



# *Town of Groveland*

## *Board of Selectmen*

### *Policy*

## ATTENDANCE AT PUBLIC MEETINGS BY BOARD OF SELECTMEN

- Board members should notify in writing or open declaration at posted board meeting their interest to attend a future meeting. The primary reason to attend is to observe and increase familiarity or knowledge of issues and processes.
- The Chair retains discretion to approve or deny the request. The Chair will also request that meeting is posted if 2 or more members wish to attend and provide guidelines for restricting comment and participation under Open Meeting guidelines.
- Board members attending other meetings should make the disclaimer that they are not there representing the BOS and anything they say is their own opinion and not that of the Board.
- The board members shall report findings that are related to board business at a future meeting; two or more meeting cycles later to ensure that such dissemination of information occurs after the attended board and commission releases approved minutes. The attendance of the board member ultimately is to be placed on a future agenda item for discussion.
- A Selectman cannot request an agenda item be placed on a board or commission meeting unless it is a matter that is deliberated and voted on by the board of selectman and the requested board complies to the request
- A Selectman cannot direct public policy at the meeting and generally is not in standing to present, deliberate or participate in discussion. Exception is generally granted only if the Chair of the attended board or commission seeks an answer or offers the Selectman the opportunity to ask a question.