

RESOLUTION #2021-31

RESOLUTION ESTABLISHING STANDARD PROTOCOLS FOR REMOTE PUBLIC MEETINGS HELD BY THE TOWNSHIP COMMITTEE DURING A GOVERNOR-DECLARED EMERGENCY

WHEREAS, due to the COVID-19 pandemic, local government entities are holding public meetings remotely; and

WHEREAS, pursuant to P.L. 2020, c.34 the Director of the Department of Community Affairs issued regulations establishing standard protocols for remote public meetings held by a local public body during a Governor-declared emergency to ensure continuity of government operations and transparency in conducting public business; and

WHEREAS, N.J.A.C. 5:39-1.1, *et seq.* establishes remote meeting protocol for public bodies during a Governor-declared emergency and requires that local public bodies adopt a resolution establishing procedure and protocol for public comment made during or prior to remote meetings.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Bordentown hereby adopts the following protocol for assuring that the public has the opportunity to comment during remote public Township Committee meetings and that public conduct is handled consistently:

1. All members of the public that provide public comment whether orally or in writing shall identify themselves by name and address.
2. The public comment protocol and muting functions shall be announced .at the beginning of the public portions of the meeting.
3. Members of the public may make public comments through audio and/or video during the meeting or via the text-based chat feature on the electronic platform.
4. Public comments may be submitted to the Township Clerk via email or written letter if received 2 ½ hours before the meeting begins. Emails shall be sent to [PublicComment@bordentowntwp.org](mailto:PublicComment@bordentowntwp.org). In the subject line, "Township Committee Meeting Comment" shall be typed along with the date of the meeting. Written letters should state that the letter is being submitted as a Township Committee Meeting comment and the date of the meeting for which the comment is submitted. Written comments will be read aloud at the meeting. Duplicative comments may be summarized at the discretion of the Mayor or presiding officer.
5. In accordance with Resolution #2021-14, the Mayor or presiding officer may, if necessary, because of the number of persons wishing to address the Committee, limit statements to five minutes per speaker. As such, written comments will be read up to any stated time limit.
6. The Mayor or presiding officer may direct that a member of the public who becomes disruptive be muted and warned that continued disruption may result in the public member being prevented from speaking or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruptions, use of profanity and refusing to comply with the directions of the Mayor or presiding officer.

I, Maria Carrington, Clerk of the Township of Bordentown, hereby certify that the above is a true copy of a resolution duly authorized by the Township Committee on the 11th day of January, 2021.



Maria Carrington, RMC, Township Clerk