

**MANCHESTER TOWN COUNCIL**  
**AGENDA**  
**March 12, 2024 7PM**

- I. Call to Order.
- II. Pledge of Allegiance.
- III. Approval of February 13, 2024 minutes.
- IV. Receipt of January 2024 Treasurer's Report and February 2024 Check Register.
- V. Mayor's Report.
- VI. Town Administrator Report.
- VII. Police Report.
- VIII. FY23 Audit Report Findings – CliftonLarsenAllen, LLP
- IX. Comments/Questions from the community.
- X. Committee Reports:
  - ❖ Communication, Rental Housing Appeals Board, Intergovernmental Relations: Ryan Nazelrod
  - ❖ Parks & Recreation: Debra Howe
  - ❖ Community Improvement Projects, Educational Outreach: Jenn Miller
  - ❖ North Carroll Business Alliance & Sustainability Task Force: Vincent Pacelli
  - ❖ Planning & Zoning, Capital Projects: Chris Cuneo
  - ❖ Youth Representative: Meghan Rice
- XI. Adjourn.
- XII. FY25 Budget Work Session.

**REMINDERS:**

FY25 Budget Work Session on Wednesday, **March 27, 2024** at 7pm  
Town Council Meeting on Tuesday, **April 9, 2024** at 7pm

## **Code of Conduct**

The Council welcomes the presence of citizens at Council meetings; however, it is essential for the efficient and effective transaction of Town business at these meetings that all citizens conduct themselves in a businesslike, ethical, and appropriate manner that serves the best interests of the Town of Manchester as a whole. To that end, all Citizens are expected to adhere to the following Code of Conduct at all such meetings. The Town of Manchester has the authority to enforce this Code of Conduct and appreciates your cooperation.

1. Citizens must maintain decorum, sit quietly, and refrain from speaking until recognized by the meeting chair. Questions, submitted in advance on the Questionnaire Form, will be addressed during the Open Forum, as time permits.
2. Citizens must not interrupt anyone who validly has the floor, or otherwise disrupt the meeting.
3. When speaking, everyone must abide by time limits set by the meeting chair for comment.
4. Everyone must refrain from engaging in personal oral attacks on either Council members or fellow citizens.
5. Citizens must refrain from using others names when speaking and must address all remarks to the meeting chair.
6. Speakers must confine their comments to things germane to the agenda item being discussed.
7. Citizens may not speak for a second time until everyone who wants to speak has been given a chance to speak once.
8. Citizens may not speak more than twice on any one issue, subject to the discretion of the meeting chair.
9. Citizens must obey all orders made by the meeting chair, including an order to step down.
10. Citizens must at all times behave with common courtesy and civility, and refrain from the use of abusive, rude, threatening, or crude language.
11. When conduct becomes inappropriate for continuance of a public meeting, the meeting may be adjourned by a majority decision of the Council.