

Thank you for volunteering to let our town elected officials hear from you about the importance of investing in sustainability and mounting a robust response to climate change.

## What is Public Comment and How Do I Participate?

All meetings of Milton committees and boards are open to the public, and they generally set aside time for members of the public to share their perspectives on matters of relevance to the committee.

Committees vary in their process for public comment, but the [Select Board](#)'s procedure is typical. Also consult the [School Committee public comment policy](#) for useful guidelines. They reserve 15 minutes at the beginning of each meeting for Public Comment, allowing 3 minutes per person to say whatever they want. It's not necessary to draft your comments in advance, nor is it necessary to memorize your remarks if you do write them down in advance. Optionally, you can share written comments with the Select Board by emailing [sb@townofmilton.org](mailto:sb@townofmilton.org). Frequently, it makes sense to also include the town administrator Nick Milano [nmilano@townofmilton.org](mailto:nmilano@townofmilton.org) and their executive administrative assistant Lynne DeNapoli [ldenapoli@townofmilton.org](mailto:ldenapoli@townofmilton.org).

If you attend in person, there is a sign in sheet for public comment available when you arrive. If you attend on Zoom, you "raise your hand" to indicate your interest in speaking. The earlier you sign in or raise your hand the sooner you can go, and they trade off between Zoom and in-person. Each person is limited to 3 minutes, and the total time allocated is 15-20 minutes, so if you sign in late you may not get a turn.

## When Should I Do This and What Should I Talk About?

We would like elected boards to hear from residents repeatedly about your support for specific action items in the CAPC's [draft Climate Action Plan](#). The plan is not set in stone, so the goal is to get them to engage substantively and set an expectation that they will either endorse and act on the plan or provide feedback and partnership to steer the plan in a direction that they can support. We also strongly encourage you to engage Sustainable Milton and/or the Climate Action Planning committee with your own questions, because of course you will want any course of action you endorse to be a wise one!

While this general message is valuable at any of their public meetings, it will be most effective if it is relevant to a topic currently on the agenda for discussion by the committee. Visit the Agenda Center on the town website (links below) to see official schedule of upcoming meetings, which must be posted at least 2 business days in advance with an agenda of topics. Since the official calendar is frequently updated at the last minute, the table below gives a typical meeting schedule so you can anticipate their regular meeting times.

<b>Board</b>	<b>Agenda Link</b>	<b>Typical Meeting Times</b>
Select Board	<a href="#">Agendas</a>	Second and Fourth Tuesday of each month at 7pm
Warrant Committee	<a href="#">Agendas</a>	Varies - as needed
School Committee	<a href="#">Agendas</a>	First and third Wednesday of each month at 7pm while school is in session
Climate Action Planning Committee	<a href="#">Agendas</a>	Third Thursday of each month at 6pm