

Chapter 60

MEETINGS

GENERAL REFERENCES

Administration of government — See Ch. 7. **Board, commissions, committees and councils — See Ch. 12.**

ARTICLE I

Video Recording of Open Public Meetings
[Adopted 3-16-2009 by Ord. No. 2009-2956 (Ch. 37, Art. I, of the
1996 Township Code)]

§ 60-1. Video recording of open public meetings.

Any other provision of law to the contrary notwithstanding, and in accordance with Robert Wayne Tarus v. Borough of Pine Hill, et al., 189 N.J. 497 (2007), this article shall govern the policies for the production of video recordings of all open public meetings held by Middletown Township.

§ 60-2. Definitions.

For the purposes of this article, the defined terms herein shall be as follows:

OPEN PUBLIC MEETING — Any meeting held by Middletown Township open to the public pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.).

VIDEO RECORDING DEVICE — Includes any device, whether affixed to a tripod or handheld, which records video images, regardless of format, including mobile phones, personal data assistants and/or similar technology.

§ 60-3. Applicability.

This chapter shall apply uniformly to both members of the public and credentialed members of the media for all open public meetings in Middletown Township.

§ 60-4. Policies governing video recordation of open public meetings.

Video recording of all open public meetings held by Middletown Township is permitted subject to the provisions of this chapter, as follows:

- A. Any video-recording device utilized must be quiet so as not to interfere with the public's ability to hear the proceedings.
- B. All video-recording devices must be set up prior to the commencement of the meeting and may not be removed until the proceeding has concluded unless the video-recording device is handheld and easily removable without distraction.
- C. Any and all video-recording devices may only be placed and/or operated in the designated area(s) assigned as indicated by signage placed by the Township Clerk in the applicable meeting room at a reasonable location based upon the anticipated or actual attendance so that the video-recording device does not interfere with the public's right to access to view the proceedings, as follows:

- (1) For regular meetings with anticipated attendance of less than 30 individuals, video-recording devices shall be placed and/or operated from a location halfway between the first and last rows of public seating on the side of the court room away from the exterior fire exit.
 - (2) For regular and annual meetings with anticipated attendance in excess of 30 individuals, video-recording devices shall be placed and/or operated in one of the two back corners of the court room.
 - (3) For all workshop meetings, video-recording devices shall be placed and/or operated from in a designated corner of the conference room.
 - (4) Factors, such as firesafety and the public's safe ingress and egress, shall always be considered in designating a location for the placement and/or operation of video-recording devices.
- D. Any video-recording device or related equipment used must not take up more than a three-foot-by-three-foot area of floor space (excluding power cords or microphone cables that are safely laid to the floor) unless special arrangements are made with the Township Clerk at least 48 hours prior to the meeting to find space for additional recording devices and/or equipment.

§ 60-5. Posting of video-recording policy.

These video-recording policies shall be placed on the Middletown Township website and placed on a bulletin board designated for Township notices.