

POLICY REGARDING PUBLIC COMMENT SEGMENTS OF MEETINGS
AND PUBLIC HEARINGS

SECTION 1 - PURPOSE:

The purpose of this policy is to provide guidelines for the conduct of Public Comment Segments of Meetings of the Authority and Public Hearings.

SECTION 2 - DEFINITIONS:

“Authority” means the Greater New Haven Water Pollution Control Authority (“GNHWPCA”).

“Board” means the Board of Directors of the Authority or any committees thereof.

“Chairman” means the Chairman of the Board or any such Board member acting as Chairman during a Meeting.

“Freedom of Information Act” means Connecticut General Statutes Sections 1-200 to 1-242, inclusive, as the same may be amended from time to time.

“Meeting” means any proceeding of the GNHWPCA satisfying the definition described in Section 1-200(2) of the Freedom of Information Act.

“Public Comment Segment” means the segment during a Meeting where members of the public are permitted to address the Board.

“Public Hearing” means a hearing required by the Connecticut General Statutes, as amended from time to time, as well as rules, procedures and other governing documents of the Authority.

SECTION 3 - PROCEDURES FOR PUBLIC COMMENT SEGMENTS OF MEETINGS AND PUBLIC HEARINGS:

The following requirements and procedures shall be used to regulate Public Comment Segments of Meetings and Public Hearings:

1. The agenda for Meetings shall provide a segment devoted to Public Comments; provided, however, that the Chairman shall have the discretion to limit such Public Comment Segment from the agenda when he or she determines such limitation to be in the best interest of the Authority and the orderly conduct of a Meeting.
2. The Chairman shall have full discretion to make procedural rules regarding the conduct of any Public Comment Segment of a Meeting, including but not limited to, setting an aggregate time limit for the Public Comment Segment of the Meeting, setting time limits per speaker, limiting

the number of speakers per entity or household, and limiting the subject matter which may be addressed during public comments.

3. The Chairman shall, to the extent permitted by applicable law, have full discretion to make procedural rules regarding the conduct of any Public Hearing, including but not limited to, setting time limits per speaker, limiting the number of speakers per entity or household and limiting the subject matter addressed to the stated purpose of the Public Hearing.

4. No individual or entity that has been recognized by the Chairman to address the Board may yield their allotted time to another individual or entity.

5. The Chairman may end the Public Comment Segment of a Meeting to restore order and proper decorum.

6. The Chairman may adopt such additional procedural rules during a Meeting as he or she deems necessary to impose order and proper decorum.

7. At no time shall the Chairman or the Board be required to respond to questions posed during Public Comment Segments of Meetings or Public Hearings.

SECTION 4 - DECORUM WHEN ADDRESSING THE BOARD:

Individuals or entities wishing to address the Board during a Public Comment Segment of a Meeting or a Public Hearing shall adhere to the following criteria:

1. Individuals or representatives of entities may speak only when recognized by the Chairman.

2. All comments shall be addressed (i) to the Chairman, and (ii) only during the Public Comment Segment of a Meeting or Public Hearing unless the Board votes to add an additional Public Comment Segment of a Meeting.

3. Except when otherwise limited by the Chairman, individuals and entities are limited to one public comment opportunity until all other individuals or organizations wishing to speak have had an opportunity to speak.