

Lee Select Board Meetings – Frequently Asked Questions

How soon is the agenda posted?

Massachusetts law requires public bodies to give notice of its meetings. A public body must provide notice at least forty-eight hours in advance (excluding Saturdays, Sundays and holidays). The notice must contain the date, time, and place of the meeting (Mass Gen. Laws. ch. 30A, § 20).

Who may attend meetings?

Under the Open Meeting Law, the public is permitted to attend meetings of public bodies but is excluded from an executive session that is called for a valid purpose listed in the law.

Can I speak at a meeting?

While the public is permitted to attend an open meeting, an individual may not address the public body without permission of the chair. An individual may not disrupt a meeting of a public body, and at the request of the chair, all members of the public shall be silent. If, after clear warning, a person continues to be disruptive, the chair may order the person to leave the meeting. If the person does not leave, the chair may authorize a constable or police officer to remove the person.

It is important to note that public participation is entirely within the chair's discretion. The Attorney General encourages public bodies to allow as much public participation as time permits. MGL ch. 30A, § 20.

How may I be included in the agenda?

The agenda is set by the Select Board Chairperson and may include the following items:

- Reports of town boards or committees
- Public hearings
- Permit applications
- Reports of certain town officials
- Discussion of Select Board projects and initiatives

What if I would like to speak about something that is not considered an agenda item?

Although it is not required by Massachusetts Law, the Town of Lee Selectmen meetings generally included a "public comment" section on the agenda where members of the public may speak. This is typically limited to comments of no more than 3 minutes per person.