

BIDA

Town of Bethlehem Industrial Development Agency

PUBLIC COMMENT POLICY

Notices of Board of Directors meetings are advertised on the Bethlehem IDA website at www.bethlehemida.com. Members of the general public are invited to attend and given the opportunity to address the Board during the Public Comment Period on the agenda in accordance with the following rules and procedure:

1. Each meeting may include a designated period for public comment (Public Comment Period), at which time members of the general public will be given the opportunity to speak before the board only in regard to items on the Agenda pertaining to applications for IDA tax benefits (PILOTS, Mortgage and Sales tax Exemptions). Comments should be limited to the application for IDA benefits to an applicant.

Prior to applications being reviewed by the IDA Board, most projects must obtain Planning Board approval and in some cases Town Board Approval. Both the Planning Board and the Town Board have public meetings where public comment is to be made with regard to the approval of the project itself. In addition, for all projects of the IDA over \$100,000, state law requires the IDA to hold a public hearing where public comment may be offered and heard on the application pending before the IDA.

Comments on the project itself including comments of support or opposition to the project are to be received by the Planning and Town Boards, not the IDA. The IDA has no legal power to reverse an approval of a project by the Planning Board or the Town Board.

2. Any person wishing to speak must register by at least seventy-two (72) hours in advance of the meeting by sending an email to the Executive Director at: Chedgeman@bethlehemida.com. Any person wishing to speak must state their name and the topic on which they will speak in the email. This pre-registration will be used by the Chair or the presiding officer to set the order and recognize speakers.
3. Any person wishing to videotape or audio record the meeting must register by at least seventy-two (72) hours in advance of the meeting by sending an email to the Executive Director at: Chedgeman@bethlehemida.com.

4. Speakers will be given a maximum of five (5) minutes to address the Board. The time allotment will be strictly enforced. Upon a motion and majority vote of the members of the Agency, the public comment period may be suspended and/or extended.
5. Written material, questions or comments requiring responses will not be accepted by the Board, consistent with state law. The Public Comment Period will not be a question and answer period.
6. Board Members, speakers, and audience members must observe proper decorum. Any statement made during the Public Comment Period shall not involve personal, impertinent, or slanderous attacks on individuals.
7. The Chair or the presiding officer shall control the meeting. The use of profane, vulgar, inflammatory, threatening, abusive or disparaging language or racial or ethnic slurs directed at any other individual shall not be tolerated.
8. Banners, flyers or other signs are not permitted in the meeting room. Distribution of flyers or any other materials is not permitted in the meeting room.
9. Any individual who disregards the directives of the Chair or the presiding officer in enforcing the rules or who generally conducts himself or herself in a boisterous or inappropriate manner while addressing the Board and/or is disruptive will be barred from further participation and forfeit their opportunity to address the Board and will be subject to removal by law enforcement.