

Videoconference Policy

Regular and special meetings of the Town Board, Zoning Board, Planning Board, Environmental Conservation Commission, Historic Preservation Commission, Veterans Committee, Preservation and Investment Commission, Youth and Recreation Commission and Marbletown O&W Rail Trail Committee may be attended via videoconference, when the following process and criteria are met and implemented:

1. Any Board, Committee or Commission member requesting to attend a meeting via videoconference pursuant to Section 103(c) of the Public Officers Law may file a written request with the Town Supervisor no less than 72 hours prior to start of the meeting and that he or she will not be able to personally attend the meeting in a Town of Marbletown facility.
2. The Supervisor shall make arrangements for the videoconferencing. Meeting must be held in room or building that is set up to videoconference.
3. The video conference shall be conducted in a manner compliant with State Law and shall ensure that all members can see and hear any member videoconferencing in the meeting and that such videoconferencing member(s) can see and hear the other members of the Board, Committee or Commission.
4. Any Member attending via videoconference shall ensure that public accessibility is permitted at the location of such member pursuant to Section 104 of the Public Officers Law.
5. Attendance via videoconference shall be limited to six (6) instances per calendar year for Town Board members and three (3) for all other boards, committees, and commissions.
6. Remote member(s) location at least 72 hours prior to meeting on the town website and social media.
7. A Quorum of any board, committee or commission must physically be at advertised location of meeting.
8. Costs, if any, associated with the securing or equipment at the remote location, the renting of the remote location, any connection or communication fee charged by the remote location shall be borne by that Member who is attending remotely, and shall not be the responsibility of the Town of Marbletown.
9. All Town Board, Planning Board, and Zoning Board meetings must be broadcast live and then archived on Town's website and social media accounts.
10. Conditions for extraordinary circumstance videoconferencing: Notwithstanding any other provision of these Rules, members shall be physically present at meetings, unless allowed remote attendance at locations that do not allow for in-person physical attendance by the public, under extraordinary circumstances.

(i). The list of extraordinary circumstances is non-exhaustive, but shall include disability, illness, caregiving responsibilities or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting.

(ii). Members shall provide notice of their inability to attend a meeting to the Town Supervisor at least 24 hours prior to the meeting, or as soon as practicable.

(iii). The determination of whether circumstances are "extraordinary" as set forth in this Section shall be made by the Town Supervisor.