

# Town of Windham

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## MEMORANDUM

DATE: September 10, 2021  
TO: Zoning Board of Appeals  
FROM: Jonathan Rioux, Acting Director of Code Enforcement  
RE: Remote Participation Policy

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Governor Mills signed Public Law Chapter 290 into law on June 21, 2021. The law, attached, establishes (1), requirements that meetings be held in-person, and (2), the circumstances under which members of public bodies may participate in public meetings using remote technology.

In order to take advantage of the new remote participation law, the Zoning Board of Appeals (ZBA) must hold a public hearing and then adopt a policy in conformance with the new state law. If approved, the proposed Remote Participation Policy, attached, will allow both Board members and the public to attend ZBA meetings via remote technologies pursuant to the requirements of Public Law Chapter 290.

### **Recommended Action:**

A public hearing is scheduled for the September 16, 2021 ZBA meeting. After the public hearing and discussion by the Board, the Planning Board may take action on the proposed Remote Participation Policy.

### **Motion:**

To adopt the Remote Meeting Participation Policy for the Town of Windham Planning Board.