

Remote Public Meeting Script for Opening a Meeting

I, **Julie Potter, as Chair of the East Montpelier Planning Commission**, find that, due to the State of Emergency declared by Governor Scott as a result of the COVID-19 pandemic and pursuant to Addendum 6 to Executive Order 01-20 and Act 92, this public body is authorized to meet electronically.

In accordance with Act 92, there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the temporary amendments to the Open Meeting Law, I confirm that we are:

- a) Providing public access to the meeting by **video conference**, with additional access offered through telephone. We are using **Zoom** for this remote meeting.¹ All members of the **Planning Commission** have the ability to communicate contemporaneously during this meeting through **Zoom** and the public has access to contemporaneously listen and, if desired, participate in this meeting by **asking to be recognized when the chair asks for public comments**;
- b) Providing public notice of instructions for accessing the meeting. We previously gave notice to the public of the necessary information for accessing this meeting, including how to access the meeting **on Zoom** with a **computer, smartphone or regular telephone** in our posted meeting agenda. **Instructions have also been provided on the town website at: <https://eastmontpeliervt.org/boards-commission/planning-commission/>. Click on the agenda for the desired meeting date.**
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access. If anybody has a problem, please **use in this preferred order: the chat feature within Zoom (Alt+H), text Zach by at 413-207-1716, or email zsullivan@gmail.com.**
- d) Continuing the meeting if necessary. In the event the public is unable to access this meeting, it will be continued to a time and place certain.

Please note that all votes taken during this meeting that are not unanimous will be done by roll call vote, in accordance with the law.

Let's start the meeting by taking a roll call attendance of all members participating in the meeting.

¹ Many public bodies are using video teleconferencing technology, such as GoToMeeting, to ensure the remote meeting complies with the Open Meeting law. If you have any questions about the appropriateness of the technology you are using to conduct your meeting, please consult VLCT's Municipal Assistance Center (MAC) at 1-800-649-7915 or info@vlct.org.