**Town of Shelburne Annual Town Meeting**

**Saturday, June 13, 2020 10:00 a.m.**

**Buckland Shelburne Elementary School Yard**

**75 Mechanic Street**

General Plans and Logistics

We’ve all been sharing an unprecedented and stressful few months with many uncertainties still remaining ahead of us. The format and considerations for this year’s annual town meeting are the joint effort of the COVID-10 Task Force, Selectboard, town administrator, town clerk, town moderator, the Board of Health and BSE school personnel over the previous several weeks. Many of the protocols put in place are designed to help you feel safe as we conduct one of the great New England traditions of the Annual Town Meeting where we decide many aspects of life in our community. We will proceed with many familiar activities that are a traditional part of our annual town meetings, but there are some additional requirements and protocols.

Venue

* The annual town meeting will be held on the lawn of the Buckland Shelburne Elementary School at the bandshell on Mechanic Street.
* A tent will be set up in front of the bandshell for voters with a designated area for non-voters. There will be a defined perimeter and chairs will be set up in marked spots under the tent. Voters living together will be able to sit together.
* A porta potty will be on site.
* Handicapped parking will be available on the lawn.

Meeting Time

The meeting will be called to order at 10:00 a.m. on Saturday, June 13, 2020 regardless of weather. With the tent, the meeting will be held during general rain. If the weather is *severe* and not conducive to conducting the meeting, the meeting will be adjourned to Sunday, June 14 at 2:00 p.m. without any business being conducted. If during the meeting, the weather becomes an issue, a recess or adjournment may be voted.

Protocols

* Face Covering: Face masks or other face coverings are to be worn by everyone at all times, except for medical exceptions, including when speaking at the microphone. Masks will be available for those who may not have one.
* Physical Distancing: Please keep 6’ distance from others throughout the meeting, except for household members who are attending together.
* Checking in: Proceed to check-in area upon arrival where a warrant and voting cards will be distributed.
* Seating: Remain seated throughout the meeting except to “call the question”, call for a “vote count”, state a “point of order”, speak from the microphones, or to leave.
* Departure: Exit row by row, maintaining 6’ distancing between parties. Deposit voting cards and any other material in designated receptacles when you leave.

The Warrant

* There are 17 articles on the warrant specific to the town’s fiscal matters prior to the start of Fiscal Year 21 on July 1, 2020. Other typical town meeting articles will be on a future warrant at a special town meeting this fall.
* To make or address a motion, voters will proceed to one of the microphones and wait to be recognized by the moderator. A volunteer will adjust the microphone if necessary. Time limits for speaking may be set by the moderator under the powers of the moderator to regulate the meeting. Everyone who wishes to speak to a motion will be allowed to do so, but no one will be recognized a second time until all who have spoken once have had the opportunity to do so.
* All voting will be by a card system rather than voice votes. For safety reasons there will be no paper ballots.

Questions?

Please contact Sylvia Smith, Moderator at: sylviasmith48@comcast.net