

PUBLIC NOTICE
of
VIRTUAL MEETING OF THE
VILLAGE OF SOUTH BLOOMING GROVE PLANNING BOARD
THE MEETING WILL BE HELD ONLINE AND TELEPHONICALLY--
THERE WILL BE NO IN-PERSON PARTICIPATION
BY THE BOARD OR THE PUBLIC

NOTICE IS HEREBY GIVEN that the Planning Board for the Village of South Blooming Grove, New York will hold its regularly scheduled Planning Board Meeting on **June 18, 2020** beginning at 7:00PM.

Pursuant to Governor Cuomo's Executive Orders 202.1 and 202.10, which modified the New York State Open Meetings Law to allow public bodies to meet by remote telephone conference call without the public being present in person, as long as the public has the opportunity to view and/or listen to the meeting, the Planning Board meeting will be held remotely using the Zoom video and telephone conferencing platform. **Village Hall is closed to the public due to the Coronavirus Pandemic.** Neither the Planning Board Members nor the public will be present in-person at Village Hall during the virtual meeting.

Instructions for joining the Zoom call are provided below.

Public participation. The public is invited to view and/or listen to the meeting, except during any portion of the meeting where the Board requires legal advice from its attorney or which the Open Meetings Law allows the Board to go into Executive Session. The Planning Board meeting will be recorded, and a transcript will be made available later.

Public comment. The Planning Board provides opportunity on its agenda for public comment on the general agenda or such matters as interested members of the public wish to bring to the attention of the Board. In order to allow all viewpoints to be heard and to encourage civility and respectful discourse, the Board has adopted temporary rules for public comment during remote meetings, which are posted on the Village's website.

Public hearing(s). The Planning Board will provide opportunity for all interested persons to be heard on specific matters that are on its agenda for a public hearing. In order to ensure that all interested persons are heard, the Board has adopted temporary rules for public hearings that are scheduled during virtual meetings of the Planning Board.

Notification of intent to comment: Individuals wishing to speak either during the public comment portion of the meeting or on a matter before the Planning Board for public hearing are requested to provide notification of such intent by emailing the Clerk to Boards at deputyclerk@villageofsouthbloominggrove.com at least one business day before the meeting, indicating whether they wish to speak during the public comment portion of the meeting or at a scheduled public hearing, and including their name, physical address and e-mail address.

Written comments. The Board encourages the submission of written comment to the Clerk to

Boards prior to the meeting. Written comment submitted at a public hearing will be included in the record of that hearing. Public comment submitted to the Clerk to Boards by e-mail by 4:00 PM the day of the meeting will be noted as an email-only comment in the record of the meeting.

The agenda of the Planning Board Meeting will be posted on the Village's website. To the extent practicable, documents relevant to agenda items will be posted on the Village's website ahead of the virtual meeting.

INSTRUCTIONS TO JOIN THE PUBLIC MEETING

- Option 1: watch the meeting live.
- (1) Upload the Zoom App on to your **computer, tablet or smart phone**
- (2) **Use the Zoom link below to login with the Meeting ID and password.**
 - Meeting ID: 920 8356 8177
 - Password: 555945

[Zoom instructions on how to test your device: <https://support.zoom.us/hc/en-us/articles/201362283-How-Do-I-Join-or-Test-My-Computer-Audio->]

- Option 2: listen to the meeting live.
 - (1) **Use your telephone or smartphone to, call the number below**
 - (2) **When prompted, enter the Meeting ID and password to join the Meeting.**
 - Number (929) 436 2866 US (New York)
 - Meeting ID: 920 8356 8177
 - Password: 555945
- Use your phone's keypad to enter these commands during a Zoom meeting:
- *6 - Toggle mute/unmute
 - *9 - Raise hand

INSTRUCTIONS TO SPEAK AT A VIRTUAL PUBLIC HEARING

Option 1: Using Zoom video

Use the "Raise Your Hand" function

Option 2: Using your phone

Press #9 (Raise Your Hand) to request opportunity to speak

Then

Moderator will unmute you and advise you of the time available.

The Board requests that you state your name and address for the record.

Advise the Board whether you have submitted written comments.

Make your statement for the record and let the Moderator know that you are finished.

