

---

## INTEROFFICE MEMORANDUM

---

**TO:** PEARL SEARS – PLYMOUTH TOWN CLERK  
**FROM:** CHRISTOPHER BADOT  
ADMINISTRATIVE ASSISTANT TO THE BOARD OF SELECTMEN  
**SUBJECT:** VIRTUAL TOWN MEETING  
**DATE:** SEPTEMBER 2, 2020

---

This is to acknowledge that the Select Board Meeting held on August 25, 2020 the Select Board voted unanimously to approve and authorize the October 17, 2020 Annual Fall Town Meeting to be held virtual due to COVID-19 health concerns, as requested by the Town Moderator.

Regards,



Christopher Badot  
*Administrative Assistant to the Board of Selectmen*



# TOWN OF PLYMOUTH

26 Court Street  
Plymouth, Massachusetts 02360

FAX (508) 830-4062  
(508) 747-1620

August 19, 2020

Town of Plymouth  
Select Board  
26 Court Street  
Plymouth, MA 02360

Re: October 17, 2020 Fall Town Meeting –  
Restated Request for Remote Participation

Dear Board Members:

Having determined that it is not possible to safely assemble the Town Meeting Members and interested members of the public in a common location for the conduct of the Fall Town Meeting, in accordance with Chapter 92 of the Acts of 2020, and in order to comply with the requirements contained within the Act, I request that the Select Board call the Fall Town Meeting to be held on October 17, 2020 at 8:00 AM through remote participation, including, but not limited to, by means of a video or telephone conferencing platform. I have conferred with Barry DeBlasio, local disability commission, to confirm federal Americans with Disabilities Act compliance for such remote participation Meetings.

The Meetings will be conducted using the Zoom webinar and OTI virtual voting platforms. I certify that: (A) I have tested the video or telephone conferencing platform; and (B) the platform satisfactorily enables the Town Meetings to be conducted in substantially the same manner as if the Meetings occurred in person at a physical location and in accordance with the operational and functional requirements set forth in Section 8 of Chapter 92 of the Acts of 2020.

I look forward to your favorable response to this request in the interest of protecting public health and safety, and the issuance of an appropriate notice in that regard.

Sincerely,

F. Steven Triffletti  
Town Moderator

**SELECT BOARD NOTICE  
OF REMOTE PARTICIPATION AT TOWN MEETING**

Pursuant to the written request by the Town Moderator for remote participation at Town Meeting and in accordance with subsection (a) of Section 8 of Chapter 92 of the Acts of 2020, the Select Board hereby votes that the fall Annual Town Meeting shall be held remotely by means of the Zoom webinar and Options Technology Incorporated (OTI) virtual voting platforms as requested by the Moderator.

The remote fall Annual Town Meeting referenced herein shall be held on Saturday, October 17, 2020 commencing at 8:00 AM. Information necessary for the Moderator, Town Meeting members, Town officials and interested members of the public to access and witness the deliberations and actions taken at the Town Meeting remotely is as follows:

The Town Moderator will provide virtual town meeting through Zoom Webinar videoconferencing platform and V-Voter, with the help of PACTV and Option Technologies virtual voting platforms.

Town Officials will provide information through Zoom Webinar videoconferencing platform for their deliberations and they will be using V-Voter to take actions.

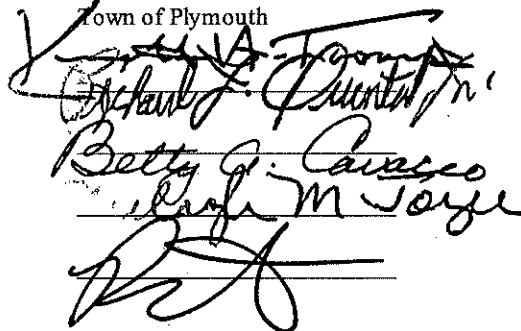
Interested members of the public will be able to view the meetings through PACTV, Channel 15 (Comcast) or Channel 47 (Verizon) or [pactv.org/live](http://pactv.org/live). Individuals not otherwise lawfully entitled to speak will have the opportunity to speak through the Zoom Webinar videoconferencing platform with 48-hour advanced notice given to and permission granted by the Town Moderator.

Registered Town of Plymouth voters wishing to participate in the remote fall Annual Town Meeting as referenced herein shall submit a request to participate in those Meetings to the Town Clerk not less than forty-eight (48) hours in advance of the Town Meetings scheduled for October 17, 2020 commencing at 8:00 AM. Upon receipt of the request and verification of the requester's voter registration status, the Town Clerk shall provide to the requester instructions for participating in the remote Town Meeting.

The first order of business at Town Meetings shall be for the Town Meeting members present and voting to vote on whether or not to commence business at the Town Meetings remotely by means of the Zoom webinar and OTI virtual voting platforms. If the Town Meeting members vote to continue conducting the Town Meetings remotely, the members shall proceed by remote participation to address the articles included in the warrants therefor. If the Town Meeting members do not vote to continue conducting the Town Meetings remotely, then the fall Annual Town Meeting shall be adjourned to Saturday, November 14, 2020 at 8:00 AM at Plymouth North High School.

This notice, accompanied by the written request of the Moderator for remote participation at Town Meeting, shall be filed and posted in accordance with the requirements of G.L. c. 39, §10A, subsection (b); distributed to each Town Meeting member; and publicly posted not less than 10 days before the scheduled date of the remote Town Meeting.

Select Board  
Town of Plymouth

  
The signatures are handwritten and appear to be of the following individuals: Thomas A. Fournier, Richard J. Fournier, Betty G. Caruso, and Mark M. Joye. There is a fourth signature at the bottom that is less legible.