**REMOTE PARTICIPATION POLICY**

Board of Overseers Northport Village Corporation

Pursuant to 1 M.R.S. § 403-B, and after public notice and hearing, the above-named Board of Overseers adopts the following policy to govern the participation, via remote methods, of members of the Board of Overseers and the public in the public proceedings or meetings of the Board of Overseers.

Members of the Board of Overseers are expected to be physically present for meetings except when not practicable, such as in the case of an emergency or urgent issue that requires the Board of Overseers to meet via remote methods, or in the absence of a member due to illness or significant difficulty traveling to the meeting location. The chair or presiding officer of the Board of Overseers, in consultation with other members if appropriate and possible, will make a determination that remote methods of participation are necessary in as timely a manner as possible under the circumstances. A member who is unable to attend a meeting in person will notify the chair or presiding officer as far in advance as reasonably possible.

Remote methods of participation may include telephonic or video technology allowing simultaneous reception of information and may include other means necessary to accommodate disabled persons. Remote participation will not be by text-only means such as e-mail, text messages, or chat functions.

The public will be provided a meaningful opportunity to attend via remote methods when any member of the Board of Overseers participates via remote methods. If public input is allowed or required at the meeting, an effective means of communication between the Board of Overseers and the public will also be provided. The public will also be provided an opportunity to attend the meeting in person unless there is an emergency or urgent issue that requires the entire Board of Overseers to meet using remote methods.

Notice of all meetings will be provided in accordance with 1 M.R.S. § 406 and any applicable charter, ordinance, policy, or bylaw. It is the intention of the Overseers to allow the public to observe all meetings remotely so long as the means is available regardless of whether the Overseers Meeting is a remote meeting or in person meeting. Notice of Public Meetings will include the means by which the public may access the meeting remotely and will provide a method for disabled persons to request necessary accommodation to access the meeting. Notice will also identify a location where the public may attend the meeting in person. The Board of Overseers may not determine that public attendance at a proceeding will be limited solely to remote methods except when an emergency or urgent issue exists that requires the public body to meet by remote methods. The Board of Overseers will make all documents and materials to be considered by the Board of Overseers available, electronically or otherwise, to the public who attend remotely to the same extent customarily available to the public who attend in person, provided no additional costs are incurred by the Board of Overseers.

All votes taken during a meeting using remote methods will be by roll call vote that can be seen and heard if using video technology, or heard if using audio technology only, by other members of the Board of Overseers and the public.

This policy will remain in force indefinitely unless amended or rescinded.