

Town of Pavilion

Public Hearing Rules of Discourse

The purpose of a public hearing is to give an opportunity for citizens to address the board. It is important for the board to have access to direct opinions of the people it serves. It is important that this process is undertaken in an orderly and fair manner. To achieve this the **Town Board of the Town of Pavilion** has set forth the following *Rules of Discourse*.

1. Individuals who wish to address the board will sign in with the Town Clerk prior to the hearing beginning.
2. Individuals addressing the board will be organized by the board and called upon by the board.
3. While addressing the board individuals must speak only to the board. Cross talk among attendees of the hearing is highly discouraged.
4. Individuals addressing the board will be given 5 minutes per individual to do so. Individuals requiring more time to state their opinions are encouraged to submit their thoughts to the board in writing or schedule a meeting with a board member. More time may be granted to an individual at the sole discretion of the board. This will generally occur for expert witnesses addressing the board who are presenting facts about the issue at hand.
5. At all times the chair of the board will maintain the overall decorum of the hearing. It is the right of the chair to ask individuals to yield the floor for a specific purpose. It is the right of the chair to remind individuals of these Rules of Discourse. It is the right of the board to cast a motion for a temporary recess during a hearing. Said motion must be seconded and approved by a majority of the board.
6. The board presiding at the public hearing has no requirement to answer questions asked by individuals at the hearing. The board or members of the board may choose to interact with individuals presenting to the board at their sole discretion.
7. Upon completion of testimony from registered individuals the chair of the board will ask if anyone remaining would like to address the board who has not already done so. At this time individuals wishing to testify may register with the clerk and address the board according to the Rules of Discourse.