

**HOUSING PRODUCTION PLAN STEERING COMMITTEE
MEETING AGENDA
THURSDAY, OCTOBER 28, 2020 AT 9:00 A.M.
MEETING LINK:
<https://us02web.zoom.us/j/83436067332>
MEETING ID: 834 3606 7332
CALL-IN NUMBER: 929-205-6099**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings in the Town of Weston will be conducted via remote participation to the greatest extent possible. We will strive to provide access to such meetings via a link to call in, or other similar option. In the event we are unable to accommodate the same, despite best efforts, we will post recorded sessions of the meeting as soon as possible following the same. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings

Committee Members: Sarah Rhatigan (Chair), Cheryl Alpert, Alice Benson, Chris Chandor, Alicia Primer and, Harvey Boshart (Select Board Liaison)

- 9:00 a.m. Introductions**
- 9:10 a.m. Discussion of local housing issues and HPP objectives**
- 9:40 a.m. Project schedule**
- 9:55 a.m. Discussion of Open Meeting Law and expectations re: transparency and disclosure of potential conflicts**
- 10:05 a.m. Outreach and engagement plan**
- 10:30 a.m. Housing needs assessment**
- 10:50 a.m. Schedule next meeting date**

Remote Online Attendance and/or Call-in Participation Instructions

- To use Zoom with video on a smart phone or tablet you must download the Zoom app first. After you've downloaded the app, enter the Zoom Meeting ID.
- To use Zoom on a computer, you have to download an installer the first time you join a meeting, which you'll automatically be asked to do. After that, you'll join meetings automatically when you click on the meeting link.
- Use the call-in number to join the meeting in audio-only mode. The call-in number is access if your computer doesn't have a microphone/speaker.
- You will be entered into a "waiting room" prior to joining the meeting.
- If you are calling in on a phone, please keep yourself on mute. You can unmute yourself by pressing *6

Instructions for Public Comment and Attendance

- All participants will be on mute upon entering the meeting. Please keep yourself on mute
- The public is asked not to speak until the Chair asks for public questions/comments. Anyone who speaks over any member of the Board will be automatically muted
- To be recognized, click on the "Participants" button on the lower (or upper) bar and activate the blue 'Raise Hand' icon. You will be placed in a queue and called upon in order.
- For participants calling in on a phone, press *9 to raise the blue hand icon
- The chat function has been disabled
- Participants do not have the ability to change their name while in the meeting
- Anyone who is seen holding up signs will have their video disconnected
- Anyone who is seen making rude or disruptive gestures will have their video disconnected
- Members of the audience who cannot conduct themselves in a civil manner will be placed in the waiting room for a period of time