

## PROCEDURES FOR SEPTEMBER 13, 2023, AMHERST TOWN COUNCIL MEETING

A Town Council Meeting will be held by the Amherst Town Council on Wednesday September 13, 2023, at 7:00 pm in the Council Chambers of the Town Hall, 174 S. Main Street, Amherst, VA, at which time such matters as set forth in the September 13, 2023, [agenda](#) will be discussed.

You can observe the Town of Amherst September 13, 2023, meeting live on YouTube by using this link: <https://youtube.com/live/IFW8pLB1p5U?feature=share>

**Citizen Comment Period and Public Hearings 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 during citizen comment periods and/or public hearings who do not wish to appear in person must do so in writing no later than 6:30 pm September 13, 2023, by emailing: Town Manager Sara E. McGuffin at [sara.mcguffin@amherstva.gov](mailto:sara.mcguffin@amherstva.gov). Please include your full name and your address in your email so an appropriate record can be kept.
- Citizen comments is a 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 McGuffin at 434.946.7885 or email her at [sara.mcguffin@amherstva.gov](mailto:sara.mcguffin@amherstva.gov)

View entire September 13, 2023, Town Council Agenda [here](#)