

READ THIS TODAY!!

Special Instructions for the February 25, 2021 Remote Town Meeting

COVID-19 precautions require that the Town conduct this winter Special Town Meeting “remotely” – via a device connected to the Internet. While Zoom Webinar, upon which the meeting relies, is well known to many, it is new for others and we want to do all we can to help.

Following are general instructions and practice session information. A webinar pre-registration link with login and dial-in information will be delivered in a follow up email.

To participate in the meeting you will need...

1. A computer, tablet, or other device that is connected to the internet

A smart phone will work, but a larger display screen is preferred. Ideally the device will have a video camera and a microphone. You can get by without the video camera and you can call in by phone if your computer doesn't have a microphone, but you must be logged in on a device in order to request to speak and to vote.

2. To know how to join a “Zoom” meeting

Entering a Zoom Meeting is as easy as clicking on the meeting link that you receive via email, and entering the meeting ID and password, when prompted. You will first want to install Zoom on your device. There are many tutorials for using Zoom online, but we found this one for first timers to be very helpful - <https://www.youtube.com/watch?v=kh50kValdAY>.

3. An email address that will allow you to receive and open your Zoom and VVoter Links

You will receive emails with personalized meeting links (one to Zoom, the other to VVoter) that are for your use only. If you live in a home with two Town Meeting members, you will each receive your own links and need to participate with your own device! The links allow you to:

- Register to attend Zoom Webinar (registering prompts a confirmatory email with login info)
- Use the confirmation email to join the Zoom Webinar, so you can see, hear, and speak
- Login to VVoter, which allows you to “request to speak” and vote securely

To be successful, we will all need a little practice!

We will hold two practice sessions that will allow us all a chance to become accustomed to these new tools. **We strongly urge your participation** in one or both of these sessions, which will be held on:

- Thursday, February 18. Registration begins at 6pm. Practice starts at 6:30pm
- Saturday, February 20. Registration begins at 9:30am. Practice at 10am

Note: An email with login info for the first practice session will be sent on Wednesday, Feb 17