

## **NOTICE REGARDING RECORDING OF MEETINGS**

In accordance with the New York State Open Meetings Law, the Port Washington Water Pollution Control District permits the recording of public meetings.

**Effective January 6, 2026**, any video recording conducted in this conference room must comply with the following requirements:

- All cameras and recording devices shall be positioned **in the designated area behind the desk**.
- Recording activities shall not interfere with, disrupt, or impede the orderly conduct of the meeting.
- If recording is determined to be disruptive, the individual will be directed to cease recording.
- Failure or refusal to comply with these requirements may result in the individual being required to leave the meeting.

These rules are intended to ensure compliance with the Open Meetings Law while maintaining an orderly and efficient meeting environment.

Thank you for your cooperation.

**Port Washington Water Pollution Control District**

## **NOTICE REGARDING PUBLIC COMMENTS**

Before we begin today's agenda, I'd like to share a procedural update that is effective immediately.

Going forward, public comment will be heard at the beginning of all sewer district meetings. Each individual wishing to speak will be limited to a maximum of three minutes. Our office manager will be timing each speaker to ensure fairness and consistency.

We are making this change out of respect for the public's time. By holding public comment at the start of the meeting, attendees are welcome to share their input and then feel free to leave afterward, or they may stay and listen to the remainder of the meeting if they choose.

We appreciate your participation and your understanding as we implement this process.