

### **Privilege of the Floor Policy at Caroline Town Board Meetings**

- Privilege-of-the-Floor is offered at the beginning of town meetings as an opportunity for individuals to provide input to the town board. Speakers have up to three minutes, subject to modification depending upon time constraints of a particular meeting. Each citizen is provided one speaking opportunity per meeting; written input is also welcome.
- Speakers agree not to speak about Town personnel matters. Personnel matters should be directed to the appropriate Supervisor or Department Head.
- Comments should be directed to the town board. The Supervisor or Councilpersons may answer questions brought forward or defer to allow for further research and thought.
- Respectful discourse is required.