

PROCEDURES FOR FEBRUARY 10, 2021 AMHERST TOWN COUNCIL MEETING

A Town Council Meeting will be held by the Amherst Town Council on Wednesday February 10, 2021, at 7:00 pm in the Public Meeting Room located in the County Administration Building, 153 Washington Street, Amherst, VA, at which time such matters as set forth in the February 10, 2021, [agenda](#) will be discussed.

In accordance with the Governor's Order, we ask that anyone attending the meeting in person wear a mask.

Citizen Comments. Town Council will observe the following for public comments:

- Any citizen of the Town of Amherst wishing to state his or her comments to Town Council who does not wish to appear in person must do so in writing no later than 6:30 pm February 10, 2021, by emailing: Town Manager Sara E. Carter at sara.carter@amherstva.gov. Please include your full name and your address in your email so an appropriate record can be kept.
- In-person comments can also be made by individuals who sign up on the sheet provided on the table outside of the Public Meeting Room entrance starting at 6:30 PM on February 10, 2021. Citizens may be asked to wait in their cars for their turn to speak in order to maintain social distancing in the conference room. Staff will call citizens in for their turn to speak.

Public Hearings. Citizens wishing to avoid attending but still address Council from home as part of a scheduled Public Hearing may email your name, address, telephone number, and public hearing topic to Town Manager Sara E. Carter at sara.carter@amherstva.gov by 6:30 pm on February 10, 2021, to reserve a slot. Those speaking through electronic means will be placed on speaker for all present to hear their comments. Speakers must identify themselves to the meeting by stating their name and address before making their comment.

This time is for citizens to address Council, and not designed to be a question and answer session or a discussion time. If follow-up is requested, that will occur after the meeting. Reading of comments is limited to three minutes for individuals and groups are limited to five minutes, after which the reading of the comment is stopped and a hard copy of the comment will be given to the Clerk of Council who will provide copies of the comment to the Mayor and Council members to read in its entirety.

If you have questions about the process, please call Sara Carter at 434.946.7885 or email her at sara.carter@amherstva.gov

[View entire February 10, 2021, Town Council Agenda here](#)