



**Town of Berlin
Warning and Notice
Annual Pre-Town Meeting**

The legal voters of the Town of Berlin are hereby warned and notified to meet via zoom at 10 AM on Saturday, February 27, 2021 to hear and discuss the Australian Ballot Articles as listed on the 2021 Annual Town Meeting Warning.

Information on how to access the remote hearing:

- By telephone: Dial 1-646-558-8656. When prompted enter the meeting ID: 829 1855 3551
Passcode: 887627
- By computer:
<https://us02web.zoom.us/j/82918553551?pwd=LytIRGNmcEIndHR6WVGJqcEV2UjRQdz09>
- You may be prompted to enter a hearing ID: 829 1855 3551; Passcode 887627.

Please review our "Informational Handout for Remote Public Hearings" to understand how these electronic hearings will be managed. If you wish to make a public comment but do not have the ability to comment remotely during the meeting, please email your comment(s) to Vince Conti Town Administrator at townadministrator@berlinvt.org.

INFORMATIONAL HANDOUT FOR REMOTE HEARINGS

Remote Public Informational Hearing

The public informational hearing will be conducted remotely via electronic means. The public will also be able to access and participate in the remote hearing by dialing in through telephone.

Accessing the Hearing

Please refer to the hearing notice and agenda for information on how to access the remote hearing. Please note that whether you join by telephone, computer, or device. You also may be muted or restricted from using any chat function until the public comment portion of the hearing.

Participation

The Selectboard will follow its agenda and allow public attendees to participate through voice (audio) means where feasible or alternatively using any chat function during the designated public comment periods on the agenda and at other applicable times as needed.

Initially, the hearing host/organizer will mute all participants. This is necessary to control background noise. The host/organizer will then unmute participants or allow participants to unmute themselves when invited to speak by the Selectboard Chair.

Please review the following guidelines:

- The Chair will invite comment:
 - during the time designated on the agenda for public comment;
 - during any open public comment period, if applicable; and
 - other times as determined by the Chair.
- When a participant/attendee is unmuted, they must state their name before commenting.

When the Selectboard adjourns the hearing, the host/organizer will end the electronic hearing by turning off/closing the remote hearing software. Attendees will be automatically disconnected.

Minutes and other public records that were part of the hearing will be made available in accordance with VT's Open Meeting and Public Records Laws.

To learn more about Remote Public Hearings and the Open Meeting Law, please visit the Secretary of State's Municipal Assistance webpage at <https://sos.vermont.gov/municipal-division/laws-resources/covid-19-response/>.