Temporary Rules of Order for Remote Meetings

1. Remote meetings will be facilitated by a designated Village staff member, who will serve as the Moderator.
2. The Planning Board (“Board”) agenda will designate (1) those matters on which the Board will hold a public hearing.
3. Public comment. The Planning Board will allow a reasonable period for public participation on matters not on the agenda for public hearing. In setting the time for public participation, the Supervisor will, with the consent of the Board and after considering the overall agenda, announce the time that will be available to individual speakers wishing to address the Planning Board during the public participation period, and the number of times that each speaker may speak. Any member of the general public attending the virtual meeting may request an opportunity to address the Board. The Supervisor shall, with the assistance of the Moderator, call speakers in the order in which they requested to be heard and allow each speaker three (3) minutes to speak. That time may be extended in the discretion of the Supervisor. Recognizing that the purpose of the public participation period is to bring matters to the attention of the Board, not to engage in debate, when all persons attending the meeting have been afforded the opportunity to speak, the Chair may entertain a motion to close the public participation period..
4. Public hearing. Prior to taking action on matters that are before the Board for public hearing, the Board will consider the record established at the public hearing. Interested members of the public are encouraged to observe the following procedure in order to provide opportunity for the member of the Board to give full consideration to all issues and concerns being raised on matters before it.
 - a. As members will not be meeting at a physical location, electronic copies of written comments and other documents must be submitted by email or fax to the Board and Clerk to Boards for the hearing record.

Email address: deputyclerk@villageofsouthbloomington.com
Fax number: 845-782-2601
 - b. Written comments should be submitted to the Clerk to Boards by email or fax at least one business day before the Planning Board meeting, so there is adequate time for the board members to consider them.
 - c. Written comments from persons not wishing to speak at the hearing must be received by the Clerk to Boards no later than 3:00 PM on the day of the hearing and will be distributed to members of the board as e-mail only comments.
 - d. Written submissions do not need to be read aloud in their entirety at the meeting; they will be made part of the record.
 - e. Persons wishing to speak at a hearing may request to be heard by sending an email to the Clerk to Boards prior to the meeting or using the Chat function of the Zoom conferencing platform to sign up to speak with the meeting Moderator once the Meeting is opened. Requests to speak should include the name and address of the speaker, email contact information and the name of the applications on which the speaker requests to be heard.
 - f. Speakers will be called upon by the Chair in the order in which they signed up to speak with the Clerk to Boards or the Moderator.

- g. Individual speakers will have three (3) minutes to address the Board.
 - h. Representatives appearing for applicants or members of the public will have up to fifteen (15) minutes to present. The purpose of allowing representatives of members of the public to have fifteen (15) minutes to present is to allow the representative to speak on behalf of a group of people and eliminate the need for the members of that group to make individual comments. In doing so, the Board does not diminish the importance of individual comments but seeks to improve the efficiency of public hearings to the benefit of the Board, applicants, and the public.
 - i. Once all persons who are signed up with the Clerk to Boards or Moderator have had an opportunity to speak on an application, the Chair will provide an opportunity for persons to address the Board who did not sign up but who now wish to be heard.
 - j. If a speaker agrees with previous comments, the Board encourages the speaker to state that agreement without repeating the prior comments in full.
5. Recognizing that the purpose of a public hearing is to bring matters to the attention of the Board, not to engage in debate, when all persons attending the meeting have been afforded the opportunity to speak, the Chair may entertain a motion to close the public hearing.
 6. The Board may, in its sole discretion, may elect to close or continue the public hearing; if it determines the hearing should be closed, the Board may, in its sole discretion, allow for the submission of additional written comments for the record, if received by the Clerk to Boards by the close of business on the Monday after close of the public hearing. In such event, comments received after the close of the hearing must be related to, and state that they are in response to, specific discussion held at the hearing itself. Written submissions that do not comply with these requirements will not be considered by the Board.
 7. If a public hearing is kept open and continued to a subsequent date, any additional written comments by interested members of the public must be received by the Clerk to Boards no later than five (5) days after the date of the meeting at which the hearing was continued, and be limited to responses to matters discussed at that hearing. Applicants may submit a written reply within five (5) days after receiving such written comments from the Clerk to Boards. Written submissions that do not comply with these deadlines will not be considered by the Board.
 8. The Planning Board encourages all audience members to behave with civility and respect to all. Audience members that are disorderly at remote meetings will be given one warning before being asked to leave the remote meeting. If the audience member refuses to leave the meeting willingly, the Moderator will disconnect the audience member from the remote meeting. Disorderly shall be defined as the following:
 - Intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof; or making unreasonable noise; or
 - Engaging in fighting or in violent, tumultuous or threatening behavior; or
 - Using offensive, derogatory, abusive or obscene language or imagery or making obscene gestures; or
 - Disturbing any meeting; or
 - Refusing to comply with a lawful order of any member of the Board or official Village personnel.