



**Town of Brighton**  
VERMONT

**P.O. Box 377 Island Pond, VT 05846**

**Tel: 802-723-4405**

**PUBLIC NOTICE**

January 9<sup>th</sup>, 2025

The Brighton Selectboard will hold a Special Meeting on Thursday, January 16<sup>th</sup>, 2025, at 5:00 P.M. at the Town Hall, 49 Mill Street, Island Pond.

**Agenda:**

- Pledge of Allegiance
- Executive Session (Personnel/Town Manager Evaluation)
- Adjourn

**Information on how to access the remote meeting:**

Join Zoom Meeting

<https://us06web.zoom.us/j/9430996030>

Meeting ID: 943 099 6030

One tap mobile

+19292056099,,9430996030# US (New York)

+13017158592,,9430996030# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 943 099 6030

Find your local number: <https://us06web.zoom.us/j/81234567890> Please review our "Informational Handout for Remote Public Meetings" below to understand how these electronic meetings 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 the Board at [joeltcope@comcast.net](mailto:joeltcope@comcast.net). To ensure smooth access, we recommend that you test your remote meeting software in advance of the meeting. **If you have difficulty accessing the meeting, please call 802-323-6040 or email [joeltcope@comcast.net](mailto:joeltcope@comcast.net)**

## **Informational Handout for Remote Public Meetings**

### **Accessing a Meeting**

Please refer to each public body's notice and agenda for information on how to access a remote meeting. Please note that whether you join by telephone, computer, or device, you may be put on hold or in a waiting "room" until granted access to the meeting. You also may be muted or restricted from using any chat function until the public comment portion of the meeting.

### **Participation**

All meetings will be conducted in accordance with the respective "Rules of Procedure" of each public body, to the extent practicable. The public body 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 meeting's host/organizer will mute all participants that are not members of the public body. 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 Chair of the public body.

Please review the following guidelines: ● The Chair will invite comment:

- during the time designated on the agenda for public comment;
- after the public body discusses each agenda item;
- before the public body takes action;
- during any open public comment period, if applicable; and
- other times as determined by the public body.

● When a participant/attendee is unmuted, they must state their name before commenting.

If the public body successfully moves to enter an executive session, the meeting's host/organizer will then place everyone that is not part of the executive session on hold or a virtual waiting "room." This will prevent attendees from hearing or participating in the meeting during the duration of the executive session. When the public body exits executive session, the host/organizer will then grant access back to the remote meeting. When the public body adjourns the meeting, the host/organizer will end the electronic meeting by turning off/closing the remote meeting software. Attendees will be automatically disconnected.

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

**To learn more about Remote Public Meetings 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/>**