

Policy Name:	Posting documents used in public meetings to the Town website	Approval Authority:	Select Board
		Applies to:	All Boards & Committees
Adopted:	1/12/22	Revised: --	Reviewed:

Whereas on June 12, 2021, Town Meeting passed the following motion (excerpted for the specific focus of this policy):

“To instruct the Board of Selectmen to create a town policy regarding:

... All documents used in any board, committee, or commission meetings shall be posted via a link on the town website for public review along with the minutes. ...”

The Select Board adopts the following policy to satisfy the request made by Town Meeting, while accommodating for the complexities and difficulties that multimember bodies in the Town of Monterey may face while fulfilling the request made by Town Meeting:

Multimember bodies of the Town (boards, committees, commissions, councils etc.) are encouraged to post to the Town website, documents submitted to them at their meetings (the “Documents”) along with the approved minutes of the meeting, to a degree reasonably possible. Multimember bodies should make an effort to post the Documents along with the approved minutes to promote transparency, voter education, and citizen involvement in government.

To the extent that posting the Documents unreasonably burdens a multimember body of the Town with spending time and resources without substantially achieving transparency, voter education, and citizen involvement in government, the multimember body shall not be compelled to post the Documents. To the extent that the Documents are subject to confidentiality, redaction, or exemption from disclosure under applicable statute, the multimember body shall not be obligated to post the Documents.

All documents used at public meetings are subject to the Open Meeting and Massachusetts Public Records Laws. This policy aims to encourage public access to the Documents, but not in contravention of the Open Meeting and Massachusetts Public Records Laws.