

**BOROUGH OF RED BANK  
COUNTY OF MONMOUTH  
RESOLUTION NO. 22-06**

**A RESOLUTION ADOPTING PUBLIC COMMENT PROTOCOLS FOR  
ALL MEETINGS OF THE BOROUGH COUNCIL FOR THE CALENDAR YEAR 2022**

**WHEREAS**, the Borough Council of the Borough of Red Bank is mindful of the right of the public to attend and witness and participate in public meetings, at which public business is discussed, and to be involved in all phases of governmental action; and

**WHEREAS**, the Borough Council does not believe that public comment periods during recent meetings of the Borough Council were functioning properly; and

**WHEREAS**, the Borough Council finds it to be in the public interest to establish new protocols for upcoming Borough Council meetings under the Borough Council's authority pursuant to Borough Code Section 85-6;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor & Council of the Borough of Red Bank, County of Monmouth, State of New Jersey that following protocols are hereby adopted, effective immediately, for all Borough Council Meetings for the remainder of calendar year 2021:

1. **Robert's Rules of Order**: Borough Council Meetings shall be generally conducted according to Robert's Rules of Order, supplemented as set forth hereinbelow.
2. **Public Questions & Comments/Hearing Conduct**: Comments and questions from the public during Public Questions & Comments periods shall be limited to five (5) minutes per speaker.

A. **Addressing the Council**: Speakers are to come forward, state their name and address and may directly address the Council. All Questions should be directed to the Mayor, who may answer or refer the question to whomever present from the Borough is best informed to answer the question. The Mayor, or whomever is in possession of the question, will answer to the best of their knowledge and ability. The speaker, within the allotted five (5) minutes, may ask follow-up questions to gain a better understanding and clarity on the issue being discussed.

The Mayor, or whomever holds the question(s), will make every effort to answer the question(s) at the time of asking, if possible, before moving to the next speaker. If such answer is not readily available, the Mayor or holder of the question(s) shall indicate to the speaker the method by which the question will be answered.

B. **Speaker Interaction**: Speakers will maintain proper decorum and language when addressing the Council. Speakers who fail to maintain proper decorum and language will forfeit their remaining allotted speaking time and, if warranted, be removed from the Council proceedings. Mere disagreement or passion on an issue does not constitute, in and of itself, improper decorum.

C. **Council Interactions**: Council members wishing to ask a question of the speaker (either a public participant or member of the dais) may request to do so through the Mayor.

3. **Appearances**: Requests for appearances shall be made to the Borough Administrator or the Borough Clerk. Presenters are expected to limit presentations to a ten (10) minute period unless otherwise authorized.

4. **Order of Agenda:**

BOROUGH OF RED BANK  
Agenda  
Date

1. *Call to Order*
  - a. *Sunshine Statement*
  - b. *Pledge of Allegiance*
  - c. *Roll Call*
2. *Proclamations, Announcements & Appointments*
3. *Presentations*
4. *Public Questions & Comments on Agenda Items Only*
5. *Approval of Minutes & Reports*
6. *Ordinances*
  - a. *Public Hearing/Adoption*
  - b. *First Reading*
7. *Resolutions*
8. *Discussions & Action*
9. *Mayor & Council Comments*
10. *Public Questions & Comments on Any Items*
11. *Executive Session (if necessary)*
12. *Adjournment*

**BE IT FURTHER RESOLVED**, that the contents of this Resolution shall be published in the same manner as the annual regular schedule of meetings of the Borough Council.

	Motion	Yes	No	Abstain	Absent
Councilwoman Sturdivant		X			
Councilwoman Triggiano		X			
Councilman Ballard		X			
Councilman Yngstrom	Second	X			
Councilman Zipprich	Motion	X			
Councilwoman Horgan		X			

Dated: January 1, 2022