

Instructions for the Special Town Meeting Zoom call

First and foremost, we ask that you please be patient as this is a completely new way of handling town business and the first time a town wide vote is being taken via Zoom either via video or phone.

Please find below the instructions for how the Special Town Meeting on Thursday, April 23rd at 7:30pm will run . As you are all aware, we are in unchartered territories with virtual meetings and first time public voting. Normally when a Vote would be taken at a Special Town Meeting, all attendees would show ID at the front door, prior to entering, and would be verified as an eligible voter by using the Voter List and the Grand List. Those that were attending just to hear but were not eligible would be admitted, but instructed to sit in a section designated for “non voters”.

We are trying to make this Special Town Meeting go as smoothly as we can, but will be time consuming to verify all participants. Rather than checking in prior to the meeting, as many attendees will be joining after the start of the meeting, we will do the verification prior to voting so not to disrupt the meeting already in progress.

This Special Town Meeting will have voting at the end of the presentation. The Town Clerk’s office employees will be verifying voters to make sure they are either a registered voter of the town or a taxpayer paying \$1000 or more on taxes. The Moderator will explain at the beginning of the meeting.

All participants will be on MUTE the entire call until the end of the Contract Presentation when public comment will be taken. You can “raise your hand” and the Host will unmute you to comment on the presentation. We ask those who are attending via video that your full name appears on the screen as we will be using that along with other information to verify your identity. For those of you who are phone-in’s we will unmute you, ask to state your name and address and then you may Comment. We ask that only those participants that are able to vote, comment during this time.

The process for verification (in keeping with privacy) will be to move all participants back to the waiting room, then one by one privately verify said participant is an eligible voter. Depending upon how many participants we have, this could take a bit of time as we have to go one by one down the list. Again, we ask for your patience during this process. Please note we will stop recording during this time so personal information is not shared. Video participants will be asked to show photo ID, while phone- in participants will be asked for DOB and the last 4 digits of your Social Security Card or Driver’s License.

Once verified we will move all participants back into the meeting (from the waiting room) and do a “raise hand” vote for all those attending via video and then one by one un-mute each phone in caller and ask for their vote. At the end of this process the Town Clerk’s office will give the results to the Moderator.

To participate in the meeting:

Topic: Town Meeting

Time: Apr 23, 2020 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/98159588202?pwd=dys5SkFpaDFRakJlbzNkbFFpbGRBZz09>

Meeting ID: 981 5958 8202

Password: 428459

Dial by your location

For local toll free calling dial 860-370-3002

Meeting ID: 981 5958 8202

Password: 428459

Find your local number: <https://zoom.us/j/98159588202>