



*Better Places, Better Lives*

**Housing Authority of the County of Cumberland  
Redevelopment Authority of the County of Cumberland  
Public Meeting Policy**

This policy applies to all public meetings of the Housing Authority of the County of Cumberland and the Redevelopment Authority of the County of Cumberland (individually or collectively the “Board”).

All public meetings will be advertised in accordance with the Sunshine Act, Section 709. The Chairman of each Board will maintain proper decorum at all meetings and may delegate to other Board members or the Executive Director authority to conduct meetings as appropriate. The Solicitor will serve as parliamentarian in advising the Chair or the designated representative on interpreting rules of order.

Attendance by the public is welcomed and encouraged.

The public may address the Board solely during the public comment portion of the agenda. Persons desiring to speak shall wait until recognized by the Chair. Comment by the public shall not be repetitive and shall be germane to current business before the Board.

Anyone who addresses the Board shall identify themselves by providing their full name, county of residence and identify if they are representing an organization/group/business for the record.

All comments shall be directed to the Chair. Personal attacks or remarks are inappropriate and will be ruled out of order.

Statements shall be limited to three (3) minutes. Additional time will be at the sole discretion of the Chair.

Written comments may be presented to the Board in person at the public meeting or via email. Emailed comments must be received by the Executive Director by 4:00 p.m. on

the day before any public meeting in order ensure distribution to the Board in advance of the meeting. Written comments should be printed and double spaced for clarity. Any written comment shall also have the person's full name, county of residence and if they represent an organization/group/business, for the record.

The primary purpose of all meetings is to conduct the Authorities' business in an open, courteous manner. Order will be maintained with this purpose in mind. If in the judgment of the Chair or the Chair's representative an attendee is out of order, the Chair is empowered to use reasonable measures to maintain order including, but not limited to, asking the disruptive individual to leave the meeting.

If you are a person with a disability who wishes to participate in a public meeting and require an auxiliary aid, service or other accommodation, please complete the Reasonable Accommodation Request Form and return the form to the Executive Director. If you need additional help completing the request form, please contact the Executive Director to make arrangements to receive assistance. A request for an accommodation should be made as far in advance as practical of the public meeting for which the accommodation is sought.