

**Waterford Township Public Comment Policy
for Monthly Board Meetings
Adopted April 9th, 2026**

- The public comment portion of the meeting is subject to the Rules of Decorum the Board/Commissions use for their meetings.
- The Public Comment portion of the meeting will be limited to 20 minutes, and will occur at the end of the meeting agenda.
- Each Speaker will be allowed to offer comments for no more than 2 minutes, and each speaker may speak only one time.
- Should more than 10 speakers wish to offer Public Comments, those speakers unable to speak due to time constraints will have priority to speak at the next meeting.
- Persons may not transfer their 2-minute speaking time to other members of the public.
- Persons cannot observe silence for any portion of their 2-minute speaking time.
- During the Public Comment portion of the meeting, members of the public may provide comments for the Town Board's consideration. Public Comments must follow this criteria:
 - 1) The topic must relate to specific matter of Town related business and/or which relate to a subject matter under the jurisdiction of the Town.
 - 2) Speakers may NOT speak on items/topics which are on the agenda for that meeting.
 - 3) Speakers should not repeat a comment, question, or concern if they have previously addressed the Town Board on the same matter within the prior 90 days.
- The Town Board will not consider motions or take any other action during the public comment portion of the meeting. The purpose of the public comment portion of the meeting is for the Board to receive comments on matters related to Town business. The Board will NOT respond to comments or engage in discussion during the meeting. If a matter raised during the public comment portion warrants further consideration, the Board may place the matter on a future meeting agenda for discussion or action.