

## TOWN OF COEYMANS MEETING RULES

- (1) Speakers at lectern shall please give their name during the Town Board Meeting.
- (2) Speakers shall be recognized by the presiding officer and should limit their remarks to five minutes.
- (3) Any person speaking to the Board shall address their remarks to the Board, not to other members of audience in the form of a debate.
- (4) Comments should relate to the current agenda being discussed during the Public Comment period.
- (5) Speakers shall not disturb the peace at a meeting, make denigrating or slanderous remarks, or use generally inappropriate conduct.
- (6) Should a speaker refuse to surrender the lectern, the appropriate authorities shall remove the speaker from the meeting to restore order.
- (7) Speakers should present their remarks in a courteous manner and observe the common rules of courtesy, decorum, dignity, and good taste.