

Tusten Town Board
Special Meeting: ZOOM INTRO
April 6, 2020
4:00 PM

Supervisor Ben Johnson	Present
Councilwoman Jane Luchsinger	Present
Councilwoman Jill Padua	Present
Councilwoman Brandi Merolla	Present
Councilman Bruce Gettel	Present
Others Present: Crystal Weston, Town Clerk; ZBA Members: Nico Juarez, Sean Harrington & Steve Stuart; Planning Board Members: Ed Jackson, Ken Baim, John Kaufman; Danielle Jose & Jacy Ricciani.	

1. OPENING ITEMS

1.1 Call Meeting to order

Supervisor Bernard Johnson called the meeting to order following at 4:00 PM

1.2 Pledge of allegiance

Supervisor Bernard Johnson led the pledge.

1.3 Announcements: Supervisor Bernard Johnson

- Town Clerk, Crystal Weston requested this meeting to familiarize town employees, board members and the public with Zoom to ensure a smoother transition to virtual meetings
- A few announcements
 - first: Town Hall Offices are closed to public entry due to the covid-19 pandemic and NYS regulations under the executive order.
 - Town Assessor & Planning Board Chair shall resume work from home exclusively.
 - Justice Court is closed at this time as per NYS guidelines.
 - Code Enforcement/ Building Dept. is working under essential guidelines from NYS
 - All Meetings & Public hearings will be held via the Zoom Platform and will follow the guidelines set forth in the open meetings law as per Governor Cuomo's executive order until further notice.

2. TOWN INTRODUCTION TO ZOOM

Town Clerk, Crystal Weston introduced & explained the features within the zoom platform.

- All participants will be muted upon entry & unmuted when called upon during public comment period(s)
- Board Members will remain unmuted during the duration of the meeting

- The chat feature is located at the bottom of the screen and will be used for questions or assistance between the individual zoom participant and the town clerk 'host'.
- Screen Share will be done by the host in order to allow all participants to view agendas, documents, map, and other items that may come up throughout meetings.
- All meeting ID #'s will be posted on the clerks board and town website.
- You can mute yourself or turn off your video if needed at the bottom left of your screen.
- In order to 'Raise your hand' you can do so virtually under the participant & chat feature.
- State your name prior to commenting.
- All Boards will continue to hold business with roll call voting.
- Top right hand of the screen shows the option for 'gallery view' or 'speaker view'.
- All meetings will be recorded and later posted to the website.
- If there are any members of the public that would like to participate in these meetings please have them contact the town clerk's office for assistance.

3. PUBLIC COMMENT

No Public Comment was made.

4. BOARD COMMENT

No further comment from the Town **Board**

5. CLOSING ITEMS

4.1 Meeting reminders

Next Regular Town Board Meeting is scheduled for Tuesday May 12, 2020 via ZOOM

4.2 Adjournment

With there being no further business, a motion was made by Supervisor Bernard Johnson, seconded by Councilwoman Jane Luchsinger to close the special meetings at 4:30 PM.