Town Board members may, with the permission of the Supervisor, interrupt a speaker during their remarks, but only for the purpose of clarification of information.
- All remarks shall be addressed to the Town Board as a body and not to any member thereof.
- Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Town Board by written communications. Written communications shall be delivered to the Clerk or to his or her designee. Speakers should not read written communications verbatim but should summarize their contents.
- Citizens with disabilities who require assistance in attending any meeting, or in furnishing comments and suggestions, should contact the Town Clerk to request such assistance.